香港特別行政區政府

政府資訊科技總監辦公室

**OFFICE OF THE
GOVERNMENTCHIEF INFORMATION OFFICER**
The Government of the Hong Kong
Special Administrative Region

本函檔號 Our Ref.:   GCIO/C 103/7(09)X   **Urgent By Fax**

來函編號 Your Ref.:

電話   Tel. No.:   2582 4483

傳真   Fax. No.:   2824 3208   Fax No.:   2978 7569

電子郵件 E-mail Address: vlam@ogcio.gov.hk   Date: 1 February 2010

Ms YUE Tin-po
Clerk to Panel on Information Technology and Broadcasting
Legislative Council Secretariat
10/F, Murray Road Multi-storey Carpark Building
2 Murray Road
Central
Hong Kong

Dear Ms Yue,

Information Requested by the Panel on Information Technology and Broadcasting Meeting on 9 November 2009

    At the Panel meeting on 9 November 2009, the Chairman asked the Administration to provide information on (a) the guiding principles/criteria for awarding contracts for Government IT projects; and (b) the number of projects funded from the block allocation in the previous year that were awarded to small and medium-sized enterprises (SMEs) in the IT sector.

Guiding principles/criteria for awarding contracts for IT projects

2.   Government bureaux and departments (B/Ds) adopt a fair and open process in tendering for and awarding contracts for IT projects. The
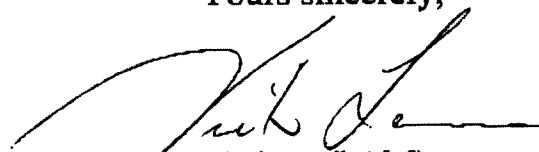
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criteria for awarding contracts include conformance with specifications and value for money. Any applicable marking scheme is published in the tender document for potential bidders' reference. Taking the Standing Offer Agreement for Quality Professional Services (SOA-QPS) administered by the Office of the Government Chief Information Officer as an example, the key assessment criteria for awarding assignments are as follows:

(a) the ability to meet all mandatory requirements;

(b) proposed approach / methodology to deliver the required service;

(c) additional desirable features pertaining to the required service;

(d) possession of professional certification of the service provider;

(e) qualifications / skills / experience of the personnel proposed to deliver the service;

(f) past experience in projects or business in the relevant areas;

(g) past performance in responding to Government's invitation for proposals; and

(h) price.

Number of IT projects awarded to SMEs

3.   On the number of projects awarded to SMEs in the IT sector, individual B/D may award contracts for implementing IT projects through the SOA-QPS or other procurement methods, such as open tendering, in accordance with the Stores and Procurement Regulations. In 2008-09, there were 210 new IT projects approved for funding from the block allocation. As of 4 December 2009, among these approved projects, 179 projects have awarded contracts for project implementation, in which 50 projects (i.e. 28% of 179 projects) have one or more contracts which were awarded to SMEs.

Yours sincerely,

(Victor LAM)
for Government Chief Information Officer

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