TENDER FORM FOR THE SUPPLY OF
LEARNING GENERATIVE AI AND AI APPS SOLUTION

Name and Address of School

ST. PETER'S SECONDARY SCHOOL

21 Aberdeen Reservoir Road, HK

School Ref. No. : T2425-008

Tender Closing Date and Time : 4:00p.m. on 18th March, 2025

PART I

The undersigned hereby offers to undertake the service as described in the tender schedule within the period of time as specified therein from the date of a firm order placed by the school at the price or prices quoted in the tender schedule including labour, materials, all other charges and in accordance with the details provided by the school. In so doing, the undersigned acknowledges that all items not otherwise specified shall be provided in accordance with such details; tender shall REMAIN OPEN FOR 90 DAYS after the Closing Date; and the school is not bound to accept the lowest or any tender and reserves the right to accept all or any part of any tender within the period during which the tender remain open. The undersigned also warrants that his Company's Business Registration and Employees' Compensation Insurance Policy are currently in force and that the service which his Company offers to undertake will not cause any damage to the school's premises.

The bidder, its employees and agents shall not offer any advantage (as defined in the Prevention of Bribery Ordinance, Cap. 201) to the school employees, IMC 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 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.

PART II

RECONFIRMATION OF TENDER VALIDITY

With reference to Part I of this tender document, it is reconfirmed that the validity of tender offered by this company remains open for 90 days from _____.

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 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 _____ 20 _____.

Name (in block letters) : _____

Signature _____ in the capacity of _____.
                                    (State official position, e.g. Director, Manager, Secretary, etc.)
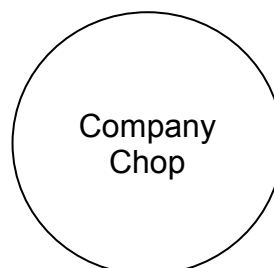
Duly authorized to sign tenders for and on behalf of : -

_____

whose registered office is situated at _____

_____, Hong Kong.

Telephone No.: _____

Fax No.: _____

Company
Chop

**TENDER SCHEDULE FOR THE SUPPLY OF
LEARNING GENERATIVE AI AND AI APP SOLUTION
(to be completed in duplicate)**

1. Background

The hardware equipment and software services specified in this document are required to support St. Peter's Secondary School (School) for the implementation of IT Innovation Lab in Secondary Schools (IT-Lab) Programme in the 2024/25 school year.

Title of the Activity under IT-Lab Programme:	● Understanding Generative AI with AI Platform ● Create your AI-Powered Apps with App Inventor 2 & OpenAI (Advanced)
Estimated Activity Period:	April 2025 – August 2025
Estimated Total Number of participating students:	Around 140
Target Group:	Secondary Four students

2. Major Intended Outcomes

The contractor shall focus on the following intended outcomes set by School throughout the course:

2.1 Cultivate students' interest in IT and foster an IT learning atmosphere at School
2.2 Enhance student's computational thinking skills
2.3 Enhance student's ability to apply the IT knowledge and skills learnt
2.4 Foster student's innovative abilities

3. Other Intended Outcomes

The contactor shall enhance students' non-technical abilities throughout the course:

3.1 Creativity and Innovation
3.2 Communication skills
3.3 Presentation abilities
3.4 Problem solving skills
3.5 Self-learning skills

4. **Expected items to be shared with other schools after completion of the activities**

The contractor shall collaborate with School to produce the following items as requested by the IT-Lab Programme:

4.1 Teaching materials
4.2 Worksheets
4.3 Sample codes
4.4 Work of students in the form of videos and images
4.5 Photos and videos recorded during activities

5. **Requirements**

This section specifies the general requirements of the School for the implementation of IT Innovation Lab in Secondary Schools (IT-Lab) Programme in the 2024/25 school year. The Contractor shall be capable of supporting the **minimum requirements** set out below.

The offered price set out in Price Schedule shall remain valid or less than the proposed price 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.

5.1 Items required for the Solution (Course: Understanding Generative AI with AI Platform)

Item No.	Description of the Required Item	Estimated Quantity
1	(a) Course Title: • Understanding Generative AI with AI Platform (b) Estimated Activity Period: • June 2025 – July 2025 **(to be confirmed by School)** (c) Estimated Total Number of Participating Students: • Around 125 Students (5 classes, around 25 students per class)	1 Job

Item No.	Description of the Required Item	Estimated Quantity

1	(d) Target Group
	● Secondary Four students
	
	(e) Mode of Delivery:
	● Jointly delivered by the School and Contractor
	● Face-to-face
	
	(f) Estimated Activity Time Allocation:
	● 2 Sessions per Class
	● 3 Hours per Session per Class
	
	(g) Estimated Total Number of Activity Hours in this School Year:
	● 30 Hours
	
	(h) Number of Instructors:
	● 2 per Session per Class
	
	(i) Requirements for instructors:
	● Having at least THREE years of teaching the following LLMs and generative models in schools:
	   ◇ ChatGPT or other equivalent LLMs
	   ◇ Dalle-E3 or other equivalent generative models
	● Qualified as a Microsoft Global Training Partner
	
	(j) Course Contents:
	● Understanding Generative AI
	● Understanding ChatGPT or other equivalent LLMs
	● Using ChatGPT or other equivalent LLMs as a virtual tutor to help solving problems in various subjects (Math, Science, etc.)
	● Using ChatGPT or other equivalent LLMs to create a story outline
	● Understanding Dalle-E3 or other equivalent generative models
	● Using Dalle-E3 or other equivalent generative models to create art photos and activity publications
		-

Item No.	Description of the Required Item	Estimated Quantity
2	AI Platform (a) Provide hands on experience to students throughout the whole course (b) Support multiple LLMs and generative models to meet course requirement (c) Provide enough tokens for students to practice throughout the whole course	125 Users

5.2 Items required for the Solution (Course: Create your AI-Powered Apps with App Inventor 2 & OpenAI (Advanced))

Item No.	Description of the Required Item	Estimated Quantity
1	(a) Course Title: ● Create your AI-Powered Apps with App Inventor 2 & OpenAI (Advanced) (b) Estimated Activity Period: ● April 2025 – August 2025 **(to be confirmed by School)** (c) Estimated Total Number of Participating Students: ● Around 15 Students (1 Class) (d) Target Group ● Secondary Four students (e) Mode of Delivery: ● Jointly delivered by the School and Contractor ● Face-to-face (f) Estimated Activity Time Allocation: ● 2-3 Sessions (g) Estimated Total Number of Activity Hours in this School Year: ● 6 Hours	1 Job

Item No.	Description of the Required Item	Estimated Quantity

1	(h) Number of Instructors:
	• 2 per Session per Class
	
	(i) Requirements for instructors:
	• Having at least THREE years of teaching the following platforms in schools:
	  ◇ OpenAI or equivalent
	  ◇ App Inventor 2
	• Qualified as a Microsoft Global Training Partner
	
	(j) Course Contents:
	• Understanding Prompt Engineering
	• Understanding how to use App Inventor 2 and OpenAI or equivalent platform to build a Virtual English Tutor App with the following features:
	  ◇ Answering specific questions
	  ◇ Generating questions
		-

2	AI Platform (a) Provide hands on experience to students throughout the whole course (b) Support multiple LLMs and generative models to meet course requirement (c) Support App Inventor 2 and OpenAI or equivalent platform Linkage (d) Provide enough tokens for students to practice throughout the whole course	15 Users

6. 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 during the Estimated Activity Period specified in Section 1 Background and Section 5 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.

If (1) a typhoon signal No. 8 or above is issued or (2) the Hong Kong Observatory announces that a typhoon signal No. 8 or above will be issued within 2 hours or (3) an 'extreme condition' announcement is issued by the Government after super typhoons, all activities would be suspended and rescheduled to another day.

If the suspension of face-to-face classes is announced by the Education Bureau, the activity would be rescheduled to another day or the mode of delivery would be online instead.

7. Document Preparation and Submission

The contractor 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.

7.2   Product Information / Case References for items specified in Section 5, including technical and descriptive literature, photos and catalogues. Information provided by the manufacturer shall be able to substantiate that the products offered meet the mandatory requirement specification.

7.3   The supplier is required to provide a breakdown on the item costs for each of the items as set out at the Price Schedule. Failure in complying with this requirement will render the quotation disqualified.

8. Price Validity

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.

10. Selection

School is looking for a contractor based on the following criteria:
- Proposed solution and quality of equipment
- Proposed pricing
- Services level and case reference
- Other useful information, such as extra add-on services and discounts

11. Enquiry

For enquiry, please contact the projector coordinator, **Mr. Cheung Chun Fat** of the School at **ccf@stpeter.edu.hk** or by phone at **2552 0080**.

PRICE SCHEDULE

(Columns 2, 4 and 5 to be completed by Supplier)

Part A – Understanding Generative AI with AI Platform (Section 5.1)

(1) Item No.	(2) Description	(3) Qty. (a)	(4) Unit Price (HK$) (b)	(5) Total Amount (HK$) (a) x (b)
1	Course (Section 5.1 Item 1)	1 Job		
2	AI Platform (Section 5.1 Item 2) Platform Name: _____ Description on how the platform satisfy course requirement: _____ _____ _____ _____ _____ _____ _____ _____	125 Users		
	Sub-Total (HK$)			

(Columns 2, 4 and 5 to be completed by Supplier)

Part B – Create Your AI-Powered Apps with App Inventor 2 & Open AI (Advnaced) (Section 5.2)

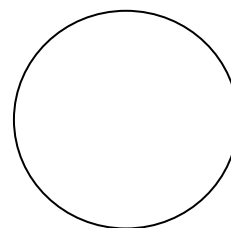| (1) Item No.	(2) Description	(3) Qty. (a)	(4) Unit Price (HK$) (b)	(5) Total Amount (HK$) (a) x (b)
1	Course (Section 5.2 Item 1)	1 Job		
2	AI Platform (Section 5.2 Item 2) Platform Name: _____ Description on how the platform satisfy course requirement: _____ _____ _____ _____ _____ _____ _____ _____	15 Users		
Sub-Total (HK$)				

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	Amount
A. Understanding Generative AI with AI Platform (Section 5.1)	
B. Create Your AI-Powered Apps with App Inventor 2 & Open AI (Advanced) (Section 5.2)	
Total amount in HK$:	

We/I understand that if we/I fail to supply the stores or services as offered in our/my 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.

Name of Supplier:

_____

Company Chop

Name and Signature of Person authorized to sign Tender

Name (in block letters):   Signature:

_____   _____

Date: _____

TENDER FOR THE SUPPLY OF
LEARNING GENERATIVE AI AND AI APPS SOLUTION
For St. Peter's Secondary School
At 21 Aberdeen Reservoir Road, Hong Kong

Tender Reply Label

CONFIDENTIAL

(Tender Document)

Tender Box

General Office, St. Peter's Secondary School,

21 Aberdeen Reservoir Road, Hong Kong.

Tender Ref.: T2425-008

TENDER FOR
THE SUPPLY OF LEARNING GENERATIVE AI AND AI APPS SOLUTION

for St. Peter's Secondary School

Tender Closing Date: **4:00p.m. 18th March, 2025**