



Po Leung Kuk
Lo Kit Sing (1983) College

保良局羅傑承 (一九八三) 中學

Cheung Hong Estate, Tsing Yi, N.T., Hong Kong

香港新界青衣長康邨

Tel: 2497 7110

Fax: 2431 1156

School Ref No.: T4/2526/1

Date: 15th September 2025

Dear Sir/Madam:

**INVITATION TO WRITTEN QUOTATION /TENDER FOR THE SUPPLY OF
BYOD AND QEF eLS MOBILE DEVICES 2025/26**

1. You are invited to tender for the supply and/ or undertaking services of the items as specified in the enclosed written quotation /tender schedule. If you are not prepared to accept a partial order, please state this clearly on the written quotation /tender schedule.
2. Your sealed written quotation /tender, in duplicate, should be clearly marked on the outside envelope:

**Written Quotation /Tender for the Supply of
BYOD and QEF eLS Mobile Devices 2025/26**

The envelope should be addressed to **Po Leung Kuk Lo Kit Sing (1983) College, Cheung Hong Estate, Tsing Yi, N.T.** and arrive not later than **12:00 noon on 6th October 2025**. Late written quotation /tenders will not be accepted. Your written quotation /tender will remain open for 90 days from the "Closing Date", and you may consider your written quotation /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 written quotation /tender form is completed, the written quotation /tender will not be considered.

3. It is an offence under the Prevention of Bribery Ordinance that, without lawful authority or reasonable excuse, school staff accept advantages from suppliers and contractors or the suppliers and contractors offer advantages to school staff in connection with school procurement.
4. The bidder as well as its employees and agents shall not offer any advantage (as defined in the Prevention of Bribery Ordinance, Cap. 201) to the school employees, SMC/IMC members, or any parent or student representative in any committee responsible for considering any matters in relation to this quotation/tender. 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.

5. In addition to the written quotation /tender content, it would be appreciated if you have any suggestion or item propose to us for consideration. And if you are unable or do not wish to quote/tender, it would be appreciated if you would return the written quotation/tender forms to the above address at your earliest convenience.
6. Written quotations /Tenders will be accepted on an *‘overall’/~~‘group’/‘itemized’~~ basis.

Yours sincerely,



Ms. LAW Wing Chung
Principal



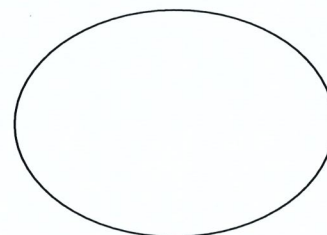
Encl.
IT/ ct

Written Quotation/Tender Schedule
(to be completed in duplicate)

School Ref No.: T4/2526/1

(1) Item no.	(2) Description/ Specification	(3) Qty	<i>To be Completed by Supplier</i>		
			(4) Unit Rate (HK\$)	(5) Total Amount (HK\$)	(6) Delivery Offered
1	11-inch iPadOS Mobile Computer Device				
	Option 1: 64 GB	1 - 200			
	Option 2: 256 GB	1 - 200			
2	Mobile Device Management (MDM) System for managing the proposed mobile computer device	1 - 200			
	1-year				
	2-year				
	3-year				
3	Extend to 3 years hardware warranty	1 - 100			
4	Screen Shield	1 - 200			
5	Protective Cover	1 - 200			
6	Stylus Pen	1 - 200			
	Refer to the Specification Requirement for details				

We/ I understand that if we/ I fail to supply the stores or services as offered in our/ my written quotation /tender upon accepting school's order, we are/ I am prepared to pay the price difference to the school if such stores or services are obtained from elsewhere.



Company Chop

Name of Supplier: _____

Name and Signature of Person authorized to sign Written Quotation/Tender:

Name (in block letters): _____ Signature: _____

Date: _____

INVITATION TO WRITTEN QUOTATION /TENDER FOR THE SUPPLY OF BYOD AND QEF eLS MOBILE DEVICES 2025/26

Name of Issuer: The IMC of Po Leung Kuk Lo Kit Sing (1983) College

Address: Po Leung Kuk Lo Kit Sing (1983) College
Cheung Hong Estate, Tsing Yi, N.T.

