



電子報價系統
e-Tendering System
The Hong Kong and China Gas Company Limited 香港中華煤氣有限公司



煤氣
Towngas

Supplier User Manual

For e-Tendering System (eTS)

For Hong Kong and China Gas Company Limited

Version 1.1

Document Change Record

Version No.	Description of Change	Sections Amended	Changed by	Date
1.0	First Release	ALL	Tak Kwong	30 APR 2019
1.1	Version Upgrade	1.System Requirements 2.2 Submit Application Form	Sam Ng	23 JUL 2020

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1 System Requirements

1.1 eTS System

<https://ets.towngas.com/>

Operating Systems:

Windows 8, 8.1, 10

MacOS X 10.15

Internet Browser:

Chrome 83

Internet Explorer 11

Safari 12

Microsoft Office:

Microsoft Excel 2007 or above

1.2 Supplier Verification Application (For RFQ/Tenders with BOQ only)

Operating Systems:

Windows 8, 8.1, 10

.net Framework:

4.5 or above

2 New Registration

2.1 Create New Account

Upon receipt of the invitation email, login to <https://ets.towngas.com/>

Click "Supplier"



Login	Towngas e-Tendering System (eTS)
Supplier	<p>This Towngas e-Tendering System Website ("eTS Website") is hosted by The Hong Kong and China Gas Company Limited and its subsidiaries ("Company" or "we" or "us" or "our").</p> <p>This eTS Website is subject to our e-Tendering Terms of Use ("Terms of Use"), Privacy Policy Statement ("Privacy Statement"), this Disclaimer and any other terms and conditions issued by the Company in relation to the use of the eTS Website (collectively referred to as "this Agreement"). Your use of this eTS Website signifies your acceptance of this Agreement, as well as your agreement to be bound by them. You must not use the eTS Website if you do not agree to be bound by and accept this Agreement in its entirety.</p> <p>Should you have any queries or encounter any problems whilst using this Towngas eTS Website, please click "Support" under the Login Menu of Towngas eTS Website for relevant information, or send email to eTS.Suppliers@towngas.com of Towngas for enquiry.</p> <p>Working hours of support team: Monday to Friday (except Hong Kong Public Holidays) from 9:00 am to 6:00 pm (Hong Kong Local Time)</p>



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This Towngas e-Tendering System is powered by GO-Business Secure Electronic Tendering System.

Click "Click here to on-line registration"

Supplier

Registration

For those who has invited to register in e-Tendering website.

[Click here to on-line registration](#)

Login

1) Registered suppliers can login the e-Tendering website to retrieve the tendering materials;

2) For those who have registered in e-Tendering website would like to update the company's profile.

[Click here to login](#)

Account Activation

For those who has registered in e-Tendering website is required to activate the account.

[Click here to activate](#)

Forgot Password / Reset Password

1) If you have lost the login password; or

2) You are required to reset the password every 90 days

[Click here to reset the password](#)

Read the "Acceptance of Terms of Use" carefully
Click "Accept"

Supplier > Registration

Acceptance of Terms of Use

1. Please read our Towngas eTS Website (UAT) Terms of Use and Privacy Policy Statement of this Towngas eTS Website (UAT) before proceeding with your application for registration. If you continue with the application and registration process, then this signifies your acceptance of our Towngas eTS Website (UAT) Terms of Use and your agreement to be bound by them. You cannot apply or register as a supplier if you do not agree to accept all of the Towngas eTS Website (UAT) Terms of Use.
2. In order to complete the registration process, you must complete the following steps:
 - a. Company Registration - You must provide some basic company information and primary contact in order to register with our Towngas eTS Website (UAT).
 - b. Account Initiation - A principal account and 5 additional sub-accounts will be set up for you. You will have to activate your account and create a password for future login.
 - c. Complete and submit the application form for Inclusion in Towngas' Supplier List. Once your accounts have been activated, you must log onto the Towngas eTS Website (UAT) using the principal account and provide further company details, such as your business registration certificate number or equivalent, in order to complete the registration process.

By clicking "Accept" you acknowledge that you have read and accept our Towngas eTS Website (UAT) [Terms of Use](#), in addition to our [Privacy Policy Statement](#) and the above registration process.

