



聖士提反書院
ST STEPHEN'S COLLEGE

TENDER NOTICE

Tenders are invited for the Architectural and Associated Consultancy Services for Change of Room Use and Classrooms Renovation Works, Centenary Building, St Stephen's College.

Interested parties should submit the following documents by email to pmo@ssc.edu.hk:

- A copy of the valid Business Registration Certificate;
- Information on relevant job references; (the consultant must demonstrate at least 5 years of continuous local practice in architectural services, with a minimum of two completed projects within the past 5 years.)
- Company background details.

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

Submission Requirements:

- In returning your tender documents, **in duplicate**, the Pricing Envelope (PE) should be sealed in an envelope clearly marked "Tender Ref. SSC-T-DSS-104 Tender for the Architectural and Associated Consultancy Services for Change of Room Use and Classrooms Renovation Works, Centenary Building, St Stephen's College - Pricing Envelope (PE)" and the Technical Envelope (TE) should be sealed in an envelope clearly marked "Tender Ref. SSC-T-DSS-104 Tender for the Architectural and Associated Consultancy Services for Change of Room Use and Classrooms Renovation Works, Centenary Building, St Stephen's College - Technical Envelope (TE)"; to "The Principal, St Stephen's College, 22 Tung Tau Wan Road, Stanley, Hong Kong."

Tender Conditions:

- Your tender should reach the General Office of the College not later than 12:00 noon on 25 August 2026 (Tuesday). Late tenders will not be accepted. Your tender will remain open for 120 days from the above closing date, and you may consider your tender to be unsuccessful if no order is placed with you within these 120 days.
- 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-PMO-T-DSS-104

3 August 2026

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