# 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 |
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| | To provide service for the organization of Boys Football Team Overseas Training Camp of Jockey Club Ti-I College<br>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.<br>Basic Information<br>1. Themes: **Football training**<br>2. Date and duration: **between 27 December - 31 December 2026 (5 days 4 nights)**<br>3. Location: **Thailand (Including but not limited to Bangkok or Chiang Mai)**<br>4. Target participants: **Boys football team Jing Ying Tournament members**<br>5. Expected number of participants: **20-30 students + 3 teachers/ coaches**<br><br>**<u>Requirements</u>**<br>1. Accommodation: Separate hotel rooms or accommodation for students (2-4 students per room) and teachers (1-2 teachers/ coaches per room). Hotel's facilities should include swimming pool and gym room.<br><br>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.<br><br>3. **Transportation** should be provided for the whole trip (One coach for the whole group to travel together).<br><br>4. **Baggage Allowance**: Must include 20kg or above checked luggage for each teacher and student.<br><br>5. Football training-related activities: **2 sessions of 2-hour training** should be provided on every full day (And 1 session of 2-hour training for each half-day), in artificial or grass pitches. Training sessions should be provided on **morning and** | | | | |

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| | **afternoon**, with **adequate rest duration allocated** in between.<br><br>6. Football competition-related activities: **At least 2 sessions of full 90 minutes' friendly match** should be provided for the whole trip. Opponent level and age including but not limited to under-16 to under-18 years old local boys' youth football team and school team.<br><br>7. **Visa applications, if necessary**, should be handled by the supplier. **Visa application fees** should be clearly stated in the tender documents.<br><br>8. **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.<br><br>9. All activities should be listed in the **proposed itinerary with details. No other optional activities that incur additional costs should be included.**<br><br>10. **The tender documents should include the fees for all activities.**<br><br>11. All briefing sessions, activities, and guided tours should be held and conducted by **qualified and experienced instructors or tour guides**. Each coach should have **at least one tour guide**.<br><br>12. Pre-departure briefing sessions (inside our school campus) should be provided.<br><br>13. The supplier should provide all learning materials and resources.<br><br>**<u>Important Notes</u>**<br>1. **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.<br>2. The supplier may provide a proposed itinerary or itineraries for **either one or both locations** in the tender documents. 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.<br>3. **Flight tickets** should be reserved within **one month** after confirming the | | | | |

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| | number of participating students.<br>4. In the event of 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.<br>5. 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.<br>6. 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.<br>7. The following supporting documents should also be provided:<br>- Information about the sites and their facilities;<br>- Information about the instructors or concerned project coordinator(s) such as qualifications (if any); and<br>- Supplier's experiences in organizing related training or trips, including a list of secondary schools and education institutions (if any) that had been served.<br>For inquiry, please contact Mr. HO Tsz Him at 2691-7150 (Ext. 8079). | | | | |

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 Tenderer: _____

Name and Signature of Person authorized to Sign Tender:

Company Chop

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