

APPENDIX 3.3 SAMPLE NOTICE OF INVITING EXPRESSION OF INTEREST THROUGH TO BE POSTED ON INTERNET

Notice of Invitation for Expression of Interest

Consultancy Agreement No.: CE XX/YYYY (ZZ)
Agreement Title: [Agreement title to be inserted]
Invitation Date: [Invitation date to be inserted]
Closing Date and Time: [Closing date and time to be inserted]
Contact Person: [Contact Person to be inserted]
Telephone No.: [Telephone No. to be inserted]

Consultants in Group [number] under the Service Category of [name of Service Category] maintained by EACSB are invited to express interest in undertaking the above consultancy.

Sole/Lead Consultants Invited:

[Category and Group to be inserted]

1.
2.

The scope of this consultancy, which is currently expected to commence on _____, is indicated in the draft Brief. [to be hyperlinked] [This can be modified to indicate alternative means for the interested consultants to obtain the electronic invitation package if the size of the package is too large to be posted on the website.]

Attention is drawn to bidding restrictions and tender award restriction set out in the respective invitation letter sent to the above consultants and relevant sections of the Guidelines attached to DEVB TC(W) No. 5/2018.

~~{Statements to replace the first two paragraphs of the invitation letter for Expression of Interest through normal longlisting}~~

~~Interested consultants are invited to express interest in undertaking the above consultancy.~~

~~Consultants should fulfil and declare that they have met the following longlisting criteria for their submissions to be considered further:—~~

~~{longlisting criteria to be inserted}~~

~~# **【This consultancy is invited as a small consultancy assignment as defined in Development Bureau Technical Circular (Works) No. 3/2013 *[to be hyperlinked]*. Consultants should include in their submission a written statement confirming that they meet the requirements as stipulated in Part 1 of Annex _____ to the invitation letter (Part 1 of Annex B to Appendix 3.15 of EACSB Handbook), together with a list of current assignments being handled by their small consultancy firms.】**~~

~~The scope of this consultancy, which is currently expected to commence on _____, is indicated in the draft Brief. *[to be hyperlinked]* *[This can be modified to indicate alternative means for the interested consultants to obtain the electronic invitation package if the size of the package is too large to be posted on the website.]*~~

~~# *This paragraph should be deleted as appropriate.*~~

Note: This sample Notice may be modified where necessary to suit the circumstances.