



Briefing Session

Invitation for Proposals to Operate Three New Neighborhood Elderly Centres

Elderly Branch
Social Welfare Department
22 July 2026



Three New NECs

- Sai Sha (Tai Po)
- Kai Tak Area 4A2 (Kowloon City)
- Anderson Road Quarry Site R2-8 (Sai Kung)



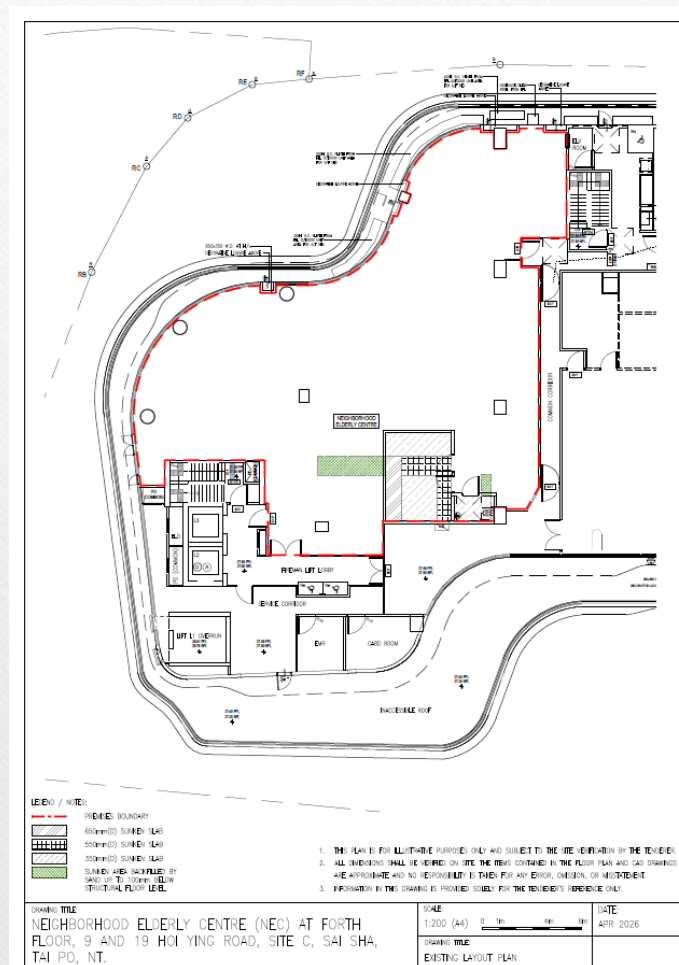
NEC (Sai Sha)

- Location: 4/F, 19 Hoi Ying Road, Site C, Sai Sha, Shap Sze Heung, Tai Po, New Territories
- IFA of **410 m²**
- Layout Plan





NEC (Sai Sha) (Cont')





NEC (Sai Sha) (Cont')





