

**Alibaba Entrepreneurs Fund**  
Tender Notice

Reference No:	GSP/044/22
Project Name:	JUMPSTARTER 2023
Project Background:	<p><a href="#">JUMPSTARTER</a> is a not-for-profit initiative curated by Alibaba Entrepreneurs Fund (AEF).</p> <p>The 6<sup>th</sup> JUMPSTARTER continues to be a global pitch competition. Our goal is to build, empower and jumpstart Hong Kong’s startup ecosystem by bringing founders of innovative and scalable tech startups, entrepreneurs, corporates, investors and the general public together, and transform Hong Kong into a leading hub for global innovation and technology. We are also committed to help Hong Kong young people realise and jump start their dreams.</p> <p>The JUMPSTARTER Grand Finale is the program highlight every year. It is one of the most impactful startup events in Asia that celebrates innovation, technology and entrepreneurship.</p>
Project Objective:	<ol style="list-style-type: none"> <li>1. Advocate Innovation, Technology &amp; Entrepreneurship</li> <li>2. Inspire Creativity &amp; Innovation</li> <li>3. Highlight Hong Kong and the Greater Bay Area</li> <li>4. Connect Startup Community</li> </ol>
Scope of Works / Services:	<p>Alibaba Entrepreneurs Fund (JUMPSTARTER 2023 Organizer) is looking for a creative event management agency to create, produce and manage the JUMPSTARTER 2023 Grand Finale in Hong Kong for at least 10 days, which will run in mid-November 2023. Services provided by the Agency to AEF as set out below, in respect of Event Creative Content, Planning and Operation:</p> <ul style="list-style-type: none"> <li>• Project Management</li> <li>• Creative Content Development</li> <li>• Event Planning &amp; Execution</li> </ul>
Collection of Project Brief/Specification and Tender Documents & Conditions	<p>Alibaba Entrepreneurs Fund Grace Wong Email: <a href="mailto:js-curator@ent-fund.org">js-curator@ent-fund.org</a> Email subject: EOI of JUMPSTARTER 2023</p> <p>Tenderers, who wish to collect the project brief, shall submit their Expression of Interest (EOI) by making a written submission to be sent by email to the above contact person of Alibaba Entrepreneurs Fund with the</p>

	<p>above email subject line <u>on or before May 19, 2023 at 5pm Hong Kong Time</u>.</p> <p>AEF reserves the right not to release tender documents if tenderer is unable to provide relevant job reference.</p>
Submission of EOI:	<p>Please include the following:</p> <ul style="list-style-type: none"> <li>• Company information including business registration, year established, location, number of full-time staff and contact details.</li> <li>• Experience and track record of curating, producing and managing similar events (e.g. the company's credentials).</li> </ul>
Key Dates:	<ul style="list-style-type: none"> <li>• Deadline for Submission of EOI: May 19, 2023 at 5pm (HKT)</li> <li>• Collection of Project Brief: May 24, 2023</li> <li>• Deadline for Submission of Proposals: June 9, 2023</li> <li>• Proposal Presentation: Mid-June, 2023 (Only the tenderers presented will be considered)</li> <li>• Tender Selection &amp; Kick-off Meeting: Mid-June, 2023</li> </ul>
Submission of Tender:	<p>Tenders must be completed in accordance with the Tender Documents &amp; Conditions. Tenderer must submit the tender by email. Late submission will not be accepted.</p>
Tenderer must meet these minimum requirements	<p>Tenderer must have a track record of creating, producing and managing a series of mega indoor &amp; outdoor exhibitions &amp; events with the theme of "technology" and/or "Innovation" and/or "entrepreneurship" for at least 5 years.</p>

You must comply fully with the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong).

Any information or communications between you and Alibaba Entrepreneurs Fund (AEF) in connection with the captioned subject are private and confidential. You shall not disclose or otherwise divulge the same without our prior written consent.

AEF reserves the right not to appoint any company to undertake the project. The lowest fee bid may not necessarily be accepted as the successful bid. AEF is not responsible for any cost incurred by you in the preparation of the tender and in responding to this notice. AEF reserves the right to change or cancel this notice without prior notice or liability to any parties. You will be deemed to have accepted these conditions if you respond to this notice.

This tender notice is available in JUMPSTARTER website at <https://jumpstarter.hk>

Dated: May 11, 2023