

Dear Sirs,

INVITATION TO WRITTEN QUOTATION FOR THE SUPPLY OF

機械臂課程

You are invited to quote for the supply of the items as specified in the enclosed written quotation schedule. If you are not prepared to accept a partial order, please state this clearly on the written quotation schedule.

Your sealed written quotation, in duplicate should be clearly marked on the outside envelope:
Written quotation for 機械臂課程.

The envelope should be addressed to “S.K.H. TSOI KUNG PO SECONDARY SCHOOL, 101 Chung Hau Street, Homantin, Kowloon” and arrive not later than 12:00pm on 7th August 2020. Late written quotations will not be accepted. Your written quotation will remain open for 90 days from the “Closing Date”, and you may consider your written quotation to be unsuccessful if no order is placed with you within these 90 days. You are requested to note that unless Part II of the written quotation form is completed, the written quotation will not be considered.

If you are unable or do not wish to quote, it would be appreciated if you would return the written quotation form with reason to the above address at your earliest convenience.

Written Quotations will be accepted on an *‘overall’ / ~~‘group’~~ / ~~‘itemized’~~ basis.

Yours sincerely,
(Ms.) Lam Yuk Kei
Principal

Encl.

Please delete as appropriate

WRITTEN QUOTATION FORM FOR THE SUPPLY OF 機械臂課程

Name and Address of School S.K.H. Tsoi Kung Po Secondary School
101 Chung Hau Street, Homantin, Kowloon

School Ref. No. NA

Written quotation Closing Date 7th August 2020

PART I

The undersigned hereby offers to supply all or any part of the items described in the written quotation schedule attached with the delivery term quoted therein against the date of a firm order placed by the school at the price or the prices quoted in the written quotation schedule free of all other charges and in accordance with any drawings and/or specifications provided by the school. In so doing, the undersigned acknowledges that all items not otherwise specified shall be in accordance with British Standard specifications where such exist; written quotations shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the school is not bound to accept the lowest or any written quotation and reserves the right to accept all or any part of any written quotation within the period during which the written quotations remain open. The undersigned also warrants that his Company's Business Registration and Employees' Compensation Insurance Policy are currently in force and that the items which his Company offers to supply do not to his knowledge infringe any patents.

PART II

RECONFIRMATION OF WRITTEN QUOTATION VALIDITY

With reference to Part I of this written quotation document, it is reconfirmed that the validity of written quotation offered by this company remains open for 90 days from 7th August 2020.

The undersigned also agrees to accept the fact that once the validity of written quotation is reconfirmed, the pre-printed clause specified in the Company's written quotation forms in regard to this nature shall NOT apply.

Dated this _____ day of _____ 20 _____ .

Name (in block letters): _____

Signature _____ in the capacity of _____ .

(State official position, e.g. Director, Manager, Secretary, etc.)

Duly authorized to sign written quotations for and on behalf of :

whose registered office is situated at _____

_____ Hong Kong.

Telephone No. _____ . Fax No. _____

WRITTEN QUOTATION

(1) Item No.	(2) Description / Specification	(3) Quantity required	(4) Unit Rate	(5) Total Amount (HK\$)	(6) Delivery Offered
1	機械臂課程 Please find the attachments				

We/ I understand that if we/ I fail to supply the stores as offered in our / my tender upon accepting school's order, we are / I am prepared to pay the price difference to the school if such stores are obtained from elsewhere.

Company Chop

Name of Supplier : _____

Name and Signature of Person authorized to sign Written quotation

Name (in block letters) _____

Signature: _____

Date : _____

本校獲優質教育基金(QEF)資助，籌組校本「漫遊太空」STEM 課程。

現承邀 貴機構承提供隨附之項目：

(1)項目	(2)物品說明/規格	(3)所需數量	(4)單價 (港幣)	(5)總價 (港幣)	(6)備註
1	規劃 20 小時的機械臂課程，讓學生認識各項電子模塊的功能，運用邏輯思維能力及編程技巧，達致解難目的。並認識智能機械臂在不同領域的應用。 課程內容須包括以下元素: 1. 組裝機械元件，以構成一個機械系統。 2. 運用傳感器，令機械臂具備智能功能。 3. 完成機械臂製作後，機械臂需要執行特定太空任務(例如: 收集岩石樣本)	1			
2	提供機械臂及組件，供學生作發展及改良，以執行不同任務。	13 套			

請 貴機構於 2020 年 8 月 7 日前將報價及有關資料回覆到此電郵，本校將於 2020 年 8 月 14 日前通知貴 機構成功承辦與否。