

Tender Invitation
Provision of Health Screening Service
for the Medical Surveillance Programme

(Service period: 1 January 2026 to 31 December 2028)

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Part I Introduction

1.1 Introduction

The Medical Surveillance Programme (MSP) has been launched since 2011, targeting high-risk industry workers in the construction, renovation and quarry fields.

The Pneumoconiosis Compensation Fund Board (PCFB) cordially invites tenderers to submit tenders for the provision of health check services to support the MSP for high-risk industry workers in Hong Kong. The Programme targets to solicit high-quality health service partners to assist implementing the captioned programme. The service period will be effective from January 2026 to December 2028 in a 3-year fixed term.

1.2 Statutory Functions of Pneumoconiosis Compensation Fund Board (PCFB)

According to the Pneumoconiosis and Mesothelioma (Compensation) Ordinance, PCFB has the following functions:

- a. To administer the fund;
- b. To make recommendations to the Government with respect to the rate of levy;
- c. To conduct and finance educational, publicity, research and other programmes to prevent pneumoconiosis and mesothelioma and to conduct and finance programmes for the rehabilitation of persons suffering from the above diseases;
- d. To administer funds received from the Government and designated by the Government as ex gratia payments to persons diagnosed before 1 January 1981 to be suffering from pneumoconiosis; and
- e. To perform such other duties as are imposed on it by this Ordinance.

[Section 26(i), Cap 360, Pneumoconiosis and Mesothelioma (Compensation) Ordinance]



Part II Medical Surveillance Programme (MSP)

2.1 Objectives

- a. To increase the awareness of pneumoconiosis and mesothelioma among the high-risk industry workers in the construction, renovation and quarry fields; and
- b. To assist the above high-risk workers to have early detection of the above diseases

2.2 Targets

- a. Workers engaging in the construction and quarry industries or renovation works with proven employment evidence, and
- b. With a solid employment history of at least one year or Construction Workers Registration license issued at least one year and with age 35 or above which is specified by PCFB on scientific evidence and other considerations

2.3 Number of Targeted Clients to be Served Each Year

About 5 000 clients or more per year or to be determined by PCFB. All referrals except rebooking cases should be made through PCFB or other means specified by PCFB. However, PCFB would not guarantee the minimum number of referred clients each year.

Part III Roles of Service Provider and PCFB

3.1 Roles of the Service Provider

- a. To conduct the health screening service with the specified technical requirement as stated in Part IV, V and VI
- b. To provide adequate manpower for assisting the clients to complete the whole examination, including:
 - i. To properly keep records of clients' examination results including but not limited to medical reports and X-ray films
 - ii. To release X-ray films to clients immediately after the examination
 - iii. To mail the medical reports to clients within 30 days after the examination completed
 - iv. To arrange and distribute incentives offered by PCFB to clients after the examination is fully completed
- c. To provide adequate manpower to submit requested documents/clinical data to PCFB within the timeframe as stated below:
 - i. To submit monthly statistics (including but not limited to re-examination cases, booking utilization rate, show-up rate, done cases, examination time and any other relevant figures specified by PCFB) within 14 days of next month in a format provided/approved by PCFB
 - ii. To mail individual client's invoice to PCFB office for internal checking within 30 days of next month
 - iii. To provide analysis and interpretation on the clinical data to PCFB upon request
- d. To provide available medical centres for running the programme throughout the contract period and provide adequate service sessions for booking to fulfill the needs of the clients
- e. To assist PCFB in making booking and rebooking:
 - i. Contact no-show workers and arrange rebooking
 - ii. Contact the clients who completed the examinations three years ago and arrange re-examination
 - iii. The above contacts should be made outside normal office hours, particularly at 12:30-14:00 and 17:00-19:00
- f. To allow and facilitate monitoring, control, and auditing of the programme by PCFB personnel, if applicable
- g. To safeguard all procedures of handling personal data in accordance with Personal Data (Privacy) Ordinance (PDPO). All clinical data should have copy kept for 7 years with secure data protective measures. The data should be destructed after 7 years upon PCFB's approval
- h. To assist or facilitate PCFB to launch publicity campaigns to promote the service to the targeted clients

3.2 Roles of PCFB

- a. To provide full financial support to the selected service provider to run the programme specified in the price proposal or with negotiated price
- b. To monitor services provided by the selected service provider and progress of the programme
- c. To recruit suitable clients and refer to the selected service provider
- d. To assign designated staff for working closely with the selected service provider to monitor and control the progress of work, data management, PDPO audit and any other relevant matters
- e. To launch publicity campaigns to promote the service to the targeted clients
- f. To provide advice to the service provider

Part IV Service Contents and Arrangements

4.1 Medical Centres

- a. The service provider should have its own medical centres for running the programme locally and be able to provide the full spectrum of health screening services in one centre. The centres should preferably be located in areas easily accessible by public transportation.
- b. Preference will be given to service providers that can provide centres operated in different districts in Hong Kong, especially in New Territories, and that are able to provide multiple booking timeslots as described in the following sections.

4.2 Service Hours

4.2.1 Weekdays after 18:00 and Sundays#

- a. The service provider should guarantee a minimum number of booking timeslots reserved for PCFB's clients during weekdays from 18:00 onwards and on Sundays per month. Preference will be given to the service providers that can guarantee a higher quota.
- b. Services must be available in evenings up to 21:00 on weekdays for at least 2 days and/or^;
- c. Services must be provided on at least 75% of Sundays, except public holidays, during the year. Preference will be given to service providers that can guarantee a higher percentage^.

^The tenderers must fulfill 4.2.1a with either 4.2.1b and/or 4.2.1c, otherwise their tenders will not be considered.

4.2.2 Weekdays During Office Hours#

The service provider should guarantee a minimum number of booking timeslots reserved for PCFB's clients during weekdays from 09:00 to 18:00 per month. Preference will be given to service providers that can guarantee a higher quota.

#The tenderers must fulfill either 4.2.1 or 4.2.2 above, or both. Otherwise, their tenders will not be considered. Preference will be given to service providers that can provide services stated at 4.2.1 and 4.2.2.

4.3 Health Screening Packages

The tenderers should include all the requested examinations listed below in their Technical Proposals and outline the format of the medical report in Chinese for potential clients.

- a. The service provider should design a suitable questionnaire for assessment purpose and include the basic information below. The results must be interpreted by a designated doctor*.
 - iv. History of dust exposure and protective measures
 - v. History of smoking
 - vi. Chest symptoms such as cough and shortness of breath
 - vii. The frequency and level of chest symptoms
- b. General medical examination
 - i. This part must be done by a designated doctor*, with assistance of qualified personnel assigned by the service provider

- ii. The service provider must specify the items to be included under this section
- iii. Lung Function Test (Spirometry)
- c. Chest X-ray examination (CXR)
 - i. All X-ray films should refer to the ILO (International Labour Organization) International Classification of Radiographs of Pneumoconiosis (2022 Edition)
 - ii. All X-ray films must be interpreted by a designated doctor* for any sign of pneumoconiosis and/or mesothelioma
- d. Personal consultation and education

A personal consultation must be performed by a designated doctor* on the same day as the examination. The format of consultation for normal cases is not limited. For any abnormal cases, a face-to-face consultation must be provided for the relevant clients within 7 days after the examination.

If any abnormal case is found and the client requests to receive further consultations, examinations, and/or treatments, the cost should be borne by the client.
- e. Examination time

The service provider should be able to complete the whole examination process within 120 minutes and relevant statistics on examination time should be provided monthly to PCFB within 14 days of next month. Preference will be given to the service providers that can complete the whole process with shorter time.
- f. The service provider is optional to provide services under the government subsidized schemes, including but not limited to the ‘Colorectal Cancer Screening Programme’ and ‘Vaccine Programmes’. Bonus mark will be given to the service providers that can provide the services.

4.4 Professional Requirement

- a. The designated doctor* in the above refers to a medical doctor registered in Hong Kong, who belongs to **any one** of the following groups:
 - i. Specialist in Occupational and Environmental Medicine
 - ii. Specialist in Respiratory Medicine
 - iii. Specialist in Family Medicine or Specialists in Internal Medicine
 - iv. General practitioner with at least 6 years of clinical practice and experience in conducting medical examinations

If the designated doctor belongs to groups iii and iv above, the X-ray films must be reviewed by a registered radiologist and reported to the designated doctor.
- b. Preference will be given to the service providers that can provide a designated doctor with longer clinical experience and/or higher qualification particularly in areas of respiratory medicine or occupational medicine.
- c. All CXR requires reporting by a registered radiologist. Specialists (Groups i and ii above) in respiratory medicine or occupational and environmental medicine may compile the reports themselves.