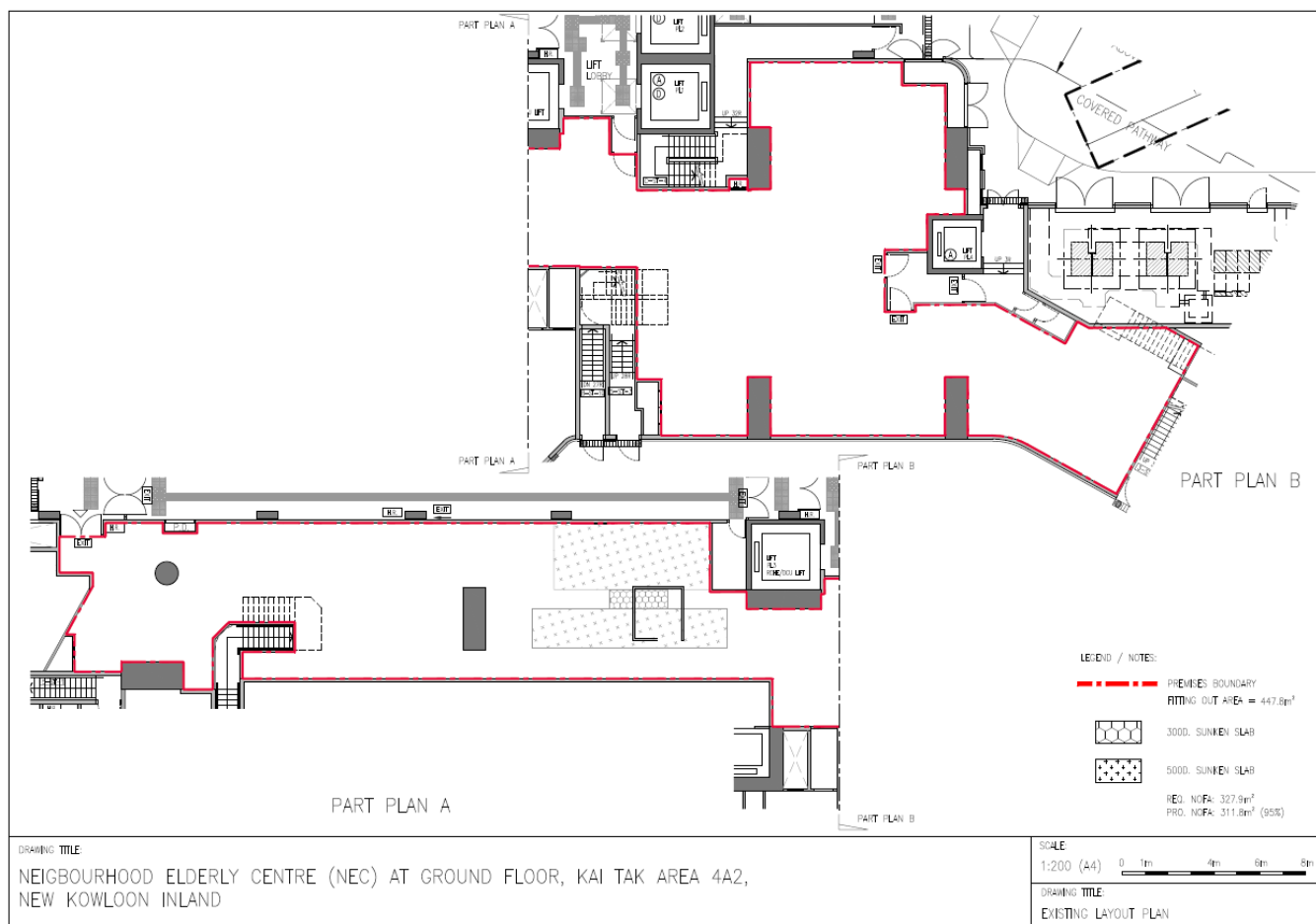
NEC (Kai Tak Area 4A2)

- Location: G/F, Government Accommodation, 18 Shing Fung Road, Kai Tak, Kowloon
- IFA of **447.8 m²**
- Layout Plan



