

ST. PAUL'S CO-EDUCATIONAL COLLEGE

INVITATION TO TENDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF MULTI-FUNCTIONAL PRINTING DEVICES

**FOR 1 SEPTEMBER 2017 TO 31 AUGUST 2020 (3 YEARS)
OR TO 31 AUGUST 2022 (5 YEARS)**

St. Paul's Co-educational College hereby invites tenders from interested organizations with proven experience and capability for supply, delivery and installation of office multi-functional printing devices. The Term of the Contract may be 3 or 5 years. Details of the invitation are spelled out in the Tender Document.

Applicants who wish to tender for the above contract should send an email, giving company name, address, contact person and contact details, etc to mcchan@spcc.edu.hk or fax to 28770442 for the attention of Ms Amy Chan to obtain the Tender Document by 12:00 noon on 20 January 2017 (Friday).

Tenders in response to the invitation must be in compliance with the requirements set out in the Tender Document and be submitted and deposited into the College's Tender Box as per the instructions set out in the Tender Document, no later than 12:00 noon *on 25 January 2017 (Wednesday)*.

The bidder, its employees and agents shall not offer any advantage (as defined in the Prevention of Bribery Ordinance, Cap. 201) to the school employees, SMC members, or any parent or student representative in a committee responsible for considering any matters in relation to this contract. Any such offer by the bidder or its employees or agent may constitute an offence under the Prevention of Bribery Ordinance and may render the contract null and void. The school may also cancel the contract awarded and hold the bidder liable for any loss or damage the school may sustain.