

為二至六歲兒童提供的全日制幼稚園暨幼兒中心 (100個名額)

家具及設備一覽

List of Furniture and Equipment for Kindergarten-cum-Child Care Centre for Full-Day Children Aged 2 to 6  
(based on 100 Places)

編號 Item no.	項目 Description	數量 Quantity
<b>A</b>	<b>辦公室家具及設備 Office Furniture and Equipment</b>	
1	記錄出席人名板 Attendance Board	1
2	計算機 Calculator	2
3	有列印功能的計算機 Calculator with printer	1
4	複印機 / 影印機 Duplicating Machine/ Photocopier	1
5	急救箱連急救用品 First Aid Box with First Aid Equipment	一批共值 sum
6	發泡膠切割器 Foam Cutter	1
7	鎖匙箱 Key Box	1
8	過膠機 Laminator	1
9	切紙機 Paper Cutting Guillotine	1
10	碎紙機 Paper Shredder	1
11	雨傘架 Umbrella Stand	1
12	掛牆鐘 Wall Hung Clock	8
13	白板 White Board - 活動 movable	2
14	白板 White Board - 掛牆 wall hung	2
15	現金箱 Cash Box	1
16	貯物鎖櫃 (4門) Locker (4 Doors)	4
<b>B</b>	<b>椅子/梳化 Chair/ Sofa</b>	
1	可調校高椅 Adjustable High Stool	1
2	摺椅 / 疊椅 Chair (Folding/Stackable)	100
3	兒童椅 Children Chair	137
4	電腦椅 Computer Chair	3
5	辦公椅 Office Chair	13
6	梳化 (3座位) Sofa (3-seaters)	1
7	有背疊椅 Stacking Chair with Back	12
<b>C</b>	<b>枱 Table</b>	
1	茶几 Coffee Table	1
2	電腦桌 Computer Desk	6
3	會議枱 (中) Conference Table (Medium)	1
4	煮食用長枱 (不鏽鋼) Long Table for Cooking (stainless steel)	1
5	辦公桌 Office Desk	13
6	長檯 (4' x 2')(不鏽鋼腳) Rectangular Table (4' x 2')(stainless steel stand)	30
7	半圓/ 長檯 (可調校) Semi-circular/ Rectangular Table (adjustable)	8
<b>D</b>	<b>櫃/衣櫃 Cabinet/ Cupboard/ Wardrobe</b>	
1	電視及DVD錄影機櫃 Cupboard for TV and DVD Video Recorder	1
2	文件櫃連保險箱 (4格) Filing Cabinet with Safe (4 Drawers)	2
3	貯物櫃 Storage Cabinet	9
<b>E</b>	<b>影音器材 Audio-Visual Equipment</b>	
1	藍光/ DVD/ CD 播放機 Blu-ray/ DVD player/CD player	2
2	多媒體投影機連銀幕 Multi-media Projector with screen	1

編號 Item no.		項目 Description	數量 Quantity
	3	電視機 TV Set (36"/37")	1
	<b>F</b>	<b>相機 / 手提攝錄機 Camera / Portable Video Recorder</b>	
	1	數碼相機 Digital Camera	2
	2	數碼攝錄機 Digital Video Recorder	1
	<b>G</b>	<b>廣播系統 PA System</b>	
	1	音響系統 Sound System	1
	<b>H</b>	<b>書籍、雜誌及參考資料 Books, Magazines and Reference Materials</b>	
	1	兒童故事書 Children Story Books	一批共值 sum
	2	職員參考書 Staff Reference Books	一批共值 sum
	<b>I</b>	<b>清潔用具連清潔用品 Cleaning Equipment, Utensils and Materials</b>	
	1	清潔用具連清潔用品 Cleaning Equipment and Materials	一批共值 sum
	2	大垃圾桶 Garbage Bin	2
	3	小垃圾桶 Litter Bin	20
	4	膠桶 Plastic Bucket	3
	5	吸塵機 Vacuum Cleaner	1
	<b>J</b>	<b>體檢設備 Equipment for Health Check</b>	
	1	電子體溫計 Electronic Thermometer	14
	2	紅外線體溫計 Infrared Thermometer	2
	3	連高度量尺量重磅 Weighing Machine with Height Measure	1
	<b>K</b>	<b>標示牌 Signage</b>	
	1	書架用或枱上用膠示牌 Plastic Signage for bookshelves, tables, etc	一批共值 sum
	<b>L</b>	<b>傳真機、電話、電話系統(包括安裝) Facsimile Machine, Telephone Set, Telephone System (including installation)</b>	
	1	安裝傳真機電話線 Facsimile Line Installation	1
	2	傳真機 Facsimile Machine	1
	3	電話 (3條街線和 2條內線) Telephone Installation (3 Direct Line & 2 Ext.)	一批共值 sum
	<b>M</b>	<b>流動電話 Mobile Phone</b>	
	1	智能電話 Smart Phone	1
	<b>N</b>	<b>空氣淨化機/抽濕機 Air Purifier / Dehumidifier</b>	
	1	空氣淨化機 Air Purifier (with HEPA filter)	6
	2	抽濕機 Dehumidifier	6
	<b>O</b>	<b>電暖爐(掛牆/活動式) Radiator (Wall-mounted / Movable)</b>	
	1	活動式電暖爐 Movable Radiator	6
	2	掛牆電暖爐 Wall-mounted Radiator	6

