

Dear Sirs,

(WRITTEN QUOTATION)
INVITATION TO WRITTEN QUOTATION FOR THE SUPPLY OF
Cloud Service 2023-2024 (WQ/2223/09)

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 Cloud Service 2023-2024.

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 07th July 2023. 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)

Name and Address of School

S.K.H. Tsoi Kung Po Secondary School

101 Chung Hau Street, Homantin, Kowloon

Written quotation Closing Date and Time 07th July 2023 12:00pm

PART I

The undersigned hereby offers to undertake the service as described in the written quotation schedule within the period of time as specified therein from the date of a firm order placed by the school at the price or prices quoted in the written quotation schedule including labour, materials, all other charges and in accordance with the details provided by the school. In so doing, the undersigned acknowledges that all items not otherwise specified shall be provided in accordance with such details; 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 service which his Company offers to undertake will not cause any damage to the school's premises.

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 07th July 2023.

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.

PART III

SAFEGUARDING NATIONAL SECURITY

The undersigned acknowledges that notwithstanding anything to the contrary in the written quotation documents, the school reserves the right to disqualify this company on the grounds that this company has engaged, is engaging, or is reasonably believed to have engaged or be engaging in acts or activities that are likely to cause or constitute the occurrence of offences endangering national security or otherwise the exclusion is necessary in the interest of national security, or is necessary to protect the public interest of Hong Kong, public morals, public order or public safety.

The undersigned also acknowledges that the school may immediately terminate the contract upon the occurrence of any of the following events:

- (a) this company has engaged or is engaging in acts or activities that are likely to cause or constitute the occurrence of offences endangering national security or which would otherwise be contrary to the interest of national security;
- (b) the continued engagement of this company or the continued performance of the contract is contrary to the interest of national security; or
- (c) the school reasonably believes that any of the events mentioned above is about to occur.

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	<u>Cloud Service 2023-2024</u> <u>(please see attachment)</u>	(please see attachment)			

We / I understand that if we / I fail to supply the stores as offered in our / my written quotation 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: _____

聖公會蔡功譜中學
本校雲端服務 2023 - 2024

A. 背景

本校使用雲端服務多年，當中本校的資料備份及網站等皆是利用雲端服務，現正邀請書面報價更新及優化本校雲端服務。

B. 要求

- 服務起始日為 2023 年 9 月 1 日，有關合約為期 12 個月。

B1 雲端服務要求

- 所提供之服務必須與現時使用中的服務相乎。
- 合約中止或合約完結後，本校有權取回雲端服務及其資料之權利，而公司不能私自保留雲端服務的資料。
- 資料轉移過程期間不能影響本校正常運作。
- 所有雲端服務內容及其資料必須保密。
- 在傳送資料時，必須使用加密功能（例如保密插口層(SSL)）。
- 本校不一定採納索價最低的報價書。
- 如截止報價日的當天上午 9 時至中午 12 時期間八號或以上的熱帶氣旋警告訊號或黑色暴雨警告訊號生效，截止報價時間會延至下一個工作天中午 12 時。

B2 托管雲端服務要求

- 賬單報告
- 使用報告和庫存報告
- 托管服務包括:
 1. 由認證工程師支援
 2. 伺服器資源人使用率及監察
 3. 資源監察
 4. 專門的應用程序監察
 5. 在觸發警報時通知本校

6. 排除故障
 7. 特別事件調查
 8. 事件調查
 9. 雲端服務諮詢
 10. 基礎設施和資源管理
 11. 設定本機服務/資源
 12. 更改/刪除現有資源
 13. 本地代理部署
 14. 保安及管理
 15. 為現有資源配置角色/策略/規則
 16. 雲端服務憑證管理
 17. 漏洞和修復檔案管理
 18. SSL 證書管理
 19. 備份管理
 20. Snapshot 備份/恢復
 21. 文件的大規模轉移（只包括儲存服務）
- 服務時間: 星期一至五 9:00 – 18:00 （電郵及電話）
 - 如雲端服務完全無法繼續進行或已完全關閉，服務供應商根據服務時間內必須立刻處理。

