

**(Translation)**  
**LegCo Panel on Manpower**  
**(Meeting to be held on 16 May 2002)**

**Information on assessment of Government contracts  
that rely heavily on the service of non-skilled Workers**

**Purpose**

This paper provides supplementary information on the marking schemes adopted by various departments in assessing contracts that rely heavily on the service of non-skilled workers and the contractors' offers on wage levels and working hours for low-skill workers after the award of contracts.

**Marking Scheme**

2. Since the promulgation of Financial Circular No. 3/2001 in May last year, the Central Tender Board has approved 20 related contracts recommended by the Food and Environmental Hygiene Department (FEHD). The marking scheme accords a 30% weighting to quality assessment and 70% weighting to price evaluation. In quality assessment, the scores for the wage levels, working hours and working conditions of non-skilled workers account for 20%-35%, 8%-10% and 22%-35% respectively (of a total score of 100%).

3. The Central Tender Board has approved about 31 similar contracts recommended by the Leisure and Cultural Services Department (LCSD). The marking scheme accords a 40% weighting to quality assessment and 60% weighting to price evaluation. In quality assessment, the scores for the wage levels, working hours and other working conditions of non-skilled workers account for 7.5%-12.5%, 5% and 7.5%-12.5% respectively (of a total score of 100%).

4. In the Housing Department (HD), an equal weighting scoring system has been adopted since 2002 to evaluate various factors in the tender, including the contractor's performance score for the past year, the work plan and employees' monthly wages. These items form the non-financial score, which accounts for half (i.e. 50%) of the total score. Among these items, the score for the employees' monthly wage level accounts for 12% of the total non-financial score. In the security service contracts, as the number of daily working hours is already specified, the score items do not include the working hours and other working conditions.

5. The Government Property Agency (GPA) and the Transport Department (TD) have also awarded two similar contracts approved by the Central Tender Board. In one of the contracts, a 30% weighting is accorded to quality assessment and 70% weighting to price evaluation. In quality assessment, the score for the wage levels of non-skilled workers accounts for 20% (of a total score of 100%). In the other contract, a 70% weighting is accorded to quality assessment and 30% weighting to price evaluation. In quality assessment, the scores for the wage levels and working hours of non-skilled workers account for 6% and 4% respectively, adding up to 10% (of a total score of 100%).

**The contractors' offers on wage levels and working hours for low-skill workers after the award of contracts**

6. In FEHD's 14 contracts approved by the Central Tender Board in 2001, the successful tenderers' proposed wage levels<sup>#</sup> for non-skilled workers ranged approximately from \$4,900 to \$6,000, and the working hours were around 8 to 10 hours. In the six contracts approved by the Central Tender Board in 2002, the successful tenderers' proposed wage levels<sup>#</sup> for non-skilled workers ranged approximately from \$5,438 to \$6,000, and the working hours were around 7.5 to 10 hours.

7. In LCSD's 16 contracts approved by the Central Tender Board in 2001, the successful tenderers' proposed wage levels for non-skilled workers ranged approximately from \$4,200 to \$6,681, and the working hours were around 8 to 11 hours. In the 15 contracts approved by the Central Tender Board in 2002, the successful tenderers' proposed wage levels for non-skilled workers ranged approximately from \$4,600 to \$6,200, and the working hours were around 8 to 11 hours.

8. Since the introduction of the new tender assessment system, the HD has awarded 28 security service contracts and two cleansing service contracts. The security service contractors offered security officers of all ranks average monthly wages ranging from \$4,825 to \$5,712 (for working 26 days a month), and the daily working hours were 8 hours. The cleansing service contractors offered cleaners average monthly wages ranging from \$3,639 to \$6,250 (for working 26 days a month), and the daily working hours were 4 to 8 hours.

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<sup>#</sup> calculated on the basis of working 8 hours a day and 26 days a month

9. As for other departments, in a contract approved by the Central Tender Board in 2001, the monthly wages for non-skilled workers ranged approximately from \$5,300 to \$5,467, and the daily working hours were around 8 to 9 hours. In a contract approved in 2002, the monthly wages for non-skilled workers ranged approximately from \$5,500 to \$6,350, and the daily working hours were 8 hours.

Education and Manpower Bureau  
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