



TENDER NOTICE

Written tenders are invited for the provision of [Supply for Replacement of Library Furniture and Equipment 2025-2026] from 21st July 2025 – 8th August 2025.

1. Interested parties should apply to the Principal together with company background.
2. In returning your [written tender], please :
 - mark on the envelope, ‘**Written tender for the provision of [Supply for Replacement of Library Furniture and Equipment 2025-2026]**’, the tender reference: **T24/25-008** and the date and time of the written tender closing (**12pm 3rd April 2025**); and
 - return to the College General office NOT later than 12:00 noon on 3rd April 2025. Late tenders will not be accepted.

Written tenders shall remain open for not less than 90 days after the written tender closing Date.

3. The College is not bound to accept the lowest or any written tender and reserves the right to negotiate with any supplier about the terms of the offer.
4. All [written tenders] should be addressed to :
The Principal
St Stephen's College, 22 Tung Tau Wan Road, Stanley, Hong Kong
5. All interested parties are strongly recommended to attend the following Tender Briefing Session:

Date	Time	Venue
21 st March, 2025	2:30pm - 3:30pm	St. Stephen's College Library

6. Telephone Enquiry : 2813-0360 [Ms. Inger Kwok]
7. All tender documents are available for collection from 12th March 2025, at the General Office upon production of a copy of your Business Registration of Hong Kong ID card.

School Reference Number: T24/25-008
12th March 2025