Accept

Decline

Enter Verification Code as specified in the Invitation Email
Click "Next"

Supplier > Registration

* Required Field

Verification Code *

xxxxxxxxxxxxxxxxxxxxxxxx

Next

Reset

Click "Next"

Supplier > Registration

Please click "Next" button to complete your company information and primary contact information.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

Next

Complete the General Information & Primary Contact sections
Note: Primary Contact information will be used for Principal Account
Click "Next"

Supplier > Registration

* Required Field

General Information

Company Name *	Geneva Co 日内瓦司	* (English) (Chinese)
Address *	8/F, 147 Kings Road, (Street/House no.)	(English)
	North Point (District)	
	Hong Kong (City/postal code)	
	英皇道147號8樓 (Street/House no.)	(Chinese)
	北角 (District)	
	香港 (City/postal code)	
Country *	<input checked="" type="radio"/> Hong Kong	

Primary Contact

Name *	Peter Chan
Position *	Manager
E-mail Address *	gva@dummy.com
Telephone *	(Hong Kong (+852)) 12322322
Fax No.	(Hong Kong (+852))

Next Reset

An email with account User ID (Principal & Sub-Accounts) is sent to the registered email address
Click "Next"

Supplier > Registration > Details Of Supplier & Contact Information

Thank you for complete the company registration. A principal account and 5 additional sub-accounts' user ID has been sent to gva@dummy.com. Please click "Next" to create your Principal Account's password.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

Next

Enter New Password for the Principal Account twice
Click "Submit"

Supplier > Registration > Create Password

* Required Field

User Information

User ID	0007700040
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and punctuation.) (Password will expire after 90 days.)
Re-input New Password *	<input type="password"/>

Click "Login"

Supplier > Registration > Create Password

Thank you for activating your user account. Please log into your Principal Account to complete and submit the application form for Inclusion in Towngas' Supplier List.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

2.2 Submit Application Form for Approval

Login to eTS

Select "Application Form" from Menu

Supplier : Geneva Co
User Name : Peter Chan (0007700040)

Home **Application Form** Setting Support Download Logout

System Message - Search Results (Record 0 - 0 of 0)

New Search

From Subject Received

No matched record found.

Page: 1

Click "Edit" to complete the Application Form

Supplier : Geneva Co
User Name : Peter Chan (0007700040)

Home Application Form Setting Support Download Logout

Application Form for Inclusion in Towngas' Supplier List

Please complete and submit the change of supplier information form for review.

* Required Field

General Information

Edit Submit for review

Company Name *	Geneva Co	(English) (Chinese)
Address *	8/F, 147 Kings Road, North Point Hong Kong	(English)
	英皇道147號8樓 北角 香港	(Chinese)

Upon completion of Application Form, click "Submit for review"

Supplier : Geneva Co
User Name : Peter Chan (0007700040)

Home Application Form Setting Support Download Logout

Application Form for Inclusion in Towngas' Supplier List

Please complete and submit the change of supplier information form for review.

* Required Field

General Information

Edit Submit for review

Company Name *	Geneva Co	(English) (Chinese)
Address *	8/F, 147 Kings Road, North Point Hong Kong	(English)
	英皇道147號8樓 北角 香港	(Chinese)

Read and agree the "Acknowledgement"

Click "Submit for Review"

Application Form for Getting into the Company's Supplier List

Acknowledgement

- I/We hereby confirm that I/we have read, fully understand and agree to be bound by the "[Terms and Conditions of Purchase Order](#)", the "[Towngas Purchasing Policy](#)", and the "[CSR Code of Practices for Supplier](#)" issued by The Hong Kong and China Gas Company Limited. I/We also declare that the information provided in this application form (or submitted through this System) is true and correct that best reflects the current business situation of our company.

On behalf of Testing

Name : Testing Chan
Position : Director
Tel. No. : 23885965
Date : 2020/09/30

Submit for review Back

3 Account Management

3.1 Create/Disable Sub-Accounts

Login to eTS with Principal Account

Select "Setting" > "Change User Information" from Menu

The screenshot shows the eTS website navigation menu with 'Setting' highlighted. A dropdown menu is open, showing options: 'Change Company Info', 'Submit Bank Info', 'Change User Information' (highlighted), and 'Change Password'. Below the menu is a 'System Message' section with a table of messages:

From	Subject	Received
1. Towngas eTS Website (UAT)	Completion of Supplier / Contractor Registration	2019/04/17 10:45
2. Towngas eTS Website (UAT)	Supplier Registration - Submit for Approval	2019/04/17 10:40

Below the messages is a search bar with the text 'Keyword:' and a 'Search on Results' button. The page number 'Page: 1' is visible on the right.

