Jockey Club Ti-I College
Tender Schedule

(To be completed in duplicate) *(Column 4,5 and 6 to be completed by tenderer)*

(1) Item No.	(2) Description / Specification	(3) Quantity Required	(4) Unit Rate (HK $)	(5) Total Amount (HK $)	(6) Delivery Offered
1	To provide service for the organization of **Overseas Art Study Tour - Xinjiang** of Jockey Club Ti-I College with the following details. Please submit the price quotation, details of the job description, and other necessary documents/ photos/ video clips/ drawings, etc. if appropriate, together with this tender schedule for assessment. **Basic Information** 1. **Themes:** Visual Arts Based Activities and Culture Exchange 2. **Date and duration:** between 27 March - 3 April 2027 (8 days) 3. **Location:** Xinjiang 4. **Target participants:** F.1 to F.4 students 5. **Expected number of participants:** 22-28 students + 3 teachers **Requirements** 1. **Accommodation:** Provide separate 4-star hotel rooms or above for students (2–4 students per room; double rooms preferred) and teachers (1–2 teachers per room) of different genders. 2. **Meals:** Breakfast, lunch, and dinner should be provided for the whole trip. Special attention should be paid to students with allergies or specific requirements due to religious reasons. 3. **Transportation:** Transportation should be provided for the whole trip (including airport transfers and transportation to and from all activities in the itinerary). Direct flights are preferred. At least one dedicated coach/vehicle should be provided for the group for land transfers.	22-28 students + 3 teachers			

	4. **Baggage Allowance:** Must include **23kg or above** checked luggage for each teacher and student. 5. **Art-related activities:** Art workshops and DIY experiences are preferred to arrange in the itinerary. At least **two art workshops**, specifically focusing on pottery , are preferred to arrange in the itinerary. Clay Pottery workshop土陶拉胚製作體驗課 in Kashgar(喀什); Clay board mural workshop泥板畫體驗課 in Dunhuang(敦煌) or Aksu(阿克蘇); are preferred to arrange in the itinerary. **6. Art-related attractions:** Xiangfei Garden香妃園, Kashgar Old Town Opening Ceremony喀什古城開城儀式, Kashgar Old Town East District喀什東城, Gaotai Folk Houses高台民居, Pottery Gallery土陶館, Flowerpot Bazaar花盆巴扎, Kantuman Bazaar鐵業公社, Id Kah Mosque艾提尕爾清真寺, Yingjisha County Tutao Village Scenic Area英吉沙縣土陶村景區 in Kashgar(喀什); Kizil Caves克孜爾千佛洞, Subashi Buddhist Temple Ruins蘇巴什佛寺遺址, Kuqa Grand Mosque庫車大寺 in Aksu(阿克蘇); Mogao Caves莫高窟, Western Thousand-Buddha Caves西千佛洞, Yumenguan & Han Great Wall Ruins玉門關遺址與漢長城遺址 In Dunhuang(敦煌); Yulin Caves榆林窟 in Guazhou(瓜州); Banpo International Art District半坡國際藝術區 in Xi'an(西安); are preferred for inclusion. The itinerary must provide for **actual entry into the venues** with **adequate duration allocated** for a comprehensive visit of the exhibits. **7. Art-related museums:** Silk Road Ceramic Science and Technology Art Museum絲綢之路陶瓷科技藝術館, Xinjiang Sculpture Art Park新疆雕塑藝術園, Xinjiang Uygur Autonomous Region Museum新疆維吾爾自治區博物館, Xinjiang Art Museum新疆美術館, Urumqi City Museum烏魯木齊市美術館 in Urumqi(烏魯木齊); Kashgar Museum喀什博物館, Yengisar County Knife Museum英吉沙縣小刀博物館 in Kashgar(喀什); Aksu Prefecture Museum阿克蘇地區博物館 in Aksu(阿克蘇); Dunhuang				

