

# Invitation for Proposals for Operation of a New SHOS(MPH) and IVRSC at Leung King Integrated Social Service Complex, Leung King Estate, Tuen Mun

Rehabilitation and Medical Social Services Branch  
Social Welfare Department  
9 August 2024



## A New Rehabilitation Service Project

- A New Supported Hostel for Mentally/  
Physically Handicapped Persons  
[SHOS(MPH)] and Integrated Vocational  
Rehabilitation Services Centre (IVRSC)  
(the Service) at 3/F – 6/F, High Block,  
Leung King Integrated Social Services  
Complex, Leung King Estate, Tuen Mun,  
New Territories

## A New Rehabilitation Service Project

- A New **Supported Hostel for Mentally/Physically Handicapped Persons** [SHOS(MPH)]
- Provides group home living for persons with disabilities aged 15 or above who can only live semi-independently with a fair amount of assistance from hostel staff in daily activities.

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## A New Rehabilitation Service Project

- A New **Integrated Vocational Rehabilitation Services Centre** (IVRSC)
- Provides persons with disabilities with one-stop integrated and seamless vocational rehabilitation services in a training environment that is specially designed to accommodate the limitations arising from their disabilities, in which they are provided with work training and enabled to develop social skills and relationship, achieve upward mobility in vocational rehabilitation, and prepared for potential advancement to open employment.

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## Mandatory Requirements for Applicant Organisation

### Applicant organisation must be –

- a **bona-fide non-profit making NGO** with tax exemption status under section 88 of the Inland Revenue Ordinance (Cap. 112)

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## Allocation of Service Operation

- Each applicant organization shall only submit one **Proposal Form**
- **One NGO** to be selected to operate the new project

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## Service Capacity

Services	Capacity
Supported Hostel for Mentally / Physically Handicapped Persons [SHOS(MPH)]	60
Integrated Vocational Rehabilitation Services Centre (IVRSC)	120

*Note:*

The capacity of 60 comprises 42 mentally handicapped persons and 18 physically handicapped persons. The ratio of male users in SHOS(MPH) is no less than 60% of the total number of users.

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## Scope of Service (Cont'd)

Services	Capacity
Residential Respite Service (RRS) (Casual Vacancy)	2
Visiting Medical Practitioner Scheme (VMPS)	60

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## Location Map

Address : 3/F – 6/F, High Block, Leung King Integrated Social Services Complex, Leung King Estate, Tuen Mun, N.T.



## Site Photos





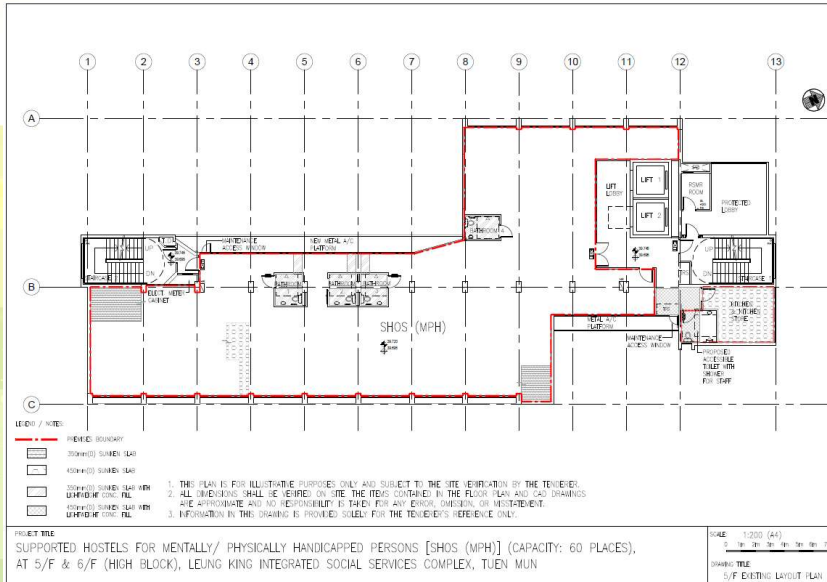
## Site Photos (Cont'd)



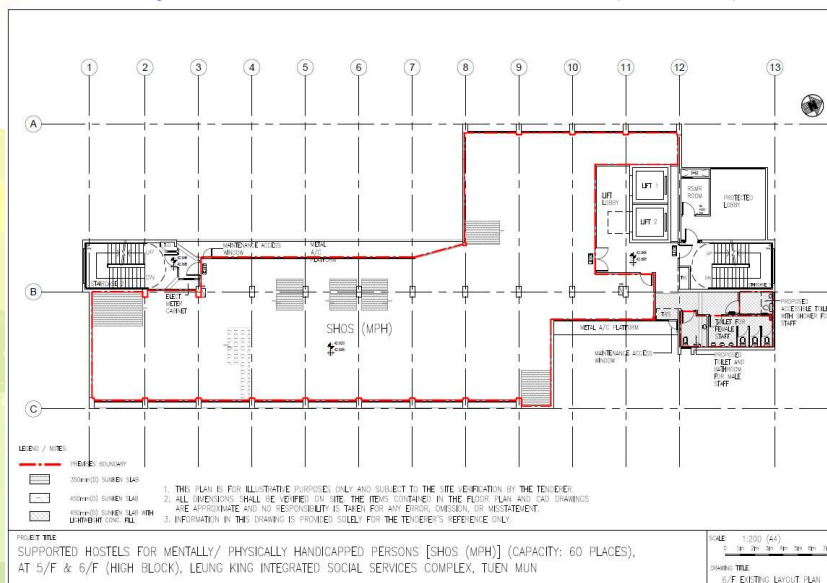
## Site Photos (Cont'd)