Enter details for any of the Sub-Accounts and Check "Enable"

To disable Sub-Account, uncheck "Enable"

Click "Save"

The screenshot shows the 'Change User Information' form in the eTS system. The form is divided into sections for 'Principal Account', '1st Sub-Account', and '5th Sub-Account'. Each section contains fields for Name, Position, Tel No., Fax No., Mobile No., and E-mail address. The 'Enable' checkbox is checked for the 1st Sub-Account and unchecked for the 5th Sub-Account. The form is titled 'Change User Information' and includes a 'Save' button and a 'Reset' button at the bottom.

Change User Information

Update was successful.

Close

3.2 Activate Sub-Account

Login to <https://ets.towngas.com/>

Click "Supplier"



Login	Towngas e-Tendering System (eTS)
Supplier	This Towngas e-Tendering System Website ("eTS Website") is hosted by The Hong Kong and China Gas Company Limited and its subsidiaries ("Company" or "we" or "us" or "our").

This eTS Website is subject to our e-Tendering [Terms of Use](#) ("Terms of Use"), [Privacy Policy Statement](#) ("Privacy Statement"), this Disclaimer and any other terms and conditions issued by the Company in relation to the use of the eTS Website (collectively referred to as "this Agreement"). Your use of this eTS Website signifies your acceptance of this Agreement, as well as your agreement to be bound by them. You must not use the eTS Website if you do not agree to be bound by and accept this Agreement in its entirety.

Should you have any queries or encounter any problems whilst using this Towngas eTS Website, please click "Support" under the Login Menu of Towngas eTS Website for relevant information, or send email to eTS.Suppliers@towngas.com of Towngas for enquiry.

Working hours of support team: Monday to Friday (except Hong Kong Public Holidays) from 9:00 am to 6:00 pm (Hong Kong Local Time)



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Click "Click here to Activate"

Supplier

Registration

For those who has invited to register in e-Tendering website.

[Click here to on-line registration](#)

Login

1) Registered suppliers can login the e-Tendering website to retrieve the tendering materials;

2) For those who have registered in e-Tendering website would like to update the company's profile.

[Click here to login](#)

Account Activation

For those who has registered in e-Tendering website is required to activate the account.

[Click here to activate](#)

Forgot Password / Reset Password

1) If you have lost the login password; or

2) You are required to reset the password every 90 days

[Click here to reset the password](#)

Enter User ID and Registered Email Address of the Sub-Account

Click "Next"

Supplier > Account Activation

* Required Field

User ID *	<input type="text" value="0007700041"/>
Registered E-mail Address *	<input type="text" value="johndoe@dummy.com"/> (The e-mail address must be matched user ID registered in Towngas eTS Website (UAT).)

Verification Code will be sent to the Registered Email Address

Enter the Verification Code

Click "Next"

Supplier > Account Activation > Input Verification Code

Verification Code has been sent to your e-mail address. Please enter the Verification Code to complete the activation of your user account.

- Verification Code is 8 characters long.
- Verification Code will expire after 15 minutes or use.

* Required Field

User Information

User ID	0007700041
Registered E-mail Address	johndoe@dummy.com
Verification Code *	<input type="text"/>

Click "Next"

Supplier > Account Activation > Input Verification Code

Please click "Next" button and proceed to create your user account password.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

Enter New Password twice

Click "Submit"

Supplier > Account Activation > Create Password

* Required Field

User Information

User ID	0007700041
Registered E-mail Address	johndoe@dummy.com
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and punctuation.) (Password will expire after 90 days.)
Re-enter Password *	<input type="password"/>

The Sub-Account is activated

Click "Login"

Supplier > Account Activation > Create Password

Thank you for activating your user account. Please log into your Principal Account to complete and submit the application form for Inclusion in Towngas' Supplier List if you have not done yet.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

3.3 Change Account Details

Login to eTS

Select "Setting" > "Change User Information" from Menu

Home Search **Setting** Support Download Logout

System Message - **Change User Information** (0 of 0)
Change Password

New Search

From Subject Received

No matched record found.

Page: 1

Modify information as necessary

Click "Save"

Home Search Setting Support Download Logout

Change User Information

* Required Field

User ID	0007700041	
Name *	<input type="text" value="John Doe"/>	
Position *	<input type="text" value="Engineer"/>	
Tel No. *	(Hong Kong (+852))	<input type="text" value="21472583"/>
Fax No.	(Hong Kong (+852))	<input type="text"/>
Mobile No.	(Hong Kong (+852))	<input type="text"/>
E-mail Address	johndoe@dummy.com	

Save Reset

3.4 Change Password

Login to eTS

Select "Setting" > "Change Password" from Menu

Home	Search	Setting	Support	Download	Logout
System Message -		Change User Information) of 0)		
		Change Password			

From	Subject	Received
------	---------	----------

No matched record found.

