

香港特別行政區政府

The Government of the Hong Kong Special Administrative Region

政府總部
發展局
工務科



Works Branch
Development Bureau
Government Secretariat

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Development Bureau
Technical Circular (Works) No. 1/2017

Practice Notes for New Engineering Contract (NEC)
- Professional Services Contract (PSC)
for Public Works Projects in Hong Kong

Scope

This Circular promulgates the Practice Notes for New Engineering Contract (NEC) – Professional Services Contract (PSC) for public works projects in Hong Kong (the “Practice Notes”).

Effective Date

2. This Circular applies to consultancy agreements under the purview of the Architectural and Associated Consultants Selection Board (AACSB) and the Engineering and Associated Consultants Selection Board (EACSB) selected for adopting NEC PSC form, for which Technical and Fee Proposals are to be invited on or after **1 October 2017** (the “NEC PSC contracts”).

Effect on Existing Circulars and Circular Memoranda

3. To suit the NEC PSC form, updating of certain tender and contract provisions has been made to the existing set of Special Conditions of Employment, Schedule of Fees, Guidelines for Preparation of Technical Proposal and Fee Proposal Proforma of the General Conditions of Employment (GCE) form promulgated under various technical circulars and circular memoranda issued by this Bureau. Such updating has been made to the extent that is relevant to the NEC PSC contracts.

Practice Notes for NEC - PSC

4. The Practice Notes contain, among other things, the following elements:
- supplementary procedures for procurement, administration and management of the NEC PSC contracts;
 - library of standard amendments to NEC PSC standard documents;
 - library of standard *additional conditions of contract*;
 - specimens of other tender and contract provisions, including Contract Data Part one and Part two, Memorandum of Agreement, proforma for *activity schedule* and fee proposal, letter for invitation of technical and fee proposals and guidelines for technical and fee proposals.
5. The Practice Notes are posted on the DEVB's website under the heading "Standard Consultancy Documents" in the "Publications" section, and will be updated from time to time when new technical circulars are promulgated or the existing works policies are fine-tuned which may affect the contents of the Practice Notes.
6. Unless otherwise specified in the Practice Notes, prior approval of the DEVB shall be obtained for any deviation from the Practice Notes to suit the specific needs of individual contracts.

Enquiries

7. Enquiries on this Circular should be addressed to Chief Assistant Secretary (Works)7 of this Bureau.

(C K HON)
Permanent Secretary for Development (Works)