香港華人基督教聯會真道書院
中學Innovation Lab 課程及硬件訂購
招標書

本校現正為中學Innovation Lab 課程及硬件訂購進行招標工作，特此誠邀　貴公司依據投標附表上所列的項目，提交投標書。

（一）承投資格

任何信譽良好之商號，並持有有效的相關營業牌照。

（二）服務要求

1. 服務供應商中標後，須於八星期內將校方所訂購的產品運送至本校，如因全球供應問題而延遲，請與校方聯絡磋商。
2. 產品如於開箱後發現瑕疵或不合符採購單的要求，服務供應商必須作出跟進，並在兩星期內更換相關產品。
3. 服務供應商須負責所有運輸費用。
4. 學生完成課程後，服務供應商須提供由專業機構發出的課程完成證書：
   a) 認可性紙本證書，證書上必須提供相關專業機構名稱;
   b) 不接受電子證書;
   c) 修畢完成課程參加認可公開比賽。
5. 如導師有要事請假，貴公司將安排合資格的代課導師到校替補缺席導師。
6. 校方如發現導師表現未如理想，可要求更換導師，以確保教學質素。
7. 每次課堂完成時必須於課程完成記錄表內，記錄該課堂日期及時間，並簽署作實。
8. 產品運送至：新界將軍澳勤學里一號(中學部)。
9. 如訂購的產品缺貨須立即與校方聯絡磋商。原則上，學校只接受同系列中更高規格的產品作為替代。
10. 服務供應商中標後因產品供應而引起任何事故導致校方被人投訴，興起訴訟，要求作出任何形式之賠償，投標者應承擔上述責任並賠償校方為此所受到之全部損失及所付之全部費用。

（三）評審標書準則

1. 校方可按需要邀請服務供應商派員向校方講解及闡釋投標書內所列內容及資料。
2. 課程必須涵蓋附件二所列的內容。
3. 授課導師資歷。導師及助導如達大專或以上學歷將獲優先考慮。
4. 如投標者條件相若下，有經營經驗者可獲優先考慮。
5. 貴公司於投標時提交有關教材供校方作參考比較將獲優先考慮。
6. 各項費用（校方不一定採納索價最低的投標書或任何一份投標書，並有權在投標書有效期內，採納某份投標書的全部或部分內容）。
7. 產品質素及技術。
8. 維修及保養服務。
9. 服務供應商過往相若服務的表現。

（四）其他

1. 投標者若被選中，本校會另行通知。中標者在收到通知後，須草擬合約，並與校方協議進行簽署。
2. 校方有絕對權力選取任何投標者。
3. 校方有絕對權力決定不接納任何投標而不須作任何解釋。
4. 投標者的投標有效期為 90 天，由截標日期起計。如 90 天內仍未接獲委聘通知，則是次投標可視作落選論。
5. 校方不會因是次招標接受任何形式的贊助。
6. 中標後未能提供標書上所列的服務，須負責賠償校方一切有關損失。
7. 未獲校方同意，投標者不得將此合約之權益轉讓或抵押與別人或其他公司。
8. 投標者不得以本校名義對外發出文件、借貸買賣及簽訂任何合約等。
9. 校方保留對本招標內容及一切有關文件的解釋權。
10. 投標者若未能於投標截止日期前提供以上全部資料，其投標將不獲考慮。
11. 校方可以決定本標書所列內容由一位或多於一位投標者提供服務。
12. 本校保留對本章程及一切有關文件的解釋權。委託書如有未詳盡之處，校方與投標者雙方同意下得作書面修訂，作附帶條件實施。

（五）課程日期

2023 年 7 月至 2023 年 12 月

（六）課堂安排

1. 共計 9 個課程，合共 11 班，每班 15 小時
2. 上課時間：與校方搓商
3. 每個課程修讀人數為 30 人
4. 對像為 DS4 至 MS3（中一至中五)學生
5. 每節課堂，服務供應商均須最少派出 1 位導師親身到校教授

（七）費用支付

1. 整筆費用分為兩大部份：硬件及課程
2. 硬件方面:於確認訂單後，支付硬件總額的 30%作為訂金。餘下 70%於收取全部貨品及驗收後支付。
3. 課程方面:整筆課程費用將分為兩期支付，分別為總課時完成一半後及所有課程完成後。若出現停課，或其它事項如天氣因素而影響上課日期時間等，校方有權更改上課日期及時間，本校對此有最終決定權。

（八）課程資料

	課程名稱	課程內容	備註
1	15-hours introductory AI course	請參閱附件二	1. 投標者可按個別課程單元提供報價 2. 投標者也可結會數個課程提供合拼報價
2	15-hours introductory AR course		
3	15-hours advanced AI course		
4	15-hours advanced AR course		
5	15-hours drone course		
6	15-hours Marty Robot course		
7	15-hours robotics course		
8	15-hours beginner-level Python course		
9	15-hours basic Swift program course		

（九）投標書內容要求

1. 填妥及提交附件一「中學 Innovation Lab 課程及硬件訂購價格表及細則」。
2. 填妥及提交附件三「服務供應商遵守道德承擔要求的聲明」。
3. 填妥及提交附件四「服務供應商聲明」。
4. 提交課程綱目、內容及導師資歷。
5. 介紹公司背景及曾提供相關服務之資料。
6. 請提交有效的公司註冊證明文件副本。
7. 請提交過往曾供應相若服務後收到之客戶推薦信/嘉許信/意見信(如有)。
8. 投標書必須根據附件一及附件二之要求，清楚列明所提供各項服務之費用、細則及公司蓋印和負責人簽署（一式兩份），分別密封於兩個空白的信封內，再貼上隨函附上之回郵標籤（附件六），並遞交到本校中學部校務處外的投標箱內。投標者不可於信封上展示或披露閣下或貴公司之身份，否則有關投標書將不會被考慮。

（十）賠償

如中標者未能供應中標之全部項目，須負責賠償學校從另一處採購上述服務之差價。

(十一)截標日期及提交投標書

1. 有意承投的投標者請於二零二三年六月三十日下午二時正或以前，根據上文各項所列的要求，以機密文件形式，將投標書遞交到本校中學部校務處外的投標箱內或以掛號信形式寄回本校（標書檔號編號：LA-2223-IT-C2ILCOURSEANDEQUIPMENT）。逾期的投標，概不受理。
2. 提交投標書地址：

香港華人基督教聯會真道書院(中學部)

新界將軍澳勤學里一號

採購委員會負責人收

(十二) 《防止賄賂條例》

1. 根據《防止賄賂條例》，在學校採購過程中，如學校員工接受供應商和承辦商提供的利益，或供應商和承辦商向學校員工提供利益(請參閱附件五)，均屬違法。學校不容許供應商和承辦商透過任何形式的利益（包括捐贈）影響學校的選擇。

2. 學校員工或供應商和承辦商任何一方或雙方如有干犯上述違法行為，有關投標書將不獲考慮；即使已獲委聘，所簽訂的有關合約亦會被宣告無效。

(十三) 申訴事宜

上述招標及評審程序均受學校專責委員會監察，以確保審批標書過程公平妥善。投標者如認為其投標書未獲公平處理或投標過程中未獲公平對待，可向該專責委員會反映。

(十四) 意見及查詢

如有任何疑問或查詢，請於**二零二三年六月十六日**前，電郵至 sinkm@logosacademy.edu.hk 給本校資訊科技主任 冼先生，詳細列出查詢內容，如有附加資訊，學校將於**二零二三年六月二十一日**上載到本校網站，以供參考。

香港華人基督教聯會真道書院

校長李澤康博士
二零二三年六月九日

附件一：「中學 Innovation Lab 課程及硬件訂購」價格表及細則
附件二：「中學 Innovation Lab 課程」內容
附件三：服務供應商遵守道德承擔要求的聲明
附件四：服務供應商聲明
附件五：有關本校教職員收受利益的政策
附件六：回郵標籤

「中學Innovation Lab 課程及硬件訂購」價格表及細則

(第3至4項須由投標者填寫)