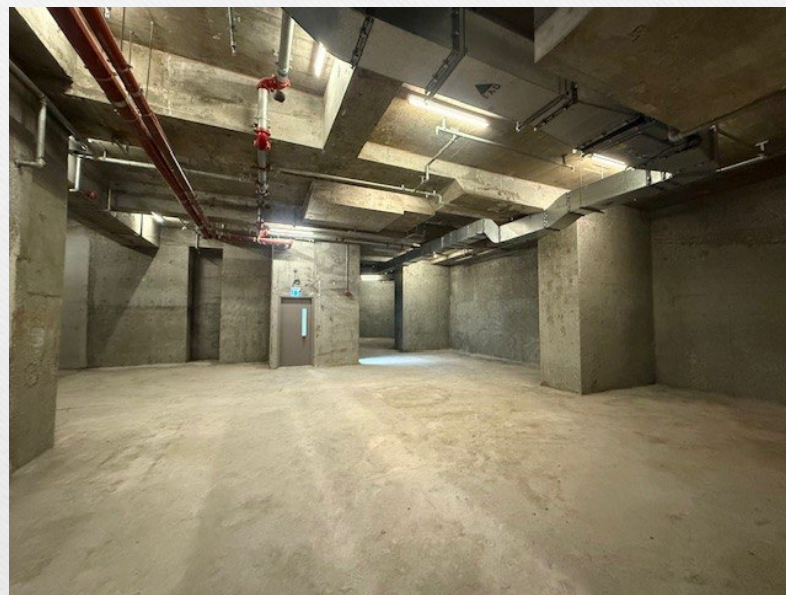


NEC (Kai Tak Area 4A2) (Cont')





NEC (Kai Tak Area 4A2) (Cont')





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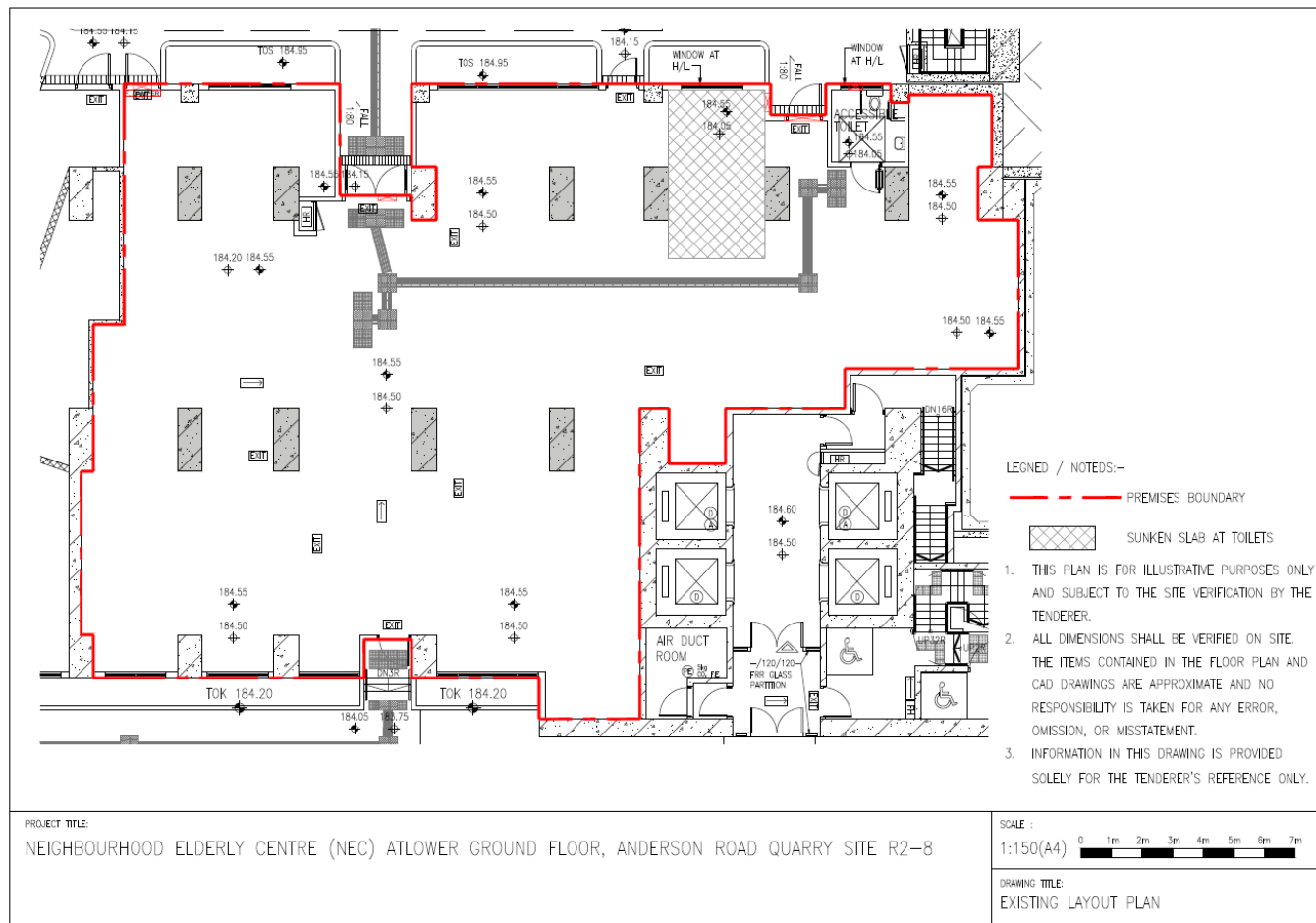
NEC (Anderson Road Quarry Site R2-8)

- Location:
LG/F, On Sing House
On Lai Court,
15 On Yu Road, Sai Kung
- IFA of **400.3 m²**
- Layout Plan



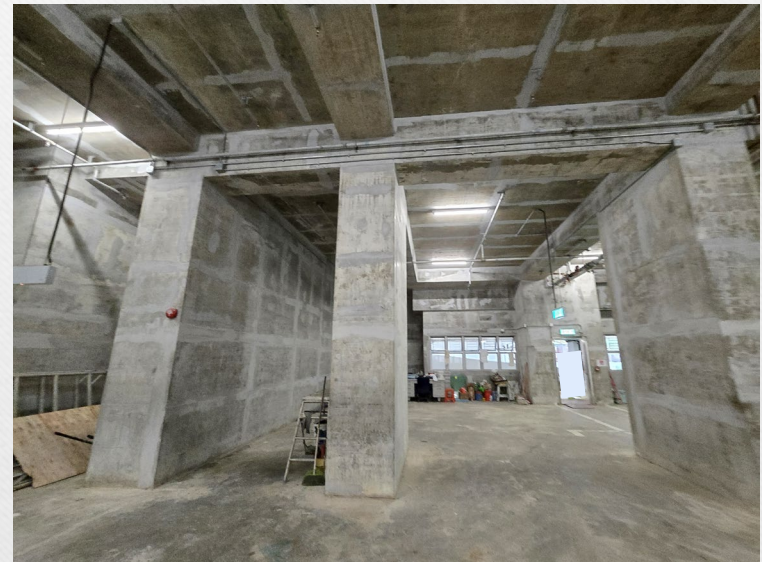
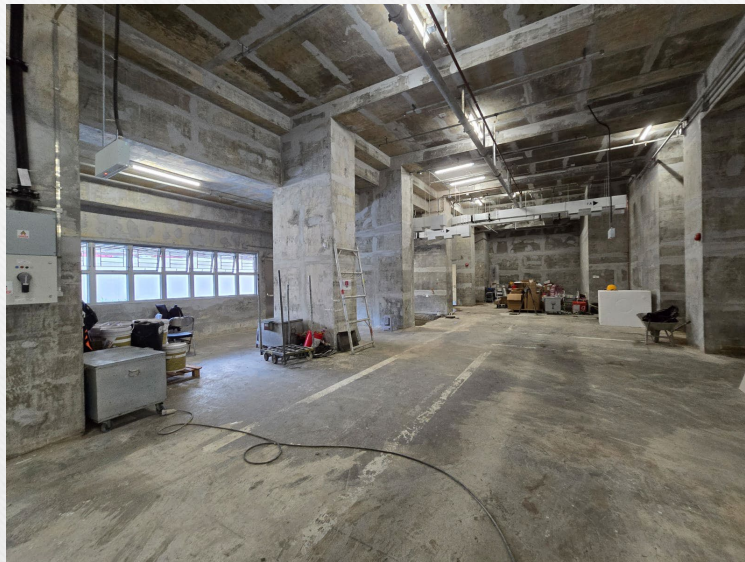


NEC (Anderson Road Quarry Site R2-8) (Cont')





NEC (Anderson Road Quarry Site R2-8) (Cont')





Mandatory Requirements

- The NGO applicant must be a bona-fide non-profit making charitable organisation exempted from tax under Section 88 of the Inland Revenue Ordinance (Cap. 112)
- Joint application from **not more than two NGOs** is allowed. The key applicant is to be accountable for all funding and service matters specified in the FSA.



