



佛教孔仙洲紀念中學

Buddhist Hung Sean Chau Memorial College

10 Ping Ting Road, Hammer Hill, Kowloon 九龍斧山平定道10號 電話：2322 6915 傳真：2351 3614

學校檔號： 2526WQ12

執事先生：

邀請書面報價

承投提供 Secondary 3 to 6 English Elite and Remedial Program

(供應商不可在信封面上顯示公司的身份)

現誠邀 貴公司承投提供隨附的書面報價附表上所列的物料或服務。倘貴公司
不擬接納部分訂貨，請於書面報價附表上清楚註明。

書面報價表格必須填妥 一式兩份，並放置信封內封密。信封面應清楚註明：

承投 Secondary 3 to 6 English Elite and Remedial Program 書面報價

書面報價單應寄往 九龍斧山平定道10號 佛教孔仙洲紀念中學收，並須於 2026
年8月25日 中午十二時前送達上述地址。逾期的書面報價，概不受理。 貴公司
的書面報價單有效期為90天，由上述截止報價日期起計。如在該90天內仍未接獲
訂單，則是次書面報價可視作落選論。另外亦請注意，貴公司必須填妥書面報
價表格，否則標書概不受理。

倘貴公司未能或不擬報價，亦請盡快把書面報價表格寄回上述地址，並列明
不擬報價的原因。

校邀請書面報價承投所需服務時，會以 整批 形式考慮接受供應商的書面報價。



2026年8月4日

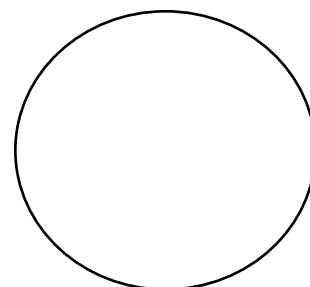
書面報價附表

供應商須填妥一式兩份

(第4和5項須由供應商填寫)

(1) 項目 編號	(2) 物品說明/規格	(3) 所需 數量	(4) 單價 (元)	(5) 總價 (元)
1.	S3 English Elite Program	8 lessons		
2.	S4 English Remedial Program	8 lessons		
3.	S5 English Remedial Program	8 lessons		
4.	S6 English Remedial Program	8 lessons		
5.	S5 English Elite Program	8 lessons		
6.	S6 English Elite Program	8 lessons		
總價(元)				

本公司/本人明白，如收到學校訂單後未能供應書面報價上所列物料或服務，本公司/本人須負責賠償學校從另處採購上述物料或服務的差價。



公司印鑑

供應商名稱：_____

獲授權簽署報價單/投標書的代表的姓名及署名

姓名(請以正楷填寫)：_____

簽署：_____

日期：_____

BUDDHIST HUNG SEAN CHAU MEMORIAL COLLEGE
SECONDARY 3 TO 6 ENGLISH ELITE AND REMEDIAL PROGRAM
REQUIREMENTS AND SPECIFICATIONS

Party A: Service(s) Provider

Party B: Buddhist Hung Sean Chau Memorial College

1. Party A shall provide services to Party B on a freelance basis, i.e. Party A is NOT an employee of Party B, and there are no employer-and-employee relationships between both Parties at all material times;
2. Party A is NOT entitled to the Mandatory Provident Fund benefits and any insurance coverage for employee;
3. Party A is appointed as a self-employed contractor to Party B to carry out the services, such services to be provided using reasonable skill and care.
4. Party A shall have the status of a self-employed person and shall be responsible for all tax liabilities, any insurance or Mandatory Provident Fund contributions in respect of his/ her fees and accordingly. Party A hereby agrees to indemnify Party B in respect of any claims that may be made by the relevant authorities against Party B in respect of tax, insurance or Mandatory Provident Fund contributions relating to Party A's services under this agreement.
5. Party A is free to provide services at his/her discretion to other parties on his/her own volition outside the service hours stipulated herein;
6. Party A is required to observe the general guidelines laid down by Party B governing general activities conducted within the school premises;
7. The Contract Period and nature of services are stipulated below in 'Conditions of Services' , which form an integral part of this agreement. Party A shall use his/ her best endeavours to provide quality service to Party B during the Contract Period;
8. Any notice(s) served by Party B to the last known address of Party A by ordinary post is deemed delivered to Party A;
9. Party A should not issue any parents' notices or collect money from parents without the written consent of Party B;
10. Neither should Party A conduct any publicity for his/her own company/ services during his/ her services under this Agreement to the students/ parents of Party B.
11. In the event that Party A shall commit misdemeanor(s) contrary to his/her role, shall jeopardize the rights of Party B, shall misrepresent Party B, shall be convicted of a criminal offence by the court of law in Hong Kong, Party B has the right to terminate this agreement by summary notice, i.e. one day written notice, to Party A without recourse.

