

11 May 2020

School Ref. No.: T192006

Dear Sirs,

INVITATION TO TENDER
TENDER FOR THE SERVICES OF AUDIO SYSTEM FOR GEOGRAPHY ROOM OF
UNITED CHRISTIAN COLLEGE FOR THE SCHOOL YEAR 2019 – 2020

You are invited to quote for the supply of the stores as specified in the enclosed Tender schedule. If you are not prepared to accept a partial order, please state this clearly on the Tender schedule.

Your sealed Tender, **in duplicate**, should be clearly marked on the envelope:

**TENDER FOR THE SERVICES OF AUDIO SYSTEM FOR GEOGRAPHY ROOM
OF UNITED CHRISTIAN COLLEGE FOR THE SCHOOL YEAR 2019 – 2020**

The envelope should be addressed to 11 TONG YAM STREET, TAI HANG TUNG, KOWLOON and arrive not later than **12:00 noon on 22 May 2020**. Late Tenders will not be accepted. Your Tender will remain open for 90 days from the “Closing Date”, and you may consider your Tender to be unsuccessful if no order is placed with you within these 90 days. You are requested to note that unless Part III of the Tender form is completed, the Tender will not be considered.

If you are unable or do not wish to quote, it would be appreciated if you return the Tender form with reason to the above address at your earliest convenience.

Tender will be accepted on an “overall” basis.

TENDER FORM FOR THE SERVICE OF AUDIO SYSTEM FOR GEOGRAPHY ROOM
OF UNITED CHRISTIAN COLLEGE FOR THE SCHOOL YEAR 2019 – 2020

Name of School: United Christian College

Address of School: 11 Tong Yam Street, Tai Hang Tung, Shek Kip Mei, Kowloon

School Ref. No.: T192006

Tender Closing Date and Time: 22 May, 2020 at 12:00nn

PART I

The undersigned hereby offers to undertake the service as described in the Tender schedule within the period of time as specified therein from the date of a firm order placed by the school at the price or prices quoted in the Tender schedule including labour, materials, all other charges and in accordance with the details provided by the school. In so doing, the undersigned acknowledges that all items not otherwise specified shall be provided in accordance with such details; Tenders shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the school is not bound to accept the lowest or any Tender and reserves the right to accept all or any part of any Tender within the period during which the Tenders remain open. The undersigned also warrants that his Company's Business Registration and Employees' Compensation Insurance Policy are currently in force and that the service which his Company offers to undertake will not cause any damage to the School's premises.

PART II

1. It is an offence under the Prevention of Bribery Ordinance that, without lawful authority or reasonable excuse, school staff accept advantages from supplies and contractors or the suppliers and contractors offer advantages to school staff in connection with school procurement.
2. It is an offence under the Prevention of Bribery Ordinance that, without lawful authority or reasonable excuse, school staff accept advantages from supplies and contractors or the suppliers and contractors offer advantages to school staff in connection with school procurement.

PART III

RECONFIRMATION OF TENDER VALIDITY

With reference to Part I of this Tender document, it is reconfirmed that the validity of Tender offered by this Company remains open for 90 days from 20 August 2020.

The undersigned also agrees to accept the fact that once the validity of Tender is reconfirmed, the pre-printed clause specified in the Company's Tender forms in regard to this nature shall NOT apply.

Date this _____ day of _____ 20_____.

Name (in block letters): _____

Signature: _____ in capacity of _____
(state official position e.g. Director, Manager, Secretary)

Duly authorized to sign Tenders for and on behalf of:-

whose registered office is situated at _____

_____ Hong Kong.

Telephone no.: _____

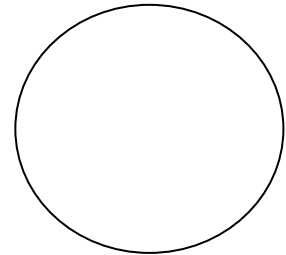
Fax no.: _____

Tender Schedule

(to be completed in duplicate)

Item No.	Description/Specification	Quantity Required	Unit Rate (HK\$)	Total Amount (HK\$)	Delivery Offered

We/I understand that if we/I fail to supply the services as offered in our/my Tender upon accepting school's order, we are/I am prepared to pay the price difference to the school if such services are obtained from elsewhere.



Company Chop

Name of Supplier: _____

Name and Signature of Person authorized to sign Tender

Name (in block letters): _____ Signature: _____

Date: _____