(1) 項目編號	(2) 物品說明 / 規格最低要求 (必要)	(3) 單價 (港元)	(4) 備註
A	Notebook Computer: OS: Windows 11 Home or above CPU: i7-12th Gen or above At least: 10 Core - 12MB Cache - 12 Threads - Max Turbo Frequency: 4.70 GHz Memory: 8GB or above At least: - DDR4 3200 MT/s Storage: M.2. SSD At least: - 256GB - PCIe NVMe Warranty: 5-years on site QTY: 30 set, up to HKD$7,500.00 /each set		
B	Robot: Details: - Learning about robotics and coding fun and engaging. - Support Programming Languages: Simple Blocks in Scratch to Python, Raspberry Pi and ROS - Unique Movements: Walking, dancing, turning, side stepping and kicking. Unique leg design makes a swagger like no other robot. - Interactive sensors:With an array of sensors including position, tilt, proximity and force, IR obstacle sensor and color sensor - LED Lights: Comes with LED disco eyes add-on, support program different colors as reactions. - Expandable & Customisable: Support extra sensors (Temperature, noise, light and more.), a camera, a Raspberry Pi or micro:bit QTY: 8 set, up to HKD$6,000.00 /each set		

C	Education Prime Set: - STEAM learning tool, combining colorful building elements - Easy-to-use hardware - Intuitive drag-and-drop coding language based on Scratch - 50+ Hours of Learning: Standards-aligned experiences within the app & ready for class. - 528 Elements: Including bricks, motors, sensors & hub. - Teacher Training: Free, online self-guided learning to help technical competency & pedagogy - Include compatible free coding app QTY: 10 set, up to HKD$3,780 /each set		
D	STEAM Learning with Education Prime Expansion Set (Item C Expansion Set): - Including over 600 building elements - Including 2 large wheels, gear racks, a Maker Plate for SBCs, Large Motor and Color Sensor - Makes integrating your choice of single board computing devices fast and simple - Combines with the Education Prime Set (Item C) and the compatible free coding app - Includes comprehensive online lesson plans and teacher support QTY: 10 set, up to HKD$1,420.00 /each set		
E	Drone Set Aircraft: - Weight: 87g (Propellers and Battery Included) - Dimensions: 98x92.5x41 mm - Propeller: 3 inches - Built-in Functions: Range Finder, Barometer, LED, Vision System, 2.4 GHz, 802.11n Wi-Fi, 720p Live View - Port: Micro USB Charging Port Flight Performance: - Max Flight Distance: 100m - Max Speed: 8m/s - Max Flight Time: 13min - Max Flight Height: 30m Camera: - Photo: 5MP (2592x1936) - FOV: 82.6° - Video: HD720P30 - Format: JPG(Photo); MP4(Video) - EIS: Yes Extra Batteries: - Compatible for Drone set - Battery: Detachable Battery: 1.1 Ah/3.8V Extra Charger: - Compatible for Drone set Drone Set: QTY 15, Extra Batteries: QTY: 30 set, Extra Charger: 15 set Overall: up to HKD$28,740.00		

F	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours introductory AI course - For 60 student participants - Divided into 2 classes - Including instructor fees - Details please see supplementary information		
G	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours introductory AR course - For 60 student participants - Divided into 2 classes - Including instructor fees - Details please see supplementary information		
H	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours advanced AI course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		
I	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours advanced AR course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		
J	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours drone course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		
K	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours Marty Robot course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		
L	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours robotics course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		

M	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours beginner-level Python course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		
N	Professional Services for Supporting the Organization of Activities - The IT training service provider offers: 15-hours basic Swift program course - For 30 student participants - One class - Including instructor fees - Details please see supplementary information		