編號 Item no.	項目 Description	數量 Quantity
<b>P</b>	<b>快速乾地機 Rapid Floor Dryer</b>	
1	快速乾地機 Rapid Floor Dryer	1
<b>Q</b>	<b>衣物洗熨設備及相關用品 Laundry Equipment and Accessories</b>	
1	乾衣機 (5公斤) Drying Machine / Tumble Dryer (5 kg)	1
2	熨斗連熨衣板 Iron with Ironing Board	1
3	洗衣機 (13磅/ 5.9公斤) Washing Machine (13 Lb./5.9Kg)	1
<b>R</b>	<b>廚房設備 Appliances for Kitchen</b>	
1	攪拌機 / 榨汁機 Blender / Juicer	1
2	煮食用具連爐 Cooking Utensils including Stove**	一批共值 sum
3	洗碗碟機 Dish Washing Machine	1
4	工業用絞肉機 Industrial Mincer	1
5	微波爐 Microwave Oven	1
6	雪櫃 / 冷藏櫃 Refrigerator / Freezer (48W'x78H'x30D')	1
7	電飯煲 (16人用) Rice Cooker, Electric (16 Persons)	1
8	氣體飯煲 Rice Cooker, Gas	2
9	矮湯爐 Stock Pot Stove	1
10^	濾水器 Water Filter (certified by American NSF Standard)*** (for 25 persons or above)	1
11	電焗爐 electric oven	1
<b>S</b>	<b>茶水間設備及用具 Appliances and Utilities for Pantry</b>	
1	茶具 Tea Set	1
2	茶罈 Tea Urn	1
3^	滾水罈 (10加侖) Water Boiler (10 gallon) (certified by American NSF Standard)	1
4^	濾水器 Water Filter (certified by American NSF Standard)*** (for 25 persons or above)	1
<b>T</b>	<b>廚房用具 Kitchen Utilities</b>	
1	餐具 Dining Utensils	一批共值 sum
2	其他廚房用具 Other Kitchen Utensils	一批共值 sum
3	膠盤 Plastic Tray	40
4	保溫食物盒 Thermo Flask for Food	5
5	保溫湯壺 Thermo Flask for Soup	5
<b>U</b>	<b>架 Shelf &amp; Rack</b>	
1	表格架 Form Rack	2
2	名牌架 Kindergarten-cum-child care centre I.D. Rack	1
3	多用途架 Shelf for Various Purposes	30
4	鞋架 Shoe Rack	1
5	書架 bookcase	10
<b>V</b>	<b>床、寢具及相關用品 Bed, Beddings and Accessories</b>	
1	氈套 Blanket Cover	130
2	尼龍床 Nylon Bed	103
3	薄床褥 Thin Mattress	103
4	毛氈 Wool Blanket	103

