

Dear Tenderers,

Tender Reference No. ATPHKTO/2023/007
Tender for the VIP, Player & Media Catering Services for the Bank of China Hong Kong
Tennis Open 2024

Tender Addendum No. 1

We refer to the tender document issued on 24 Oct 2023 for the captioned project. Please find enclosed herewith Tender Addendum No. 1 consisting of:

A. Information Update in Section 8 Requirements for VIP guests, Players and Media:

1. Item 8v is revised as below:-

For public catering, the Company must provide a minimum of five POS systems and lines with **sufficient** staff to handle demand at busy times (**especially at match changeovers and on weekends (Friday, 5 Jan – Sunday, 7 Jan)**).

2. Addition of item 8iix:

For VIP Guest Catering (Dining and Bar area) and Players Dining, the Company must provide sufficient staff to handle demands to avoid queues at busy times.

3. Addition of item 8iiix:

The Company must provide sufficient servings of food in the buffet (particularly items served at the carving station) in both the VIP Dining and Players Dining section.

B. Information Update in Annex 5: Scope for VIP Guests Catering Services

1. Item IAi is revised as below:-

Buffet style of food includes carving station, hot dishes, cold dishes, finger foods, **pasta/noodle station, dim sum** and desserts (Company to suggest)

2. Item IAiv is revised as below:-

Barista grade automatic coffee machine and tea making services (2 coffee machines to be provided)

C. Information Update in Annex 6: Scope for Players Catering Services

1. Item IIa is revised as below:-

Pasta station, **as well as breads, sandwiches, bakery selection, dim sum, yoghurts and whole fruits** must remain open **and available** throughout the day from opening until 1 hour after the start of the final match of each day. Serving time may be subject to change depending on match schedule.

2. Additional items under IIIa:

- **Onsite baked bakery selection (3-4 selections), e.g. croissant, danish, sausage roll, etc.**

- **Dim Sum**

3. Item IIIa point 16 is revised as below:-

Fresh smoothie and **fresh** fruit juice bar (**made from fresh cut fruit on site**)

4. Item IIIa notes section point 6 is revised as below:-

Barista grade automatic coffee machine and tea to be provided in the Player Restaurant. An additional coffee machine and tea making facilities to be provided in the Player Lounge which is adjacent to the Player Restaurant (self service). Soy and non-fat milk to be included (nut milk a bonus).

D. Addition of Annex 9: Supplementary information about VIP dining marquee

We are in discussion with other caterers/celebrity chefs about providing a premium meal experience to VIP guests in the VIP dining marquee. The VIP dining marquee will be divided into two zones; one zone will provide buffets to VIP Guests (what this tender outlined), while the other zone will serve premium meals to VIP Guests at an additional cost on certain days. Please keep in mind that there will be two distinct food preparation booths.

The above amendments shall be effective immediately and Tender Addendum No. 1 shall form part of the tender document. Please acknowledge receipt of the aforementioned information by signing below and returning this letter by fax at (852)-2894-8704 or by email to HKTO procurement.hkto@tennishk.org on or before 2 Nov 2023.

Yours sincerely,
For and on behalf of
Hong Kong, China Tennis Association



Mr. Christopher Lai
CEO
Hong Kong, China Tennis Association

Accepted and Confirmed by
Company Name:

Name:
Position:
Date: