

Our Ref. No.: GC/26/12631

13th January 2026

Dear Sirs,

INVITATION TO TENDER FOR THE SUPPLY OF
境外學習團 – 新加坡英語文化學習團 (Tender/2526/02)

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

Your sealed tender, in duplicate should be clearly marked on the outside envelope: Tender for 境外學習團 – 新加坡英語文化學習團.

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 2nd February 2026. Late tenders will not be accepted. Your tender will remain open for 90 days from the “Closing Date”, and you may consider your tender 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 tender form is completed, the tender will not be considered.

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

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

Yours sincerely,

(Ms.) Tsang Pui Yu
Principal

Encl.

Please delete as appropriate

TENDER FORM FOR THE SUPPLY OF
境外學習團 – 新加坡英語文化學習團
(Tender/2526/02)

Name and Address of School	<u>S.K.H. Tsoi Kung Po Secondary School</u> <u>101 Chung Hau Street, Homantin, Kowloon</u>
School Ref. No.	_____
Tender Closing Date and Time	<u>2nd February 2026 12:00nn</u>

PART I

The undersigned hereby offers to undertake the service as described in the tender 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 tender 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; tender shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the school is not bound to accept the lowest or any tender and reserves the right to accept all or any part of any tender within the period during which the tender 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 TENDER VALIDITY

With reference to Part I of this tender form, it is reconfirmed that the validity of tender offered by this company remains open for 90 days from 2nd February 2026.

The undersigned also agrees to accept the fact that once the validity of tender is reconfirmed, the pre-printed clause specified in the Company's tender 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 tender 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 tender for and on behalf of:

whose registered office is situated at _____

_____ Hong Kong.

Telephone No. _____ Fax No. _____

TENDER

(1) Item No.	(2) Description / Specification	(3) Quantity required	(4) Unit Rate	(5) Total Amount (HK\$)	(6) Delivery Offered
1	境外學習團 - 新加坡英語文化學習團 (please see attached documents)				

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 tender

Name (in block letters) _____

Signature: _____

Date : _____

聖公會蔡功譜中學

境外學習團-新加坡英語文化學習團 (2025-2026)

學習內容

項目：	新加坡英語文化學習團 (5 天)
舉辦科組：	本校英文科
學習主題：	透過實地考察活動，擴闊學生視野。
目的：	<ul style="list-style-type: none">● 透過在沉浸式真實情境和多元文化環境中運用英語，培養自主語言學習能力。● 參觀新加坡當地學校，了解其教育制度與教學方式，拓展學生的國際視野。● 在文化對比中觀察不同場合的英語用法，掌握語言背後的邏輯。● 身處英語為主要語言的國家，讓學生體會英語在真實生活中的實際應用，進一步激發學習興趣與動力。
途經城市：	新加坡
暫定行程：	<ul style="list-style-type: none">● 參觀魚尾獅公園、牛車水、小印度、甘榜格南等文化景點● 參觀聖淘沙、濱海灣花園 (Flower Dome + Cloud Forest)、藝術科學博物館 (包門票)● 參訪新加坡國立大學 (NUS) / 南洋理工大學 (NTU)，參與體驗課● 參訪當地中學，與師生互動交流
要求	<ul style="list-style-type: none">● 導遊必須具備豐富的相關帶隊經驗● 所有行程必須詳細列明行程及如行程取消後的代替方案。

學習日期及學習者

日期：5 天，2026 年 6 月 24 日至 28 日

對象：中三級至中五級學生

人數：20-30 名學生、3-4 名老師

負責人

主辦科組：英文科

領隊老師：羅潔蓮老師、Mr Kizilates Muhammed Sezer 老師、梁麗詩老師

承辦機構：有待報價 (23-26 人; 27-30 人; 31-34 人)

評審準則：

評審項目	比重	備註
(a) 行程規劃	20%	例如： 安排足夠的學習活動：導賞團、學生交流等，但不宜過量。 給予專業意見，評論/改善本校所建議的行程。 活動宜多元化及配合學習目標。
(b) 學習配套和支援	10%	例如：提示學習手冊、橫額。
(c) 專業態度和安排	10%	例如： 工作人員比例、安全考慮、膳食、住宿、交通、保險、協助辦理簽證等； 不會強迫購物和消費；購買零食和使用非必需遊樂設施，則可自費。
(d) 團費	20%	價格合理。
(e) 專業經驗和口碑	40%	服務質素和口碑，比較辦團資歷和數量重要，以及與當地大專院校的聯繫。 評審時，亦會考慮機構為不同院校舉辦遊學團（如有）的經驗及表現。