Page: 1

Enter New Password twice

Click "Submit"

Home	Search	Setting	Support	Download	Logout
------	--------	---------	---------	----------	--------

Change Password

- You are not allow to reuse passwords when change the password.

* Required Field

User Information

User ID	0007700041
Registered E-mail Address	johndoe@dummy.com
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and punctuation.) (Password will expire after 90 days.)
Re-enter Password *	<input type="password"/>

3.5 Forgot / Reset Password

Login to <https://ets.towngas.com/>

Click "Supplier"



Login	The Hong Kong and China Gas Company
Procurer	This Towngas eTS Website is hosted by the Hong Kong and China Gas Company Limited (Towngas).
Supplier	This Towngas eTS Website is subject to our Terms of Use and Privacy Policy Statement . Your use of this Towngas eTS Website signifies your acceptance of the Towngas eTS Website Terms of Use and the Privacy Policy Statement , and your agreement to be bound by them.
	If you have any query or encounter any problem whilst using this Towngas eTS Website, please click "Support" under the Login Menu of Towngas eTS Website for relevant information, or send email to towngas@e-Tendering.com for enquiry.
	Working hours of support team: Monday to Friday (except Hong Kong public holidays) from 9:00 am to 6:00 pm (Hong Kong time)



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Click "Click here to reset the password"



Supplier

Registration

For those who has invited to register in e-Tendering website.

[Click here to on-line registration](#)

Login

1) Registered suppliers can login the e-Tendering website to retrieve the tendering materials;

2) For those who have registered in e-Tendering website would like to update the company's profile.

[Click here to login](#)

Account Activation

For those who has registered in e-Tendering website is required to activate the account.

[Click here to activate](#)

Forgot Password / Reset Password

1) If you have lost the login password; or

2) You are required to reset the password every 90 days

[Click here to reset the password](#)

Enter User ID & Registered Email Address
Click "Next"



Supplier > Reset Password

* Required Field

User ID *	<input type="text" value="0007700041"/>
Registered E-mail Address *	<input type="text" value="johndoe@dummy.com"/> (The e-mail address must be matched user ID registered in Towngas eTS Website (UAT).)

An email with Verification Code is sent to the Registered Email Address
Click "Next"

Supplier > Reset Password

Verification Code has been sent to johndoe@dummy.com. Please click "Next" button below and enter the Verification Code and complete the activation of your user account.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

Input the Verification Code and click "Next"

Supplier > Reset Password > Input Verification Code

Verification Code has been sent to your e-mail address. Please enter the Verification Code to complete the activation of your user account.

- Verification Code is 8 characters long.
- Verification Code will expire after 15 minutes or use.

* Required Field

User Information

User ID	<input type="text" value="0007700041"/>
Registered E-mail Address	<input type="text" value="johndoe@dummy.com"/>
Verification Code *	<input type="text"/>

Press "Next"

Supplier > Reset Password > Input Verification Code

Please click "Next" button and proceed to create your user account password.

If you have any queries or encounter any problems whilst using this Towngas e-Tendering Website, please use the Support under the Login Menu on the Towngas e-Tendering Website or send us an email at towngas@e-tendering.com.

Next

Enter New Password twice

Click "Submit"

Supplier > Reset Password

* Required Field

User Information

User ID	0007700041
Registered E-mail Address	johndoe@dummy.com
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and punctuation.) (Password will expire after 90 days.)
Re-enter Password *	<input type="password"/>

Submit Reset

Press "Login"

Supplier > Reset Password

The password has been set.

Login

4 Change Company Information

Login to eTS with Principal Account

Select "Setting" > "Change Company Info" from Menu

Home Search **Setting** Support Download Logout

System Message - **Change Company Info** (2 of 2)

- Submit Bank Info
- Change User Information
- Change Password

New Search

From	Subject	Received
1. Towngas eTS Website (UAT)	Completion of Supplier / Contractor Registration	2019/04/17 10:45
2. Towngas eTS Website (UAT)	Supplier Registration - Submit for Approval	2019/04/17 10:40

Keyword: Search on Results Page: 1

Click "Edit" under the section where changes are necessary

Home Search Setting Support Download Logout

Change of company Information

Please complete and submit the change of supplier information form for review. * Required Field

General Information

Company Name *	Geneva Co (English) 日内瓦公司 (Chinese)
Address *	8/F, 147 Kings Road, North Point (English) Hong Kong 英皇道147號8樓 (Chinese) 北角