C. 遞交文件

報價者必須提供以下第 1 – 4 項之文件，如報價者欠缺第 1 – 4 項文件，將會影響本校對報價者的評分：

No.	內容	如有，請用「✓」
1	詳細報價 (根據 E 項填寫)	
2	服務內容 詳細列出雲端服務內容，如雲端服務供應商，雲端服務資料，托管服務內容等	
3	專業證書 提供與雲端服務之專業證書資料	
4	專業經驗 提供曾與報價公司合作之學校 / 公司名單	
其他 (如有)		
4	轉移服務計劃書 提供資料轉移服務內容及時間表等	
5	其他建議服務 如優化本校雲端服務內容	

D. 評審準則

本校會選取評分計劃中整體最高分數的投標書，評審準則如下：

No.	項目	百分比	備註
1	報價	40%	價格合理
2	服務	20%	有關雲端服務內容
3	專業證書	20%	有關雲端服務認證
4	專業經驗	20%	有關雲端服務經驗
	總分	100%	

E. 詳細報價:

No.	內容	報價 (HK\$)
1.	12 個月雲端服務	
2.	托管雲端服務	
3.	轉移服務 (如有)	
4.	其他費用 (如有)	
總報價		

F. 查詢

如有任何查詢或說明等，可聯絡本校馮廣恒老師，聯絡電話: 2760 0463。

參考資料 (5 月份的用量)

* 由於每個月用量是浮動的，以下資料只供參考用途。

Description	Usage Quantity
CloudFront	
Africa (Cape Town)	
Amazon CloudFront ZA-Requests-Tier1	2 Requests
Amazon CloudFront ZA-Requests-Tier2-HTTPS	15 Requests
Bandwidth	0 GB
Asia Pacific (Mumbai)	
Amazon CloudFront IN-Requests-Tier1	15 Requests
Amazon CloudFront IN-Requests-Tier2-HTTPS	35 Requests
Bandwidth	0 GB
Asia Pacific (Singapore)	
Amazon CloudFront AP-Requests-Tier1	347 Requests
Amazon CloudFront AP-Requests-Tier2-HTTPS	3,190 Requests
HTTP or HTTPS under the global monthly free	409 Requests
\$0.012 per 10,000 HTTPS Requests	
Bandwidth	
data transfer out under the global monthly	0.156 GB
data transfer out	0.006 GB
Asia Pacific (Sydney)	
Amazon CloudFront AU-Requests-Tier1	1 Requests

Amazon CloudFront AU-Requests-Tier2-HTTPS	20 Requests
Bandwidth	0 GB
Asia Pacific (Tokyo)	
Amazon CloudFront JP-Requests-HTTP-Proxy	10 Requests
Amazon CloudFront JP-Requests-Tier1	353 Requests
Bandwidth	0.014 GB
Canada (Central)	
Amazon CloudFront CA-Requests-HTTP-Proxy	1 Requests
Amazon CloudFront CA-Requests-Tier1	863 Requests
Amazon CloudFront CA-Requests-Tier2-HTTPS	866 Requests
Bandwidth	0.004 GB
EU (Ireland)	
Amazon CloudFront EU-Requests-HTTP-Proxy	4 Requests
Amazon CloudFront EU-Requests-HTTPS-Proxy	8 Requests
Amazon CloudFront EU-Requests-Tier1	1,442 Requests
Amazon CloudFront EU-Requests-Tier2-HTTPS	3,120 Requests
Bandwidth	0.079 GB
Middle East (Bahrain)	
Amazon CloudFront ME-Requests-Tier1	8 Requests
Amazon CloudFront ME-Requests-Tier2-HTTPS	11 Requests
Bandwidth	0 GB
South America (Sao Paulo)	

Amazon CloudFront SA-Requests-HTTP-Proxy	2 Requests
Amazon CloudFront SA-Requests-Tier1	1,727 Requests
Amazon CloudFront SA-Requests-Tier2-HTTPS	1,715 Requests
Bandwidth	0.002 GB
US East (N. Virginia)	
Amazon CloudFront US-Requests-HTTP-Proxy	5 Requests
Amazon CloudFront US-Requests-Tier1	3,107 Requests
Amazon CloudFront US-Requests-Tier2-HTTPS	5,816 Requests
Bandwidth	3.871 GB
CloudWatch	
Asia Pacific (Hong Kong)	
Amazon CloudWatch	
first 10 alarm metrics	0.129 Alarms
(standard resolution) - Asia Pacific (Hong Kong)	0.871 Alarms
AmazonCloudWatch APE1-TimedStorage-ByteHrs	0.101 GB-Mo
AmazonCloudWatch PutLogEvents	0.551 GB
Data Transfer	
Asia Pacific (Hong Kong)	
AWS Data Transfer APE1-APN1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-APN1-AWS-Out-Bytes	0.001 GB
AWS Data Transfer APE1-APN2-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-APN2-AWS-Out-Bytes	0 GB

