



**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.: W5/2526/8

Date: 26th May 2026

Dear Sir/Madam:

**INVITATION TO WRITTEN QUOTATION /TENDER FOR THE SUPPLY AND
INSTALL OF THE AUDIO SYSTEM FOR THE SCHOOL HALL**

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 and Install of
the Audio System for the School Hall**

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 16th June 2026 (Tue)**. 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 proposed 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.
7. A **briefing session and mandatory site visit:**
 - Date: **3rd June 2026 (Wed)**
 - Time: **4:00 p.m. – 5:00p.m**
 - Venue: School Hall.

Interested tenderers are requested to contact our IT Assistant, Ms. Wing Wong, at 24977110 by **1st June 2026 (Mon)** to register for the site visit.

Failure to attend the mandatory site visit may disqualify the vendor from the bidding process.

Yours sincerely,



Ms. LAW Wing Chung
Principal



Encl.
IT/ ct

Written Quotation/Tender Schedule

(to be submitted in duplicate, 1 Original + 1 Copy)

School Ref No.: W5/2526/8

Item no.	Description/ Specification	Qty	Unit Price	Total Price	Comply Key requirement (Y/N)	If not, please provide details, or remarks (If any)
	Replacement of the audio system in the school hall					
	- Seating capacity: 800 - Events held: Morning assembly, Symphonic band concerts, Choral singing, Drama, Dance Performance	-	-	-	-	-
1	Front of House Speaker System					
1.1	Front of House Speaker 2 Way Line Array Speaker with Wall Mount Kit - Qty: 2 pcs - Power rating: at least 480W AES - Nominal impedance: 8 Ω - Dispersion (h x v): at least 120° x +5°/-20° - Dimension (mm): at most 1300(H)x148(W)x209(D)	2 pcs				
1.2	Passive Subwoofer - Qty: 2 pcs - Power rating: at least 500W AES - Nominal impedance: 4 Ω - Dimension (mm): at most 850(H)x348(W)x350(D)	2 pcs				
1.3	Power amplifier - Qty: 2 pcs - for Items 1.1 and 1.2	2 pcs				
2	Monitor Speaker and Mid-hall (Delay Fills) Speaker system					
2.1	Stage monitor speakers - Re-use existing Behringer EUROLIVE B112D active speaker	N/A				

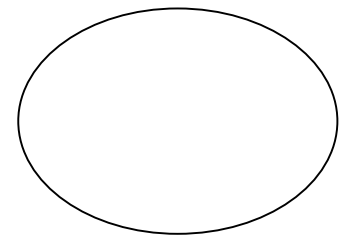
Item no.	Description/ Specification	Qty	Unit Price	Total Price	Comply Key requirement (Y/N)	If not, please provide details, or remarks (If any)
2.2	Mid-hall speakers 2 Way Line Array Speaker with Wall Mount Kit - Qty: 2 sets - Installed halfway down the length of the hall, mounted on the left and right-side walls, firing down the remainder of the hall toward the rear seats - Power rating: Acoustically sized to supplement Item 1.1 as a delay fill (Expected power rating: 120W to 480W Nominal/AES depending on the line source column architecture used).	2 pcs				
2.3	Power amplifier - Qty: 1 - For Item 2.2	1 pc				
3	Mixer and DSP System					
3.1	Digital Mixer in control room - Re-use existing Behringer X32 Digital Mixer	N/A				
3.2	Digital Sound Processor - XILICA XP-4080 DSP Processor or equivalent - Qty: 1 set - Connectors: 4 in 8 out	1 pc				
3.3	Zone Mixer - ART MX225 Stereo Dual-Source 5-Zone Distribution Mixer or equivalent - Qty: 1 set - Connectors: 4 in 10 out - for both control room and stage mixer selection of either source for small event using stage equipment only.	1 pc				
3.4	Analog Mixer on Stage - Behringer RX1202FX Premium or equivalent - Qty: 1 set - 12-input Mic/Line - 3U Rackmount	1 pc				
4	Power Sequencer					
4.1	- Famousound PRO1018+ or equivalent - Limit power: 240V ~ / 63A - 8 sequence output channels	1 pc				

