

**Hong Kong Tourism Board  
Tender Notice**

Reference No.: EPD(3)20240318(A)

Procuring Department: Event and Product Development

Tender Name: Drone Show Producer

Scope of Works/ Services: HKTB intends to engage a Drone Show Producer with extensive knowledge and solid experience to deliver the production of drone shows. The Drone Show Producer shall include but not limited to conceptual design, planning, coordination, production, logistics, operations management, license application and other related duties.

Collection of Project Brief/  
Specification and Tender Documents  
& Conditions: Hong Kong Tourism Board  
Address: 11/F, Citicorp Centre, 18 Whitfield Road,  
North Point, Hong Kong  
Contact Person: Ms Hester Wong  
Telephone No: +852 2807 6354  
Email: hester.wong@hktb.com

Tenderers who wish to collect the tender documents shall write a letter on company letterhead together with contact details (including company name, name of contact person, email address of contact person) and a copy of Business Registration Certificate, send by email or fax to the above contact person of the Hong Kong Tourism Board Upon collection of EOI, tenderer will receive an email notification via an e-tendering system *SAP Ariba*. Tenderers are required to register as registered user of *SAP Ariba* to view the Project Brief and Tender Documents & Conditions.

Closing Date & Time: Date: 12 April 2024 (Friday)  
**[Hong Kong] Time: 12 noon (GMT + 8)**

In the event of a typhoon signal No. 8 or above or rainstorm black warning is issued on the closing date before the closing time, the tender closing time will be

postponed to the same time on the first working day immediately after the signal or warning is lowered.

**Submission of Tender:**

Tenders must be completed in accordance with the Tender Documents & Conditions. Tenderers must submit the tender electronically via the e-tendering system *SAP Ariba*. Late submission will not be accepted.

Tenderer must meet these minimum requirements:

The selected vendor must possess a proven track record in successfully producing drone shows, demonstrating substantial experience in conceptual design, planning, coordination, and production, as well as the capabilities to handle the required license application process in Hong Kong, ensuring compliance with all relevant regulations and requirements.

You must comply fully with the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong).

Any information or communications between you and Hong Kong Tourism Board (HKTB) in connection with the captioned subject are private and confidential. You shall not disclose or otherwise divulge the same without our prior written consent.

HKTB reserves the right not to appoint any company to undertake the project. The lowest fee bid may not necessarily be accepted as the successful bid. HKTB is not responsible for any cost incurred by you in the preparation of the tender and in responding to this notice. HKTB reserves the right to change or cancel this notice without prior notice or liability to any parties. You will be deemed to have accepted these conditions if you respond to this notice.

This tender notice is available in HKTB website at <https://www.discoverhongkong.com/>

18 March 2024