School Tender Ref.:

T4/2526/1

Written Quotation/Tender Closing Date and Time: **6th October 2025, 12:00 noon**

PART I

The undersigned hereby offers to supply all or any part of the items described in the written quotation /tender schedule attached with delivery term quoted therein against the date of a firm order placed by the school at the price or the prices quoted in the written quotation /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; written quotations /tenders shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the school is not bound to accept the lowest or any written quotation /tender and reserves the right to accept all or any part of any written quotation /tender within the period during which the written quotation /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 patents.

PART II

RECONFIRMATION OF WRITTEN QUOTATION /TENDER VALIDITY

With reference to Part I of this written quotation /tender document, it is reconfirmed that the validity of written quotation /tender offered by this company remains open for 90 days from **6th October 2025**.

The undersigned hereby declares and undertakes that we shall ensure that we have not submitted any written quotation /tender in this purchase together with companies or persons associated with us. If we have violated the said undertaking, we understand that all our or such written quotations /tenders submitted by us shall be treated as void and at the same time your school may put our company and all the associated companies or persons on your blacklist.

The undersigned also agrees to accept the fact that once the validity of written quotation /tender is reconfirmed, the pre-printed clause specified in the Company's written quotation /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/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.

PART IV

MANDATORY TENDER REQUIREMENT

The undersigned acknowledges that if the tenders and purchases involving wages, the tenderer complies with the requirements of the Statutory Minimum Wage. Wages payable to an employee in respect of any wage period, when averaged over the total number of hours worked in the wage period, shall be no less than the Statutory Minimum Wage rate.

The undersigned acknowledges that for service tenders which rely heavily on the deployment of non-skilled workers shall not be considered for a period of five years if the tenderer has had:

- (i) any conviction of the following Ordinances-
 - (a) the Employment Ordinance (Cap. 57) and the Employees' Compensation Ordinance (Cap. 282). [convictions in respect of these two Ordinances which individually carry maximum fines corresponding to Level 5 or higher within the meaning of Schedule 8 to the Criminal Procedure Ordinance (Cap. 221) will count];
 - (b) the Immigration Ordinance (Cap. 115). [convictions under Section 17I(1), Cap. 115 (offence to be employer of a person who is not lawfully employable) will count];
 - (c) Section 89, Cap. 221 and Section 41, Cap. 115 (aiding and abetting another person to breach his condition of stay);

- (d) Section 38A(4), Cap. 115 (offence of the construction site controller if a person not lawfully employable takes employment on a construction site); or
- (e) the Mandatory Provident Fund Schemes Ordinance (Cap. 485) [convictions under Section 7 (employer to arrange for employees to become Scheme members), Section 7A (employer and relevant employees required to contribute to registered scheme) and section 43E (making false or misleading statement), Cap. 485 will count]; or
- (ii) three or more demerit points under the demerit point system over a rolling period of three years for breaching contractual obligations in respect of wages, daily maximum working hours, signing of standard employment contracts with and wage payment by means of autopay to non-skilled workers employed for the carrying out of the contract with the Government.

The undersigned declares that during the 5-year period immediately preceding the tender closing date, the tenderer did NOT have the above-mentioned conviction OR three or more demerit points over a rolling period of three years.

Dated this _____ day of _____, 20_____.

Name (in block letters): _____

Signature: _____ in the capacity of _____.

(State official position, e.g. Director, Manager, etc.).

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

whose registered office is situated at _____

_____ Hong Kong.

Tel No.: _____

Fax No.: _____

1. General Information

1.1 Supplier to be invited

The supplier is invited to bid for the supply of Mobile Computer Device, Mobile Device Management (MDM) System and basic accessories in this procurement document.

1.2 School Information

School Name: Po Leung Kuk Lo Kit Sing (1983) College

1.3 Background

The hardware equipment and software services specified in this document are required to support the Po Leung Kuk Lo Kit Sing (1983) College for the implementation of e-learning to support the blended mode of learning and teaching and the “Bring Your Own Device” (BYOD) policy.

2. General Requirements

2.1 We invite suppliers to submit proposals for the supply of the following mobile computer device, Mobile Device Management (MDM) System and basic accessories:

2.1.1 Items Required

Item No.	Description of Required Item	Estimated Quantity
1.	Mobile Computer Device set:	<1 ~ 200>
	a. Mobile Computer Device with 3-year basic hardware warranty	
	b. Screen Shield	
	c. Protective Cover	
	d. Stylus Pen	
2.	A Mobile Device Management (MDM) System with a 3-year usage license to be installed in the proposed mobile computer devices (item 1.a.) and additional devices already owned by students.	<1 ~ 200 licenses>
3.	Additional 1-year license for extending the usage of MDM which will be expired on 20 February 2026.	<1 ~ 200 licenses>

2.1.2 Subsequent Order

The successful supplier will be required to supply the items of 2.1.1 of paragraph 2 in the 2025/26 school year to cater to newly joined students in e-learning classes. The offered prices set out in the Price Schedule of paragraph 11 shall remain valid or be less than the proposed prices for the period stated in the Price Validity of paragraph 9. Schools shall have full discretion to decide the quantity of the items to be procured for any subsequent orders.

