

Standard Form Number: SF-GOOD-30  
Revised on: MAY 24, 2004

21 May 2019

**SUPPLEMENTAL/BID BULLETIN NO. 2019-021**

This Supplemental/Bid Bulletin No. 2019-021 is issued to modify or amend items in the Bidding Documents for the requirements “*Services of a Marketing Company to Provide a Tourism Promotions Board (TPB) Market Coordinator in Hong Kong*” as follows:

ITEM NUMBER	SPECIFICATION																										
	To amend the percent (%) weight of the rating sheet and the passing rate for shortlisting																										
1	<p><b>FROM</b></p> <table border="1"> <thead> <tr> <th data-bbox="412 837 1143 871">ELIGIBILITY CHECK AND SHORTLISTING CRITERIA AND RATING</th><th data-bbox="1143 837 1305 871">Weight (%)</th></tr> </thead> <tbody> <tr> <td data-bbox="412 871 1143 904">Company background and track record (PR and Marketing)</td><td data-bbox="1143 871 1305 904"></td></tr> <tr> <td data-bbox="412 904 1143 938">a) 3 years and above</td><td data-bbox="1143 904 1305 938">30</td></tr> <tr> <td data-bbox="412 938 1143 972">b) 1 year and above but below 3 years</td><td data-bbox="1143 938 1305 972">20</td></tr> <tr> <td data-bbox="412 972 1143 1005">c) Below 1 years</td><td data-bbox="1143 972 1305 1005">5</td></tr> <tr> <td data-bbox="412 1005 1143 1039">Educational background of Personnel</td><td data-bbox="1143 1005 1305 1039"></td></tr> <tr> <td data-bbox="412 1039 1143 1072">a) Tourism, Marketing, or equivalent courses</td><td data-bbox="1143 1039 1305 1072">30</td></tr> <tr> <td data-bbox="412 1072 1143 1106">b) International Studies or other related courses</td><td data-bbox="1143 1072 1305 1106">20</td></tr> <tr> <td data-bbox="412 1106 1143 1140">c) Other courses</td><td data-bbox="1143 1106 1305 1140">10</td></tr> <tr> <td data-bbox="412 1140 1143 1173">Current Workload Relative to Capacity</td><td data-bbox="1143 1140 1305 1173"></td></tr> <tr> <td data-bbox="412 1173 1143 1207">a) No ongoing projects</td><td data-bbox="1143 1173 1305 1207">40</td></tr> <tr> <td data-bbox="412 1207 1143 1240">b) 1 to 3 ongoing projects</td><td data-bbox="1143 1207 1305 1240">30</td></tr> <tr> <td data-bbox="412 1240 1143 1274">c) 4 or more ongoing projects</td><td data-bbox="1143 1240 1305 1274">0</td></tr> </tbody> </table> <p><b>Passing Rate: 85%</b></p>	ELIGIBILITY CHECK AND SHORTLISTING CRITERIA AND RATING	Weight (%)	Company background and track record (PR and Marketing)		a) 3 years and above	30	b) 1 year and above but below 3 years	20	c) Below 1 years	5	Educational background of Personnel		a) Tourism, Marketing, or equivalent courses	30	b) International Studies or other related courses	20	c) Other courses	10	Current Workload Relative to Capacity		a) No ongoing projects	40	b) 1 to 3 ongoing projects	30	c) 4 or more ongoing projects	0
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<b>TO</b>		
<b>ELIGIBILITY CHECK AND SHORTLISTING CRITERIA AND RATING</b>		<b>Weight (%)</b>
<b>1</b>	<b>Company background and track record (PR and Marketing) – 45%</b>	
	a) 3 years and above	<b>40</b>
	b) 1 year and above but below 3 years	<b>5</b>
<b>2</b>	<b>Educational background of Personnel – 20%</b>	
	a) Tourism, Marketing, or equivalent courses	<b>15</b>
	b) International Studies or other related courses	<b>5</b>
<b>3</b>	<b>Current Workload Relative to Capacity – 35%</b>	
	c) No ongoing projects	<b>20</b>
	d) 1 to 3 ongoing projects	<b>15</b>
<b>Total</b>		<b>100%</b>
<b>Passing Rate: 70%</b>		

For guidance and information of all concerned.

  
**LEAH MARIE C. SY**  
 Chairperson  
 Bids and Awards Committee

Received by the Bidder:

\_\_\_\_\_

Date: \_\_\_\_\_