

School Ref. No.: HCSMS/2324/ THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND E-LEARNING FUNDING PROGRAMME (2023-2024) /W03

8<sup>th</sup> February, 2024

By Registered Mail

Dear Sirs/Madams,

**INVITATION TO WRITTEN QUOTATION**

**WRITTEN QUOTATION FOR THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND E-LEARNING FUNDING PROGRAMME (2023-2024)**

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

You are invited to quote for the supply and/or undertaking services of the items as specified in the enclosed written quotation schedule.

1. Your sealed written quotation, in duplicate, should be clearly marked on the envelope:

**WRITTEN QUOTATION FOR THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND E-LEARNING FUNDING PROGRAMME (2023-2024)**

The envelope should be addressed to Society of Boys' Centres Hui Chung Sing Memorial School at 150 Pratas Street, Cheung Sha Wan, Kowloon and arrive not later than 12:00 noon on 6<sup>th</sup> March, 2024. Late written quotations will not be accepted. Your written quotation will remain open for 90 days from the "Closing Date", and you may consider your written quotation 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 form is completed, the written quotation will not be considered.

2. If you are unable or do not wish to quote, it would be appreciated if you return the statement of expression of no interest for the quote with reason to the above address at your earliest convenience.
3. Written Quotations will be accepted on an overall basis.
4. The tenderer, its employees and agents shall not offer any advantage (as defined in the Prevention of Bribery Ordinance, Cap. 201) to the School employees, Tender Board members, or any parent or student representative in a committee responsible for considering any matter in relation to this contract. Any such offer by the tenderer 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.

For enquiry, please contact Mr. Tam Man Fai at [tammanfai@sbchcsms.edu.hk](mailto:tammanfai@sbchcsms.edu.hk) or by phone at 27794016.

Yours sincerely,

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CHAN WAI CHI  
Principal

## Technical Specifications for Mobile Computer Device

### 1 General Information

#### 1.1 Supplier to be invited

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

#### 1.2 School Information

School Name: Society of Boys' Centres Hui Chung Sing Memorial School

#### 1.3 Background

The hardware equipment and software services specified in this document are required to support Society of Boys' Centres Hui Chung Sing Memorial School for the implementation of "Bring Your Own Device" (BYOD) policy in the 2023/24 school year.

### 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	<6-10>
2.	Up to 3-year basic hardware warranty	<6-10>
3.	Mobile Device Management (MDM) System for managing the proposed mobile computer device	<6-10>
4.	Screen Shield	<6-10>
5.	Protective Cover	<6-10>

#### 2.1.2 Subsequent Order

The contractor will be required to supply the items of Section 2.1.1 of Part 2 in the 2023/24 school year, to cater for newly joined students in BYOD classes. The offered prices set out in Price Schedule of Part 10 shall remain valid or less than the proposed prices for the period stated in Price Validity of Part 8. The school 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 < e.g. 8 weeks > from the date of written order
Installation for Hardware and MDM Configurations	- ditto -

### 2.3 Delay of Schedule

If the contractor 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 Section 2.2 of Part 2 - General Requirements then notwithstanding anything else contained in this contract the school shall be entitled to terminate this contract with forthwith by giving written notice to the contractor and to recover from the contractor the amount of all damages and loss suffered by the school resulting from such failure, including without limitation to any damages and loss resulting from the termination of related orders.

## 3 Technical 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	<ul style="list-style-type: none"> <li>A13 chip with 64-bit architecture or above</li> </ul>
Display	<ul style="list-style-type: none"> <li>10.2-inch (diagonal) LED-backlit Multi-Touch display with IPS technology or above</li> <li>At least 2160-by-1620-pixel resolution at 264 ppi</li> <li>Fingerprint-resistant</li> <li>Supports stylus pen</li> </ul>
Internal Storage	<ul style="list-style-type: none"> <li>At least 256GB</li> </ul>
Wireless Connectivity	<ul style="list-style-type: none"> <li>Supports WLAN (802.11ac or above); dual band (2.4GHz and 5GHz)</li> <li>Bluetooth Technology</li> </ul>
Camera	<ul style="list-style-type: none"> <li>Front and rear camera</li> <li>Supports video recording</li> </ul>
Audio Port	<ul style="list-style-type: none"> <li>Stereo speaker and microphone</li> </ul>
Others	<ul style="list-style-type: none"> <li>Preloaded with iPadOS</li> <li>Bundled with all necessary cables</li> </ul>

### 3.2 Mobile Device Management (MDM) System Mobile Computer Device (iPadOS)

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

Features	Requirements
Administrative Console	<ul style="list-style-type: none"> <li>Register and de-register device</li> <li>Display real-time device statuses, including but not limited to device serial number, battery life, connectivity and OS version</li> <li>Create device groups for device assignment</li> <li>Define standardize settings in device policy</li> </ul>
Manage Apps	<ul style="list-style-type: none"> <li>Automatic app installation and app un-installation</li> <li>Allow app installation for a batch of devices</li> <li>Automatic keep app up-to-date</li> </ul>
Manage Settings	<ul style="list-style-type: none"> <li>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</li> <li>Allow or dis-allow app removal</li> <li>Show or hide apps</li> </ul>

Security	<ul style="list-style-type: none"> <li>• Enforce minimum OS version</li> <li>• Blacklist or whitelist applications</li> <li>• Passcode lock</li> <li>• Detect if device is compromised</li> </ul>
Compatibility	<ul style="list-style-type: none"> <li>• Compatible with the proposed mobile computer device</li> </ul>

### 3.3 Basic Accessories

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

#### 3.3.1 Screen Shield

Features	<ul style="list-style-type: none"> <li>• Clear and anti-glare</li> <li>• Protect the device against scratches</li> </ul>
Compatibility	<ul style="list-style-type: none"> <li>• Compatible with the proposed mobile computer device</li> </ul>

#### 3.3.2 Protective Cover

Features	<ul style="list-style-type: none"> <li>• Protect the front of the device</li> </ul>
Compatibility	<ul style="list-style-type: none"> <li>• Compatible with the proposed mobile computer device</li> </ul>

## 4 Other Requirements

- 4.1 The contractor shall set up the relevant system including all the software, licenses and hardware (if any) for provision of MDM system.
- 4.2 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.