2.2 The contractor shall comply with the following implementation plan:

Activity Description	Completion Date
Hardware Delivery	Within 6 weeks from the date of written order
Installation for Hardware and MDM Configurations	- ditto -

2.3 Delay of Schedule

If the successful supplier fails to provide any item set out in this contract, which shall be ready for use in the school within 30 days after the target Completion Date specified in 2.2 of paragraph 2 - General Requirements, then notwithstanding anything else contained in this contract, the school shall be entitled to terminate this contract forthwith by giving written notice to the successful supplier. The school shall also be entitled to recover from the successful supplier the amount of all damages and losses suffered by the school resulting from such failure, including, without limitation, any damages and losses resulting from the termination of related orders.

3. Specific Requirements of Mobile Computer Device, MDM and Basic Accessories

3.1 Mobile Computer Device (iPadOS)

Suppliers shall propose one mobile computer device that meets the requirements specified below:

Features	Requirements
Processor	A16 chip with 5-core CPU, 4-core GPU, 16-core Neural Engine
Display	11-inch LED backlit Multi-Touch display with IPS technology - At least 2360-by-1640-pixel resolution at 264 ppi - Fingerprint-resistant - Supports stylus pen
Internal Storage	- Option 1: 128GB - Option 2: 256GB
Wireless Connectivity	- Wi-Fi 6 (802.11ax) with 2x2 MIMO - Simultaneous dual band - Bluetooth 5.3
Camera	- Front and rear camera - Supports video recording
Others	- Preloaded with iPadOS - Bundled with all necessary cables

3.2 Mobile Device Management (MDM) System

Suppliers shall propose one MDM system that meets the requirements specified below:

Features	Requirements
Administrative Console	• Register and de-register device • Display real-time device statuses, including but not limited to device serial number, battery life, connectivity and OS version • Create device groups for device assignment • Define standardize settings in device policy
Manage Apps	• Automatic app installation and app un-installation • Allow app installation for a batch of devices • Automatic keep app up-to-date
Manage Settings	• Enable or disable device restrictions, including but not limited to apps installation, camera, screen capture, passcode, force encrypted backup, delay software updates, auto-lock, erase data, app notifications, location tracking • Allow or dis-allow app removal • Show or hide apps
Security	• Enforce minimum OS version • Blacklist or whitelist applications • Passcode lock • Detect if device is compromised
Compatibility	• Compatible with the proposed mobile computer device
Featured Functions	• Teacher Apps, empowers teachers to restrict websites, apps and cameras. Teachers can also communicate directly with students and distribute lessons through their devices. • Parent Apps, can restrict device use for specific times throughout the day with Apps, as well as receive a notification when a child gets to school or arrives at home. • Student App, empowers students to set up their own devices, communicate with teachers and store documents. • Drag-and-drop classroom management • All device information on one dashboard • Automatic student access to subject-specific materials • Damaged device tracking

3.3 Basic Accessories

The basic accessories to be procured and their specifications are as follows:

3.3.1 Stylus Pen

Features	• Pairs and charges via USB-C • Magnetically attaches • Tilt sensitivity • Connections: Bluetooth, USB Connector • Diameter: not greater than 8.9 mm
Compatibility	• Compatible with the proposed mobile computer device

3.3.2 Screen Shield

Features	• Tempered Glass • Clear and anti-glare • Protect the device against scratches
Compatibility	• Compatible with the proposed mobile computer device

3.3.3 Protective Cover

Features	• Protect the front of the device • Protective case with Stylus Pen Slot for the proposed mobile computer device • Wake on open and sleep on close • Convertible to writing stand and a watching stand
Compatibility	• Compatible with the proposed mobile computer device

3.4 Extend to 3 years hardware warranty

Features	Requirements
Coverage	• extends to 3 years warranty provided by Manufacturer and adds unlimited incidents of accidental damage protection, each incident subject to a service fee

