

Invitation for Expression of Interest
EOI No. 2026-JK-002A & 2026-JK-002B
Supply and Installation of Furniture, Fixtures and Equipment in
Selected Kindergartens for Promoting Nature-based
Early Childhood Education in Hong Kong (Contract A & B)

1. PROJECT BACKGROUND

The Hong Kong Green Building Council (HKGBC) is inviting qualified and reputable service providers with relevant capabilities and experience to submit Expression of Interest (EOI) for the supply and installation of furniture, fixtures and equipment in selected kindergartens for promoting Nature-based Early Childhood Education in Hong Kong.

Funded by the Hong Kong Jockey Club Charities Trust, the HKGBC is conducting a project to bring nature elements into Hong Kong's kindergartens. These nature elements include but are not limited to plants, animals, upcycled wood furniture, play equipment using natural materials as well as other related items. The number of kindergartens to be covered in this EOI would be around 60 in total and divided into two contracts. For each package, the supply and installation of nature elements for about 30 kindergartens would be carried out in two phases during Dec 2026 to Feb 2027 and June 2027 to Aug 2027 respectively.

Applicants may submit an EOI for either Contract A or Contract B, or for both. The HKGBC reserves the right to award one or both contracts to the same or different applicants, depending on evaluation results.

Contract A (No.2026-JK-002A)	
<i>Phases</i>	<i>Total number of kindergartens involved</i>
<i>Phase 1 (Dec 2026-Feb 2027)</i>	<i>Approx.15 kindergartens</i>
<i>Phase 2 (Jun 2027-Aug 2027)</i>	<i>Approx.15 kindergartens</i>
Contract B (No.2026-JK-002B)	
<i>Phases</i>	<i>Total number of kindergartens involved</i>
<i>Phase 1 (Dec 2026-Feb 2027)</i>	<i>Approx.15 kindergartens</i>
<i>Phase 2 (Jun 2027-Aug 2027)</i>	<i>Approx.15 kindergartens</i>

2. ABOUT THE HKGBC

Website: www.hkgbc.org.hk

The Hong Kong Green Building Council (HKGBC) is a non-profit, member-led organisation established in 2009 and has become a public body under the Prevention of Bribery Ordinance since 2016. The vision of the HKGBC is to help save the planet and improve the wellbeing of the people of Hong Kong by transforming the city into a greener built environment. Its mission is to lead the market transformation by advocating green policies to the Government; introducing green building practices to all stakeholders; setting design, construction and management standards for the building profession; and promoting green living to the people of Hong Kong.

3. PROJECT OBJECTIVES

The objectives of the Project are as follows: -

- Overall, to enrich the school environment with nature elements to support nature-based early childhood education;
- Specifically, the key objectives for each of the facilities are listed below:
- Indoor plant growing kits: To provide compact hydroponic systems with LED grow lights to let children experience growing edible plants, interact with the nature, learn where their food comes from and cultivate a proper attitude to treasure food;
- Outdoor plant growing boxes: To provide outdoor raised planting boxes for growing vegetables, ornamental flowers and seasonal crops, with objectives similar to indoor plant growing kits;
- Animal keeping: To cultivate empathy, responsibility and biological/ecological awareness by introducing small, manageable animals (e.g. fish, insects, reptiles) into the school environment;
- Nature element play equipment: To encourage children's sensory exploration with nature's basic elements, i.e. sand, water, and wood;
- Nature trays: To let children collect and display natural items (e.g. seeds, fallen flowers and leaves) from the four seasons so as to enhance their mindful observation skills and knowledge about the nature;
- Mural art: To create an inspiring learning environment, to let children participate in the creation of art related to the nature, and to cultivate a sense of ownership for their school environment;
- Maintenance-free green wall made of preserved moss: To beautify indoor environment with green or multi-colour plant elements so as to boost occupants' mental wellbeing;
- Upcycled wood furniture: To teach children about green living by making good use of waste to create useful items;
- Real-time IAQ sensors: To monitor the indoor air quality (e.g. water vapour, organic matters, etc.) after the introduction of plants and animals so as to safeguard the health of the occupants.

4. SCOPE OF WORK

The scope of work includes but is not limited to supply and installation of the following components for around sixty (60) selected kindergartens and the works shall be completed within 90 calendar days for each phase.