## 5 Warranty Requirements

- 5.1 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.

## 6 Service Requirements

Basic installation and configuration services

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

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

## **7 Document Preparation and Submission**

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

- 7.1 Quotations are invited for the execution of the whole of the items as described in this document. Except the item in Section 3.2, which can be excluded from the whole of the items. Quotations for part but not all of the items will not be considered.
- 7.2 A Statement of Compliance to provide response that the quotation complies with all requirements stated in this requirement specification.
- 7.3 Product information for Item No. 1, 2, and 3 in Section 2.1.1 of Part 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.
- 7.4 The supplier is required to provide a breakdown on the item costs for each of the items as set out at **the Written Quotation Schedule**. Failure in complying with this requirement will render the quotation disqualified.

## **8 Price Validity**

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

- 8.1 The offered prices shall remain valid from the date of submission of proposal and thereafter for a period of 90 days from the date of acceptance of proposal.

## **9 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.

**Society of Boys' Centres Hui Chung Sing Memorial School**

**THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND  
E-LEARNING FUNDING PROGRAMME (2023-2024)  
WRITTEN QUOTATION SCHEDULE (to be completed in duplicate)**

**(Columns 3 and 4 to be completed by Supplier)**

(1) Item No.	(2) Name of Item	(3) Brand and Description	(4) Unit Rate (HK\$)	
1.	Mobile Computer Device			
2.	Mobile Device Management (MDM) System for managing the proposed mobile computer device		1-year	
			2-year	
			3-year	
3.	Extend the basic hardware warranty up to 3 years			
4.	Screen Shield			
5.	Protective Cover			
			Total	

**Contractor Clarification**

Items	Complies (Yes/No)
Authorized Education Reseller (with DEP)	

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

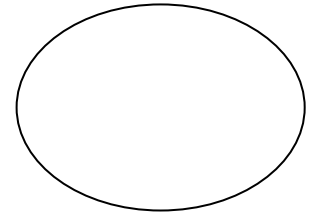
Name of Supplier: \_\_\_\_\_

Name and Signature of Person authorized to sign Written Quotation:

Name (in block letters): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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**WRITTEN QUOTATION FORM FOR**  
**THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND**  
**E-LEARNING FUNDING PROGRAMME (2023-2024)**

Name and Address of School: Society of Boys' Centres Hui Chung Sing Memorial School at 150 Pratas Street, Cheung Sha Wan, Kowloon

School Ref. No.: HCSMS/2324/ THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND E-LEARNING FUNDING PROGRAMME (2023-2024) /W03

Written Quotation Closing Date and Time: **6<sup>th</sup> March, 2024 12:00 noon**

**Part I**

The undersigned hereby offers to supply all or any part of the items described in the written quotation 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 written quotation 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 shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the school is not bound to accept the lowest or any written quotation and reserves the right to accept all or any part of any written quotation within the period during which the written quotation 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 VALIDITY**

With reference to Part I of this written quotation document, it is reconfirmed that the validity of written quotation offered by this company remains open for 90 days from **6<sup>th</sup> March, 2024**.

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

Name (in block letters): \_\_\_\_\_

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.: \_\_\_\_\_

**WRITTEN QUOTATION FORM FOR  
THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND  
E-LEARNING FUNDING PROGRAMME (2023-2024)**

**STATEMENT OF EXPRESSION OF NO INTEREST FOR THE QUOTE**

Name and Address of School: Society of Boys' Centres Hui Chung Sing Memorial School at 150 Pratas Street, Cheung Sha Wan, Kowloon

School Ref. No.: HCSMS/2324/ THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND E-LEARNING FUNDING PROGRAMME (2023-2024) /W03

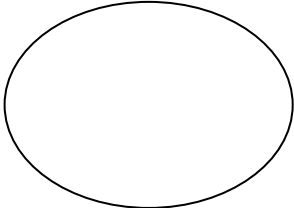
Written Quotation Closing Date and Time: **6<sup>th</sup> March, 2024 12:00 noon**

Our company will not quote for THE PROVISION OF MOBILE COMPUTER DEVICES UNDER QUALITY EDUCATION FUND E-LEARNING FUNDING PROGRAMME (2023-2024).

Please explain the reason(s) :

- Unable to provide the stores or services as specified in the written quotation.
- Unable to meet the requirements or specifications as listed in the written quotation.
- Unable to submit the written quotation on time.
- Others: \_\_\_\_\_  
\_\_\_\_\_

Please tick (✓) in the appropriate box .

Name of Supplier: _____	  Company Chop
Name and Signature of Person authorized to sign Written Quotation:	
Name (in block letters): _____	
Signature: _____	
Date: _____	