



聖士提反書院
ST STEPHEN'S COLLEGE

TENDER NOTICE

Written Quotations are invited for the supply of maintenance services of water dispensers from 1 September 2021 to 31 August 2023.

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 maintenance services of water dispensers, 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 2 August 2021. 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. Patrick Yip or Mr. Johnny Chan)
6. All tender documents are available for collection from 9 July 2021 at the General Office upon production of a copy of your Business Registration.

School Ref No.:IQ-DSS-PMO-2021-001
9 July 2021

