Annex A

SCHEDULE 2 - COMPANY/BUSINESS ORGANISATION STATUS and EXPERIENCE OF THE TENDERER

Before filling out the below, the Bidder should take note of the following :

Bidder must fully comply with the following specification requirements in submission of the tender proposal :

(a) The company should have 25 years or above business experience ; and

(b) A record of the company's relevant service to government departments / public bodies in the past ten years. Bidder should provide a list of the relevant service to government departments / public bodies of the contract(s) each at value of not less than $1,000,000 completed within the past 5 years immediately preceding the Tender Closing Date.

(A) Company/Business Organisation Status

A Bidder shall provide the following details in its quotation:

(a) Name and address of the Bidder:

_____

(b) Place of abode (in case of individual) / place where the central management and control is based (in case of company/business organisation). [Please tick the appropriate box below]

☐ In Hong Kong ☐ Outside Hong Kong

(c) Length of business experience _____ years

(d) Names of shareholders/partners/proprietor and their percentage of ownership:

_____

_____

_____

(e) Names and address of managing directors/partners/other directors/sole proprietor:

_____

_____

_____

(f) Names and addresses of bankers and accountants who are prepared to provide reference, recent balance sheets, profit and loss accounts or others and relevant financial data which will indicate the financial liability of the Bidder.

Name: _____

Address: _____

_____

(g) A copy of a valid Employment Agency License or equivalent ; and

(h) A copy of the Bidder's Articles of Association, the Certificate of Incorporation, the Business Registration Certificate or other documents evidencing its business status.

Annex A

(B) Experience of the Tenderer

The Bidder should provide information in this Schedule and the documentary evidence (Note 1) to substantiate its claim of experience.

Please provide details in the table below.

No.	Contract Period (Day/Month/Year)		No. of years	Contract Value (HK$)	Name of Client	Project Information
	From	To				
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

*Please use additional sheet(s) if required.

Note 1: Documentary evidence such as acceptance letter(s) to substantiate the claim of experience shall be submitted upon request by the Environmental Campaign Committee. Otherwise, the relevant claimed experience will not be taken into account.

Signature and Name (in Block Letter) of Person Authorized to Sign Tender :					
Name of Bidder (in Block Letter) and Company Chop:					
Address of Bidder :					
Telephone No.:		**Fax No.:**		**Date :**	