



聖士提反書院  
ST STEPHEN'S COLLEGE

## TENDER NOTICE

Tenders are invited for the supply of the following services :

- (i) Dining Services and Student Lunchboxes (from 1<sup>st</sup> August 2026 to 31<sup>st</sup> July 2029)
- (ii) Tuck Shop Services (from 1<sup>st</sup> August 2026 to 31<sup>st</sup> July 2029)
- (iii) School Uniform (from 1<sup>st</sup> July 2026 to 30<sup>th</sup> June 2029)

1. Interested parties should apply to the Principal together with company background information.
2. In returning your tender, please :
  - include two sealed envelopes: one containing pricing information ("Form III") and the other containing technical information ("Form IV"), both in duplicate. Each envelope should be clearly labelled as either "Technical" or "Price." (please do not specify your company name on the envelope);
  - mark on the envelope (Tender for the supply of Dining Services and Student Lunchboxes / Tuck Shop Services / School Uniform, tender reference number and date and time of tender closing); and
  - return to the College General Office NOT later than 12:00 noon on 30<sup>th</sup> October 2025 (Thursday). Late tenders will not be accepted.

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 1st: Ms. Talia Yeung (Accounting Manager)  
2nd: Mr. Clinton Chong (Coordinator of FTOMC)
- 6 Interested parties should attend a tender briefing on 10<sup>th</sup> October 2025 (2:30 p.m. to 3:30 p.m. for School Uniform, and 3:30 p.m. to 4:30 p.m. for Dining Services, Student Lunchboxes and Tuck Shop Services).
- 7 All tender documents are available for collection from **3<sup>rd</sup> October 2025 (Friday)** at the General Office upon production of copy of your Business Registration Certificate.

School Ref No. T25/26-001, 002 & 003  
3<sup>rd</sup> October 2025

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