[Note: For all items, the work scope includes **supply, delivery and installation** as a standard requirement; any other tasks are additionally specified below]:

- (1) Indoor plant growing kits (hydroponic system) with multi-growing holes and LED lights, complete with initial supply of seed kits [initial **user training** and provision of operation and maintenance **manual** included];
- (2) Outdoor plant growing boxes complete with supply of soil, seedlings (i.e. young plants), garden tools and accessories [initial **user training** and provision of operation and maintenance **manual** included];
- (3.1, 3.2 & 3.3) Indoor/outdoor animal keeping facilities (small marine animals like fish and turtles / small land animals like ants and snails / outdoor insects like beetles and butterflies) including supply of the concerned animals and accessories such as animals' living media, aquarium plants, landscape and ornaments. [initial **user training** and provision of **operation and maintenance manual** included];
- (4.1, 4.2.1, 4.2.2 & 4.3) Nature element play equipment (sand play equipment / water play equipment / wood play block) [provision of sands in initial setup, **operation and maintenance manual** included];
- (5) Nature trays for students to display seasonal materials (e.g. leaves and flowers) that they collect from their surroundings;
- (6) Mural arts / interior arts decoration with student and parent participation (possible themes: plants / animals / birds / ocean painted on the wall / ceiling / floor; or the same themes being illustrated by hanging objects such as tree branches) either on wall, ceiling or floor [**organisation** of student and parent painting/decorating **activity** included];
- (7) Maintenance-free green walls made of preserved moss [on-site **installation work** and provision of **operation and maintenance manual** included];
- (8) Upcycled wood furniture (e.g. stools, benches, tables) made of wood disposed of by residential estates, municipal authorities or highway maintenance, etc.
- (9) Real-time IAQ sensors [**equipment testing and commissioning** work and provision of operation and maintenance **manual** included];

Note: The T&C work shall include but not be limited to communication signal (e.g. Wi-Fi and Bluetooth connection, supportive application program (e.g. mobile APP) connection and spot measurement in the venue for CO₂, TVOC, PM_{2.5}, temperature and relative humidity.)

- (10) Recognition plaques to acknowledge the funding support from HK Jockey Club Charities Trust [on-site **installation work** included];

In addition, the tenderer(s) shall procure and provide the following training courses for the kindergarten staffs upon completion of installation for the above Items (2) and (3.1, 3.2 & 3.3) respectively:

- (11) Horticultural course with basic-level training provided by experienced practitioner in the field (e.g. in-person or online training workshop)
- (12) Aquarium and relevant animal-keeping course with basic-level training provided by experienced practitioner in the field (e.g. in-person or online training workshop)
- (13) All furniture, play equipment, as well as other supplies and installations must comply with applicable health and safety standards as well as other relevant requirements (such as fitness for purpose, ergonomics, age-appropriateness, durability, prevention of sharp edges, etc.) applicable to early childhood environments.
- (14) All animals shall be sourced from licensed pet shops that possess a valid Animal Trader License issued by the Agriculture, Fisheries and Conservation Department (AFCD). All supplies and handling of animals shall be in accordance with statutory requirements, government department guidelines as well as general principles of prevention of cruelty and assurance of hygiene, health and proper animal welfare.
- (15) All plants and animals supplied under this contract must NOT belong to Scheduled Species (e.g. endangered species) under the Protection of Endangered Species of Animals and Plants Ordinance (Cap. 586).
- (16) All plants and animals supplied under this contract shall be child-safe and free of potential hazards such as poisonous secretions, being stinging, or causing allergic reactions.

5. RESPONSIBILITIES OF SERVICE PROVIDER

The service provider shall be responsible for carrying out the following: -

- Engaging potential service providers and sourcing of suppliers and obtaining HKGBC's approval on the proposed brands and models;
- Issuance of purchase order to each supplier;

- Coordination with the kindergartens and arranging delivery of the items on mutually acceptable dates;
- Regarding installation work, mural art painting, training on horticulture / aquarium and other similar activities, coordination with the kindergartens and arranging the works on mutually acceptable dates;
- Provision of on-site user training and operation and maintenance manuals where specified; and
- Provision of one-year defects liability period (i.e. warranty period) for all the items.

6. EXPRESSION OF INTEREST

Submission

Interested parties are invited to submit the EOI. The submission should include the following:

1. Completed Appendix I - Expression of Interest
2. Completed Appendix II - Supplier Application Form
3. Copy of Business Registration Certificate
4. Company / organisation profile, background, and proposal on a competent project team with relevant qualifications, knowledge, expertise and experience in the field
5. Job references for at least 2 completed projects within the past 3 years, each with a contract value of not less than HK\$ 1.5 million. Proof such as Letter of Award, Notice of Tender Award, or Payment Certificate shall be provided.
6. Completed Appendix III- Preliminary schedule of Proposed Suppliers/ Models

The project team composition is expected to include:

- A project manager responsible for overseeing the whole project. He / she shall have a good understanding of Hong Kong's kindergarten environment and the nature-related elements involved in this Project;
- A purchasing officer / purchasing department who is capable of engaging potential and reliable service providers and handling sourcing of components and services that approved by HKGBC, issuance of purchase orders and related work; and
- An on-site coordinator who is capable of taking care of the on-site delivery, installation and training work. He/she shall maintain close coordination with HKGBC and the kindergartens.

