



REQUEST FOR PROPOSAL

徵求計劃書

Our Ref. : 2024B5WC/433.05R1.2
本會參號 _____

Date 日期	:	18. 07. 2024
Pre-meeting for presenting proposal 遞交計劃書預會日期	:	to be scheduled with interested contractor 按個別有意承包商安排
Deadline for submitting proposal 計劃書遞交日期	:	31. 07. 2024 17:00
Site visit for selected contractors 獲選承包商視察場地日期	:	To be arranged with the venue 另行與場地安排
Project Subject 項目名稱	:	WBSC Baseball5 World Cup 2024 – Venue Design & Setup 會場設計及佈置
		Recognised as an “M” Mark event by the Major Sports Events Committee 獲大型體育活動事務委員會認可為「M」品牌活動
Event Organizer 活動主辦單位	:	World Baseball Softball Confederation (WBSC) 世界棒壘球總會
Event Host 活動承辦單位	:	The Baseball Association of Hong Kong, China (BAHKC) 中國香港棒球總會
Event Date 活動日期	:	07 ~ 12. 10. 2024
Event Venue 活動場地	:	Central Harbourfront Event Space 中環海濱活動空間
Setup Date 佈置日期	:	04 ~ 05. 10. 2024
Dismantle Date 清拆日期	:	13. 10. 2024
Servicing Period 服務期	:	08. 2024 – 10. 2024

Scope of Work/Service 工作/服務範圍:

Venue Design & Construction with the following facilities

1. Competition Area

1.1 Main Court

- i. Baseball5 Court sized 21m x 21m, sports flooring to be provided by BAHKC
- ii. Spectator stand: 600 seats
- iii. VIP Guest Zone:
 - ◆ 20' container house with a roof terrace, air conditioner x 2 sets; or
 - ◆ R8 System Panel x 40 feet long with cooling system; or
 - ◆ Marquee with sliding door with cooling system
- iv. Commentator area: R8 System Panel for 3 channels (Cantonese, English, Mandarin), each channel two commentators, total 6 people
- v. Team Bench: W4-5m (10-12 delegates) x 2 (Home team, Away team)



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- vi. Game Official area: long table and chairs for 4 people
- vii. Announcer area: long table and chairs for 2 people
- viii. Flagpole: 12 national/regional flags size 4 (each team brings their own flag) and one WBSC flag to be hanged on both field
- ix. LED Scoreboard W4.5m H3.5m
- x. LED wall around the court: H1m W21m x 2
- xi. Field boards: H1m W13.5m x 2

1.2 Secondary Court

- i. Baseball5 Court sized 21m x 21m, sports flooring to be provided by BAHKC
- ii. Spectator stand: 400 seats
- iii. Canopy/Marquee: to cover the Baseball5 Court and spectator stand
- iv. VIP Guest Zone:
 - ◆ 20' container house with a roof terrace, air conditioner x 2 sets; or
 - ◆ R8 System Panel x 40 feet long with cooling system; or
 - ◆ Marquee with sliding door with cooling system
- v. No commentator area is required
- vi. Team Bench: W4-5m (10-12 delegates) x 2 (Home team, Away team)
- vii. Game Official area: long table and chairs for 4 people
- viii. Announcer area: long table and chairs for 2 people
- ix. Flagpole: 12 national/regional flags size 4 (each team brings their own flag) and one WBSC flag to be hanged on both field
- x. LED Scoreboard W4.5m H3.5m
- xi. LED wall around the court: H1m L21m x 2
- xii. Field boards: H1m L13.5m x 2

2. Warm-up Court

- i. Sports flooring sized 21m x 21m, sports flooring to be provided by BAHKC
- ii. with H1m fences surround the area
 - L21m x 2 sides
 - L13.5m x 2 sides
- iii. Dugout for home team and away team
 - Tent: 3m x 6m/pc x 2 pcs

3. Changing room (Male x 2; Female x 2)

- R8 System Panel with cooling system
- i. Location 1: behind Warm-up Court
 - ii. Location 2: behind the Stage

