

HKWSA would like to seek quotations for the following items for this year's event (Wakefest HK 2019):

1. Provision of Pontoon and Starting Dock

- Size 2m x 22m (Pontoon 1); 2m x 10m (Pontoon 2); 3m x 3m (Starting Dock)
- Should be installed before 8am, 20/9
- Removal of the Pontoon and starting dock on 22/9 at the end of the event
- Qualified person to endorse the safety of the construction (refer to the list of qualified person from Marine Department)
- Include all cost in relation to the installation, mobilization, and Endorsement of the safety of the construction
- Ensure the Pontoon and the Starting Dock is stable during the whole event, provide all necessary manpower and material to repair and relocate the facilities damage in the event due to any cause.

2. Provision of temporary bamboo access

- Provide temporary bamboo access connecting between the grand stand gate to the proposed pontoon location (refer to the attachment for detail requirement)
- Minimum width of the staircase and gateway 1.2m,
- Stable Handrail and Extra timber reinforcement on the gateway
- The Staircase and gateway are required to bear at least 5 persons at the same time
- The gateway should be stay at the proper position no matter low tide or high tide
- Should be installed before 3:00pm, 19/9
- Removal of the temporary access on 22/9 at the end of the event
- Qualified person to endorse the safety of the construction (refer to the list of qualified person from Marine Department)
- Quotation should include all costs in relation to the supply, installation, mobilization, qualified person to endorse the safety of the temporary access
- Remedial work may be required if the construction does not fulfill our requirement

- Ensure the structure is stable during the whole event, provide all necessary manpower and material to repair the facilities for damages due to any causes.



3. Provision of a Ferry boat

- Provide ferry boat with licensed driver during the event, 8:30am -6:00pm, 20-22/9
- Responsible to pick up riders from the Pontoon to the starting dock during the event
- Must have capacity of minimum 8 persons
- Include all expenses such as fuel, third party insurance, transportation and parking costs

4. Provision of a Safety pick up boat (Jet-Ski)

- Licensed driver during the event, 0830am -1800pm, 20-22/9
- Responsible to pick up fallen riders from the water return to the Pontoon during the competition
- Must have capacity of minimum 2 persons
- Include all expenses such as fuel, third party insurance, transportation and parking costs

5. Provision of DJ

- License fees and all necessary sound systems for the last two days of the event (10am-6pm, 21/9 & 10am-7pm, 22/9)
- Include all cost of installation, supply, mobilization and removal of the sound system at the end of the event

6. Provision of a live band

- Last day of the event, 22/9
- Time frame of the performance: 11:00 am - 5:00 pm
- Include all necessary instruments and equipment to facilitate the performance on the day

7. Provision of transportation for the competition boat

- From Shum Wan to Tai Po on 19 or 20/9
- From Tai Po to Shum Wan on 22/9
- Include the insurance of the competition boat for each journey of transportation

8. Provision of Security Service

- Provide an overnight security guard or personnel from 7pm – 8am, 19-22/9/2019 (3 nights).
- Responsible for the safety of the boats and booth from any damage or loss due to any causes

9. Provision of Video Service and Live Broadcast

- 2 videographers
- At least 2 cameras (Steady cam(s) and Wide-angle cam on the boat)
- Drone phantom / Go Pro to organise some time lap of the event
- Highlights video x1 (around 2mis)
- Live Broadcast Service during the event days

10. Provision of 1st Aid Service (standby on the shore only)

- 2 Qualified 1st Aider with equipment during the event, 0800am -1800pm, 20-22/9

11. Provision of Accommodation

- Period of Stay: 19-23/9/2019 (4nights)
- Room of requirement: at least 10 rooms

- Location: Shatin or Taipo District

12. Provision of PR Service (**Deadline: 31/7/2019***)

- Hosting a Kick-off Event and providing support during the event days.
- Included issuing press release, shooting event highlights, arranging media

13. Provision of Event Design (**Deadline: 31/7/2019***)

- Design 10 items including event banner, event materials, and souvenirs.
- Interested parties should provide the quotation and draft of the event banner before 31/7/2019.

14. Provision of Lunch Box

- Provide at least 70 lunch boxes per event days (210 boxes for 3 days)
- With at least 3 choices

Please return your quotation by email to hkwsa@hkolympic.org and the title should be "Invitation of Quotations for the Facilitation of 2019 Hong Kong Wakefest" before 5:00 pm 10/8/2019.

***For the special indicated, please return your quotation by 31/7/2019.**