## Layout Plan – 5/F SHOS(MPH)



## Layout Plan – 6/F SHOS(MPH)







## Key Features

	SHOS(MPH)	IVRSC
<b>Internal Floor Area (IFA) Provided</b>	<b>866.8 m<sup>2</sup></b>	<b>871.7 m<sup>2</sup></b>
<b>Duration of Service Contract</b>	<b>Five years</b>	

## Fitting-out Works

- To make reference to the **notional layout plan**;
- To fulfill the **statutory requirements, Schedule of Accommodation (SoA) and Technical Schedules standards (TS)**; and
- May go for higher fitting-out standards by carrying out alteration works with its own resources.

## Fitting-out Works (Cont'd)

- To comply with the **licensing requirements** as stipulated under the Residential Care Homes (Persons with Disabilities) Ordinance (Cap. 613), its subsidiary legislation and the Code of Practice for Residential Care Homes (Persons with Disabilities)

## Fitting-out Works (Cont'd)

Areas of Concern related to Licensing Requirements:

- Updated version of Code of Practice June 2024 (Revised Edition)
- Provision of **isolation facilities** and a **designated isolation room** as far as possible (para.13.4.1)

## Implementation Schedule

Date	Task
2 August 2024	<ul style="list-style-type: none"> <li>Inviting proposals from NGOs</li> </ul>
2 September 2024 (by 5:00 pm)	<ul style="list-style-type: none"> <li>Closing of submission of proposals</li> </ul>
September - October 2024	<ul style="list-style-type: none"> <li>Vetting of proposals</li> </ul>
November 2024	<ul style="list-style-type: none"> <li>Announcement of result</li> <li>The Service Operator to take over the site and approach/engage Authorised Person to proceed with fitting-out related works.</li> </ul>
October 2025	<ul style="list-style-type: none"> <li>Completion of fitting-out works and F&amp;E acquisition</li> <li>Commencement of service</li> </ul>

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## Quality Assessment

	Assessment Areas	Relative Weighting
A	General Operation of Services	40%
B	Management Support, Service Quality Management, Crisis Management and Coordination and Interfacing Strategies	25%
C	Echoing/Supporting Government Policy	10%
D	Implementation and Monitoring of the Project, and Design of Layout Plan	9%
E	Relevant Operation Experience and Past Service Operation Records	8%
F	Proposal on Value-added Items	4%
G	Innovation in Service Delivery	4%
	<b>Total</b>	<b>100%</b>
	<b>(Passing Score)</b>	<b>(60%)</b>

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## Prescribed Format Requirements

### Proposal Form (part 3 of Annex 12)

- Use of **prescribed form**;
- Typed and printed in **A4 size**; except the scaled layout drawing(s) mentioned in 3.31 for which one page in A3-size is allowed
- **Normal character spacing (標準字元間距)**; at least **single line spacing**;
- Font size: at least **12 in Times New Roman** in English or at least **12 in 新細明體** in Chinese;
- **No** marks will be given to diagram/chart/picture/ photo/scanned copy/PDF/Excel, etc. inserted to the Proposal Form.
- NOT more than **23 pages** in total, except layout drawings and brief comparison of the Schedule of Accommodation.
- Should **not amend and delete the format and content** of the proposal form (i.e. width of the boxes and margins)

## Prescribed Format Requirements (Cont'd)

### Layout Plan

- **1 page in A3-size** for the scaled layout drawing(s)
- Descriptions/explanations about the layout design/drawing or the content of the proposal should **not** be included in the layout plan(s);
- **Comparison** of the “SWD recommended provision” and “NGO proposed provision” of SoA should be provided **on separate page(s) in A4 size** other than respective page limits of the proposal.

## Documents Required

- The **original plus 8 hard copies** of the completed Proposal Form;
- A **soft copy** of the completed Proposal Form (in Microsoft Word 2010 or above version) saved on a compact disc or USB flash drive; and
- **Copies of documents** to prove compliance with the eligibility criteria

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## Submission of Proposals

**Proposal to be submitted by hand in a sealed envelope marked **CONFIDENTIAL – “Application as Service Operator of SHOS(MPH) and IVRSC” on or before 2 September 2024 (Monday) at 5:00 pm with details as follows:****

**Rehabilitation and Medical Social Services Branch**

**(Cheung Sha Wan Office)**

**Social Welfare Department**

**6/F, West Coast International Building**

**290-296 Un Chau Street,**

**Sham Shui Po, Kowloon**

**[Attn.: Ms Sally SHAW, SS(RM)2]**

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## Submission of Proposals (Cont'd)

- **Failed to use the prescribed Proposal Form, comply with the format requirement, late submission, submission by e-mail or facsimile, submissions of more than one proposal by each applicant organisation will not be accepted.**
- In case a black rainstorm warning signal or typhoon signal no. 8 or above is hoisted between 2:00 p.m. and 5:00 p.m. on 2 September 2024, the closing time for submission of proposals will be automatically extended to 5:00 p.m. on 3 September 2024 without further announcement.

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## Q & A Session

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## Information and Q&A of the Briefing Session

To be uploaded to the “Latest News” of  
SWD Website

Website:

<https://www.swd.gov.hk/en/whatsnew/latestnew/>

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## Enquiries

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*Thank you*