Mandatory Requirements (Cont')

- If the NGO applicant is not receiving recurrent subvention from SWD, the NGO applicant shall demonstrate with the following documentary proof for SWD to assess its eligibility to receive subvention.
 - (i) Certificate/Letter issued by Inland Revenue Department in respect of the NGO's status as a bona-fide non-profit making charitable organisation **exempted from tax under Section 88** of the Inland Revenue Ordinance (Cap. 112)



Mandatory Requirements (Cont')

- (ii) All written governing instruments defining the **organisation's constitution** such as statue, Memorandum and Articles of Association, etc.;
- (iii) **Registration certificates** in respect of the organisational legal status, where applicable;
- (iv) **Information on corporate governance** including management structure and management personnel involved;



Mandatory Requirements (Cont')

- (v) **Track records / information on provision of social welfare services; and**
- (vi) **Certified true copies of the audited financial statements for the past 3 years and other financial information, as appropriate. The latest financial statements must be for a period ending no more than 18 months before the closing date for submission of applications.**
- (vii) **any other documentary proofs as requested by SWD.**

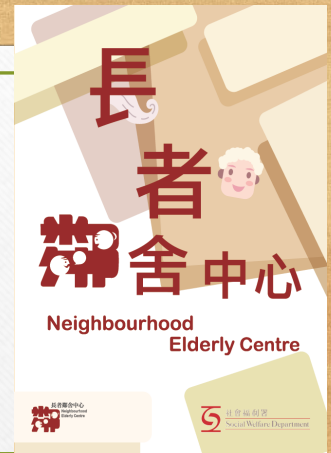


Policy Objectives of Elderly Service

- Ageing in Place
- Promotion of Active Ageing



Background & Objective



- The services of NECs have been implemented since 2002/03 to provide elderly persons with a more comprehensive range of support services.
- To serve as a neighbourhood base for community network of informal support and formal social services provided to the elderly persons living in the community.
- There are **174** NECs across the whole territory.
(Tai Po District : **7** NECs and **1** DECCs)
(Kowloon City District : **9** NECs and **3** DECCs)
(Sai Kung District : **6** NECs and **2** DECCs)



Service Philosophy and Values

- Community-based integrated services
- Partnership and co-operation
- Caring community
- Healthy ageing
- Customer-focused care
- Family responsibility
- Innovation
- Effectiveness and efficiency



Service Nature and Content

- Health education and healthy lifestyle promotion
- Educational and developmental services
- Volunteer mobilisation
- Information and referral centre on community resources
- Social and recreational services
- Elderly persons' involvement in service operation
- Education and support programme to elderly persons with dementia



Service Nature and Content

- Reaching out and networking for hidden or vulnerable elderly persons
- Counselling service
- Carer support service
- Meal service
- Drop-in service
- Pre-retirement Planning
- Promotion of Gerontechnology



Strategic Alliance

- Elderly service units
- Other welfare service units
- Medical and health sector
- Schools and local organisations, etc.





Fitting-out works

- Minimum standards specified in the
 - Schedule of Accommodation (**Annex 2**)
 - Technical Schedule (TS) (**Annex 3**)



Fitting-out works and Furniture & Equipment

- Service operator may go for higher fitting-out (F/O) standards by carrying out alteration works (subject to the endorsement of relevant authorities) or non-standard F&E items at its own resources



Funding Allocation

- Lump Sum Grant (LSG) mode
- An annual subvention of about **\$5.656 million** (excluding Rent and Rates)
- Rent and rates of the premises will be reimbursed separately on an actual cost basis
- Preparatory period of **2 months** with the provision of a post at the rank of **Assistant Social Work Officer**



Essential Service Requirements

- the NEC shall be open for **no less than 6 days** a week with a **minimum of 48 hours per week** (excluding public holidays).
- the operation of NEC shall be supervised by a **registered social worker**.



