

Summary of Q&A in the Briefing on IRSCs at Tin Yan Estate and Sheung Tak Estate

1. What is required for the submission of the design of layout plan?

The following are required:

- i) A plan of scale 1:200 with indication of furniture placement such as beds to show how the spaces are fitted out for the required service capacities. Clear schematic plans may suffice.
- ii) Brief comparison (preferably in table form) between the “SWD proposed” and “NGO proposed” Schedules of Accommodation with appropriate justification.
- iii) Illustrated sketches/ diagrams on any value-added suggestions.

2. What are the major technical concerns in the fitting-out of the two projects?

- a. For Tin Yan project, the taker should note that:
 - i) there is no dumbwaiter as well as builder’s work provision such as lift shaft for such installation. If the tenderer will provide a dumbwaiter, he should spell out this in the proposed layout plan and the comparison table of the Schedules of Accommodation. The alteration for installation of dumbwaiter is subject to the approval of HD.
- b. For Sheung Tak project, the taker is required to:
 - i) provide a common entrance on the ground floor;
 - ii) provide a door phone system with CCTV camera at the main entrance and connect it to the monitors and door release controls at the Nurse Duty Rooms;
 - iii) provide a dumbwaiter (200 kg floor type) with 5 stops from 1/F to 5/F within its own premises; and
 - iv) note that if the existing fire service panel on G/F is partitioned or relocated to suit new layout so that it is not located in the future G/F common entrance lobby, a new duplicated fire service repeater panel shall be provided at the G/F common entrance lobby.

3. What are the leasing boundaries of the two projects?

For Tin Yan, it includes the lift lobbies on 5/F and 6/F (including a connecting corridor on 6/F and an internal staircase connecting the two floors but excluding all the flat roofs outside the premises).

For Sheung Tak, it includes lift lobby on G/F (around 28 – 40 m²) and an internal staircase accessing from G/F to 5/F but excluding the internal lift accessing from G/F to 6/F.

4. Is it possible to have clearer layout plans of the two premises?

While agencies can approach the Architectural Section of SWD for sighting at its office (Rm 3005, Wu Chung House) the floor plans of the two projects (by appointment with a Mr C.W. KO at 2116 3544), free copies of the clearer layout plans with dimension of the projects (A3 or A4 size) will also be available at the office.

5. If the lump sum grant for fitting-out cost will be reduced for non-installation of kitchen or laundry, will subventions be affected as well?

The decision for not installing a kitchen or laundry should be a prudent one with full and prime consideration for the benefit of the users. In any case, it must be approved by the Department. There will be deduction to the fitting-out and furniture and equipment grants will be deducted. Under normal circumstances, recurrent subventions will not be affected.

6. How to count the 60-page limit for the proposals? Would the appendices be included in counting the pages?

Brief appendices simply for the purpose of further elaboration of the proposal will not be included in counting the pages. However, tenderers are advised not to append casually the commonly available documents such as SQS and textbook extract on general care management, which are widely known and will not bring value to the proposal.

7. Is it necessary to provide a summary of the proposal in Chinese to facilitate parent members of the Vetting Committee?

Detailed vetting of the full proposal will be conducted by all members of the Vetting Committee, including parent member. Therefore, a summary of the proposal in Chinese is not necessary..

8. How is the recurrent subventions calculated? Do they include the maintenance of the lift?

The lifts are properties of HD and they will be responsible for the maintenance.

The recurrent subventions include personal emoluments, other charges (such as food, sewage and incentive payment), insurances and, where applicable, less the fee incomes from users. As far as the personal emolument is concerned, the mid-point salary is generally adopted as the calculation basis.