編號 Item no.	項目 Description	數量 Quantity
5	床單 bed sheet (for child)	103
6	被套 quilt cover (for child)	103
<b>W</b>	<b>個人護理用品 Personal Care Appliances and Accessories</b>	
1	小童用圍裙 Apron for Children	200
2	大毛巾 Big Towel	103
3	小童用梳 Comb for Children	一批共值 sum
4	膠圍裙 Plastic Apron	20
5	小毛巾 Small Towel	300
<b>X</b>	<b>職員制服 Staff Uniform</b>	
1	工人制服 Minor Staff Uniform	24
2	職員工作袍 Staff Working Gowns	一批共值 sum
<b>Y</b>	<b>消防設備 Fire Fighting Equipment</b>	
1	滅火氈 Fire Blanket	1
2	滅火筒 Fire Extinguisher (CO2 gas @ 4.5kg)	1
<b>Z</b>	<b>裝飾用品 Decoration Items</b>	
1	魚缸 Aquarium Set	1
2	室內植物 Indoor Plant	一批共值 sum
<b>AA</b>	<b>教材/復康訓練輔助器材 Teaching / Rehabilitation Training Aid and Equipment</b>	
1	大肌肉玩具 Big Muscle Play Equipment	一批共值 sum
2	搭砌玩具 Constructional Play Equipment	一批共值 sum
3	教學玩具 Didactic Play Equipment	一批共值 sum
4	創意玩具 Imaginative Play Equipment	一批共值 sum
5	感官玩具 Sensory Training Equipment	一批共值 sum
<b>AB</b>	<b>樂器 Musical Instrument</b>	
1	樂器 Musical Instrument	一批共值 sum
2	鋼琴 Piano	1
<b>AC</b>	<b>手工藝用品 Arts and Craft Equipment and Materials</b>	
1	手工藝用品 Arts and Craft Equipment	一批共值 sum
<b>AD</b>	<b>玩具/遊戲/棋類 Toys / Games / Chess</b>	
1	遊戲室地氈 Carpet for Each Play Room	3
2	墊 Matts	一批共值 sum
3	膠拼墊 (供鍛煉大肌肉遊戲角用) Mosaic Pads in Big Muscle Play Area	150

編號 Item no.		項目 Description	數量 Quantity
	4	兒童遊戲屋 Wendy House	3
	5	活動畫架 Movable Easel	4
	<b>AE</b>	<b>戶外活動用品 Outdoor Program Equipment</b>	
	1	手提擴音器 Loud Hailer	2
	2	手提無線電對講機 Walkie Talkie	2
	<b>AF</b>	<b>手推車 Trolley</b>	
	1	尼龍床仔運輸架 Bed Carrier	6
	2	手推車 Cart	1
	3	不鏽鋼手推車 Stainless Steel Trolley	4
	<b>AG</b>	<b>工具 Tool</b>	
	1	鋁梯 (8級) Aluminum Ladder (8 steps)	1
	2	工具箱連工具 Tool Box with Tools	1
	3	毛巾掛鉤 Towel Hook	120
	<b>AH</b>	<b>貯物用具 Storage Equipment</b>	
	1	膠玩具箱 Plastic Toy Containers	一批共值 sum
	2	貯物用具 (如膠箱、真空貯物袋等) Storage Equipment (Such as plastic box, vaccum storage bag etc.)	一批共值 sum
	<b>AI</b>	<b>防感染設備 Infection Control Equipment</b>	
	1	消毒酒精機 Sanitized Gel Dispenser	1
	2	以電池驅動的自動感應消毒酒精機 Alcohol Dispenser with Sensor (Battery-type)	5
	3	防蚊蟲網 Mosquito/ Insect Screen	10
	<b>AJ</b>	<b>Child-care Equipment</b>	
	1	安全設施 Safety Facilities (Including safety gates, door stopper, mate on wall and floor, etc.)	一批共值 sum
	<b>AK</b>	<b>簾 (連安裝) Curtain (including Installation)</b>	
	1	窗簾 Window Curtain	10
	<b>AL</b>	<b>電腦硬件 Computer Hardware</b>	
	1	桌上/筆記型電腦 Desktop / Laptop Computer	7
	2	多功能彩色打印機/影印機 (只供黑白影印) Multi-function colour printer / photocopier (photocopier for black & white only)	2
	3	打印機 Printer	2
	4	掃瞄器 Scanner	2
	5	伺服器(低階) Server (entry level)	1
	<b>AM</b>	<b>電腦軟件 Computer Software</b>	
	1	電腦軟件 Computer Software	一批共值 sum
	<b>AN</b>	<b>網絡產品 Network Product</b>	

編號 Item no.		項目 Description	數量 Quantity
	1	為電腦安裝數據線 (寬頻) Installation of Data Line (broadband)	1
	2	路由器 Router	1
	<b>AO</b>	<b>通風設備 Ventilation</b>	
	1	抽氣扇 Exhaust Fan/ Ventilation Fan (11-12" dia)	6

\*\* Double-hob induction cooker may be installed instead of twin burners gas cooking stove depending on the operational need of the NGO.

\*\*\* For KG-cum-CCC serving children aged 2 to 6, 1 water filter will provide for the water tap in the kitchen. But for the KG-cum-CCC serving children 0 to 6, 2 water filters will be provided for the water tap in the kitchen and the milk room respectively.

^ April 2025 edition