



中國香港田徑總會

Hong Kong, China Association of Athletics Affiliates

Website: www.hkaaa.com

TENDER NOTICE

Hong Kong, China Association of Athletics Affiliates Limited

Standard Chartered Hong Kong Marathon 2027

Secretariat Services (Registration & Runners' Communication)

Reference No.: EPT(2026)SCHKM27RR

The Hong Kong, China Association of Athletics Affiliates (HKAAA) is the governing body of athletics in Hong Kong with the mission of promoting and developing road races, track and field, race walking and cross-country events in Hong Kong. With the organization of the Standard Chartered Hong Kong Marathon 2027, HKAAA wishes to invite a tender for the provisions of the Secretariat Services (Registration & Runners' Communication) for the race for a term of one year with two separate options for HKAAA to extend the term for one additional year in the same terms and conditions.

Collection of Project Brief/
Specification and Tender
Documents & Conditions:

Hong Kong, China Association of Athletics Affiliates
Address: 24/F, Guangdong Tours Centre, 18 Pennington Street,
Causeway Bay, Hong Kong
Contact Person: Ms. Kimmy Li/ Mr. Steven Szeto
Telephone No: +852 2504 8217
Email: kimmy.lhk@hkaaa.com/ steven.szeto@hkaaa.com

Tenderers who wish to collect the tender documents shall write a letter on company letterhead together with contact details (including company name, name of contact person, email address of contact person) and a copy of Business Registration Certificate, send by email to the above contact person of the Hong Kong, China Association of Athletics Affiliates Upon collection of the Project Brief and Tender Documents & Conditions.

Closing Date & Time:

Date: **31 March 2026 (Tuesday)**
[Hong Kong] Time: **12:00hr (GMT+8)**

In the event of a typhoon signal No. 8 or above or rainstorm black warning is issued on the closing date before the closing time, the tender closing time will be postponed to the same time on the first working day immediately after the signal or warning is lowered.

Submission of Tender:

Tenders must be completed in accordance with the Tender Documents & Conditions. Tenderers must submit the tender physically to the Vice Chairman (Finance and Management) to the designated HKAAA Office address. Late submissions will not be accepted.

Tenderer must meet these
minimum requirements:

The service provider should have proven extensive experience handling entries and enquiries for large scale international events. The service provider must also show strong coordination and excellent communication skills with both governmental and non-governmental partners.

This tender notice is available on HKAAA website at <http://www.hkaaa.com/>

16 March 2026