4.5 Medical Records

- a. The awarded service provider should establish a separate system (hard copies and/or electronic files) with proper backup and security control to store all clinical data of the clients.
- b. PCFB should be the data owner of the above information.
- c. The service provider should provide the whole set of records to PCFB or its designated organisation upon request or after the termination of the service contract. Transfer of such data should be completed within 2 months after the termination of the contract.
- d. In all circumstances the service provider should strictly comply with the requirements of the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong) to ensure that personal data are accurate, securely kept and used only for the purpose for which they have been collected. Any person who is responsible for the collection, holding, processing or use of personal data should take extra precautions to ensure that the relevant laws issued by the Privacy Commissioner for Personal Data from time to time are complied with effective security measures to protect personal and sensitive data.
- e. The service provider should properly keep all medical records during the service period. Destruction/transfer of any medical record without the approval of PCFB is not allowed at all time.

4.6 Follow-up Actions

- a. All clients should receive a medical report in Chinese within 30 days, after the completion of the whole process of the examination. The service provider should provide relevant performance pledge.
- b. The designated doctor should explain to the clients clearly if they are diagnosed/suspected to have any health problem in the personal consultation.
- c. The service provider should refer any client who is diagnosed/suspected of having contracted pneumoconiosis and/or mesothelioma to the Department of Health Chest Clinics for follow-up, upon agreement of the client.
- d. The service provider should refer any client who is diagnosed/suspected to have other lung diseases or health problems to a suitable medical institution for follow-up, upon agreement of the client. However, the clients should be reminded that the resulting fee is at their own cost.

Part V Other Information

5.1 Quality Assurance

A quality assurance system should in place to provide high-quality service to clients. Details should be included in the Technical Proposal, and this shall be part of the technical marking criteria.

Abnormal findings in general examinations and CXRs should be properly recorded, explained to clients clearly and referred to suitable medical institutions accordingly. Clinical audits and statistical analyses should form part of the quality assurance system.

5.2 Budget

- a. The service provider should provide the budget on the unit cost of each examination during the 3-year contract period.
- b. The unit cost of each examination should include all the captioned services in **clause 4.3**.
- c. PCFB would only pay for the cases that have completed the whole examination, and not for any case with a partial examination.
- d. PCFB would not accept any ‘no-show’ or other related fees.

5.3 Subcontracting

- a. Preference will be given to the tenderers who are capable to manage all tasks in the programme without subcontracting any task/item to a third party. However, non-medical subcontracting service like radiology reporting and data management is allowed.
- b. If tenderers will subcontract any service, they should include the information below in their Technical Proposal:
 - i. Item/service to be subcontracted;
 - ii. Name and detailed information of the subcontractor(s);
 - iii. Years of cooperation between the tenderer and the subcontractor(s);
 - iv. Justifications for choosing the subcontractor(s);
 - v. Quality control mechanisms; and
 - vi. Other information considered appropriate by the tenderer.
- c. Approval of subcontracting to specific subcontractor(s) is at the sole discretion of PCFB.
- d. PCFB will not enter any contractual relationship with subcontractors but it reserves all right to request the tenderer to perform PDPO and other operational audits with the subcontractors. PCFB also reserves all right to arrange audit check to subcontractor(s) upon request.
- e. During the contract period, the service provider should seek PCFB prior approval with justifications before engaging/changing any subcontractors.

Part VI Guidelines and Requirements of Technical Proposal

6.1 General Requirements

- a. Tenderer shall prepare the Technical Proposal according to the following requirements and provide information for each item accordingly.
- b. The Technical Proposal should be within 30 pages in A4 size paper (with margins not less than 25mm and character font size not less than 12). Pages after the first 30 pages may not be considered in the tender assessment.
- c. Other information, including the annexes and documentary proof, will not be subject to the specified page limit.
- d. A one or two-page executive summary for the proposal.
- e. An introduction about the tenderer and its experience in related services as well as the contact information of its authorized representative(s) stated in the tender.
- f. A 2-page CV of the designated doctor(s).

