

Invitation to Tender Letter
(Suppliers should be reminded not to identify their companies on the envelopes)

School Ref. No. 2022-23/TAC020

Date : 1st December, 2022

Dear Sirs,

INVITATION TO TENDER
TENDER FOR THE SUPPLY OF
雙頻RFID晶片計時閘及晶片

You are invited to tender for the supply of the stores or services as specified in the enclosed tender schedule.

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

Tender for “雙頻RFID晶片計時閘及晶片”

A tender will be disqualified if the bidder discloses its identity on the sealed tender envelope. The envelope should be addressed to **The Principal, The IMC of Shatin Tsung Tsin Secondary School, 1 Mei Tin Road, Tai Wai, Shatin, New Territories** and arrive not later than 12:00 noon on 3rd January, 2023. In case a black rainstorm warning signal or typhoon signal No. 8 or above is valid for any duration between 9:00 a.m. and 12:00 noon, the closing time will be extended to 12:00 noon on the next weekday (i.e. except Saturday, Sunday and public holiday). 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 II of the tender form is completed, the tender will not be considered.

You are reminded that the bidder, its employees and agents shall not offer any advantage (as defined in the Prevention of Bribery Ordinance, Cap. 201) to the school employees, IMC members, or any parent or student representative in a committee responsible for considering any matters in relation to this contract. Any such offer by the bidder or its employees or agent may constitute an offence under the Prevention of Bribery Ordinance and may render the contract null and void. The school may also cancel the contract awarded and hold the bidder liable for any loss or damage the school may sustain.

The contractor shall not sub-contract, assign or otherwise transfer or dispose of the contract or any part thereof or any rights and obligations without the prior written consent of the Incorporated Management Committee of Shatin Tsung Tsin Secondary School. The contractor shall not, without the prior written consent of the aforementioned Incorporated Management Committee, enter into any sub-contract with any person for the performance of any part of the contract. If the contractor considers it necessary to sub-contract the work/services, the contractor shall submit the proposed sub-contract to the aforementioned Incorporated Management Committee for approval. The aforementioned Incorporated Management Committee reserves the right to grant permission for sub-contracting and determine the terms and conditions of the sub-contract. The contractor shall remain fully liable and shall not be

relieved from any of its relevant obligations by entering into any sub-contract for the performance of any part of the contract and the contractor shall be responsible for the acts, defaults or neglect of any sub-contractor, its employees and agents.

For tenders and purchases involving wages, the bidder must comply with the requirements of the Statutory Minimum Wage.

Failure to comply with any of the above requirements in this letter and the enclosed documents will render a tender invalid and the tender will not be further considered.

If you are unable or do not wish to tender, it would be appreciated if you return the tender form with reason to the above address or by fax (2604 7350) or by email to info@stts.edu.hk at your earliest convenience.

Tenders will be accepted on an overall basis.

Yours sincerely,

Ms. LEUNG Kit-yin
Principal

TENDER FORM FOR THE SUPPLY OF
雙頻RFID晶片計時閘及晶片

Name and Address of School : **The IMC of Shatin Tsung Tsin Secondary School,**
1 Mei Tin Road, Tai Wai, Shatin, New Territories.

School Ref. No. : **2022-23/TAC020**

Tender Closing Date and Time : **3rd January, 2023 12:00 noon**

PART I

The undersigned hereby offers to supply all or any part of the items described in the tender schedule attached with delivery term quoted therein against the date of a firm order placed by the school at the price or the prices quoted in the tender schedule free of all other charges and in accordance with any drawings and/or specifications provided by the school. In so doing, the undersigned acknowledges that all items not otherwise specified shall be in accordance with British Standard specifications where such exist; 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 tender remains open. The undersigned also warrants that his/her Company's Business Registration and Employee's Compensation Insurance Policy are currently in force and that the items which his/her Company offers to supply do not to his/her knowledge infringe any patents.

PART II

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 **3rd January, 2023.**

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 _____ .