Click "Submit for review"

Home Search Setting Support Download Logout

Change of company Information

Please complete and submit the change of supplier information form for review. * Required Field

General Information

Company Name *	Geneva Co (English) 日内瓦公司 (Chinese)
Address *	8/F, 147 Kings Road, North Point (English) Hong Kong 英皇道147號8樓 (Chinese) 北角

Read and agree the "Acknowledgement"

Click "Submit for Review"

Application Form for Getting into the Company's Supplier List

Acknowledgement

I/We hereby confirm that I/we have read, fully understand and agree to be bound by the "[Terms and Conditions of Purchase Order](#)", the "[Towngas Purchasing Policy](#)", and the "[CSR Code of Practices for Supplier](#)" issued by The Hong Kong and China Gas Company Limited. I/We also declare that the information provided in this application form (or submitted through this System) is true and correct that best reflects the current business situation of our company.

On behalf of Testing

Name : Testing Chan
Position : Director
Tel. No. : 23885965
Date : 2020/09/30

5 RFQ/Tender Notice

Login to eTS

Select "Search" > "Request for Quotation" or "Tender Invitation"

Home	Search	Setting	Support	Download	Logout
System Menu	Request for Quotation	Record 1 - 2 of 2)			
	Tender Invitation				

Enter filtering criteria if necessary

Click "Submit"

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Search

- To refine your search results, select multiple filters below.

Ref	<input type="text"/>
Issue Date	YYYY ▼ MM ▼ DD ▼ to YYYY ▼ MM ▼ DD ▼
Closing Date	YYYY ▼ MM ▼ DD ▼ to YYYY ▼ MM ▼ DD ▼
Keyword	<input type="text"/> (Subject)
Sort by	Ref ▼

Click "ref" to view RFQ/Tender Notice details

Home	Search	Setting	Support	Download	Logout
------	---------------	---------	---------	----------	--------

Tender Invitation - Search Result (Record 1 - 1 of 1)

Expand All

Ref	Subject	Status	Issue Date	Closing Date
1. HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00

Keyword: Page: 1

6 RFQ/Tender Documents

6.1 EOI/Letter of Undertaking

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Download "Letter of Undertaking"

Click "Submit" under Letter of Undertaking section

Home	Search	Setting	Support	Download	Logout
------	--------	---------	---------	----------	--------

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)
Details	
EOI/Letter of Undertaking	Click to download Deadline : 2019/04/17 (Wed) Time 23:59 HKT (GMT+08:00) Submit

Upload Attachment file

Click "Submit"

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - EOI/Letter of Undertaking

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender

EOI/Letter of Undertaking

EOI/Letter of Undertaking	<input type="button" value="選擇檔案"/> Issue TG221 - Explanation.pdf (The document size for each upload is limited to 50 MB.) (The filename extension should be .pdf. All file names must be in English. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".)
---------------------------	--

Click "Resubmit" if necessary

Home	Search	Setting	Support	Download	Logout
------	--------	---------	---------	----------	--------

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)
Details	
EOI/Letter of Undertaking	Click to download Deadline : 2019/04/17 (Wed) Time 23:59 HKT (GMT+08:00) Resubmit

6.2 Briefing/Site Visit Registration

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
Tender Invitation - View Details					
Tender Information					
Ref	HKCG/NDD/2019/T035				
Subject	Sample Tender				
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)				
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)				
Details					
Registration Form for Briefing / Site Visit	Web Form (Non-Restricted Area)				<input type="button" value="Submit"/>
Request for Inspection of Reference Document	Web Form				<input type="button" value="Submit"/>

Download Registration Form for Tender Briefing / Site Visit

Click "Submit" button under Registration Form for Tender Briefing / Site Visit section

Home	Search	Setting	Support	Download	Logout
Tender Invitation - View Details					
Tender Information					
					<input type="button" value="Apply a Private Digital Certificate"/>
Ref	HKCG/NDD/2019/T036				
Subject	Sample Tender 2				
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)				
Closing Date	2019/04/17 (Wed) 17:00 HKT (GMT+08:00)				
Details					
Registration Form for Briefing / Site Visit	Click to download				<input type="button" value="Submit"/>
Request for Inspection of Reference Document	Click to download				<input type="button" value="Submit"/>

Upload Attachment file (if applicable)

Click "Submit"

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Registration Form for Briefing / Site Visit

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2

Registration Form for Briefing / Site Visit

Registration Form for Briefing / Site Visit	<input type="button" value="選擇檔案"/> SKM_C36819022714520.pdf (The document size for each upload is limited to 50 MB.) (The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf. All file names must be in English. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".)
---	--

