200 - 2025 - HK

機電工程署 EMSD

香港特別行政區政府 機電工程署
香港九龍啟成街3號
Electrical and Mechanical Services Department
Government of the Hong Kong Special Administrative Region
3 Kai Shing Street, Kowloon, Hong Kong
www.emsd.gov.hk

Our reference 本署檔號： EMSSSD0325

Telephone 電話號碼 (852) 2808 3824
Facsimile 圖文傳真 (852) 2504 3198

Your reference 來函檔號：

31 October 2025

By Fax or Registered Mail

Dear Sir/Madam,

Tender Ref.: EMSSSD0325
Supply of Portable Raman Detectors
to the Electrical and Mechanical Services Department
Tender Closing on 11 December 2025 at 12:00 noon (Hong Kong Time)

A tender invitation for the above-mentioned goods has been issued. You may submit a tender in response to this invitation.

The tender documents, including the terms of tender and the general and special conditions of contract, may be downloaded free of charge from the e-Tender Box (ETB) in the Procurement and Contract Management System (PCMS) at https://pcms2.gld.gov.hk. Alternatively, you may obtain copies of the tender documents on compact disc (CD-ROMs) from the following office by presenting a company card before the tender closing date:

Supplies Sub-Division,
Electrical and Mechanical Services Department,
6/F, EMSD Headquarters,
3 Kai Shing Street,
Kowloon Bay,
Kowloon.

Office hours: 9:00 a.m. to 12:00 noon and 1:00 p.m. to 5:00 p.m. on Monday to Friday except public holidays.

Your tender should be submitted in one of the following submission methods before 12:00 noon on 11 December 2025 (Hong Kong Time):

(a) in electronic form through the ETB of PCMS at https://pcms2.gld.gov.hk; or

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凡寄來之函件應註明機電工程署收，不應書寫個別職員之姓名。 Correspondence should be addressed to the Electrical and Mechanical Services Department and not to individual officers by name.

(b) in paper form enclosed in a sealed plain envelope, marked *Supply of Portable Raman Detectors to the Electrical and Mechanical Services Department*, Tender Reference: *EMSSSD0325*, Closing Date: *11 December 2025*, address to 'the Chairman, Tender Opening Committee and deposited in the Government Logistics Department Tender Box situated on the Ground Floor, North Point Government Offices, 333 Java Road, North Point, Hong Kong.

Late tenders or tenders not deposited in the Specified Tender Box will not be considered.

If you do not wish to submit a tender in response to this invitation, we will appreciate it if you would let us know the reasons by completing and returning the attached reply slip or the "No Offer Notification" page available at https://pcms2.gld.gov.hk. The information, where appropriate, will be taken into account for future tender exercises.

You are welcome to use the free online services of ETB by simply logging on your online account under the PCMS of Government Logistics Department. If you have not yet created or activated any account in the PCMS, please visit the website https://pcms2.gld.gov.hk to create or activate your account where appropriate.

You may visit the thematic webpage of ETB at https://www.gld.gov.hk/share/pcms/en/etb-introduction to learn more about the operating processes and related guidelines.

If you have enquiries, please contact us through the following ways:

		Telephone	Fax	E-mail
(a)	General enquiry	(852) 2808 3824	(852) 2504 3198	tender_ssd@emsd.gov.hk
(b)	PCMS online service	(852) 2231 5352	(852) 2503 1165	pcms_support@gld.gov.hk

Yours faithfully,

(Ms Joyce HO)
for Director of Electrical & Mechanical Services

To: THE CHAIRMAN, TENDER OPENING COMMITTEE
GOVERNMENT LOGISTICS DEPARTMENT
G/F, NORTH POINT GOVERNMENT OFFICES
333 JAVA ROAD, NORTH POINT
HONG KONG

TENDER LABEL

Tender Reference: *EMSSSD0325* **Closing Date:** *11 December 2025*

(If you are unable to make an offer, please complete the lower portion of this form and return it to GLD, by post or by depositing it in the Tender Box situated on the Ground Floor, North Point Government Offices, 333 Java Road, North Point, Hong Kong, in a ***PLAIN ENVELOPE*** with the ***TENDER LABEL*** affixed on the envelope before the closing date and time specified.)

To : The Chairman, Tender Opening Committee, Government Logistics Department

With reference to your tender enquiry (Tender Ref. *EMSSSD0325*

Closing Date: ***11 December 2025***), I am / we are unable to submit a tender for the following reason(s) :

(Please tick against the box where applicable)

	Reasons	Detailed Reasons / Remarks (if any)
☐	Requirement is out of our range of supplies/services.	
☐	Required tender specifications cannot be met.	
☐	Delivery schedule cannot be met.	
☐	Tender closing date cannot be met.	
☐	Others (Please specify)	

Authorised Signature :

Name in Block Letters :

Name of Company :

Date :

(Company Chop)