



Our Ref: EOI/TSD/M/AUTO/1/2018/003

02 Aug 2018

Dear Tenderers,

**RESPONSE TO TECHNICAL QUERIES 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")

With reference to the captioned EOI, we hereby respond to the technical queries as received from tenderers via details at **Annex A**.

2. 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 Response to Technical Queries 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](mailto:assessment_automation@beamsociety.org.hk)

Yours faithfully,

A handwritten signature in black ink, appearing to be 'C. S. Ho' with a stylized flourish at the end.

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

Encl.

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

## Response to Technical Queries

<b>Agreement No.</b>	TSD 1/2018 (AAS)
<b>Subject of Procurement</b>	Information Technology Service on Design, Development and Maintenance for the BEAM Plus Assessment Automation System for the BEAM Society Limited
<b>Submission Deadline</b>	12:00 noon on Friday, 10 August 2018

<b>Item No.</b>	<b>Queries from Tenderers</b>	<b>Response from the BEAM Society Limited</b>
1.	Shall the Solution support all BEAM Plus Assessment tools?	<p>Yes, it should be capable of supporting all the four BEAM Plus Tools and future ones as well.</p> <p>However, the New Building, i.e. NB Tool, will be the one with priority to be targeted upon and it will set the framework and design which can then be applied to other three Tools.</p> <p>Although the tools target different built environments and their parameters may differ, but from a process point of view, all existing tools are menu-driven and have similar, if not identical, processes and flows.</p> <p>Therefore, the Solution shall provide flexibility to allow current and future modification and be an all-encompassing framework within which all tools can live in harmony.</p>
2.	Has the BEAM Society Limited (BSL) marked out the business process in a visual way?	Yes. BEAM Plus Assessment Procedures, with the exception of classified BEAM Assessors (BAS) Assignment mechanism, are set out in respective manuals. They are available on our website.

		As regards BAS Assignment, the BSL can and will provide a process chart showing in broad terms the flow, process and data involved.
3.	Can the Solution adopt different staging of works/ project plans to those suggested by the BSL in the EOI Documents?	Yes, if the proposal demonstrates a logical and thoughtful approach to satisfy the Assignment's objectives and scope of work. However, the BSL may or may not incorporate the proposal in part or in full in its tender document.
4.	Which part(s) of the Solution is the BSL seeking to claim ownership over? Would the BSL demand ownership to the source code?	As long as the BSL or its appointed organizations can have unfettered access, deployment, use or liberty with no cost commitment to the vendor, the BSL is prepared to claim no ownership of the Solution. However, the Solution must not be sold, licensed or provided to any third parties for conducting business in competition with the BSL unless the Solution provider or its successor has sought express consent from the BSL in writing. Moreover, the BSL shall be entitled to the ownership of any business logic and modification embedded in the system throughout the implementation of the Project. BSL shall have the rights and liberty to further enhance the Solution either by itself or by its appointed organization, provided that the enhancement is commercially viable without compromising the fundamental integrity of the Solution itself. Any modification of software based on the BSL's intellectual property and business logic shall be deemed as property of the BSL, and the IT Solution Provider shall not copy, reuse, or modify any Project related information in any form without the explicit approval by the BSL.
5.	From a business perspective, would dealing with the BSL entail a perpetual or limited liability?	<p>It is unlikely that the BSL will seek for a <u>perpetual</u> indemnity or liability protection by the Solution Provider.</p> <p>The BSL, a Scheduled Public Body under the Prevention of Bribery Ordinance (Chapter 201), will strike a balance between the protection of self-interest (therefore the interest of the public at large) and the risk appetite of the IT Solution Provider.</p>

		Nonetheless, tenderers in future must take note of the final terms and conditions of the agreement between the BSL and the IT Solution Provider.
6.	From a risk perspective, what is the BSL's risk appetite for the Solution? Is the BSL looking for something more practical or is the BSL also open to some next-generation technologies?	Reliability takes priority. If practicality and adoption of next-generation technologies are mutually exclusive, the BSL would opt for the reliability and system security/integrity.
7.	How many cases does the BSL handle every month? What is expected percentage annual growth?	The BSL is currently handle 40 cases per month, and its historical annual growth rate is between 10-20 percent. But the Solution providers must take into account that these numbers could increase significantly due to demand of the market.
8.	What is the number of internal users and external users of the system?	There are currently 50 internal users and 180 external users of the system. But the Solution providers must take into account that these numbers could increase significantly due to demand of the market.
9.	Please share number of business processes and any process documentation, whether detailed flowchart or simple text description of processes.	The relevant numbers and details are set out in respective BEAM Plus Assessment Manuals and BEAM Plus Procedural Manual, with the exception of classified BEAM Assessors (BAS) Assignment mechanism, are set out in respective manuals. They are available on our website.
10.	<p>Considering the compatibility, integration, transaction volume issue</p> <p>Can we offer on premise model and host it on Azure? (it would be easier on integration and cost effective)</p> <p>We can offer SaaS, PaaS model, but it would have budget issue, as it may count as transaction volume and documents size.</p>	<p>The IT Solution Provider shall provide advice and guidance to the BSL in arriving the decision for its future IT infrastructure, by laying out the pros and cons of different infrastructure models, and their respective impacts on the BSL's cost, operation and business environment now and in future.</p> <p>The BSL may consider SaaS or PaaS model if their cost models are deemed viable and feasible to provide substantial business benefits to the BSL.</p>

	Can we offer hybrid cloud model? Part of the function on cloud and part of the function on premise.	
11.	Is there any integration with DMS? How would you like to store the documents? Assuming the drawings is very sizable.	<p>All future applicant and project data during the course of assessment shall reside within the System. Upon the completion of assessment, DMS shall continue to serve its function to archive applicant' and project data from the System, hence a duly and proper integration of DMS shall be required.</p> <p>The System shall capture new keywords and factsheets information for all new applications to enhance its knowledge database.</p> <p>The BSL should be able to convert all historical information on projects' factsheets and associated fees and transaction records into electronic format whereby the BSL can utilize the converted electronic data to accommodate new Keyword Search function, and to perform analysis amid the build-out of knowledge database.</p>
12.	Does chatroom need to be live/instant or can forms for questions/answers be used in 'near real time'?	The chatroom shall be non-instant, and be filtered through the BSL's administration prior to any forms of release to the BEAM Assessors and Applicants.

**\*\*\*\*\*End of Response to Technical Queries \*\*\*\*\***