

政府總部
香港下亞厘畢道



GOVERNMENT SECRETARIAT
LOWER ALBERT ROAD
HONG KONG

本函檔號OUR REF.: CSO/ADM CR 10/1/5281/02

Tel No. : 2810 2868

來函檔號YOUR REF.:

Fax No. : 2524 3026

3 December 2002

Miss Polly Yeung
Clerk to the Establishment Subcommittee
Legislative Council Secretariat
Legislative Council
8 Jackson Road
Central
Hong Kong

By fax 2121 0420

Dear Miss Yeung,

**Meeting of the Establishment Subcommittee
on November 2002 – Item EC(2002-03)5**

At the meeting of the Establishment Subcommittee held on 20 November 2002, we undertook to provide Members with information on the staff cost of the four non-directorate posts mentioned in paragraph 16 of the paper submitted for agenda item EC(2002-03)5. The notional annual cost at mid-point of the four non-directorate staff (i.e. one Chief Executive Officer, one Executive Officer I, one Personal Secretary I and one Personal Secretary II) underpinning the two-year supernumerary Administrative Officer Staff Grade C post is \$1,978,320. The full annual average staff cost, including salaries and staff on-cost, is \$3,148,000. As explained in the same submission, the four non-directorate staff are redeployed from within our existing resources and therefore would not incur additional staff costs to the Government.

As regards Members' enquiry on the assessment criteria for awarding the design-and-build contract of the project, our plan is to invite tenders from five prequalified tenderers in the second quarter of 2003. We will consult the Special Selection Board on the appropriate assessment criteria and draw up a marking scheme for inclusion in the tender document, which is a restricted document for the prequalified

tenderers only. We will consider informing the Legislative Council Commission of the essential assessment criteria after the finalisation of the tender document. In so doing, we will also have to carefully assess the implications of such disclosure and the need for building in necessary safeguards to protect the integrity of the tendering process.

I should be grateful if you would convey the above information to ESC Members before the meeting of the Finance Committee scheduled for 6 December 2002.

Yours sincerely,

(Ms Chang King-yiu)
for Director of Administration

c.c. Permanent Secretary for Finance Services
and the Treasury (Treasury)
(Attn: Mr Manfred Wong) - *By fax 2147 5239*