Summary of Questions and Answers
on the Briefing Session on
Invitation for Proposals (IFP) for Operation of
New Special Child Care Centres (SCCCs) at
(I) Lei Muk Shue Estate, Tsuen Wan; and
(II) Shing Chi Court, Kwun Tong

Questions and Answers

General Enquiry

Q1. If an applicant organisation applies to operate both service units, how will their order of preferences be assessed?

A1. The assessment will be primarily based on the quality aspects of the proposals. The proposal with the highest total score will be selected as the operator the respective service unit. Each successful applicant organisation will be allocated ONE service unit only.

Q2. Are letters of intent for collaboration (協作意向書) required as part of the submission of application?

A2. Applicant organisations may attach the letters of intent for collaboration, if any, as supporting documents for reference.

Q3. Should a summary be provided in Part 3.13 of the prescribed Application Form?

A3. Applicant organisations should follow the instructions set out in Appendix I of the prescribed Application Form.

Q4. Will the Social Welfare Department (SWD) help facilitating the licensing application process?

A4. The Child Care Centres Advisory Inspectorate (CCCAI) will oversee the registration process of SCCC. Since the registration of SCCC involves multiple government departments, successful applicant organisations must submit all the necessary documents promptly to avoid delays.

Lei Muk Shue Estate, Tsuen Wan

Q5. Is the loading and unloading area outside the premises a parking space for the 56-seater private bus?

A5. The area is for loading and unloading only. The operator should arrange their own parking space for the private bus. The rent for the parking space as approved by the SWD will be reimbursed on an actual cost basis.

Q6. Can the outdoor unit of split type air-conditioners be installed outside the boundary of the premises?

A6. Designated bays for air-conditioner are provided within the premises. Approval from Housing Department should be obtained prior to installing any air-conditioning units outside the boundary of the premises.

Q7. While there are two toilet areas inside the premises, is it possible to relocate the toilet or arrange additional drainage in the layout design?

A7. The toilets and addition drainage should preferably be designed near the existing areas with drainage, such as toilets, disabled toilets and pantry. The setting up of additional toilets may require approval from the Housing Department.

Q8. Will the Housing Department be responsible for removing the existing cable trunking on the ceiling inside the premises?

A8. Existing cable trunking downstream from the main power switch serving the premises should be responsible by the operator.

Q9. Concerning the hygiene of the existing sewage pipes of the building, can the metal door inside the premises near the pipes be relocated to the exterior of the building?

A9. Any alterations involving external enclosure of the premises are not encouraged. The operator should liaise directly with Housing Department regarding hygiene-related issues if identified.

Q10. What should be carried out if water seepage problem occurs?

A10. Water seepage problem should be reported to Housing Department for follow-up if identified.

Q11. Are modifications to the existing structure or partition walls inside the premises allowed?

A11. Operator is reminded to seek their AP to review the structural plan of the premises at design stage. Approval from Housing Department should be obtained prior to carrying out any structural modification works. The operator is required to reinstate the premises to its original condition upon termination of the tenancy.

Shing Chi Court, Kwun Tong

Q12. Is there a designated area for installing the outdoor unit of split type air-conditioners?

A12. A/C platform for the installation of the outdoor unit of split type air-conditioners are provided.

Q13. Is it possible to accommodate additional toilet or drainage in the layout design?

A13. Drainage provision is reserved at the existing sunken areas, additional toilet shall be subject to future architectural design and technical feasibility of drainage connection considered by NGO.

Q14. How are the premises boundaries and common areas defined?

A14. The premises boundary is indicated on the layout plan. The operator is responsible for the management & maintenance within the premises boundary. Areas outside the premises boundary belong to the common areas.

Rehabilitation and Medical Social Services Branch
Social Welfare Department
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