Complete the Registration Form

Click "Submit"

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Registration Form for Briefing / Site Visit

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender

Registration Form for Briefing / Site Visit

Name of Attendee (as shown on their Hong Kong Identity Card or Passport)	Position Title	Contact Number	E-mail Address
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

(Please note that attendees must bring along their Hong Kong Identity Card or Passport when attending the briefing/site visit in order for us to confirm their identities. We have the right to refuse entry to anyone if they fail to produce their Hong Kong Identity Card or Passport and/or if they have not been successfully registered with us to attend the briefing / site visit. Access and attendance of the briefing / site is subject to our policies and procedures, which you and all attendees are obligated to comply with. on their Hong Kong Identity Card or Passport.)

Click "Resubmit" if necessary

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)
Details	
Registration Form for Briefing / Site Visit	Web Form (Non-Restricted Area) <input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Web Form <input type="button" value="Submit"/>

6.3 Inspection of Reference Document

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)
Details	
Registration Form for Briefing / Site Visit	Web Form (Non-Restricted Area) <input type="button" value="Submit"/>
Request for Inspection of Reference Document	Web Form <input type="button" value="Submit"/>

Download Request for Inspection of Reference Document

Click "Submit" button under Registration Form for Request for Inspection of Reference Document section

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T036	<input type="button" value="Apply a Private Digital Certificate"/>
Subject	Sample Tender 2	
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)	
Closing Date	2019/04/17 (Wed) 17:00 HKT (GMT+08:00)	
Details		
Registration Form for Briefing / Site Visit	Click to download	<input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Click to download	<input type="button" value="Submit"/>

Upload Attachment file (if applicable)

Click "Submit"

Tender Invitation - Request for Inspection of Reference Document

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2

Request for Inspection of Reference Document

Request for Inspection of Reference Document	<input type="button" value="選擇檔案"/> SKM_C36819022714520.pdf (The document size for each upload is limited to 50 MB.) (The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf. All file names must be in English. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ".")
--	--

Complete the Registration Form

Click "Submit"

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - Request for Inspection of Reference Document

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender

Request for Inspection of Reference Document

	Name of Attendee	Position Title	Contact Number	E-mail Address
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Please tick the checkbox for adding the attendee or untick the checkbox for removing the attendee.)
(For existing Restricted Area Card holder, please indicate Card No. and Colour Coding.)

Click "Resubmit" if necessary

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T035
Subject	Sample Tender
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)
Details	
Registration Form for Briefing / Site Visit	Web Form (Non-Restricted Area) <input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Web Form <input type="button" value="Resubmit"/>

6.4 RFQ/Tender Documents

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 17:00

Keyword:

Page: 1

Download RFQ/Tender Documents under Documents section



Supplier : Geneva Co
User Name : Peter Chan (0007700040)

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T036	
Subject	Sample Tender 2	
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)	
Closing Date	2019/04/17 (Wed) 17:00 HKT (GMT+08:00)	
Details		
Registration Form for Briefing / Site Visit	Click to download	<input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Click to download	<input type="button" value="Resubmit"/>

Document(s)	Description	File	File Size
	Tender Info	Click to download	376 KB

6.5 Revision/Addendum

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
------	--------	---------	---------	----------	--------

Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 17:00

Keyword:

Page: 1

Download RFQ/Tender Revision/Addendum files under Revision/Addendum section



Supplier : Geneva Co
User Name : Peter Chan (0007700040)

Home	Search	Setting	Support	Download	Logout
------	--------	---------	---------	----------	--------

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T035		
Subject	Sample Tender		
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)		
Closing Date	2019/04/18 (Thu) 15:00 HKT (GMT+08:00)		
Details			
Registration Form for Briefing / Site Visit	Web Form (Non-Restricted Area)	<input type="button" value="Resubmit"/>	
Request for Inspection of Reference Document	Web Form	<input type="button" value="Resubmit"/>	

Document(s)	Description	File	File Size
BOQ	Tender Requirement	Click to download	81 KB
	Pricing Schedule	Click to download	81 KB
	Pricing Schedule	Click to download	81 KB

Addendum

TA2 2019/04/18 10:00	Description	File	File Size
TA2 2019/04/18 10:00	Tender Information	Click to download	239 KB
	BOQ:		
	Pricing Schedule	Click to download	81 KB
TA1 2019/04/18 09:15	Description	File	File Size
TA1 2019/04/18 09:15	Tender - Addendum	Click to download	239 KB
	BOQ:		

