



ST. FRANCIS XAVIER'S COLLEGE

45, Sycamore Street, Taikoktsui, Kowloon, Hong Kong.

Tel.: (852)2393-2271 Fax.: (852)2391-6101

<http://www.sfxc.edu.hk>

School Ref. No.: **T202601**

23 December 2025

Dear Sir/Madam,

INVITATION FOR THE TENDER OF THE PROVISION OF 35 Number of Laptop Computers

1. You are invited to quote for undertaking services of the items as specified in the enclosed tendering documents. If you are not prepared to accept a partial order, please state this clearly on the tendering schedule.
2. Your sealed tender, **in duplicate**, should be clearly marked on the outside envelope:
"T202601 Tender for the Provision of 35 Number of Laptop Computers"

The envelope should be addressed to St. Francis Xavier's College, 45, Sycamore Street, Taikoktsui, Kowloon and forwarded to arrive not later than 12:00 noon on 15 January 2026. Late tenders will not be accepted. Your tender will remain open for 90 days from the above 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 of the Tender Form is completed, the tender will not be considered.

3. If you are unable or do not wish to tender, it would be appreciated if you would return this letter and the attached content to the school address at your earliest convenience.
4. Tenders will be accepted on an overall basis. For administrative enquiries, please contact Mr. Sentol LEE via telephone at 2393 2271. For technical enquiries, please contact Mr. WU Pat Lun Felix by the same telephone number.

Yours faithfully,

LEUNG Man Fai
Principal



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TENDER FORM FOR THE PROVISION OF 35 Number of Laptop Computers (to be completed and submitted in duplicate)

School Reference No.: **T202601**

Tender Closing Date: 15 January 2026

Contact Person(s): Mr. LEE – Administrative Inquiries

– Tel: 2393 2271

Mr. WU Pat Lun Felix – Technical Inquiries

– Tel: 2393 2271

PART I

The undersigned hereby offers to supply all or any part of the items described in the Tender Schedule attached with the delivery term quoted therein against the date of a firm order placed by the School at the price or the prices quoted in the Tender Schedule free of all other charges and in accordance with any drawings and/or specifications provided by the School. In so doing, the undersigned acknowledges that all items not otherwise specified shall be in accordance with British Standard specifications where such exist; tenders shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the School is not bound to accept the lowest or any tenders and reserves the right to accept all or any part of any tender within the period during which the tender remains open. The undersigned also warrants that his Company's Business Registration and Employees' Compensation Insurance Policy are currently in force and that the items which his Company offers to supply do not to his knowledge infringe any intellectual properties.

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 the above closing date.

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 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.



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T202601 TENDER FORM (CONT)

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) _____ (month) _____ (year).

Name: _____ Signature _____

in the capacity of _____.
(State official position, e.g. Director, Manager, secretary, etc.)

Duly authorized to sign tenders for and on behalf of: -

(Company Name)

whose registered office is situated at _____

(Company Address)

Telephone No.: _____

Company
Chop

TENDER SCHEDULE (TO BE COMPLETED IN DUPLICATE)

(Columns 4, 5 and 6 to be completed by Supplier)

School Reference No.: **T202601**

(1) Item No.	(2) Description/Specification	(3) Quantity required	(4) Unit Rate (HK\$)	(5) Total Amount (HK\$)	(6) Delivery Offered
1.	<p>An all-in-one Business-Class Laptop should meet the equivalent or above of the following requirements:</p> <ul style="list-style-type: none">● Processor: Intel Core Ultra 5 (Latest Generation) or AMD Ryzen 7 PRO (Latest Series)● RAM: 16GB DDR5 (Min. 5200MHz, or better)● Storage: 512GB SSD● Display: 14"–15.6" FHD (1920x1080), Anti-Glare/Matte, 300 nits minimum● Graphics: Integrated Intel Arc Graphics / AMD Radeon Graphics● OS: Windows 11 or latest● Ports: 1x Thunderbolt 4 or 1x USB 4, 1x HDMI, 2x USB 3.2 Gen 1 Type-A, 1x USB-C (Power Delivery), 3.5mm Audio Jack● Wireless: Wi-Fi 6E or better, Bluetooth 5.3 or better● Camera & Mic: FHD 1080p Webcam with Integrated Digital Microphone● Battery: USB-C Power Delivery, Min. 54 Whr battery (8+ hours real-world usage)● Warranty: Minimum 2-Year Warranty (Parts and Labour)	35			

	<p>In addition to the basic specifications, selection preference will be given to products that highlight the following functions:</p> <ul style="list-style-type: none"> ● AI-Enhanced Productivity ● Advanced Thermal Management ● Sustainable Design ● Enhanced Security & Privacy ● Central Management System 				
Grand Total (HK\$)					

Tender Selection Criteria:

Price offered	Functions and design for the school needs	Vendor Experience & Track Record	Warranty and Value-Added Services
40%	30%	20%	10%