AWS Data Transfer APE1-APN3-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-APN3-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-APS1-AWS-In-Bytes	0.002 GB
AWS Data Transfer APE1-APS1-AWS-Out-Bytes	0.003 GB
AWS Data Transfer APE1-APS2-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-APS2-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-APS3-AWS-In-Bytes	0.002 GB
AWS Data Transfer APE1-APS3-AWS-Out-Bytes	0.003 GB
AWS Data Transfer APE1-APS4-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-APS4-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-APS6-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-CAN1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-CAN1-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-CloudFront-In-Bytes	0.17 GB
AWS Data Transfer APE1-CloudFront-Out-Bytes	0.002 GB
AWS Data Transfer APE1-EU-AWS-In-Bytes	0.002 GB
AWS Data Transfer APE1-EU-AWS-Out-Bytes	0.001 GB
AWS Data Transfer APE1-EUC1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-EUC1-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-EUN1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-EUN1-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-EUW2-AWS-In-Bytes	0 GB

AWS Data Transfer APE1-EUW2-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-EUW3-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-EUW3-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-MES1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-MES1-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-SAE1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-SAE1-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-TPE1-AWS-In-Bytes	0 GB
AWS Data Transfer APE1-TPE1-AWS-Out-Bytes	0 GB
AWS Data Transfer APE1-USE1-AWS-In-Bytes	0.008 GB
AWS Data Transfer APE1-USE1-AWS-Out-Bytes	0.021 GB
AWS Data Transfer APE1-USE2-AWS-In-Bytes	0.001 GB
AWS Data Transfer APE1-USE2-AWS-Out-Bytes	0.002 GB
AWS Data Transfer APE1-USW1-AWS-In-Bytes	0.001 GB
AWS Data Transfer APE1-USW1-AWS-Out-Bytes	0.001 GB
AWS Data Transfer APE1-USW2-AWS-In-Bytes	0.003 GB
AWS Data Transfer APE1-USW2-AWS-Out-Bytes	0.006 GB
Bandwidth	
DataTransfer-In-Bytes in Asia Pacific (Hong Kong)	2.553 GB
DataTransfer-Out-Bytes usage in Asia Pacific (Hong Kong)	0.813 GB
DataTransfer-Regional-Bytes in Asia Pacific (Hong Kong)	0.7 GB
DataTransfer-Out-Bytes in Asia Pacific (Hong Kong)	3.946 GB

DataTransfer-Out-Bytes in Asia Pacific (Hong Kong)	21.663 GB
Asia Pacific (Singapore)	
AWS Data Transfer APS1-APE1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-APN1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-APN2-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-APN3-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-APS3-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-EU-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-EUC1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-EUN1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-EUW2-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-EUW2-AWS-Out-Bytes	0 GB
AWS Data Transfer APS1-EUW3-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-TPE1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-USE1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-USE1-AWS-Out-Bytes	0 GB
AWS Data Transfer APS1-USE2-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-USE2-AWS-Out-Bytes	0 GB
AWS Data Transfer APS1-USW1-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-USW2-AWS-In-Bytes	0 GB
AWS Data Transfer APS1-USW2-AWS-Out-Bytes	0 GB
Bandwidth	

data transfer in per month	0.107 GB
first 10 TB / month data transfer out beyond the global free tier	0.115 GB
US East (N. Virginia)	
AWS Data Transfer USE1-CloudFront-Out-Bytes	
data transfer out of US East (Northern Virginia) to CloudFront	3.067 GB
Directory Service	
Asia Pacific (Singapore)	
AWS Directory Service Hourly	
a small directory in the Asia Pacific (Singapore) region	744.031 Hrs
Elastic Compute Cloud	
Asia Pacific (Hong Kong)	
Amazon Elastic Compute Cloud running Linux/UNIX	
On Demand Linux t3.medium Instance Hour	651 Hrs
Amazon Elastic Compute Cloud running Linux/UNIX Reserved Instances	
Linux/UNIX (Amazon VPC), t3.medium instance	744 Hrs
Linux/UNIX (Amazon VPC), t3.medium reserved instance applied, t3.medium instance used	93 Hrs
Linux/UNIX (Amazon VPC), t3.medium reserved instance applied, t3.micro instance used	1,488 Hrs
Linux/UNIX (Amazon VPC), t3.medium reserved instance applied, t3.nano instance used	2,232 Hrs
Amazon Elastic Compute Cloud running Windows	742 Hrs
EBS	
General Purpose (gp3) provisioned storage - Asia Pacific (Hong Kong)	950 GB-Mo
EBS:VolumeUsage.sc1 in Asia Pacific (Hong Kong)	1,150 GB-Mo