6.2 Specific Requirements

Proposed programme details, including but not limited to the followings:

- a. Proposed assessment package(s)
- b. Proposed centre location(s) for conducting the medical examinations
- c. Available booking timeslots offered by each centre per month specified in **clause 4.2**.
- d. Detailed descriptions of various parts of the whole programme:
 - i. A detailed flow chart showing workflows including manpower and actions taken in each phase
 - ii. Proposed job duties of all participating parties
 - iii. Proposed operational procedures e.g., consultation mode; estimated time for completion of examination; examination equipment, service days and hours, number of cases that can be handled in specific sessions (e.g. weekday full-day, weekday after 18:00, Sunday)
- e. Proposed subcontracting item(s) and agents(s) (if applicable)
- f. Data record and protection measures
- g. Quality assurance measures, including PDPO detailed operating procedure manual
- h. Accreditations received, if any
- i. Other information as considered applicable
- j. Appendices to be included (optional)
- k. Specifications of the assessment items
- l. Specifications/sample of other assessment tools, for example questionnaire
- m. Suggested report format (for different reports) to clients

6.3 Compliance with the Personal Data (Privacy) Ordinance (PDPO)

- a. Inclusion of any personal data in the technical proposal, for example the CV of the designated doctor, should obtain prior consent from relevant party and before transferring the data to PCFB.
- b. PCFB will not bear any responsibility for breaching PDPO during the tender process.

Part VII Guidelines and Requirements of Price Proposal

7.1 Submission

- a. Tenderers should submit the budget as required in **clause 5.2**.
- b. The cost should be valid during the whole contract period.

Part VIII Requirements of Tender Submission and Closing Date

- 8.1** Each tender with all supporting documents and information should be submitted in the following manner strictly. **The Technical Proposal and Price Proposal should be placed and sealed in two separate envelopes in which** –
- 8.2** 5 copies of the Technical Proposal with all supporting documents and information should be submitted together with one softcopy (Microsoft Word format saved in a compact disc or USB). These should be placed and sealed in one envelope marked “Tender Submission: **MSP Technical Proposal**”; and
- 8.3** 5 copies of the Price Proposal should be placed and sealed in another envelope marked “Tender Submission: **MSP Price Proposal**”.
- 8.4** If there is any discrepancy between hard copy and soft copy, the hard copy will prevail.
- 8.5** All tenders must be addressed to Mr. Ricky Law, Secretary General and deposited in the Tender Box in PCFB’s office, situated on 15/F, Nam Wo Hong Building, 148 Wing Lok Street, Sheung Wan, Hong Kong, before the Tender Closing Date. Late submission and tenders that are submitted by post, email or facsimile will NOT be considered.
- 8.6** If black rainstorm warning signal or tropical cyclone warning signal No. 8 or above is hoisted or “extreme conditions” arising from a super typhoon or other natural disaster of a substantial scale is announced at any time between 9:00 and 12:00 noon on the Tender Closing Date, the tender closing time will be postponed to 16:00 on the first working day after the black rainstorm warning signal has ceased or the tropical cyclone warning signal No. 8 is lowered, or the “extreme conditions” announcement is no longer valid.
- 8.7** If the tenderer discovers any error in its tender after submission, an amendment is allowed before the Tender Closing Date.
- 8.8** All tender documents will not be returned to the tenderers.
- 8.9** Tender Closing Date: **12:00 noon, 20 June 2025**. The tender shall be valid for 180 days after the Closing Date.

Part IX Assessment and Tender Award

9.1 Assessment

- a. Assessment will be performed in two separate parts below:
 - i. Technical assessment and
 - ii. Price assessment
- b. The technical assessment will be based on the following criteria:
 - i. Background/track record including accreditations obtained of the service provider and the designated staff
 - ii. Supporting facility of the proposed medical centre(s)
 - iii. Number and location of medical centres and available booking timeslots, in particular on Sundays and after 18:00 on weekdays
 - iv. The expected operation efficiency of the proposed workflow
 - v. Others (quality control system, data privacy protection system etc.)
- c. A weighting of 70%:30% will be assigned to the Technical Proposal and Price Proposal. For details, please refer to Appendix I.

9.2 Tender Assessment Panel

This assessment exercise is steered and assessed by the Tender Panel of PCFB.

9.3 Other Conditions

PCFB may not accept the lowest price tender or any tender, and reserves the right to negotiate with any tenderer about the terms of the offer.

- i. PCFB reserves all right to reject any or all of the tenders
- ii. PCFB will not disclose the fee or any information to a third party.
- iii. PCFB's decision will be final. All information related to the selection such as scores and comments is confidential
- iv. PCFB reserves the right to grant similar contracts to more than one tenderer (not necessarily at the same price with different terms)

9.4 Notice of Tender Result

PCFB will notify the successful tenderer(s) in writing of the results before December 2025. A service agreement will be signed between PCFB and the selected service provider(s). The service provider will only be confirmed after the service agreement has been signed. Unsuccessful tenderer(s) will not be notified.

9.5 Service Commencement Date

1 January 2026, or a date to be mutually agreed by PCFB and the service provider.

Part X Supplementary Information

10.1 Addendum

PCFB may issue an addendum to the terms and conditions set out in the tender documents before or after the Tender Closing Date. If such addendum is issued after the Tender Closing Date, tenderers may be asked to confirm compliance with the addendum, failure to do so may result in disqualification.

10.2 Documents Submitted from Unselected Tenderers

Documents submitted by unselected tenderers may be destroyed not less than three months after the Contract Commencement Date.

10.3 Prevention of Bribery

- a. The tenderer/the one submitting quotation shall not and shall ensure that his agents and employees shall not give or offer any advantages as defined under the Prevention of Bribery Ordinance to any agent or employee of Pneumoconiosis Compensation Fund Board (“the Fund Board”). The tenderer/the one submitting quotation is also prohibited from colluding with other bidders in this tendering/quotation invitation exercise in whatever forms (e.g. price rigging). Any breach of or non-compliance with these clauses by the tenderer/the one submitting quotation shall, without affecting the tenderer/the one submitting quotation’s liability for such breach or non-compliance, invalidate his tender/quotation.
- b. If the supplier/contractor or any employee or agent of the supplier/contractor shall be found to have committed an offence under the Prevention of Bribery Ordinance in relation to the tender/quotation or the contract, the Fund Board may terminate the contract without entitling the supplier/contractor to any compensation therefore, and the supplier/contractor shall be liable for all losses and expenses necessarily incurred by the Fund Board as the result of such termination of the contract.

10.4 Disclaimer

All information, statistics, forecasts and projections provided by PCFB in connection with this tender invitation (including those set out in the Tender Documents) (collectively “Information”) are for reference only. PCFB gives no warranty, representation or undertaking as to their accuracy, reliability or completeness. PCFB accepts no liability whatsoever for (a) the accuracy, completeness, reliability or otherwise of such Information; (b) any claim, legal proceeding, liability, loss (including any direct or indirect loss, and any loss of revenue, profit, business, contract or anticipated savings) or damage (including any terms of tender direct, special, indirect or consequential damages of any nature whatsoever); and (c) any increased costs and expenses, which any tenderer or any other persons may sustain or incur, arising from its reliance on any Information.

10.5 Anti-collusion

- a. By submitting a tender, the tenderer represents and warrants that in relation to the tender –
 - i. It has not communicated and will not communicate to any person other than PCFB the amount of any price submitted in its tender;
 - ii. It has not fixed and will not fix the amount of any price submitted in its tender by arrangement with any person;
 - iii. It has not made and will not make any arrangement with any person as to whether it or that other person will or will not submit a tender; and
 - iv. It has not otherwise colluded and will not otherwise collude with any person in any manner whatsoever in the tendering process.
- b. In the event that the tenderer is in breach of any of the representations and/or warranties specified in **clause 10.5**, PCFB shall be entitled to, without compensation to any person or liability on the part of PCFB –
 - i. Reject the tender;
 - ii. If PCFB has accepted the tender, withdraw its acceptance; or
 - iii. If PCFB has entered into the contract with the tenderer, terminate the contract.
- c. The tenderer shall indemnify and keep indemnified PCFB against all losses, damages, costs or expenses arising out of or in relation to any breach of any of the representations and/or warranties specified in **clause 10.5a**.
- d. Any breach of any of the representations and/or warranties specified in **clause 10.5a** by the tenderer may prejudice the tenderer's future standing as a PCFB contractor.
- e. **Clause 10.5a** shall have no application to the tenderer's communications in strict confidence with its own insurers or brokers to obtain an insurance quotation for computation of the tender price, or with its professional advisers, consultants or sub-contractors to solicit their assistance in the preparation of the tender submission.
- f. The rights of PCFB under **clause 10.5** are in addition to and terms of tender without prejudice to any other rights or remedies available to it against the tenderer.

