



Our Ref: EOI/TSD/M/AUTO/1/2018/002

02 Aug 2018

Dear Tenderers,

ADDENDUM/ CORRIGENDUM NO. 001

for Expression of Interest (EOI)

TENDER REFERENCE NO. TEN/TSD/2018/001

Agreement No. TSD 1/2018 (AAS)
Information Technology (IT) Service on Design, Development and Maintenance
for the BEAM Plus Assessment Automation System
for the BEAM Society Limited (the "BSL")

The Addendum/Corrigendum at **Annex A** is issued to modify the original EOI documents and is hereby made a part of them with immediate effect.

2. You are hereby advised of the following clarifications/changes to the EOI documents.
3. If you have any query concerning the above submission, please write to the Procurement Division of the BSL by email or by post for any queries concerning this EOI exercise and its associated Addendum/ Corrigendum as detailed below:

Procurement Division
The BEAM Society Limited
1/F, Jockey Club Environmental Building
77 Tat Chee Avenue
Kowloon Tong, Hong Kong SAR
China

Tel: (852) 3610-5700
Fax: (852) 3996-9108
Email: assessment_automation@beamsociety.org.hk

Yours faithfully,

A handwritten signature in black ink, appearing to be 'Ir C. S. Ho', written in a cursive style.

(Ir C. S. Ho)
General Manager of the BSL

Encl.

cc. The BSL Secretariat
 The Automation Task Force of the BSL

ADDENDUM / CORRIGENDUM No. 001 for EOI					
Tender Reference No.: TEN/TSD/2018/001					
Invitation Letter for Expression of Interest (EOI)					
Agreement No. TSD 1/2018 (AAS)					
IT Service on Design, Development and Maintenance for the BEAM Plus Assessment Automation System for the BSL					
Item No.	Document Reference	Page No.	Clause No.	Description in EOI	Clause Added/ Changed/ Clarified
1	EOI Notice	NIL	NIL	<i>For clarity.</i> Submission of EOI documents should be deposited in the BSL's tender box located at 1/F, Jockey Club Environmental Building, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong SAR, China. This EOI invitation will close at 12:00 noon on 10 August 2018 (Friday). Late submissions will NOT be considered.	Submission of EOI documents should be deposited in the BSL's tender box located at Room 105, 1/F, Jockey Club Environmental Building, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong SAR, China. The tender box is accessible during office hours of BSL from 9:00am to 1:00 pm and from 2:00 pm to 6:00 pm, on Monday to Friday except public holidays. This EOI invitation will close at 12:00 noon on 10 August 2018 (Friday). Late submissions will NOT be considered.
2	Invitation Letter for EOI	1	4	<i>For clarity.</i> The envelope shall be placed in the BSL's tender box located at 1/F, Jockey Club Environmental Building, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong SAR, China for the attention of the Procurement Division of the BSL.	The envelope shall be placed in the BSL's tender box located at Room 105, 1/F, Jockey Club Environmental Building, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong SAR, China for the attention of the Procurement Division of the BSL. The tender box is accessible during office hours of BSL from 9:00am to 1:00 pm and from 2:00 pm to 6:00 pm, on Monday to Friday except public holidays.
3	Assignment Brief	4	1.1	<i>For rectification.</i> - Clause no. 1.1	Clause no. 1.7
4	Assignment Brief	4	1.2	<i>For rectification.</i> - Clause no. 1.2	Clause no. 1.8
5	Assignment Brief	4	1.3	<i>For rectification.</i> - Clause no. 1.3	Clause no. 1.9
6	Assignment Brief	4	1.3	<i>For clarity.</i> IT Solution Provider shall also provide a duration of 5-year maintenance service for the System.	IT Solution Provider shall also provide a duration of 5-year system support, upgrade and maintenance service for the System.
7	Assignment Brief	5	2.2 (i)	<i>For clarity.</i> to streamline the administration of the BEAM Plus assessment process;	to streamline the administration of the BEAM Plus assessment;
8	Assignment Brief	5	2.2 (ii)	<i>For clarity.</i> to promote proper integrity, consistency,	to promote proper integrity, consistency, effectiveness and

				effectiveness and efficiency of the BEAM Plus assessment process;	efficiency of the BEAM Plus assessment;
9	Assignment Brief	5	2.2 (iv)	<i>For clarity.</i> to enhance transparency and streamline review of the BEAM Plus assessment process; and to incorporate historical information and enable audit/tracking of project progress and relevant data; and	to enhance transparency of the BEAM Plus assessment and to incorporate historical information and enable audit, and tracking of project progress and relevant data; and
10	Assignment Brief	5	2.2 (v)	<i>For clarity.</i> to avail a database/repository of project data, information, rulings and decisions on the interpretation of the BEAM Plus Manuals which can be referenced by authorized users real time.	to avail a database/repository of project data, assessment information, rulings and decisions on the interpretation of the BEAM Plus Manuals which can be referenced by authorized users in real time.
11	Assignment Brief	5	3.1	<i>For clarity.</i> The scope of the Assignment is to implement an IT-enabled System that re-engineers and automates the manual operations for the BSL aiming to streamline the retrieval of project data, the assignment of BAS for assessment, the decision-making processes amid assessment and approval by use of precedent and ruling database, the sharing of knowledge database, and the export of data for statistical and certification purposes.	The scope of the Assignment is to design, develop, implement and manage an IT-enabled cloud-based turnkey System that facilitates process re-engineering and automates the manual operations for the BSL aiming to optimize the input/retrieval of project data, the assignment of BAS, the project review/decision-making processes amid assessment and approval utilizing precedent and ruling database, the sharing of knowledge database, and the generation of reports for analytical, statistical and certification purposes. The BSL should be entitled to the ownership of cloud service.
12	Assignment Brief	5	3.2	<i>For clarity.</i> The IT Solution Provider shall design, develop, set-up, test, host and maintain the BEAM Plus Assessment Automation System, which encompasses the following high-level purview: -	The IT Solution Provider shall design, develop, implement, test and maintain the BEAM Plus Assessment Automation System, which encompasses the following high-level purview: -
13	Assignment Brief	5	3.2 (i)	<i>For clarity.</i> A user-friendly System serving authorized persons to review and modify the relevant information of their projects, and to be well-informed of project progress;	A user-friendly system serving authorized persons to input, review and modify the relevant information of their respective projects, and to be well-informed of project progress;
14	Assignment Brief	5	3.2 (ii)	<i>For clarity.</i> An automated roster for assignment of BAS that enables an impartial and unbiased allocation of BAS's availability	An automated roster for the assignment of BAS, that ensures an impartial and unbiased project allocation of BAS based on