EBS:SnapshotUsage in Asia Pacific (Hong Kong)	774.628 GB-Mo
EBS:VolumeUsage in Asia Pacific (Hong Kong)	1,054 GB-Mo
Elastic IP Addresses	1,488 Hrs
EU (London)	
EBS	
General Purpose (gp3) provisioned storage - EU (London)	30 GB-Mo
US East (N. Virginia)	
EBS	
MiBps-month of gp3 - US East (N. Virginia)	0.024 GiBps-mo
Magnetic provisioned storage - US East (Northern Virginia)	38 GB-Mo
snapshot data stored - US East (Northern Virginia)	267.343 GB-Mo
General Purpose (gp3) provisioned storage - US East (N. Virginia)	230 GB-Mo
Elastic IP Addresses	
Elastic IP address not attached to a running instance for the first hour	1 Hrs
Elastic IP address not attached to a running instance per hour (prorated)	743 Hrs
Glacier	
Asia Pacific (Tokyo)	
Amazon Glacier APN1-TimedStorage-ByteHrs	399.196 GB-Mo
US East (N. Virginia)	
Amazon Glacier TimedStorage-ByteHrs	15,138.603 GB-Mo
US West (N. California)	
Amazon Glacier USW1-TimedStorage-ByteHrs	220.154 GB-Mo

Lightsail	
Asia Pacific (Singapore)	
Amazon Lightsail APS1-TotalDataXfer-Out-Bytes	0.281 GB
Amazon Lightsail Bundle:1GB	744 Hrs
Global	
Amazon Lightsail APS1-TotalDataXfer-In-Bytes	0.137 GB
Relational Database Service	
Asia Pacific (Hong Kong)	
Amazon Relational Database Service for MySQL Community Edition	2,976 Hrs
Amazon Relational Database Service Provisioned Storage	80 GB-Mo
Asia Pacific (Mumbai)	
Amazon Relational Database Service Backup Storage	6.178 GB-Mo
Asia Pacific (Singapore)	
Amazon Relational Database Service for MySQL Community Edition	1,488 Hrs
Amazon Relational Database Service Provisioned Storage	120 GB-Mo
Simple Storage Service	
Asia Pacific (Hong Kong)	
Amazon Simple Storage Service APE1-TimedStorage-ByteHrs	0.073 GB-Mo
Asia Pacific (Singapore)	
Amazon Simple Storage Service APS1-TimedStorage-ByteHrs	2.863 GB-Mo
Amazon Simple Storage Service APS1-TimedStorage-GlacierByteHrs	79.891 GB-Mo
Asia Pacific (Tokyo)	

Amazon Simple Storage Service APN1-TimedStorage-ByteHrs	4.022 GB-Mo
Amazon Simple Storage Service APN1-TimedStorage-GlacierByteHrs	13.347 GB-Mo
Amazon Simple Storage Service S3-GlacierTransition	7,309 Requests
US East (N. Virginia)	
Amazon Simple Storage Service Requests-Tier2	13,262 Requests
Amazon Simple Storage Service S3-GlacierTransition	83,504 Requests
Amazon Simple Storage Service S3-SIATransition	61 Requests
Amazon Simple Storage Service TimedStorage-ByteHrs	185.402 GB-Mo
Amazon Simple Storage Service TimedStorage-GlacierByteHrs	570.258 GB-Mo
Amazon Simple Storage Service TimedStorage-SIA-ByteHrs	0.014 GB-Mo
Amazon Simple Storage Service TimedStorage-ZIA-ByteHrs	205.608 GB-Mo
Amazon Simple Storage Service TimedStorage-ZIA-SmObjects	0 GB-Mo
US West (Oregon)	
Amazon Simple Storage Service USW2-TimedStorage-ByteHrs	1.518 GB-Mo