

Munsang College

Written Quotation No. : WQ-1617-IR-008

Written Quotation : SUPPLY OF COMPUTER EQUIPMENT

Details : As attached including

1. Invitation Letter (*for reference only*)
2. Written Quotation Schedule
3. Written Quotation Form for
Services/Stores

Closing Date : 12:00 noon on 13th March, 2017.

Contact Person : Mr. Lui Hang Sum (Tel: 3655 3336)

For Reference

School Ref. No.: WQ-1617-IR-008

20th February, 2017

Dear Sir/Madam,

INVITATION TO WRITTEN QUOTATION
FOR SUPPLY OF COMPUTER EQUIPMENT

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

Your sealed written quotation, **in duplicate**, should have the attached label adhered and delivered by hand or by registered mail to **the Principal, Munsang College, 8 Dumbarton Road, Kowloon City, Kowloon**. It must arrive not later than **12:00 noon on 13th March , 2017**. Late written quotations will not be accepted. Your written quotation will remain open for 90 days from the above closing date, and you may consider your written quotation 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 written quotation form is completed, the written quotation will not be considered.

The school will reserve the right to accept the whole or part of the offer received at quoted rates.

If you are unable or do not wish to quote, it would be appreciated if you return this letter and the written quotation forms with reason to the above address at your earliest convenience.

Yours sincerely,

Kuby CHAN
Principal

CONFIDENTIAL

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WRITTEN QUOTATION

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School Ref. No.

WQ-1617-IR-008

Written Quotation

Supply of Computer Equipment

To

The Principal

Munsang College

8 Dumbarton Road

Kowloon City, Kowloon

By Registered Mail or By Hand



Munsang College
民生書院

IT & Resources Committee

IR60

Office Use Only

Written Quotation Form

Section A - Written Quotation Information

Name of School

Munsang College

Address of School

8 Dumbarton Road, Kowloon City, Kowloon

Written Quotation

Supply of Computer Equipment

School Ref. No.

WQ-1617-IR-008

Written Quotation Closing Date and Time

12:00 noon on 13th March , 2017

The undersigned hereby offers to undertake the services as described in the written quotation schedule within the period of time as specified therein from the date of a firm order placed by the school at the price or the prices quoted in the written quotation schedule including labour, materials, all other charges and in accordance with the details provided by the schools.

In so doing, the undersigned acknowledges that all items not otherwise specified shall be in accordance with such details; written quotations shall **REMAIN OPEN FOR 90 DAYS** after the Closing Date; and the school is not bound to accept the lowest or any written quotation and reserves the right to accept all or any part of any written quotation within the period during which the written quotations remains 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.

Section B - Written Quotation Schedule

Unit Rate, Total Amount and Delivery Offered to be completed by Tenderer.

Item No.	Description / Specification	Quantity Required	Unit Rate (HK\$)	Total Amount (HK\$)	Delivery Offered
	Supply of Computer Equipment				
1	Tablet Device	30			
1.1	Color: White front bezel				
1.2	Memory: 128GB (or above)				
1.3	Display: 9-inch with FHD resolution (or above)				
1.4	Camera: 8mega-pixel for Rear and 1.2 Mega-pixel for Front or above				
1.5	Wireless: Wi-Fi and Bluetooth				
1.6	Wired Connection: Compatible with current accessories				
1.7	Others				
1.7.1	Compatible with current Mobile Device Management system (eSchoolPad, iClass, etc)				
1.7.2	Compatible with purchased/installed apps				
1.8	3-year warranty				
2	Case for Tablet Device	30			
2.1	Color: Red				
2.2	Fit for Tablet Device mentioned in Point 1				
3	Screen Protector for Tablet Device	30			
3.1	Fit for Tablet Device mentioned in Point 1				
3.2	After delivery apply screen protector with onsite service				
4	Tablet Management Cart	1			
4.1	Support charging to 48 iPads or above				
4.2	Include lightning cable				
4.3	5-year warranty				

Section C - Reconfirmation of Written Quotation Validity

With reference to **Section A** of this written quotation document, it is reconfirmed that the validity of written quotation offered by this company remains open for **90 DAYS** from 13th March, 2017.

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

We/I understand that if we/I fail to supply the stores or services as offered in our/my written quotation 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.

Section D - Company Information

Name (in English, BLOCK LETTERS)

Position

Signature

Date

Duly authorized to sign written quotations for and on behalf of

Address

Telephone Number

Fax Number

Company Chop

Date