

3<sup>rd</sup> July, 2026

Dear Sirs,

(WRITTEN QUOTATION)  
INVITATION TO WRITTEN QUOTATION FOR THE SUPPLY OF  
購買 AI 學與教資源(WQ/2526/15)

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 購買 AI 學與教資源.

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 24<sup>th</sup> July 2026. 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.) Tsang Pui Yu  
Principal

Encl.

Please delete as appropriate

(WRITTEN QUOTATION)  
WRITTEN QUOTATION FORM FOR THE SUPPLY OF  
購買 AI 學與教資源(WQ/2526/15)

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 24<sup>th</sup> July 2026 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 24<sup>th</sup> July 2026.

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>購買AI學與教資源</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  
2025 – 2026 年度  
購買 AI 學與教資源

項目名稱：購買 AI 學與教資源

預計推行日期：2026 年 8 月至 2027 年 8 月

## 1. 項目宗旨與目的

本校配合教育局「數字教育策略發展督導委員會」的政策方針，透過是次採購優質的人工智能（AI）校本學與教資源，旨在達到以下目標：

- 1. 核心科目試點深化：**於中、英、數核心科目推行 AI 融入教學試點，針對特定學術課題利用 AI 資源及校本教案，切實提升學與教效能。
- 2. 優化「學、教、評」轉型：**利用 AI 輔助教學資源優化特定學科的焦點課題，深化 AI 於課堂日常的應用，全面推動課堂邁向數字化轉型。
- 3. 促進教師專業實踐與經驗：**藉著引入相關學與教資源，本校教師能夠於校內外公開觀課及專業交流分享會中，有效總結並向教育界推廣 AI 教學的實踐經驗與成果。

## 2. 項目內容

本校是次採購之「AI 學與教資源」須符合以下規格要求：

- 承辦機構須就本校指定的三個核心學科（中文科、英文科、數學科），緊扣每科的校本實際情況與學生能力，為本校指定的年級中某一課題／子課題／焦點（佔 2 至 4 課堂），設計合適的學與教資源，以促使教師善用人工智能（AI），提升學與教效能。
- 承辦機構須安排專科專業人員到校講解教材及協助教師試用，並作檢討及修訂，以及向全體教師介紹相關學與教資源。

## 3. 承辦機構（供應商）之資格及須符合以下條件：

- **本地中學教材研發與供應經驗：**  
承辦機構必須具備至少 10 年或以上為本地中學研發及供應學與教資源的成熟經驗，並曾引進或服務不少於 100 所本地中學（報價時須隨報價單附上相關服務學校名單以供校方查核）。
- **數字教育資源之編製與校本調適實證：**  
承辦機構須曾為不少於 30 所本地中學研發、編製及供應與「數字教育」相關的學與教資源。有關資源必須具備成功融合「促進自主學習」、「照顧學習多樣性」或「評估素養」等學術主題之實證，並具備與學校科主任及前線教師深度協作、因應校本實際學情而對資源進行規格與應用參數調適之豐富實績（而非提供劃一的標準化資源）。
- **核心研發團隊之專業學術與教育資歷：**  
承辦機構負責是次資源項目之學術研發人員，必須具備相關學科（中文、英文、數學）的碩士或以上學歷，並須持有學位教師教育文憑（PGDE）或同等師資培訓資歷。同時，相關核心研發人員須具備至少 10 年或以上本地前線相關教育或學校課程發展工作經驗，並曾與不少於 30 所中學共同協作研發校本學與教資源。
- **資源之延續性及深化研發能力：**  
承辦機構須具備充足的後續研發能力，在完成是次指定之學與教資源交付後，能按本校未來的數字化課程發展需要，提供延續性的資源升級、教材優化或科本深化配套（包括能安排相對應的學

科專科人員就後續資源之應用規格進行技術說明)，以協助本校在撥款計劃期內，持續深化核心科目的 AI 教學發展。

**4. 報價必須提供以下文件，如報價欠缺以下文件，將會影響本校對報價者的評分：**

No.	內容	如有，請用「✓」號
1	列出曾服務學校名單	
2	學與教資源之實例	
3	核心研發團隊之專業學術與教育資歷	

**5. 其他要求：**

- 報價者提供之 AI 學與教資源，必須符合「中華人民共和國香港特別行政區維護國家安全法」(港區國安法) 要求，所有內容必須先由本校老師檢閱其內容。
- 本校基於國家安全，學校有權在以下情況下取消供應商的資格和終止相關合約：
  - (a) 即使報價／招標文件中有任何相反的規定，學校保留以供應商曾經、正在或有理由相信供應商曾經或正在作出可能構成或導致發生危害國家安全罪行的行為或活動為由，取消其供應商資格的權利，又或為維護國家安全，或為保障香港的公眾利益、公共道德、公共秩序或公共安全，而有必要剔除有關供應商。
  - (b) 若出現下列任何一種情況，學校可以立即終止合約：
    - (i) 承辦商曾經或正在作出可能構成或導致發生危害國家安全罪行或不利於國家安全的行為或活動；
    - (ii) 繼續僱用導師或繼續履行合約不利於國家安全；或
    - (iii) 學校合理地認為上述任何一種情況即將出現。
- 確保課程內容不會侵犯其他知識產權。若發生版權爭議，概由報價者承擔全部法律及賠償責任。
- 交回報價單的地址：九龍何文田忠孝街 101 號 聖公會蔡功譜中學 1 樓校務處。

**6. 評審準則：**

- 校方不一定採納索價最低的書面報價。
- 本校會選取評分計劃中整體最高分數的報價書，具體評審準則及比重分布如下：

No.	項目	百分比	備註
1	報價	35%	● 報價之合理性及成本效益
2	資源內容與校本兼容度	30%	● AI 學與教資源之內容設計與核心學科課程之切合度
3	相關經驗	25%	● 承辦機構在本地中學研發及供應相關「數字教育」或 AI 學與教資源之累積年資與實際經驗。
4	核心研發團隊之專業資歷	10%	● 專業學術學歷、師資培訓背景 (PGDE) 及前線課程發展經驗
	總分	100%	

**7. 查詢**

如有任何查詢或說明等，可聯絡本校馮廣恒助理校長，聯絡電話: 2760 0463。