



Our Ref: EOI/TMD/2022/001

Invitation for Expression of Interest (EOI) Revamp of BEAM Affiliate Training and Examination

1. BACKGROUND

BEAM Society Limited (BSL), the owner of the Building Environmental Assessment Method (BEAM), is a public body committed to administering and developing the BEAM Plus Assessment Tools. We offer impartial assessment on building sustainability and build capacity by providing training for BEAM practitioners – BEAM Professionals (BEAM Pro) and BEAM Affiliates.

BSL is inviting interested parties to submit Expression of Interest (EOI) for the revamp of BEAM Affiliate Training and Examination.

2. OBJECTIVES

We intend to engage a Consultant to revamp the existing training material and examination questions bank of BEAM Affiliate Training and Examination given the upgrading and launch of BEAM Plus Assessment Tools. In addition, the new training shall serve the purposes of

- a) maintaining the competency and competitiveness of green building practitioners in response to rapidly changing green building environment;
- b) building engagement for the building practitioners not only in Hong Kong but also in the Greater Bay Area; and
- c) providing learners with organised and comprehensive training sessions of consistent style and sufficient time for understanding.

3. SCOPE OF WORK

This quotation is a fixed-price lump-sum quotation for the development of the BEAM Affiliate Training material covering the Aspects under BEAM Plus Assessment Tools, an iBEAM Practice Guide, supplementary session of BEAM Plus Neighbourhood, BEAM Plus Data Centres, BEAM Plus Interiors, BEAM Plus Existing Schools and any other new BEAM Plus Assessment Tools in the upcoming three years.

The fees or prices quoted by the Consultant shall be deemed to include all the costs and expenses, whether direct or indirect, and profit on the production of the Deliverables inclusive of any cost and expenses on work and service incidental to the production of the Deliverables.

The contract sum will not be changed unless variation is ordered by the BSL. The contract sum will be fixed and there will be no adjustment to the contract sum due to whatever reasons, such as, but not limited to, rises or falls in the cost of labour or material or exchange rates of currencies.

The major scope of work of the Consultant is listed out as per below:

Description of Deliverables / Services		Target Completion Duration from the Contract Signing Date
a) Training Material – BEAM Plus NB v2.0 & EB v2.0	<p>i) Develop training material covering the Aspects under BEAM Plus Assessment Tools NB v2.0 and EB v2.0 as shown in table A below.</p> <p>ii) Develop a mock-up session for iBEAM Practice Guide.</p>	75 days
b) Updated Training Material – BEAM Plus NB v2.0 & EB v2.0	i) Update the training material when NB v2.0 and EB v2.0 undergo revision in the upcoming three (3) years.	3 years
c) Training Material – supplementary sessions of other BEAM Plus Assessment Tools	i) Develop training material covering supplementary session of BEAM Plus Tools other than NB v2.0 and EB v2.0 , namely BEAM Plus Interiors, BEAM Plus Neighbourhood and BEAM Plus Data Centres (New + Existing), BEAM Plus Existing Schools, as shown in Table B below.	75 days
	ii) Develop training material covering any other new BEAM Plus Assessment Tools in the upcoming three (3) years, as shown in table B below.	3 years
d) Examination Questions – BEAM Plus NB v2.0 & EB v2.0	<p>i) Provide question bank which consists of 320 no. of MC questions related to Aspects under BEAM Plus Assessment Tools NB v2.0 and EB v2.0.</p> <p>ii) Extra 100 nos. of mock-up Q&A of the above</p>	90 days
e) Updated Examination Questions – BEAM Plus	i) Update the examination questions bank when NB v2.0 and EB v2.0 undergo revision in the upcoming three (3) years.	3 years

NB v2.0 & EB v2.0		
f) Examination Questions – supplementary session of other BEAM Plus Assessment Tools	i) Provide question bank which consists of 60 no. of MC questions / each Assessment tool related to supplementary session of BEAM Plus Interiors, BEAM Plus Neighbourhood and BEAM Plus Data Centres (New + Existing)	90 days
	ii) Provide 20 no. of MC questions / each Assessment Tool related to any other new BEAM Plus Assessment Tools in the upcoming three (3) years.	3 years
g) Review of Training Material, Examination Questions and Answers	i) Update the training material, examination questions and answers in response to the examination results, e.g. low rate questions / low pass rate of the examinations within three (3) years after launch.	3 years

Remarks:

- 1) All training PowerPoint and Examination questions (real and mock-up Q&A) shall be in three (3) sets, i.e. English, English and Traditional Chinese, English and Simplified Chinese;
- 2) All training videos shall be available in three (3) languages, i.e. English, Cantonese and Putonghua.