12. Either Party A or Party B may terminate this agreement by going a one-month written notice without any pre-mature termination fee.
13. Party A hereby confirms its commitment to strictly implement the "Guidelines for Preventing Sexual Harassment or Sexual Assault by School Team Members/School Activity Scholars" required by Party B.

Conditions of Services

This written quotation invites proposals for an English elite and remedial program aimed at students from Secondary 3 to 6. The program intends to enhance students' proficiency in English, catering to both advanced learners and those requiring additional support.

Objectives

1. Enhance Language Proficiency:

Improve students' skills of the following:

	S3	S4	S5	S6
Remedial	-	Reading and Listening	Reading and Listening	Reading and Listening
Elite	Listening	-	Reading and Listening	Reading and Listening

2. **Support Diverse Learning Needs:** Provide tailored support for students who are struggling with English.
3. **Promote Critical Thinking:** Encourage analytical and critical thinking through language studies.
4. **Prepare for Examinations:** Equip students with the necessary skills and strategies for academic success in both internal and external English assessments.

Scope of Work

1. English Reading

After the lessons, students should be able to:

- Answer questions based on provided texts and demonstrate understanding of main ideas, supporting details, and the author's purpose.
- Analyze the structure and language of the texts.
- Make inferences based on the text and interpret implied meanings.
- Connect ideas across different parts of the text.
- Understand and use context clues to determine the meaning of unfamiliar words and answer vocabulary-related questions based on usage in context.
- Answer summary cloze questions with key words in correct part of speech.
- Rewrite incorrect parts of the summary to reflect the accurate information as presented in the original text and answer summary correction questions.

2. English Listening

After the lessons, students should be able to:

- Listen to recordings such as conversations, interviews, or talks, and answer questions based on the content.
- Identify main ideas and supporting details from the audio.
- Take notes while listening to extract relevant information for answering questions.
- Interpret the speaker's tone, attitude, and context of the conversations.
- Recognize different registers and styles of spoken English.
- Complete tasks that involve transferring information from the audio to written formats, such as filling in forms or charts.
- Manipulate the data file in order to produce a written text with the correct language, tone and structure.

Teaching Methodology

1. Utilize differentiated instructions to cater to varying skill levels.
2. Implement engaging and interactive teaching methods to foster students' participation.

Assessment and Evaluation

1. Implement structured pre-tests and post-tests for each Reading and Listening skill in both elite and remedial classes. Ensure that tests are administered, marked, and recorded properly to measure each student's progress.
2. Conduct a post-course evaluation at the end of the program. Compile and analyze the test results to determine whether students have improved in each targeted Reading and Listening skill.

Teacher Qualifications

Employ graduates or non-graduates as instructors, with an English major in university.

Program Structure

- **Time and Duration:** 16:00-17:30, 1.5 hours
- **Class Size:** Maximum of 25 students per class
- **Schedule:** Classes to be held on the 8 designated days, S6 on Tuesdays whereas S3-S5 on Mondays

	S6	S4-S5	S3, S5
Remedial	29/9/2026 6/10/2026 13/10/2026 20/10/2026	22/2/2027 1/3/2027 22/3/2027 12/4/2027 3/5/2027 10/5/2027 17/5/2027 24/5/2027	-
Elite	17/11/2026 24/11/2026 1/12/2026 8/12/2026	-	22/2/2027 1/3/2027 22/3/2027 12/4/2027 3/5/2027 10/5/2027 17/5/2027 24/5/2027

Proposal Submission Requirements

Interested parties should submit a detailed proposal including:

1. **Company Profile:** Background information, experience in educational programs, and qualifications of teaching staff.
2. **Program Outline:** Detailed description of the curriculum, teaching methods, and assessment strategies.
3. **Budget:** Itemized budget including tuition fees, materials, and any additional costs.
4. **References:** Contact information for previous clients or case studies of similar programs.

Evaluation Criteria

Proposals will be evaluated based on:

- Relevance and comprehensiveness of the program.
- Experience and qualifications of the instructional team.
- Cost-effectiveness and transparency of the budget.
- Feedback from previous clients.

Contact Information

For inquiries and further information, please contact Ms. Ng Mei Lan at nml@bhscmc.edu.hk or Ms. Wan Wing Hung at wwh@bhscmc.edu.hk or 2322 6915.