4. Trade-in of Mobile Computer Devices Acquired in the 2021/22 School Year

- 4.1 Suppliers have the option to provide a trade-in price for the trade-in devices as part of this proposal.
- 4.2 If suppliers wish to provide a trade-in price, they can indicate the trade-in price per unit of the trade-in devices in the last column of the 4.6 The Trade-in Information Table below. The description of the trade-in devices and estimated quantity range are provided by the school.
- 4.3 The trade-in price offered by the supplier for the trade-in devices listed in the table below shall be considered the final trade-in price and cannot be adjusted thereafter.
- 4.4 School reserves the sole discretion to determine whether to accept or decline any trade-in offers received.
- 4.5 The successful supplier shall be responsible for all cost incurred from packaging, collection and removal of the trade-in devices.

4.6 The Trade-in Information Table

Item Number	Description of the Trade-in Mobile Computer Device	Estimated Quantity Range	Supplier to offer Trade-in Price per unit of the Trade-in Device (HK\$)
A01	Apple iPad Gen 9 64GB Wi-Fi The devices are in good condition, they can be powered on and operated normally, as well as meet the requirements below:- • The display has only minor scratches, discoloration and/or white spots and no obvious liquid under the display • The buttons are functioning normally • The enclosure has only minor scratches, dents and bends • The camera lens are intact and undamaged	1 ~ 20	

- 4.7 Schools can determine the supplier by calculating and comparing the total cost using the upper limit of the device quantity range.

The method is as follows:

maximum number of new devices (e.g. 200 as stated in paragraph 2.1.1) × unit price (as quoted in paragraph 11) - maximum number of old devices to be traded-in × unit trade-in price (as quoted as above)

5. Other Requirements

- 5.1 The contractor shall set up the relevant system including all the software, licenses and hardware (if any) for provision of MDM system.
- 5.2 The contractor shall provide details of the installation test and functional test of the MDM system to ensure that all the hardware (if any) and software items are correctly installed and functioning as expected.

6. Warranty Requirements

- 6.1 The warranty period shall be up to 36 months inclusive of at least 12-month free warranty period. The warranty shall include labor and parts for the proposed mobile computer device.

7. Service Requirements

7.1 Basic installation and configuration services

The contractor is required to provide the following device registration and configuration services at no extra cost:

- 7.1.1 Configure school's preferred device enrollment settings;
- 7.1.2 Register the devices in the MDM in school for which to manage and control the devices;
- 7.1.3 Deploy a defined set of profiles to the devices; and
- 7.1.4 Deploy a defined set of school apps and other device restriction settings upon requesting by the school.

7.2 Add-on Services

The contractor is required to provide the following services at no extra cost.

- 7.2.1 Provide different payment methods: Cash, Bank transfer and Credit Card.
- 7.2.2 Provide online purchase service for parents.
- 7.2.3 Setup counter in our school to collect parents' payment and distribute the mobile devices.

8. Document Preparation and Submission

The supplier is required to submit the following information and documents.

- 8.1 Quotations are invited for the execution of the whole of the items as described in this quotation document. Except the item in 3.6[#], which can be excluded from the whole of the items. Quotations for part but not all of the items will not be considered.
- 8.2 A Statement of Compliance to provide response that the quotation complies with all requirements stated in this requirement specification.
- 8.3 Product information for Item No. 1, 2 and 3 in 2.1.1 of paragraph 2, including technical and descriptive literature and catalogues. Information provided by the manufacturer shall be able to substantiate that the products offered to meet the mandatory requirement specification.
- 8.4 The supplier is required to provide a breakdown on the item costs for each of the items as set out at Section 11 - Price Schedule. Failure in complying with this requirement will render the quotation disqualified.

[#] applicable only if school requires a particular MDM system

9. Price Validity

The offered prices shall remain valid from the date of submission of proposal and thereafter for a period of 7 months from the date of acceptance of proposal.

10. Basis of Acceptance

Please note that the school has the absolute discretion to accept the whole of the items or just part of the items as listed out by items in this document.

The supplier should note that the unit price of each proposed item includes delivery and basic installation.

Enquiry

For enquiry, please contact the staff of Po Leung Kuk Lo Kit Sing (1983) College as listed below.

Staff	Post	Telephone	e-mail
Mr. LAU Yuk Ngok	Technical Support Assistant	2497 7110	its@plk83.edu.hk
Mr. KWAN Lap Sun	Vice-Principal	2497 7110	kls@plk83.edu.hk

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