- Adequate manpower resources, logistic capability, and installation capacity to complete each phase within 90 calendar days including collaboration with the schools, coordination with HKGBC and management of diverse schedules with various different school operation calendars.

The EOI submission should be sent to HKGBC by email:

rpeprocurement@hkgbc.org.hk on or before **6:00pm on 14 August 2026 (Friday)**.

Late submission or wrong submission methods will not be considered.

In the event that a Typhoon Signal No. 8 or above or Black Rainstorm Warning is hoisted on the closing date, the EOI submission closing date will be postponed to 6:00pm on the following working day.

This invitation for EOI does not constitute an invitation to offer nor does this document or any document made available pursuant to this invitation constitute any contract or agreement of any kind whatsoever with HKGBC. The HKGBC also reserves the right to cancel or terminate the process of EOI at any time and shall not be liable to any party for any loss or damage, cost or expenses as a result of such action.

Subsequent Process

After the EOI closing date, we will evaluate the information submitted and may shortlist qualified service providers for proceeding to the tender stage. The tender document will be sent to the shortlisted service providers so that they may compile their submission.

7. COST OF PREPARING EOI

Service providers responding to the EOI should note that the HKGBC would not be responsible for the reimbursement of any cost incurred for the preparation of the EOI.

8. CONFIDENTIALITY

All information and materials which the HKGBC consider to be confidential in nature and connected with the project and initiatives shall be treated as “Confidential Information”. The service providers shall not make it available to any other parties

without the prior written consent of the HKGBC. The service providers shall take all necessary measures (including by way of a code of conduct or contractual provisions where appropriate) to ensure that information is not divulged for purposes other than that of this Proposal by such person, agent or sub-contractor. The service providers shall indemnify and keep indemnified the HKGBC against all loss, liabilities, damages, costs, legal costs, professional and other expenses of any nature whatsoever the HKGBC may suffer, sustain or incur, whether direct or consequential, arising out of or in connection with any breach of the aforesaid non-disclosure provision by the HKGBC or its employees, agents or sub-contractors. The HKGBC and the service providers agree that the above obligations of confidentiality shall not attach to the information and materials which:

- (1) is publicly available prior to the date of this Agreement or becomes publicly available thereafter through no wrongful act of the Service Providers;
- (2) was known to the service providers prior to the date of disclosure or becomes known to the service providers thereafter from a third party having an apparent bona fide right to disclose the information;
- (3) is disclosed by the service providers in accordance with the terms of the HKGBC's prior written approval;
- (4) is disclosed by the HKGBC without restriction on further disclosure;
- (5) is subsequently and independently developed by the employees of the service providers (as evidenced by the service providers' written records) who had no knowledge of the disclosed information;
- (6) the service providers are obligated to produce pursuant to an order of a court of competent jurisdiction or is required by a government agency to disclose.

9. DECLARATION OF CONFLICT OF INTEREST

- (1) The service providers shall require its employees, agents and sub-contractors who are involved in this Proposal to declare in writing to the service providers any conflict or potential conflict between their personal/financial interests and their duties in connection with this Proposal. In the event that such conflict or potential conflict is disclosed in a declaration, the service providers shall forthwith take such reasonable measures as are necessary to mitigate as far as possible or remove the conflict or potential conflict so disclosed.
- (2) The service providers shall prohibit its employees who are involved in this

- Proposal from engaging in any work or employment other than in the performance of this Proposal, with or without remuneration, which could create or potentially give rise to a conflict between their personal/financial interests and their duties in connection with this Proposal. The service providers shall also require their subcontractors and agents to impose a similar restriction on their employees by way of a contractual provision.
- (3) The service providers shall take all necessary measures (including by way of a code of conduct or contractual provisions where appropriate) to ensure that its employees, agents and subcontractors are aware of the prohibitions in this clause.

10. PREVENTION OF BRIBERY

- (1) The service providers shall not, and shall procure that his employees, agents and sub-contractors shall not, offer an advantage as defined in the Prevention of Bribery Ordinance, (Cap 201) in connection with the Proposal and execution of this Proposal.
- (2) Failure to so procure or any act of offering, soliciting or accepting advantage referred to in (1) above committed by the service providers or by a director, employee, agent or sub-contractor of the service providers shall, without affecting the service providers' liability for such failure and act, result in his Proposal being invalidated.