Name (in block letters) : _____

Signature _____ in the 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. _____

THE IMC OF SHATIN TSUNG TSIN SECONDARY SCHOOL
2022-2023 TENDER SCHEDULE

(Column 4,5 & 6 to be completed by Supplier)

(1) Item No.	(2) Description/Specification	(3) Quantity Required	(4) Unit Rate (\$)	(5) Total Amount (\$)	(6) Delivery Offered
1.	<p><u>雙頻 RFID 晶片計時閘及晶片</u></p> <ul style="list-style-type: none"> • 一套 HR2L 雙頻 RFID 晶片計時系統主機, 一人一晶片 • 內置電池, 8 小時戶外續航力, 及內置 USB 記憶體接口 • 一套 2.4 米標準天線計時閘地氈, 共兩件 • 標準晶片計時系統軟件 • 累積學生個人數據作評估、分析和獎勵計劃 • 370 張計時晶片, 可繫於手帶或鞋帶上 • 電腦軟件系統可支援 370 名以上跑手同時使用當中包括自動計時、計圈、即時顯示跑手數據, 可下載 Excel 表 • 包括晶片圖案訂製印刷設計及模具 • 包括一切基本所需軟硬件、配件、保養 • 全包佈局設計、標準系統安裝、接線工程、基本培訓課程 • 最少一年本地全面保養及上門支援服務, 全包零件服務 • 雙頻 RFID 晶片計時數據處理器 	1 整項			

(Column 4,5 & 6 to be completed by Supplier)

(1) Item No.	(2) Description/Specification	(3) Quantity Required	(4) Unit Rate (\$)	(5) Total Amount (\$)	(6) Delivery Offered						
1.	<ul style="list-style-type: none"> • 列明一年後各項產品的保養費用 • 提供<u>最少三份</u>相關工程/服務的證明 <p>評分標準</p> <table border="1" data-bbox="284 592 1021 798"> <tr> <td>工程費用:</td> <td>70%</td> </tr> <tr> <td>保養及上門支援服務內容:</td> <td>10%</td> </tr> <tr> <td>相關工程/服務的經驗:</td> <td>20%</td> </tr> </table>	工程費用:	70%	保養及上門支援服務內容:	10%	相關工程/服務的經驗:	20%				
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保養及上門支援服務內容:	10%										
相關工程/服務的經驗:	20%										

We / I understand that if we / I fail to supply the stores or 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 stores or 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 : _____

招標文件的誠信條款範本

提供酬金

- (1) 投標者不得且須禁止其僱員、代理人及分判承建商就本合約的招標及執行而提供《防止賄賂條例》(香港法例第 201 章)所定義的利益。
- (2) 若未能促致前述結果，或若投標者或投標者的僱員、代理人或分判承建商作出任何提供上文第(1)段所述的利益的行為，將導致投標者的投標無效，但投標者仍須就該等錯失及行為承擔責任。

招標文件的反圍標條款範本

反圍標

- (1) 投標者不得向[機構名稱]以外的任何人士傳達任何投標金額的資料；透過與任何其他人士的安排調整任何投標金額；與任何其他人士就投標者或該其他人士是否應或不應投標訂立任何安排；或在投標過程中以任何方式與任何其他人士串通。若投標者違反或不遵守本條款，將導致投標者的投標無效，但投標者仍須承擔該等缺失及行為的責任。
- (2) 本條款的第(1)條不適用於投標者為獲得保險報價以計算投標價格而向其承保人或經紀人發出受嚴格保密的通訊，以及為獲得顧問/分判承建商協助編製標書而向他們發出受嚴格保密的通訊。
- (3) 投標者須向[機構名稱]提交一份妥為簽署的保證，以表明他明白並會遵守這些條款。該保證須由獲授權代表投標者簽署合約的人士簽署。
- (4) 投標者若違反其所作的任何申述及/或保證，有可能損害其日後作為[機構名稱]承辦商的地位。