10.6 Prohibition of Anti-Competitive Conduct

- a. The tenderer shall not and shall ensure that his agents and employees shall not contravene a competition rule or have been involved in a contravention of a competition rule under the Competition Ordinance (Cap 619). Any breach of or non-compliance with these clauses by the tenderer shall, without affecting the tenderer's liability for such breach or non-compliance, invalidate his tender.
- b. If the supplier/contractor or any employee or agent of the supplier/contractor shall be found to have reasonable cause to believe have contravened a competition rule or have been involved in a contravention of a competition rule under the Competition Ordinance (Cap 619) in relation to the tender or the contract, PCFB may terminate the contract without entitling the supplier/contractor to any compensation therefore, and the supplier/contractor

shall be liable for all losses and expenses necessarily incurred by PCFB as the result of such termination of the contract.

10.7 Safeguarding National Security in Hong Kong

- a. The tenderer shall ensure that his agents and employees shall take into account their duty to safeguard national security and shall not be engaged in any acts or activities that are likely to constitute or cause the occurrence of offences endangering national security or which would otherwise be contrary to the interest of national security. Any breach of or non-compliance with these clauses by the tenderer shall, without affecting the tenderer's liability for such breach or non-compliance, invalidate his tender.
- b. If the supplier/contractor or any employee or agent of the supplier/contractor shall be found to have engaged or is engaging in acts or activities that are likely to constitute or cause the occurrence of offences endangering national security or which would otherwise be contrary to the interest of national security in relation to the tender or the contract, PCFB may terminate the contract without entitling the supplier/contractor to any compensation therefore, and the supplier/contractor shall be liable for all losses and expenses necessarily incurred by the PCFB as the result of such termination of the contract.

Part XI Payment and Liability

- 11.1** Payment to selected service provider should be made on a monthly basis after collection of all supporting document/information.
- 11.2** All requested documents/clinical data should be submitted to PCFB according to the schedule specified in **clause 3.1**. Late submission may result in delayed payment and PCFB reserves the right to request performance improvement by the selected service provider and to monitor progress. Severe failure may result in early termination of the contract and PCFB reserves the right to impose a penalty up to 1% on the billing amount.

Part XII Briefing Session and Enquiries

An online briefing session will be held on 4 June 2025, with the following information:

Date: 4 June 2025 (Wed)

Time: 15:00

Tenderers who wish to attend the briefing session are requested to register by sending an email to antchung@pcfb.org.hk, providing the name, title/position and number of attendant(s) on or before 3:00 pm on 3 June 2025. PCFB reserves the right to reject any persons wishing to attend the session without registration.

Enquiries

Mr. Anthony Chung

Officer, Prevention, Rehabilitation and Research

Tel: 3578 8102

E-mail: antchung@pcfb.org.hk

Marking Scheme of Technical Score and Calculation

Marking items	Maximum score	Marking guidelines
1. Experience of organisations in providing relevant service	10	Years of experience
2. Professionalism and experience of physicians and other staff involved in the programme	15	<ul style="list-style-type: none"> Number of qualified physicians assigned to this project Physicians' experience Strong supporting teams (IT, nurses, customer service, internal audit etc.)
3. Set-up of the proposed medical centre(s) and the laboratory support	10	<ul style="list-style-type: none"> All centres and laboratories are well equipped for conducting the required examination One-stop service
4. Operation efficiency	5	Expected time for package completion
5. Number and location of medical centres and number of available slots, in particular on Sundays and after 18:00 on weekdays	20	<ul style="list-style-type: none"> Number of centres and number of time slots offered by each centre The centres are easily accessible by public transport Centres located in Tuen Mun, Yuen Long, Tin Shui Wai or Tsuen Wan
6. Number of available timeslots offered on weekday evenings (after 18:00) and Sundays	15	<ul style="list-style-type: none"> Number of evening slots offered per month Number of Sunday slots offered per month
7. A reliable personal data record and protection system and execution	15	<ul style="list-style-type: none"> Data record policy Training record Internal/External Audit record (with supporting documents)
8. A reliable quality assurance scheme	10	<ul style="list-style-type: none"> A reliable quality assurance scheme Internal audit available and frequency External audit available and frequency (prefer to have both internal and external audits)
Total	100	If the total score is below 50, the tender will be disqualified.
9. Value-added service	10	Bonus marks

Calculation

Technical score: 70%

$$\frac{\text{Total mark for the technical proposal under vetting}}{\text{Total mark for the tender getting the highest mark}} \times 70\%$$

If the total technical score is below 50, the tender will be disqualified.

Price score: 30% (based on unit cost of each examination)

$$\frac{\text{Lowest unit price}}{\text{Price for the proposal under vetting}} \times 30\%$$

Grand Total = Technical score (70%) + Pricescore (30%)