11. ENQUIRIES

Requests for further information or clarification of requirements may be directed to rpeprocurement@hkgbc.org.hk.

Issued: 29 July 2026

Appendix I

Expression of Interest
EOI No. 2026-JK-002A & 2026-JK-002B
Supply and Installation of Furniture, Fixtures and Equipment in
Selected Kindergartens for Promoting Nature-based
Early Childhood Education in Hong Kong

We would like to express our interest for the **Supply and Installation of Furniture, Fixtures and Equipment in Selected Kindergartens for Promoting Nature-based Early Childhood Education in Hong Kong**. We confirm that we can meet the requirements outlined in Section 4 - Scope of Work.

Company Details	
Company Name:	
Company Chop:	
Address:	
Authorised Representative by the Company	
Name of Authorised Representative:	
Title of Authorised Representative:	
Signature of Authorised Representative:	
Tel No.:	
Email:	
Date:	

Appendix II

Supplier Application Form

PART A GENERAL INFORMATION			
Company Name (English) :			
Company Name (Chinese) :			
Company Address :			
Company Website :		Business Registration No. *	
Products/ Scope of Services :			
Years of Experience:			
Accreditation, e.g. ISO9001 (please specify) :			
Contact Person Details :	<u>Name</u>		
	<u>Position</u>		
	<u>Contact Number</u>		
	<u>Email address</u>		

PART B BANK ACCOUNT INFORMATION	
Bank Name:	To be completed upon the awarding of contract
Bank Account Name:	
Bank Account No.:	
Swift Code (if any):	
Bank Address:	
Email for receiving bank advice/ e-cheque:	

PART C CONFLICT OF INTEREST	
Are there any owners / employees of the Company employed by HKGBC?	☐ Yes (<i>Please provide details below</i>) ☐ No
Do any owners / employees of the Company have a personal relationship with any HKGBC employee?	☐ Yes (<i>Please provide details below</i>) ☐ No
Are any owners / employees of the Company former HKGBC's employees?	☐ Yes (<i>Please provide details below</i>) ☐ No

PART D SIGNATURE	
I hereby declare that the information provided above are accurate and truthful.	
Authorised Signature: _____ Name: _____ Position: _____	Company Chop: _____ Date: _____

For Hong Kong Green Building Council Limited Use			
Prepared by	Endorsed by	Approved by	
Date	HoD: _____ Date	Head of Fin & Admin	Date

Appendix III

Preliminary schedule of Proposed Suppliers/ Models

Notes:

The acceptance of an Expression of Interest (EOI) submission by the HKGBC shall not be construed as acceptance or deemed approval of any proposed products or services listed therein. All products and services remain subject to separate review and approval processes

No.	Item	Brand / Supplier	Model / Ref. No.	Country of Origin	Delivery Period
(1)	Indoor plant growing kits - hydroponics				
(2)	Outdoor plant growing boxes				
(3)	Indoor/ outdoor pet keeping facilities				
(3.1)	Indoor / outdoor aquarium system of <u>large</u> size (<i>suggested size of 700 L x 500 W x 500 D including cabinet/ stand</i>)				
(3.2)	Indoor / outdoor aquarium system of <u>small</u> size (<i>suggested size of 400 L x 300 W x 300 D excluding cabinet/ stand</i>)				
(3.3)	Indoor / outdoor insect / small animal tank kit of <u>small</u> size (<i>suggested size of 400 L x 300 W x 300 D excluding cabinet/ stand</i>)				
(4.)	Nature element play equipment				
(4.1)	Sand play equipment (<i>suggested size of 1000 L x 600 W x 300H</i>)				
(4.2.1)	Station water play equipment (<i>suggested size of 1000 L x 600 W x 550 H</i>)				
(4.2.2)	Portable water play equipment (<i>suggested size of 1300 L x 540 W x 280 H when opened</i>)				

No.	Item	Brand / Supplier	Model / Ref. No.	Country of Origin	Delivery Period
(4.3)	Wood play blocks				
(5)	Nature trays				
(6)	Mural arts / interior arts decoration				
(7)	Maintenance-free green walls made of preserved moss				
(8)	Upcycled wood furniture (table / chair)				
(9)	Portable real-time IAQ sensors				
(10)	Acknowledgment plaque				
(11)	Horticultural course				
(12)	Aquarium and relevant animal-keeping course				