



ST. PAUL'S CO-EDUCATIONAL COLLEGE

ONLINE POSTING

School Ref. No.: SPCC/CMO/RFQ/2425011

16 May 2025

**INVITATION TO TENDER FOR THE PROVISION OF
CLEANING AND LIMITED LABOUR SERVICE
1 SEPTEMBER 2025 TO 31 AUGUST 2028**

We hereby invite service provider to submit the tender for the provision of cleaning and limited labour service from 1 September 2025 to 31 August 2028.

Please contact Mr. Eric Ho by email to spcc-hsk@spcc.edu.hk before 23 May 2025 for details of the tendering procedures, service requirements of our school as well as other related information required in the tender document.

Your sealed tender, **in duplicate**, should be clearly marked on the envelope:

**“TENDER FOR THE PROVISION OF CLEANING AND LIMITED LABOUR SERVICE -
1 SEPTEMBER 2025 TO 31 AUGUST 2028”**

Tenderers should not identify themselves on the tender envelope and a tender bid will be disqualified if the tenderer discloses its identity on the sealed tender envelope. Tenderers are allowed to amend their tenders after tender submission but before tender closing, the amendments should be submitted in the same manners as for submitting the tenders.

The envelope should be addressed to our Principal and arrive **before 3:00 pm on Friday, 6 June 2025**. Late tenders will not be accepted. Your tender will remain open for 90 days from the “Closing Date”, and you may consider your tender to be unsuccessful if no order is placed with you within these 90 days.

In case a black rainstorm warning signal or typhoon signal No. 8 or above is valid for any duration between 12:00 noon and 3:00 pm, the tender closing time will be extended to 3:00 pm on the next business day (i.e. except Saturday, Sunday and public holiday)

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, 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 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 Tenderer liable for any loss or damage the School may sustain.