



循道中學

METHODIST COLLEGE

50 Gascoigne Road, Kowloon

九龍加士居道五十號

Web Page: www.mckln.edu.hk

Telephone: 2384 3543

Facsimile: 2388 9466

Invitation to Tender Letter

(Supplier should be reminded not to identify their companies on the envelopes)

School Ref. No. T2425/33

Date: 13 June 2025

By Registered Mail

Dear Sirs / Madams,

INVITATION TO TENDER

TENDER FOR SUPPLY APPLE IPAD 2025-26

You are invited to tender for the supply Apple iPads for METHODIST COLLEGE. If you are not prepared to accept a partial order, please state this clearly on the tender schedule.

TENDER FOR APPLE IPAD

The envelope should be addressed to 50 Gascoigne Road, Kowloon and forwarded to arrive not later than 12:00 noon on 04 July 2025. Late tenders will not be accepted. Your tender will remain open for 180 days from the "Closing Date", and you may consider your tender to be unsuccessful if no order is placed with you within these 180 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 tender, it would be appreciated if you would return this letter and the tender forms with reason to the above address at your earliest convenience. Should you have any enquiries, please contact Mr. Bill Lam at 2384 3543.

Written quotations will be accepted on an ~~"overall"~~/~~"group"~~/~~"itemized"~~ basis.

Yours sincerely,

Miss Wong Pui Yi Emily
Principal

* Please delete as appropriate

TENDER FOR SUPPLY APPLE IPAD

Name and Address of School	<u>Methodist College</u> <u>50 Gascoigne Road, Kowloon</u>
School Ref. No.	<u>T2425/33</u>
Closing Date and Time	<u>12:00 noon on 04 July 2025</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; tenders shall REMAIN OPEN FOR 180 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 tenders 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.

The school reserves the right to disqualify a supplier on the grounds that the supplier 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 school may immediately terminate the contract upon the occurrence of any of the following events: (i) the contractor 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; (ii) the continued engagement of the contractor or the continued performance of the contract is contrary to the interest of national security; or (iii) the school reasonably believes that any of the events mentioned above is about to occur.

PART II **RECONFIRMATION OF TENDER VALIDITY**

With reference to Part I of this tender document, it is reconfirmed that the validity of tender offered by this company remains open for 180 days from 04 July 2025.

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.

Dated this _____ day of _____ 20_____.

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. _____

Tender Schedule (Pricing Proposal)

Name of Tenderer: _____

Address: _____

Business Registration No.: _____

Contact Person: _____ Position: _____

Telephone: _____ Fax: _____ Email: _____

Item	Description	Unit Price (HK\$)	Remarks
1	Apple iPad Air 11-inch (Latest Version) - 128GB & 256GB Storage - Wi-Fi Only - AppleCare+ Color: Space Gray, Blue, Purple, Starlight Apple iPad Air 13-inch (Latest Version) - 128GB & 256GB Storage - Wi-Fi Only - AppleCare+ Color: Space Gray, Blue, Purple, Starlight		
2	Apple iPad Pro 11-inch (Latest Version) - 256GB & 512GB Storage - Wi-Fi Only - AppleCare+ Color: Silver, Space Black Apple iPad Pro 13-inch (Latest Version) - 256GB & 512GB Storage - Wi-Fi Only - AppleCare+ Color: Silver, Space Black		
3	Apple iPad (Latest Version) - 128GB & 256GB Storage - Wi-Fi Only - AppleCare+ Color: Blue, Pink, Yellow, Silver		
4	Apple Pencil (1st generation)		
5	Apple Pencil (USB-C)		
6	Apple Pencil Pro		

We agree that METHODIST COLLEGE may accept all or any part of the offer.

Signature of Person

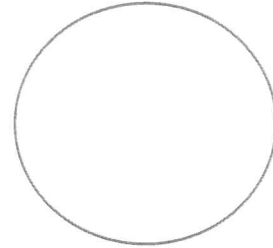
Company Chop

Authorized to sign the tender: _____

Name (in block letters): _____

Position: _____

Date: _____



Tender Schedule (Technical Proposal)

The Technical Proposal should include but be not limited to the following. Please complete the table below and attach additional information if required.

	Scope Item	Offer Specification (Please provide page reference for additional information, if any)
1	Provide an Online Platform for users to purchase.	Yes / No
1.2	Provide user account management service for online platform (create, update, etc)	Yes / No
1.3	Provide different payment methods (Cash, Cheque, Credit card etc)	Yes / No
1.4	Arrangement for users to buy options device (instead of the whole set)	Yes / No
2	Provision of an Excel / CSV file with all serial numbers, invoice numbers and buyer information	Yes / No
2	Provide DEP enrollment service	Yes / No
3	Provide DEP reseller ID and MDM setup service	Yes / No
4	Provide different locations to distribute devices and peripherals to buyers	Yes / No
5	Accept post-tender orders	Yes / No
6	Other services	

REMARKS

- 1 Selected Apple products purchased by enrolled students from September 1, 2025, will be undertaken by the supplier who wins the bidding.
- 2 The service will be valid for one year, and either party can terminate with 3 months written notice.
- 3 Bidding will be called for again 3 months before the service expiration, and the selection will be based on various factors, not solely on the lowest price.

Signature of Person

Authorized to sign the tender: _____

Name (in block letters): _____

Position: _____

Date: _____

Company Chop