4. Stage

- ◆ L32' x W16' x H0.6m
- ◆ PA system



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5. Marquee 3m x 3m with: total 20 sets
 - 1 long table (120 x 60 cm)
 - 2 chairs
 - Includes 3 full size panel
 - i. Operation Area x 9 pcs
 - ii. Team Dining Area x 6 pcs
 - iii. Press Area x 3 pcs
 - iv. Ticket Office x 1 pc
 - v. Exit x 1 pc
 - vi. Information x 2 pcs
 - vii. Dining Area for Teams x 12 pcs with 1 long table (120 x 60 cm) & 4 chairs
6. Event Gate Decoration
 - i. Location 1: Gate 1 Public Entrance with Arch
 - ii. Location 2: Gate 3 Public Entrance with Arch
 - iii. Location 3: Gate 8 Vehicle Access & Team & Staff Entrance; no arch, to leave room for large vehicle access
7. Portable Toilet x 20 sets
 - ◆ 2 for anti-doping (Disabled Portable Toilet)
 - ◆ 4 for athletes
 - ◆ 4 for tournament officials
 - ◆ 10 for the public
8. Ticket Gate
Location: Gate 1 Public Entrance
9. Exit
Location: Gate 3
10. Press Area
See item 5 Tents 3m x 3m
11. Mixed Zone
Post-event interview
Backdrop: L12m x H3m
12. Mascots Area
Images to be provided by BAHKC
13. Photo Spot
Theme options: street art like Kam Tin Mural Village (壁畫村); Neon Lighting (霓虹燈招牌)



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14. Team Introduction Gallery and Display of Champion Trophy

- ◆ 12 participating teams' introductory video and photos
- ◆ Last champion, MVPs, High5 Award

15. Guest Reception

- ◆ Table with table skirt
- ◆ 2-3 Chairs

16. Lighting for night operations

- ◆ Cover whole site
- ◆ Tower lighting; each court four corners; 750 lux

17. 20-foot Container with air conditioner, light, 3 tables, 6 chairs

- ◆ BAHKC office & Storage x 2
- ◆ WBSC office x 1
- ◆ Sports therapy x 1
- ◆ Anti-doping x 1

18. Store for souvenirs shop and products x 4 sets

- ◆ 20-foot Container with air conditioner for storage
- ◆ Install R8 System Panel to decorate as a shop sized L10m feet D5m H2.6m

19. Display Booth for The Hong Kong Jockey Club, the Official Community Partner of the II WBSC Baseball5 World Cup, reference set up as below:





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20. Anti-doping booth x 2 sets

21. Metal barriers

- ◆ To separate the public area and two competition courts
- ◆ To surround the warm-up

22. Power connection

23. Registered Structural Engineer (RSE) Report & Required License, Insurance

24. Uninstall temporary setup before take down requirements

Please note that the venue will be closed under typhoon signal no. 3; temporary setup are required to take down; suggest to provide an installation that could stand still under typhoon signal no. 3 or higher; or provide an quotation with additional work

Remarks:

- ◆ Please provide quotation under each item
- ◆ Alternative options are welcome to propose

References 參考:

Guidelines for the Publicity 宣傳指引

- ◆ Promotion Channel for "M" Mark Events issued by the Culture, Sports and Tourism Bureau (文化體育及旅遊局 "CSTB")
- ◆ Guidelines on Publicity and Acknowledgment for Grantees from The Hong Kong Jockey Club Charities Trust (香港賽馬會慈善信託基金 "HKJC Charities")

Download guidelines 下載指引

<https://drive.google.com/drive/folders/1Dn247zMLrJrtDTLJKvyIP3eebxiKElUx?usp=sharing>

Floor plan, site map, venue photos

<https://drive.google.com/drive/folders/1soFDZEXmXiKBe8guuh-XTY5fQp8iWNYR?usp=sharing>

Past events video 昔日活動視頻

YouTube stream

Baseball5 World Cup 2022 (41 videos)

www.youtube.com/watch?v=3QXwD5Zb_Yg&list=PLnfAZNpzw3dYIRFNOeN82VESLH-ujixfZ

Baseball5 World Cup 2022 WBSC website

<https://www.wbsc.org/en/events/2022-baseball5-world-cup/home>



中國香港棒球總會
THE BASEBALL ASSOCIATION OF HONG KONG, CHINA

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Notes 說明:

- i. The quoted price submitted in the quotation is deemed to be inclusive of the execution of the works in accordance with the submissions on technical resources and technical proposals. No hidden costs or additional expense such as work overtime fee, transportation or meals allowance will be considered.
- ii. The submitted quotation shall **remain open for 45 days** from the deadline of submitting proposal, i.e. 31 August 2024.
- iii. You may consider your tender to be unsuccessful if no offer with you within those 45 days.

Enquiry 查詢

Ms Nicky TO

Senior Sports Manager

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WeChat: **HKBaseballAssn**



小红书:

