

**Invitation for Expression of Interest in  
Provision of the Medical Insurance Services  
to  
The Hong Kong Research Institute of Textiles and Apparel Limited (“HKRITA”)**

Tender Ref. No.: T20230525

Subject: **Provision of the Medical Insurance Services to HKRITA**

Description: Interested parties are invited to provide the medical insurance services to The Hong Kong Research Institute of Textiles and Apparel Limited (“HKRITA”). It is a 12-month service contract from 1 July 2023 to 30 June 2024.

Express of Interest: Interested parties are invited to express their interest by submitting the following documents: (1) Expression of Interest (EOI), (2) Non-disclosure and Confidentiality Agreement (NDA), (3) A copy of Business Registration (BR) / Certificate of Company Incorporation, and (4) A business card of the responsible person.

The tender documents and further particulars will be sent to the interested parties upon verification of the signed EOI and required documents. No tender document will be obtainable without the submission of EOI.

EOI submission  
Deadline: The EOI and required documents should be submitted to [tender@hkrita.com](mailto:tender@hkrita.com) by 12:00 noon, 30 May 2023 (Tue) (Hong Kong Standard Time).

Tender Documents: Upon receipt the EOI and relevant required documents, HKRITA will send the tender documents and its specification to the interested parties by **email**. Interested parties should submit the tender proposal and relevant documents to HKRITA before the tender submission deadline as stated below.

Submission of Tenders: Sealed tenders **in triplicate** must be clearly marked with the tender reference and the subject of the tender on the cover of the envelope (but should not bear any indication which may relate to the tenderer), addressed to The Tender Board, The Hong Kong Research Institute of Textiles and Apparel Limited, U901, 917 – 918, Building 16W, Hong Kong Science Park, Shatin, Hong Kong. Late submission will not be accepted.

Tender submission Deadline: **12 June 2023 (Mon), 12:00 noon (Hong Kong Standard Time)**

Remarks: If a black rainstorm warning signal or tropical cyclone warning signal No. 8 or above is in force during 8:00 am to 12:00 noon on submission deadline, the tender closing time will be postponed to 12:00 noon on the next working day (except Saturday, Sunday and Public Holiday) after the black rainstorm warning signal has ceased to be in effect or the tropical cyclone warning signal No. 8 has been replaced by a lower signal.

HKRITA does not bind itself to accept the lowest tender or any tender and reserves the right to negotiate with any tenderer about the terms of the offer.

It should be noted that HKRITA will not be responsible for the reimbursement of any cost incurred directly or indirectly in the preparation of the relevant submission.