承投Secondary 3 to 6 English Elite and Remedial Program書面報價表格

學校名稱及地址： 佛教孔仙洲紀念中學 九龍斧山平定道10號

學校檔號： 2526WQ12

截止書面報價的日期和時間： 2026年8月25日 中午12時

第I部分

下方簽署人願意按照正式訂單上訂明的日期及所列的價格，包括勞工、材料及其他所有費用，以及校方所提出的細則，提供書面報價附表上所列項目的服務。下方簽署人知悉，所有未經特別註明的項目，均須按照該細則的規定提供服務；書面報價由上述截止日期起計90天內仍屬有效；校方不一定採納索價最低的書面報價單或任何一份書面報價單，並有權在書面報價單的有效期內，採納某份書面報價單的全部或部分內容。下方簽署人亦保證其公司的商業登記及僱員補償保險均屬有效，而其公司所提供的服務不會損壞學校的校舍。

第II部分

再行確定書面報價單的有效期

有關本書面報價單的第I部分，現再確定本公司的書面報價單有效期由截止日期起計為90天。下方簽署人亦同意，書面報價單的有效期一經再行確定，其公司就該事項註明於書面報價表格內的預印條文，即不再適用。

第III部分

維護國家安全

下方簽署人確認即使報價文件中有任何相反的規定，學校保留以其公司曾經、正在或有理由相信其公司曾經或正在作出可能構成或導致發生危害國家安全罪行的行為或活動為由，取消其公司資格的權利，又或為維護國家安全，或為保障香港的公眾利益、公共道德、公共秩序或公共安全，而有必要剔除其公司。

下方簽署人確認若出現下列任何一種情況，學校可以立即終止合約：

- (i) 其公司曾經或正在作出可能構成或導致發生危害國家安全罪行或不利於國家安全的行為或活動；
- (ii) 繼續僱用其公司或繼續履行合約不利於國家安全；或
- (iii) 學校合理地認為上述任何一種情況即將出現。

姓名： _____ (請以正楷填寫) 日期： _____年____月____日

簽署人： _____ 職位： _____

上方簽署人已獲授權，代表： _____公司簽署書面報價單，該公司在香港

註冊的辦事處地址為： _____

電話號碼： _____ 傳真號碼： _____

有關防止賄賂條例及利益衝突申報

確定遵守防止賄賂條款

競投人、其僱員及代理人不得向學校僱員、校董會/法團校董會成員，或負責考慮與本合約相關事宜的有關委員會的任何家長或學生代表提供利益（香港法例第 201 章《防止賄賂條例》所界定的「利益」）。競投人、其僱員或代理人向有關人士提供任何利益，根據《防止賄賂條例》可構成罪行，並可導致合約無效。學校亦可取消批出的合約，而競投人須為學校所蒙受的任何損失或損害負上法律責任。

代 表 簽 署 ： _____ 代表姓名(正楷) ： _____

職 位 ： _____ 日 期 ： _____年_____月_____日

利益衝突申報及資料保密

1. 你有沒有與佛教孔仙洲紀念中學內任何人士或業務上有利益關係(註釋 1) ？

☐ 有 ☐ 沒有 （如有，請說明）。

2. 你的家人或親屬(註釋 2)有沒有擔任此學校的現任職位？

☐ 有 ☐ 沒有 （如有，請提供姓名及關係）。

3. 本人已細閱學校就利益衝突方面所制定的政策，並明白其內容。是次參與投標的商戶與本人及直系親屬並沒有業務往來或任何直接或間接的財務利益。並承諾不會在未經學校授權下披露有關報價或招標的資料。

註釋 (1) 個人利益包括你參予經營/承包學校的各項服務等 。

註釋 (2) 你的家人或親屬包括 ：

a. 你的配偶 b. 你的父母 c. 你的配偶父母 d. 你的兄弟姊妹及其配偶；以及

e. 你或你的配偶的子女及其配偶

申報人姓名

申報人簽署

日 期

承投提供Secondary 3 to 6 English Elite and Remedial Program

不擬回覆書面報價通知書

如 貴公司未能提供 Secondary 3 to 6 English Elite and Remedial Program 書面報價，請填妥此表格後，傳真至 2351 3614 或寄回 九龍斧山平定道10號 佛教孔仙洲紀念中學收

致： 佛教孔仙洲紀念中學

學校檔號： 2526WQ12

截止書面報價的日期和時間： 2026年8月25日 正午12時

有關 貴校邀請本公司承投以上服務，現因以下理由未能報價，特此回覆。

(請在適當的□內加上✓)

☐ 未能提供貴校所示服務
☐ 未能符合書面報價規格
☐ 未能按照截標日期報價
☐ 未能於指定日期內完成
☐ 書面報價的貨量太少
☐ 其他理由(請說明): _____

姓名： _____ (請以正楷填寫) 日期： _____年____月____日

公司名稱： _____

簽署人： _____

職位： _____

公司印鑑

上方簽署人已獲授權，代表本公司簽署是次不擬回覆書面報價通知書。

回郵標籤

九龍斧山平定道10號

佛教孔仙洲紀念中學

校長 收

承投提供「Secondary 3 to 6 English Elite and Remedial Program」書面報價

學校檔號：2526WQ12

截標日期及時間：2026年8月25日 中午12時正