

Our Ref. No. : NP2C2324T09

By Registered Mail

16th January, 2024

[Supplier]

[Address]

Dear Sir / Madam,

**INVITATION TO TENDER FOR THE SUPPLY OF  
(Mobile Computer Device, Mobile Device Management (MDM) System and basic  
accessories)**

1. You are invited to tender for the supply of the stores or services as specified in the enclosed written tender schedule. If you are not prepared to accept a partial order, please state this clearly on the tender schedule.
2. Your sealed tender, in duplicate, should be clearly marked on the envelope:
  - Tender for Mobile Computer Device, Mobile Device Management (MDM) System and basic accessories. (Tender no: NP2C2324T09)
  - Tender Deadline: 12:00 noon on 6 FEB 2024
  - Receiver: The Principal (no need to state the name of the principal)

The envelope should be addressed to Ning Po No. 2 College (9, Shun On Road, Shun Tin Estate, Kwun Tong) and arrive not later than 12:00 noon on 6 FEB 2024. 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. You are requested to note that unless Part 10 of the tender form is completed, the tender will not be considered.

3. If you are unable or do not wish to tender, it would be appreciated if you return the written tender form with reason to the above address at your earliest convenience.
4. Tenders will be accepted on an ‘overall’ basis.

Yours sincerely,

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Mr. Leung Chiu Yin  
Principal

Encl.  
CYL/hc

## 1. General Information

### 1.1 Supplier to be invited

< Supplier XXX > 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: Ning Po No. 2 College

### 1.3 Background

The hardware equipment and software services specified in this document are required to support the Ning Po No. 2 College 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:

*< Notes for Schools: fill in high-level procurement requirements and implementation plan, schools may refer to the EDB Circular Memorandum No. 86/2022 for the list of items covered by the Quality Education Fund e-Learning Funding Programme. >*

### 2.1.1 Items Required

<b>Item No.</b>	<b>Description of Required Item</b>	<b>Estimated Quantity</b>
1.	Mobile Computer Device	<50~100>
2.	Up to 3-year basic hardware warranty	<50~100>
3.	Mobile Device Management (MDM) System for managing the proposed mobile computer device	<80~200>
4.	Screen Shield	<50~100>
5.	Protective Cover	<50~100>
6.	Stylus Pen	<50~100>
7.	Detachable Keyboard	<50~100>

### 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 7 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 < e.g. 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>A14 Bionic chip or above</li> </ul>
Display	<ul style="list-style-type: none"> <li>10.9-inch (diagonal) LED backlit Multi-Touch display with IPS technology or above</li> <li>At least 2360-by-1640-pixel resolution at 264 pixels per inch (ppi)</li> <li>Supports stylus pen</li> </ul>
Internal Storage	<ul style="list-style-type: none"> <li>At least 64GB</li> </ul>
Wireless Connectivity	<ul style="list-style-type: none"> <li>Supports WLAN (802.11ax); 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 Operating System</li> <li>Bundled with all necessary cables</li> </ul>

### 3.5 Mobile Device Management (MDM) System

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>

### 3.6 Basic Accessories

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

#### 3.6.1 Stylus Pen

Features	<ul style="list-style-type: none"> <li>• Allow to write and draw on a touch screen</li> </ul>
Compatibility	<ul style="list-style-type: none"> <li>• Compatible with the proposed mobile computer device</li> </ul>

#### 3.6.2 Detachable Keyboard

Features	<ul style="list-style-type: none"> <li>• Mechanical QWERTY Keyboard</li> </ul>
Compatibility	<ul style="list-style-type: none"> <li>• Compatible with the proposed mobile computer device</li> </ul>

#### 3.6.3 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>

#### 3.6.4 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 3.5<sup>#</sup>, 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, 3 and 6 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 Section 10 - Price Schedule. Failure in complying with this requirement will render the quotation disqualified.

<sup>#</sup> applicable only if school requires a particular MDM system

## **8. Price Validity**

The offered prices shall remain valid from the date of submission of proposal and thereafter for a period of 7 months 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.

## **Enquiry**

For enquiry, please contact [Mr Cheng Wing Chung](#) of [Ning Po No. 2 College](#) at [23467465](#) or email to [cwc@np2c.edu.hk](mailto:cwc@np2c.edu.hk).



**10. Price Schedule**

Item No.	Name of Item	Brand and Description	Unit Price (HK\$)	
1.	Mobile computer device (32GB capacity)			
	Mobile computer device (upgrade to 64GB capacity)			
	Mobile computer device (upgrade to 128GB capacity)			
	Mobile computer device (upgrade to 256GB capacity)			
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		1-year	
			2-year	
			3-year	
4	Accidental damage protection /Warranty (if offered)		1-year	
			2-year	
			3-year	
5.	Screen Shield			
6.	Protective Cover			
7.	Stylus Pen			
8.	Detachable Keyboard			

Notes: The supplier is required to fill in the Brand and Description and Unit Price (HK\$).

\* delete as appropriate

- END -