

Munsang College

Tender No. : WQ-1718-IR-004

Written Quotation : SUPPLY AND REPLACEMENT OF THE CLOTH
OF AWNING

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 4th October, 2017

Contact Person : Ms. Kwok Chun Chi (Tel: 3655 3427)

For Reference Only

School Ref. No.: WQ-1718-IR-004

14th September, 2017

Dear Sir,

INVITATION TO WRITTEN QUOTATION
FOR SUPPLY AND REPLACEMENT OF THE CLOTH OF AWNING

You are invited to quote for supply and replacement of the cloth of awning 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 4th October, 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.

A school site visit is scheduled for 28th September, 2017 (Thursday) at 2:30 pm. in our Administration centre.

Should you have any queries, please contact our Mr. Kwok CC at 3655 3427. 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

encl.

WRITTEN QUOTATION FOR
Written Quotation Schedule for Supply and Replacement of the Cloth of Awning

Name and Address of School: Munsang College

8 Dumbarton Road, Kowloon City, Kowloon

School Ref. No.: WQ-1718-IR-004

Written Quotation Closing Date and Time: 12:00 noon on 4th October 2017

PART I

The undersigned hereby offers to supply all or any part of the items described in the written quotation schedule attached with the delivery term quoted therein against the date of a firm order placed by the school at the price or the prices quoted in the written quotation schedule free of all other charges and in accordance with any specifications provided by the schools. In so doing, the undersigned acknowledges that all items not otherwise specified shall be in accordance with British Standard specifications where such exist; 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 items which his Company offers to supply do not to his knowledge infringe any patents.

PART II

RECONFIRMATION OF WRITTEN QUOTATION VALIDITY

With reference to Part I of this written quotation document, it is reconfirmed that the validity of written quotation offered by this company remains open for 90 days from 4th October 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.

Dated this day of2017.

Name (in block letters):_____

Signature in the capacity of

(state official position, e.g. Director, Manager, Secretary, etc.)

Duly authorized to sign written quotations for and on behalf of :-

.....

whose registered office is situated at

..... Hong Kong.

Telephone No.

Fax No.

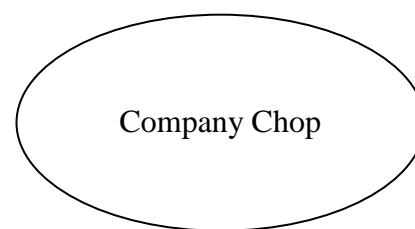
Munsang College

Written Quotation Schedule for Supply and Replacement of the Cloth of Awning

(Columns 4, 5 and 6 to be completed by Supplier)

(1) Item No.	(2) Description / Specification	(3) Quantity Required	(4) Unit Rate (HK\$)	(5) Total Amount (HK\$)	(6) Deliver y Offered
001	供應及更換摺臂型帳篷之布料工程： <ul style="list-style-type: none"> • 5100mm(W) × 1500mm(D) • 7500mm(W) × 1500mm(D) <ul style="list-style-type: none"> ■ 選用西班牙或同等級數防紫外光高級隔熱帆布； ■ 隨報價附上可供選擇之布色及樣板； ■ 包括且不限於拆除及清走現有摺臂型帳篷的帆布，更換新造帆布及所需配件等。 ■ 包括所有棚架及／或器材及工具（如適用）。 	4 套 9 套			
002	其它項目： <ul style="list-style-type: none"> • 承辦商須為工程購買保額不少於一仟萬元之第三者及公眾責任保險，於工程展開前提供保險單副本予總務處； • 完工後徹底清潔現場； • 完工後十四日內提交所有工程相關文件，包括工程展開通知書（MW01或MW02）副本、工程完工證明書（MW05）副本、電力完工證明書（WR1），如適用； • 確保工程符合香港一切相關法例。 	1 項 1 項 1 項 1 項			

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.



Name of Supplier: _____

Signature of Person

authorized to sign Written Quotation: _____

Name of Authorized Person (in block letters): _____

Date : _____