7 RFQ/Tender Query

7.1 Raise Tender Query

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 17:00

Keyword:

Page: 1

Click "New" under Query section

Query

Contact Person Information

#1 Name	To Wai Yee
#1 Tel. Number	<input type="text"/>
#1 Fax. Number	<input type="text"/>
#1 Email Address	wy.to@towngas.com

Upload Tender Query document(s)

Click "Submit"

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - Query - Create New

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2

Document(s)

Description	File	File Size
<input checked="" type="checkbox"/> Query	<input type="button" value="選擇檔案"/> IACM - Invitation L...e Version) (1).pdf	

(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)
(The total document size for each upload is limited to 50 MB.)
(The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf. All file names must be in English.
Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".)

7.2 View Response to Tender Query

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 17:00

Keyword:

Page: 1

Download Response to RFQ/Tender Query under Response to Query section

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - View Details

Tender Information		<input type="button" value="Apply a Private Digital Certificate"/>
Ref	HKCG/NDD/2019/T036	
Subject	Sample Tender 2	
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)	
Closing Date	2019/04/17 (Wed) 17:00 HKT (GMT+08:00)	
Details		
Registration Form for Briefing / Site Visit	Click to download	<input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Click to download	<input type="button" value="Resubmit"/>

Document(s)	Description	File	File Size
	Tender Info	Click to download	376 KB

Response to Query

TQ1 2019/04/17 16:01	Description	File	File Size
	Reply	Click to download	376 KB

8 RFQ/Tender Submission

8.1 Private Digital Certificate

For Tenders Only

8.1.1 Apply Private Digital Certificate

Login to eTS with Principal Account

View Tender Notice of the Tender

Home	Search	Setting	Support	Download	Logout
----------------------	------------------------	-------------------------	-------------------------	--------------------------	------------------------

Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 17:00

Keyword:

Page: 1

Click "Apply a Private Digital Certificate"

Home	Search	Setting	Support	Download	Logout
----------------------	------------------------	-------------------------	-------------------------	--------------------------	------------------------

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/17 (Wed) 17:00 HKT (GMT+08:00)
Details	
Registration Form for Briefing / Site Visit	Click to download <input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Click to download <input type="button" value="Resubmit"/>

Enter Password for the Certificate twice
Click "Submit"

Tender Invitation - Apply a Private Digital Certificate

- This process is to apply a private digital certificate issued by Towngas.
- After successful verification, the digital certificate could be used for signing submissions via this website for this specified tender until its expiry.

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2

Digital Certificate

New Password *	<input type="password" value="....."/> (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)
Re-enter Password *	<input type="password" value="....."/>

Important Notes By clicking "Submit" button, the private digital certificate file will start to download to your computer on default location. When the file done downloading, you'll see it at the bottom of your window.

Download Private Digital Certificate

Tender Invitation - Apply a Private Digital Certificate

Your private digital certificate for this Tender below is ready to download.

Tender Ref: HKCG/NDD/2019/T036

Tender Title: Sample Tender 2

Tender Closing Date & Time: 2019/04/17 17:00 HKT (GMT+08:00)

Private Digital Certificate: [Click to download](#)

8.1.2 Re-apply Private Digital Certificate

Login to eTS as Principal Account

View Tender Notice of the Tender

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 17:00

Keyword:

Page: 1

Click "Reapply a Digital Certificate"

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - View Details

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)
Closing Date	2019/04/17 (Wed) 17:00 HKT (GMT+08:00)
Details	
Registration Form for Briefing / Site Visit	Click to download <input type="button" value="Resubmit"/>
Request for Inspection of Reference Document	Click to download <input type="button" value="Resubmit"/>

Enter Password for the Certificate twice

Click "Submit"

Tender Invitation - Apply a Private Digital Certificate

- This process is to apply a private digital certificate issued by Towngas.
- After successful verification, the digital certificate could be used for signing submissions via this website for this specified tender until its expiry.

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2

Digital Certificate

New Password *	<input type="password"/> (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)
Re-enter Password *	<input type="password"/>

Important Notes By clicking "Submit" button, the private digital certificate file will start to download to your computer on default location. When the file done downloading, you'll see it at the bottom of your window.

Download Private Digital Certificate

Tender Invitation - Apply a Private Digital Certificate

Your private digital certificate for this Tender below is ready to download.

