



聖士提反書院
ST STEPHEN'S COLLEGE

TENDER NOTICE

Written tenders are invited for the provision of [School-Based Counselling Service] from 25th April – 16th May 2024.

1. Interested parties should apply to the Principal together with company background.
2. In returning your [written tender], please :
 - place the written tender, in duplicate, in two sealed envelopes (please do not specify your company name on the envelope); one providing pricing information and the other consisting of technical information. Each envelope should be clearly labelled as either “Technical” or “Price”.
 - mark on the envelope, ‘The written tender for the provision of [School-Based Counselling Service]’, the tender reference: T23/24-006 and the date and time of the written tender closing (12pm 16th May 2024); and
 - return to the College General office NOT later than 12:00 noon on 16th May 2024. Late tenders will not be accepted.

Written tenders shall remain open for not less than 90 days after the written tender closing Date.
Tenders will be accepted on an itemised basis.

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. Telephone Enquiry : 2813-0360 [Mr Roy Chan Hei Lok]

[25th April 2024/T23/24-006]