「中學Innovation Lab 課程」內容

Item	Description
1	This AI course combines theory and practice to teach the basics of machine learning, including data sampling and feature identification techniques. Students will apply AI to various tasks and complete comprehensive projects, cultivating critical thinking, creativity, and effective communication skills. Upon completion, students can design and train machine learning models, solve real-world problems, and participate in AI competitions, gaining valuable skills for their future careers. The content includes: • Basic AI knowledge • Basic machine learning • Applying AI to semantic analysis, color, facial, object, and shape recognition • AI games • Comprehensive AI application projects
2	Teach students the basics of AR programming and creating AR applications; introduce AR and 3D model basics, Vuforia and Unity platforms, and image construction algorithms. Students will be able to demonstrate AR principles and skills, create 3D models, and apply AR knowledge to solve real-life problems. The course fosters critical thinking, creativity, effective communication, and problem-solving skills to prepare students for practical applications and AR competitions The content includes: • AR and 3D model basics • Running the Vuforia and Unity developer platforms • Setting up image construction algorithms • Creating AR projects
3	This AI course teaches theory and practice. Students will learn about data sampling, identifying data features, and AI applications in areas such as semantic analysis and object recognition. They will complete comprehensive AI projects, games, and develop skills in designing machine learning models, understanding the training process, and applying AI knowledge to real-life problems. The course also emphasizes effective communication, critical thinking, creativity, and problem-solving abilities. The content includes: • Extended AI knowledge • Extended machine learning • Applying AI to semantic analysis, color, facial, object, and shape recognition • AI games • Comprehensive AI application projects

4	This course teaches students how to create augmented reality (AR) applications by integrating theory and practice. They will learn AR concepts, practical skills, and programming tools using AR Foundation, Unity Material, and 2D to 3D basics. Students will also create AR projects, apply AR knowledge, and solve real-world problems using effective communication, critical thinking, creativity, and problem-solving skills. The course culminates in participation in AR-related competitions. The content includes: • AR Foundation • Learning Unity Material • 2D to 3D basics • Creating AR projects
5	This course aims to spark students' interest in drones while enhancing their knowledge and application of drone control and programming. The curriculum covers basic drone knowledge and programming, and students will develop real-life problem-solving skills. By the end of the course, students will be able to apply programming knowledge to solve various problems, participate in drone-related competitions, and effectively communicate their solutions. The content includes: • Basic drone knowledge • Drone programming
6	This course teaches programming and robot operation using Marty robots and Scratch programming. Students will program dance steps and compete in robot competitions, showcasing their skills in programming, motor control, and music application. They will also develop effective communication, critical thinking, and problem-solving skills. By the end of the course, they will creatively control robots for public demonstrations. The content includes: • Introduction to the Marty robot • Understanding the role of Scratch programming blocks • Learning how to use programming to control robots • Understanding beats and rhythm • Programming dance steps and designing new moves • Completing dance design and performance
7	This course combines theory and practice to cultivate students' interest in robotics and programming. The curriculum covers basic knowledge of robotics, programming, and construction, with the goal of developing the ability to create robots that solve everyday problems. Upon completion of the course, students will be able to master robot construction and programming, understand real-life robotics applications, and apply their knowledge and skills to participate in public competitions. The curriculum includes: • Basic knowledge of robotics, sensors, and programming concepts • Robot programming • Robot construction

8	This Python course blends theory and practice to teach programming and creative project design. Students will learn programming for graphics and animation, integrated programming for project design, functions, and variables. By the end of the course, they will demonstrate Python skills, present a programming project design, and apply critical thinking, creativity, and problem-solving skills to solve practical problems. The course culminates in participation in Python-related competitions. The content includes: • Programming for graphics and animation • Integrated programming for project design • Functions and variables
9	This Swift programming course blends theory and practice to teach basic principles and skills for creating iOS applications. The curriculum covers Xcode platform proficiency, computational logic skills, application creation, and drawing patterns. By the end of the course, students will demonstrate Swift skills and apply effective communication, critical thinking, creativity, and problem-solving abilities to solve real-world problems and participate in programming competitions. The content includes: • Understanding basic programming techniques • Proficiency in the Xcode platform • Learning computational logic skills • Creating applications • Using programming to draw patterns