	Museum敦煌市博物館in Dunhuang(敦煌); Emperor Qinshihuang's Mausoleum Site Museum(Terracotta Army) 秦始皇帝陵博物院(兵馬俑), Lishan Garden麗山園 in Xi'an(西安); are preferred for inclusion in the itinerary, with professional tour guide services provided for each visit, taking into account their official operating days and hours. The itinerary must provide for **actual entry into the venues** with **adequate duration allocated** for a comprehensive visit of the exhibits. **8. Other tourist spots:** Xinjiang International Grand Bazaar新疆國際大巴扎 in Urumqi(烏魯木齊);Rainbow Lane彩虹巷, Cattle and Sheep Bazaar牛羊大巴扎, 阿熱亞路Areya Road, 汗巴扎Han Bazaar in Kashgar(喀什); Kuche Tianshan Mysterious Grand Canyon天山神秘大峽谷, Resitan Street熱斯坦街, Kizilgaha Beacon Tower克孜爾尕哈烽燧 in Aksu(阿克蘇); Shazhou Night Market沙洲夜市, Mingsha Mountain鳴沙山, Yueya Spring月牙泉 In Dunhuang(敦煌); are recommended for inclusion in the itinerary, taking into account their official operating days and hours. The itinerary must provide for **actual entry into the venues** with **adequate duration allocated** for a comprehensive visit of the exhibits. 9. Visa applications, if necessary, should be handled by the supplier. Visa application fees should be clearly stated in the tender documents. 10. Individual travel insurance should be provided to all the participants. This individual travel insurance should cover 100% of all the cost of prepaid travel tickets, tour packages, and other arrangements in case of trip cancellation or curtailment, due to reasons such as Black or Red Outbound Travel Alert being in force, in the events of force majeure, or all COVID-19 related matters. 11. All activities should be listed in the proposed itinerary with details. No other optional activities that incur additional costs should be included.				

	12. The tender documents should include fees for all activities in the proposed itinerary. 13. The itinerary and all trip arrangements should be confirmed at least one month before departure. 14. All briefing sessions, activities, and guided tours should be held and conducted by qualified and experienced instructors or tour guides. At least one qualified tour guide should accompany the group throughout the trip. Each coach should have at least one tour guide. 15. Pre-departure briefing sessions (inside our school campus) should be provided a**t least one month in advance.** 16. The supplier should provide all learning materials and resources (including materials required for art workshops and related activities). **<u>Important Notes</u>** 1. Consisting of no fewer than 22 students, and it will be formed based on a maximum of 28 students, depending on the actual number of registrations. 2. If the number of registrants is insufficient, the school reserves the right to cancel the relevant study tour without compensation to the travel agency. 3. Tour fees for students and teachers are to be stated separately. Details of fee difference should also be stated if the overall participant numbers vary. 4. The supplier may provide more than one proposed itinerary in the tender documents for consideration. The final decision will be based on the quality and relevance of the proposed activities, but not limited to the overall fee and other arrangements. 5. Flight tickets should be reserved within one month after confirming the number of participating students.				

	6. In the event of a cancellation due to factors outside of its control, such as adverse weather, war, natural disasters, pandemic etc., any additional fees incurred and the cancellation policy must be clearly stated in the tender documents. 7. The specifications provided in the tender documents can be altered according to the supplier's available options. All alterations including changes, additions or subtractions of item(s) must be clearly stated in the tender documents. Any alterations should not incur any additional fee. 8. All staff involved in the trip should be covered by suitable insurance and their qualifications, working conditions and related operations should meet the related government requirements or corresponding government regulations of both Hong Kong and the destination. 9. The following supporting documents should also be provided: - Information about the sites and their facilities; - Information about the instructors or concerned project coordinator(s) such as qualifications (if any); and - Supplier's experiences in organizing related training or trips, including a list of secondary schools and education institutions (if any) that had been served. **For inquiry, please contact Ms. CHOI On Ni at 2691-7150 (Ext. 8088) or Ms. YEUNG Sze Man (Ext. 8018).**				

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.

Company Chop

Name of Tenderer: _____

Name and Signature of Person authorized to Sign Tender:

Name (in Block Letters): _____ Signature: _____ Date: _____