



TENDER NOTICE

Tenders are invited for the providing tutorial services from 1 September 2024 to 31 August 2025.

1. Interested parties should apply to the Principal together with company background.
2. In returning your tender, please :
 - place the written tender, in duplicate, in two sealed envelopes (please do not specify your company name on the envelope); one providing pricing information and the other consisting of technical information. Each envelope should be clearly labelled as either "Technical" or "Price".
 - mark on the envelope **tender for providing tutorial services, tender reference number, date and time of tender closing; and**
 - return to the College General office NOT later than 12:00 noon on 31 July 2024. Late tenders will not be accepted.
 - send through registered mail if you want to return the tender documents by mail.

Tenders shall remain open for not less than 90 days after the Tender Closing Date.

3. The College is not bound to accept the lowest or any tender and reserves the right to negotiate with any tenderer about the terms of the offer.
4. All tenders should be addressed to:

The Principal
St Stephen's College
22 Tung Tau Wan Road
Stanley, Hong Kong
5. Telephone enquiry : 2813-0360 Mr. Chan Hei Lok
6. All tender documents are available for collection from 10 July 2024 at the General Office upon production of copy of your Business Registration or ID Card.

School Ref No.T23/24-012
10 July 2024