服務供應商遵守道德承擔要求的聲明

致：香港華人基督教聯會真道書院

標書檔號：	LA-2223-IT-C2ILCOURSEANDEQUIPMENT
標書標題：	中學 Innovation Lab 課程及硬件訂購

根據本標書的道德承擔條文，我們確認，我們已遵守以下條款，並確保我們的董事、僱員、分判商、代理人了解以下條款：

(a)　　在開展與本標書有關的業務時，禁止參與本標書的董事、僱員、代理人及分判商提供、索取或接受《防止賄賂條例》（香港法例第201章）第2節所定義的任何利益；

(b)　　要求參與本標書的董事、僱員、代理人及分判商以書面方式向我們申報其個人／財務利益與他們在本標書有關的職責之間的任何衝突或潛在衝突。如果該等衝突或潛在衝突已獲披露，我們將立即採取必要的合理措施，盡可能緩解或消除所披露的衝突或潛在衝突；

(c)　　禁止參與執行本標書的董事及僱員參與本標書外、可能會造成或可能引致他們在本標書有關的職責與其個人／財務利益發生衝突的任何工程或工作（無論有無薪酬），並須要求分判商採取同樣的行動；

(d)　　採取所有必要措施，確保由僱主或代表僱主託付予我們的任何機密／受保密權涵蓋的資料或數據不會洩露予除本標書允許的人士以外的第三方。

公司蓋印	服務供應商名稱　　： _____
	簽署人　　　　　　： _____
	簽署人姓名　　　　： _____
	簽署人職位#　　　　： _____
	日期　　　　　　　： _____

#請註明職位，例如董事、經理、秘書等

香港華人基督教聯會真道書院
承投中學 Innovation Lab 課程及硬件訂購
服務供應商聲明

學校名稱：香港華人基督教聯會真道書院

學校地址：將軍澳勤學里一號

標書檔號：中學 Innovation Lab 課程及硬件訂購

截標日期 / 時間：二零二三年六月三十日下午二時正

第一部份　　一般細則

　　　　下方簽署人願意按照所列之價格，包括所有配套服務，以及校方提供的任何細則之規定，供應夾附的投標附表上所列的全部或部份項目。下方簽署人知悉，投標書由上述截標日期計九十天內仍屬有效；校方不一定採納索價最低的投標書或任何一份投標書，並有權在投標書有效期內，採納某份投標書的全部或部份內容。下方簽署人亦保證其公司的商業登記、勞工保險及相關經營牌照均屬有效，而其公司所供應的各個項目並無侵犯任何專利權。

第二部份　　現行確定投標書的有效期

　　　　現行確定投標書的第一部份#，本公司的投標書有效日期至_____年_____月_____日。下方簽署人同意，投標書的有效期一經再行確定，其公司就該事項註明於投標表格內的預印條文，即不再適用。

公司蓋印		
	服務供應商名稱　　：	_____
	簽署人　　　　　　：	_____
	簽署人姓名　　　　：	_____
	簽署人職位#　　　　：	_____
	日期　　　　　　　：	_____

#請註明職位，例如董事、經理、秘書等。

上方簽署人已獲授權，代表_____公司簽署標書，該公司資料如下：

商業登記號碼：			
辦事處地址：			
聯絡電郵：			
電話號碼：		傳真號碼：	

香港華人基督教聯會真道書院

致：供應商／承辦商

<u>有關本校教職員收受利益的政策</u>

本校已就教職員在執行校務時索取或接受利益制訂明確政策，特此通知貴公司。

根據本校政策，屬下教職員如未獲得〔校董會或指定人員（視情況而定）〕的特別許可，不得在執行校務時索取或接受任何禮物、金錢或其他形式的利益，以維護本校的清廉形象。

本校教職員均須恪守此項政策，並明白如違反政策，將會遭受紀律處分。本校亦會將任何懷疑貪污事件向廉政公署舉報。

作為本校的主要持份者，本校竭誠希望貴公司支持本校的廉政方針。若遇有本校校董／職員向貴公司索取利益的情況，請盡速通知本人。

多謝合作。

香港華人基督教聯會真道書院

校長李澤康博士
二零二三年六月九日

回郵標籤（請貼於回郵信封上）：

香港華人基督教聯會真道書院（中學部）
新界將軍澳勤學里一號
採購委員會負責人收

承投「中學 Innovation Lab 課程及硬件訂購」投標書
標書檔號：LA-2223-IT-C2ILCOURSEANDEQUIPMENT

截標日期： 2023 年 6 月 30 日下午 2 時正或以前