



聖士提反書院  
ST STEPHEN'S COLLEGE

## TENDER NOTICE

Tenders are invited for the Supply and Delivery of Standard Examination Desks and Chairs, St Stephen's College.

Interested parties should submit the following documents by email to [pmo@ssc.edu.hk](mailto:pmo@ssc.edu.hk):

- A copy of the valid Business Registration Certificate
- Company background and details of relevant job reference

Upon receipt of the above, the College will issue the official tender documents to the applicant for completion and submission.

### Submission Requirements:

- Tenders must be submitted in duplicate, placed in a sealed envelope without any indication of the company name.
- The envelope should be clearly marked: "*Tender for the Supply and Delivery of Standard Examination Desk and Chairs, St Stephen's College*" and Project No. *SSC-T-DSS-101*.
- Completed tenders must be delivered to the General Office no later than 12:00 noon on 28 July 2026.

### Tender Conditions:

- Tenders shall remain valid and open for acceptance for a period of not less than 90 days from the Tender Closing Date.
- The College is not bound to accept the lowest or any tender and reserves the right to negotiate with any tenderer regarding the terms of the offer.

### Address for Submission:

The Principal, St Stephen's College, 22 Tung Tau Wan Road, Stanley, Hong Kong  
Enquiries: Mr. Felix Lam, Facilities Manager, Tel: 2813-0360

School Ref No. SSC-T-DSS-101  
6 July 2026

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