



聖士提反書院  
ST STEPHEN'S COLLEGE

## TENDER NOTICE

Written Quotations are invited for the supply of laboratory benches (16 movable laboratory benches with phenolic resin worktop; dimension: 1500x750x850mm).

1. Interested parties should apply to the Principal together with company background.
2. In returning your written quotation, please :
  - place written quotations, in duplicate, in a sealed envelope (please do not specify your company name on the envelope);
  - mark on the envelope (written quotation for the supply of laboratory benches, written quotation reference number and date and time of written quotation closing); and
  - return to the College General office NOT later than 12:00 noon on 11th September 2023 (Monday). Late tenders will not be accepted.

Written Quotations shall remain open for not less than 90 days after the Written Quotation Closing Date.

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

The Principal  
St Stephen's College  
22 Tung Tau Wan Road  
Stanley, Hong Kong
5. Telephone Enquiry : 2813-0360 (Mr. Yeung Ho Lam)
6. All tender documents are available for collection from 21<sup>st</sup> August 2023 at the General Office upon production of copy of your Business Registration.

School Ref No. Q22/23-006  
21<sup>st</sup> August 2023

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