Table A: Training Topics covering under NB v2.0 and EB v2.0

<u>Existing Duration (min)</u>	<u>Proposed Duration* (min)</u>	<u>Topics</u>
30	45	Introduction to BEAM Plus Framework + Innovations and Additions (IA)
20	25	Integrated Design and Construction Management (IDCM)
30	50	Site Aspects (SA) / Sustainable Site (SS)
30	40	Materials and Waste (MW) / Materials and Waste Aspects (MWA)
30	35	Water Use (WU)
40	50	Energy Use (EU)
35	40	Health and Wellbeing (HWB) Indoor Environmental Quality (IEQ)
0	10	Management (MAN)
30	60	Mini Mock Exam & Wrap Up

0	15	iBEAM Practice Guide
	6 hours 10 minutes	

Table B: Supplementary Sessions of BEAM Plus New / Revamped Assessment Tools

<u>Existing Duration (min)</u>	<u>Proposed Duration*(min)</u>	<u>Topics</u>
0	30	BEAM Plus Interiors (BI) v2.0
0	30	BEAM Plus Neighbourhood (ND) v1.0
0	30	BEAM Plus New Data Centres (NDC) v1.0 BEAM Plus Existing Data Centres (EDC) v1.0
0	30	BEAM Plus Existing Schools (ES) v1.0
0	30	BEAM Plus new / revamped Assessment Tools in the upcoming three (3) years

4. SELECTION CRITERIA

The Applicant will be short-listed for proceeding to the tendering stage with reference to the following selection criteria:

- a) A proper methodology / approach to deliver the revamp project as a total solution meeting the project objectives;
- b) Good and sufficient understanding of the revamp objectives and requirements;
- c) Relevant projects with nature and scale similar to this revamp project; and
- d) Appropriate qualification and working experience of key staff for the development of the project

The revamp project is to be assessed primarily based on evidence on paper or electronic media, supplemented by presentation if found necessary.

5. EXPRESSION OF INTEREST

If you are interested in tendering for this assignment, please submit your written expression of interest by email to joeymok@beamsociety.org.hk before **15:00 on 24 June 2022 (Friday)** ("EOI Closing Date"). The email subject title should be marked "EOI for Revamp of BEAM Affiliate Training and Examination (Confidential)". Late submissions will not be accepted.

Your expression of interest shall contain the following information on a maximum of four (4) A4 pages (exclusive of appendices) :-



- a) Organisation chart showing the main consultant and any sub-consultant(s) (if available);
- b) Previous relevant project experience;
- c) Information considered relevant to the selection criteria stated in paragraph 4 above.

The EOI must also contain the name, title, telephone number, e-mail and correspondence address of a contact person to which subsequent enquiries should be addressed.

6. TENDERING

Following the EOI, Applicant will be shortlisted by BSL for submission of detailed technical and fee proposals in two separate envelopes which will be taken together as a "Tender".

7. DISCLAIMER

For the avoidance of doubt, BSL shall not be liable for any of the costs and expenses incurred by any Service Provider(s) in the preparation and submission of their expression of interest to BSL. BSL reserves the right, in its absolute discretion and without supplying any reasons, not to invite any Service Provider(s) which has submitted proposals in response to this invitation to enter into an Agreement for the service.

8. CONFLICT OF INTEREST

Applicants must ensure that there exists no actual, potential or perceived conflict of interest/commitment from the preparation of the tender document to the complete fulfilment of the contractual obligations arising from any Agreement with BSL. To this effect, each Applicant must ensure that there is no involvement of Director(s) of BSL in the project team of the tenderer at any stage in any way. This restriction shall apply also to any service vendor or sub-contractor in connection with this project.

9. ENQUIRIES

Should there be any enquiry regarding this EOI invitation, please contact Ms Joey MOK of BSL's Secretariat at +852 3610 5728 or by email at joeymok@beamsociety.org.hk.

Date of Issue: 14 June 2022