				and assignment of tasks for assessment;	BAS's personal particulars and availability;
15	Assignment Brief	6	3.2	<i>Newly added.</i>	A duration of 5-year system support, upgrade and maintenance;
16	Assignment Brief	6	3.2	<i>Newly added.</i>	A backup solution, including but not limited to, the entire set of data and any redundant solution;
17	Assignment Brief	6	3.2	<i>For clarity.</i> Attend all meetings with the BSL and, as instructed by the BSL, give presentation, for the purpose(s) related to the activities of the Assignment; and	Attendance at all meetings with the BSL and, as instructed by the BSL, give presentation, for the purpose(s) related to the activities of the Assignment; and
18	Assignment Brief	6	3.2	<i>For clarity.</i> Assist the BSL to apply funding from, including but not limited to, the Innovation and Technology Fund for Better Living.	Assistance for the BSL in applying funding from, including but not limited to, the Innovation and Technology Fund for Better Living.
19	Assignment Brief	6	3.2 (iii)	<i>For clarity.</i> A clarification and resolution platform which enables the discussion during the course of assessment, whereby arriving assessment conclusions with <i>all</i> the views of and information provided by concerned parties properly routed among parties and fully documented for future reference by authorized parties;	A clarification and resolution platform which enables dialogue, discussion, and highlighting & capturing key issues, information and data for decision making during the course of assessment and after the completion of assessment, whereby arriving assessment conclusions incorporating all the views and information provided by concerned parties, which is to be properly routed among parties and fully documented for future reference by authorized parties;
20	Assignment Brief	6	3.2 (iv)	<i>For clarity.</i> A reporting System to facilitate review of assessment results by authorized parties which include, but not limited to, the Technical Review Committee and its sub-committees and Expert Panels;	A project and management reporting system to facilitate review of assessment results by authorized parties which include, but not limited to, the Technical Review Committee and its sub-committees and Expert Panels;
21	Assignment Brief	6	3.2 (v)	<i>For clarity.</i> A knowledge database to accumulate and share of assessment knowledge which shall be able to grow over time based on input from different parties within the scope of work for BSL.	A knowledge database to accumulate and share assessment knowledge which shall be enhanced over time with input from different parties;
22	Assignment Brief	7	4.1	<i>Newly added.</i>	To provide trainings with guideline/ handbook/ manual to the BSL;
23	Assignment Brief	7	5.1	<i>For clarity.</i> Based on the requirements depicted above, the IT Solution Provider shall be	Based on the requirements depicted above, the IT Solution Provider shall be responsible for

				responsible for the analysis, design, development, testing and maintenance of the new System, and provide the following report as part of the deliverables: -	the analysis, design, development, implementing, testing and maintenance of the new System, and provide the following report as part of the deliverables: -
24	Assignment Brief	9	5	<i>Newly added.</i>	Supplementary information or reports other than the deliverables stated above shall be prepared and delivered at such time upon requested by the BSL.
25	Assignment Brief	9	6	<i>Newly added.</i>	The IT Solution Provider shall commence the required work and mobilize resources within 2 weeks after the notification from the BSL or at any other time as agreed by the BSL upon award of the contract.
26	Assignment Brief	9	6.1	<i>For clarity.</i> The Assignment is planned to commence in the first quarter of 2019 and shall take 6 to 12 months to complete. The deliverables are expected to be submitted during the course of the Assignment as specified in the Deliverables section above, under the supervision of the BSL.	The Assignment is planned to commence in the first quarter of 2019. The Service under this Agreement should be completed within 6 to 12 months after the commencement of the Assignment. The deliverables are expected to be submitted during the course of the Assignment as specified in the Deliverables section above, under the supervision of the BSL.
27	Assignment Brief (Annex A1)	23	42	<i>For clarity.</i> The System shall be created to facilitate information exchange among the BSL, BAS, Applicant and Project Team. Users shall be allowed to access the System through different hardware platforms with ease. The System shall be installed on cloud with access right granted to users using PCs, smart devices and phones. The System shall also support main stream operation systems and web browsers.	The System shall be created to facilitate information exchange among the BSL, BAS, Applicant and Project Team. Users shall be allowed to access the System through different hardware platforms with ease. The System shall be installed on cloud with access right granted to users using PCs, smart devices and phones. The System shall also support main stream operation systems and web browsers. The BSL should be entitled to the ownership of cloud service.
28	Assignment Brief (Annex A1)	23	43 vi	<i>For clarity.</i> Routine Administration function, including but not limited to, backup and support (24x7).	Routine Administration function, including but not limited to, backup and support (24x7). A duration of 5-year system support, upgrade and maintenance, and a backup solution, including but not limited to, the entire set of data and any redundant solution, shall be included.

*******End of Addendum/ Corrigendum*******