Item no.	Description/ Specification	Qty	Unit Price	Total Price	Comply Key requirement (Y/N)	If not, please provide details, or remarks (If any)
5	Wireless Mic for Stage Use					
5.1	True Diversity UHF Dual Channel Wireless Microphone System <ul style="list-style-type: none"> - Qty: 2 sets - Digital true diversity receiver (2 channels) - Handheld Mic x 2 - At least total 200 channels within 50 MHz band width - Dual muting circuit free from interference - 1U metal housing - Two individual XLR balance audio out - Mute function on handheld microphone 	2 sets				
5.2	Antenna Divider for Item 5.1 <ul style="list-style-type: none"> - Qty: 1 set - 4 channels antenna splitter x 1 - Directional antenna x 2 	1 set				
6	Labor service job					
6.1	Dismantle existing wall mount speakers x 4	1 lot				
6.2	Install column speakers x 4 with brackets	1 lot				
6.3	Install Subwoofer under stage	1 lot				
6.4	Replace speaker cables for column speakers x 2 (Item 1.1) and subwoofer (Item 1.2) <ul style="list-style-type: none"> - Supply of 4-core speaker cables - Cabling for Item 1.1 must support bi-amplified configurations where required by speaker architecture 	1 lot				
6.5	Install speaker cables, output panels, power sockets for stage monitor speakers x 2 <ul style="list-style-type: none"> - Supply and install speaker cables, XLR output panels and conduits if required - Supply and install dedicated power outlets extended from existing wall-mounted power sources 	1 lot				
6.6	Repair / replace front stage Mic/ Aux panels with plugs if necessary	1 lot				
6.7	Allocation of equipment in existing stage rack	1 lot				
6.8	Tuning and setting of DSP, Digital Mixer and Speakers	1 lot				

Item no.	Description/ Specification	Qty	Unit Price	Total Price	Comply Key requirement (Y/N)	If not, please provide details, or remarks (If any)
6.9	Testing and commissioning	1 lot				
6.10	Provide training for system operations	1 lot				
7	Warranty					
7.1	At least one year hardware on-site warranty	1 lot				
8	Project Completion Timeline					
8.1	On-site installation, cabling, DSP tuning, and commissioning window: - 27 th July 2026 (Mon) to 7 th August 2026 (Fri)	-	-	-		
8.2	The contractor must coordinate all noisy work (e.g., wall drilling) with the school in advance to avoid disrupting summer activities.	-	-	-		
9	Others					
	- Other items required suggested by the contractor - Please specify:					

Grand Total Price = _____

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/ 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: _____

Written Quotation /Tender for the Supply and Install of the Audio System for the School Hall

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.: W5/2526/8

Written Quotation/Tender Closing Date and Time: **16th June 2026 (Tue) , 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 **16th June 2026 (Tue)**.

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.

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.

MANDATORY TENDER REQUIREMENT

The undersigned acknowledges that if the tenders and purchases involve 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, should 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 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.

COMPLIANCE WITH CHILD PROTECTION POLICIES

The undersigned hereby confirms and undertakes that the Contractor will strictly comply with the Mandatory Reporting of Child Abuse Ordinance and all child protection policies formulated by Po Leung Kuk, and will ensure that all services provided by the Contractor fully comply with the relevant laws of Hong Kong and the child protection requirements of Po Leung Kuk.

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.: _____

學校檔號：W5/2526/8

書面報價/招標承投提供：

**INVITATION TO WRITTEN QUOTATION /TENDER FOR THE SUPPLY AND INSTALL OF
THE AUDIO SYSTEM FOR THE SCHOOL HALL**

截止日期/時間：2026 年 06 月 16 日，中午十二時正

致：

保良局羅傑承(一九八三)中學

新界青衣長康邨

校長收啟