



九龍樂善堂  
THE LOK SIN TONG BENEVOLENT SOCIETY, KOWLOON

Since 1880 成立 九龍城龍崗道61號 / 61 Lung Kong Road, Kowloon 電話: 2382-1576 傳真: 2718-4634 電郵: info@loksintong.org

**Letter of Invitation**

Our Reference: T/V02LST/2026-013

Date: 30 April 2026

Dear Sirs,

**Provision of Lift Comprehensive Maintenance to Yau Tsim Mong District  
Health Centre – Core Centre**

You are invited to submit a tender for the above service. Your submission shall be made in accordance with the following enclosed documents:-

- (i) Price Schedule duly completed;
- (ii) Equipment Schedule & Information (Appendix I) duly completed;
- (iii) Unit Rate Schedule (Appendix II) duly completed;
- (iv) Report Submission (Appendix III) duly completed;
- (v) Signed Offer to be Bound duly completed;
- (vi) Signed Conflict of Interest Declaration duly completed;
- (vii) Signed Prevention of Bribery and Confidentiality Declaration duly completed;
- (viii) Signed Probity and Anti-Collusion Declaration duly completed;
- (ix) Signed Confidentiality Agreement duly completed;
- (x) Copy of Business Registration Certificate;
- (xi) Copy of Employee Compensation Insurance;
- (xii) Sole Agent Letter;
- (xiii) Copy of Service License;
- (xiv) Other submissions as required in the tender document.

Your tender proposal should be submitted directly to our Lok Sin Tong e-Tendering website <https://loksintong.e-tendering.com/Supplier/en/Login/index.aspx> before 12:00 noon on 22 May 2026 (Friday). Late submission will not be considered. You should allow sufficient time for complete data transmission before 12:00 noon (Hong Kong time) on the closing date of the tender as stated above when submitting the tenders via Lok Sin Tong e-Tendering. In the event of any discrepancy or inconsistency between the fee proposal forms and/or any arithmetical errors in the tender proposal, the lowest price version shall prevail.

Tender documents are obtainable via Lok Sin Tong e-Tendering System. To log in to the system to download the tender documents, tenderers should become “Registered Suppliers” under the e-Tendering System. Please enter the website <https://loksintong.e-tendering.com> for supplier registration.

In the event of Typhoon Signal No. 8 or above has been hoisted and remained hoisted, black rainstorm warning signal or “Extreme Conditions” announcement by the Government has been issued and remain in effect during the period 9:00 a.m. to 12:00 noon on the day of tender submission, the tender closing date will be postponed to 12:00 noon on the next working weekday (Monday to Friday, except public holidays) so on and so forth.

**The Lok Sin Tong Benevolent Society, Kowloon** is not obliged to accept the lowest or any proposal made and accepts no financial liability for your costs in submitting a proposal. In addition, **The Lok Sin Tong Benevolent Society, Kowloon** will reject bids which are considered to have been priced unreasonably low.

You are required to confirm in your tender submission letter that you agree to abide by your Tender Proposal for a period of 180 days from the due date for of Tender Proposal and it shall remain binding upon you and may be accepted at any time before the expiry of that period.



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If you are unable or do not wish to tender, it will be appreciated if you would return the Decline Letter with reason to e-Tendering System at <https://loksintong.e-tendering.com> or by email to [e\\_procurement@loksintong.org](mailto:e_procurement@loksintong.org) at your earliest convenience for our record.

Should you have any difficulties during the eTS registration process or retrieving tender document in the eTS, please feel free to contact Ms. Venus Chan or Ms. Mandy Lai of LST at 2272 9811 for assistance.

Your failure to comply with any requirement in this letter and the enclosed documents may render your tender invalid.

Yours faithfully,

LAU Oi Sze, Alice  
Chief Executive  
For and on behalf of

**The Lok Sin Tong Benevolent Society, Kowloon**