Performance Assessment – Output and Outcome Indicators

- Output and Outcome indicators of the NEC as stipulated in **Para. 29 and 30** of the Service Specifications will be adopted to assess the performance of the services provided by the Service Operator



Control Mechanism

- A time-defined FSA for 5 years
- Continuation of service for the next term will be subject to
 - the prevailing policy directive
 - service needs
 - the performance of the service operator
- SWD reserves the right to reallocate the project



Control Mechanism (Cont')

- NGO's Proposal, Service Specifications & FSA will become part of service agreement
- Service Quality Standards (SQSs)
- Statistical returns, financial reports, separate audited account statements and self-evaluation reports



Assessment of proposals

- A Vetting Committee will be set up.
- The evaluation of proposals shall involve a quality assessment of the proposals.
- The successful applicant organisation will normally be the one whose proposal has attained the highest total score.

Assessment of proposals (Cont')

- If the Applicant submits proposals for more than one NECs at Sai Sha, Kai Tak Area 4A2 and Anderson Road Quarry Site R2-8, they are required to **indicate their priority** for operating these centres.
- Each successful NGO will be allocated only one of the three new NECs.



Assessment of Proposals (Cont') Marking Scheme

Quality Aspects	Scores
(A) Centre Operation and Service Provision	54
(B) Strategic Alliance and Service Collaboration	15
(C) Service Performance Management	9
(D) Human Resources Management	5
(E) Relevant Experience and Familiarity with the Community	8
(F) Fitting-out Works	9
(G) Innovations and Value-added Items	8
(H) Echo / Support Government Policy	12
Total Scores	120



Prescribed Format Requirements

- Provide information for all items in the **Prescribed Application Form**
- Either English in **Times New Roman** or Chinese in **新細明體** with a font size of 12, **normal character spacing** and **double line spacing**
- **No marks** will be given to **table / diagram / chart / picture / photo / scanned copy / PDF / Excel**, etc. inserted to the prescribed Application Form



Prescribed Format Requirements (Con't)

- Information on **Section 3 (Service Details)** shall **NOT** exceed **25 pages**
- Any page(s) beyond 25 pages in **Section 3** will **NOT** be assessed further **except** the **layout plan** (A3-size is allowed) and the Appendix to prove the “**Strategic Alliance and Service Collaboration**” and “**Echo / Support Government Policy**”
- Cross-references between sections should be stated clearly
- Information copied direct from the Service Specifications without further elaboration will obtain **no score**



Documents Required

Proposal under seal envelope marked **CONFIDENTIAL** –

- “Application as Operator of Neighbourhood Elderly Centre at 4/F, 19 Hoi Ying Road, Site C, Sai Sha, Shap Sze Heung, Tai Po, New Territories” or
- “Application as Operator of Neighbourhood Elderly Centre at G/F, Government Accommodation, 18 Shing Fung Road, Kai Tak, Kowloon or
- “Application as Operator of Neighbourhood Elderly Centre at LG/F, On Sing House, On Lai Court, 15 On Yu Road, Sai Kung
- **6 hard copies** (1 original plus 5 hard copies) and **2 soft copies** saved on two separate optical discs.



Submission of Proposals

- ***By hand** to Elderly Branch, Social Welfare Department, Room 835, 8/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong*
- Deadline of Submission: **5:00 p.m.** on **27 August 2026 (Thursday)**
- Late submission, or proposal not delivered in person will **NOT** be accepted.



Implementation Schedule

Closing of submission of proposals	27 August 2026 (5:00p.m.)
Vetting of proposals	September to October 2026
Announcement of result	November 2026
Commencement of service	August 2027



Enquiries

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Q & A Session



Thank You