Tender Ref: HKCG/NDD/2019/T036

Tender Title: Sample Tender 2

Tender Closing Date & Time: 2019/04/17 17:00 HKT (GMT+08:00)

Private Digital Certificate: [Click to download](#)

Back

8.2 BOQ Validation

If there is a BOQ to be returned, it must be filled and validated before submission

Complete the BOQ Excel file

Ref	Item Code	Item Description1	Item Description2	Item Description3	Quantity	Unit
Appliance & Spares						
A: 爐具保養工作報價表						
< Section: A.1>						
A.1.1		基本收費 • 包括A1 – A6 • 廚房內的一氧化碳測試及內喉氣密測試 • 其他行政費用			1.00	/

Select "Download" from Menu



System Message - Search Results (Record 1 - 6 of 6)

From	Subject	Received
1. Towngas eTS Website (UAT)	Response to Queries No. (TQ1) (HKCG/NDD/2019/T036 - Sample Tender 2)	2019/04/17 16:35
2. Towngas eTS Website (UAT)	Invitation to Tender (HKCG/NDD/2019/T036 - Sample Tender 2)	2019/04/17 15:47
3. Towngas eTS Website (UAT)	Approval of Letter of Undertaking (HKCG/NDD/2019/T035 - Sample Tender)	2019/04/17 15:17
4. Towngas eTS Website (UAT)	Invitation to Tender (HKCG/NDD/2019/T035 - Sample Tender)	2019/04/17 14:44
5. Towngas eTS Website (UAT)	Completion of Supplier / Contractor Registration	2019/04/17 10:45
6. Towngas eTS Website (UAT)	Supplier Registration - Submit for Approval	2019/04/17 10:40

Keyword:

Page: 1

Download Supplier Verification Application (unless otherwise advised, it is only necessary to download it once for all eTS BOQ)

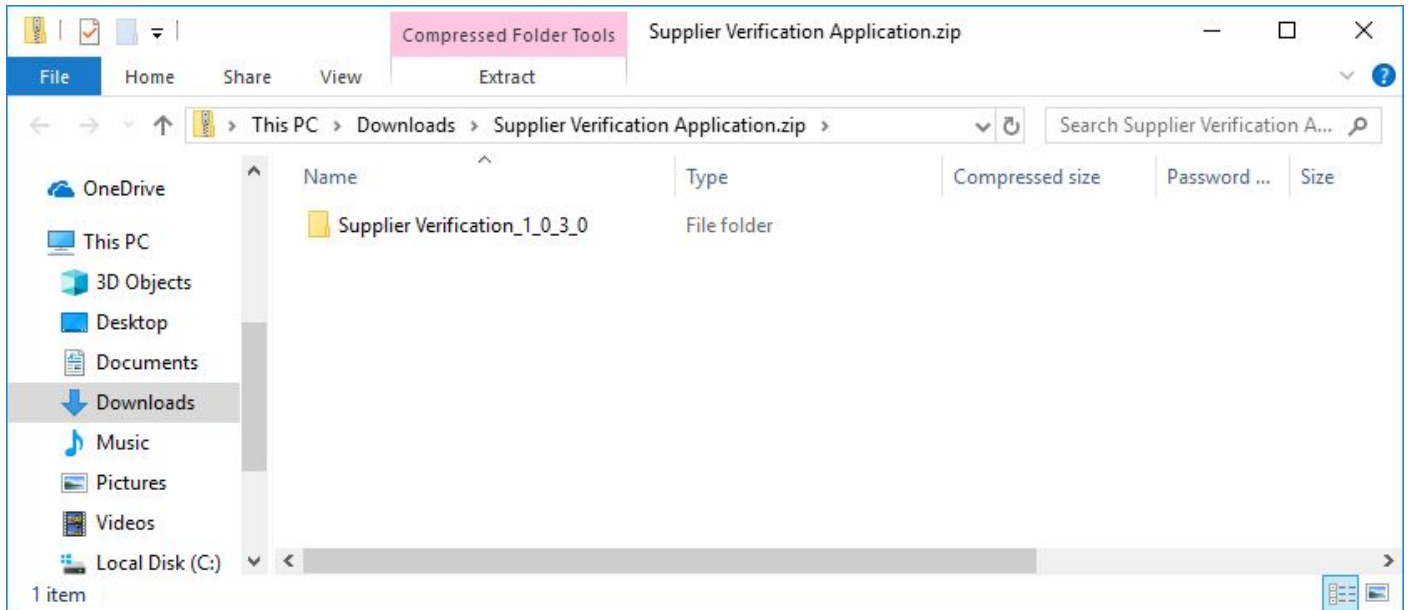
- Home
- Search
- Setting
- Support
- Download
- Logout

Download

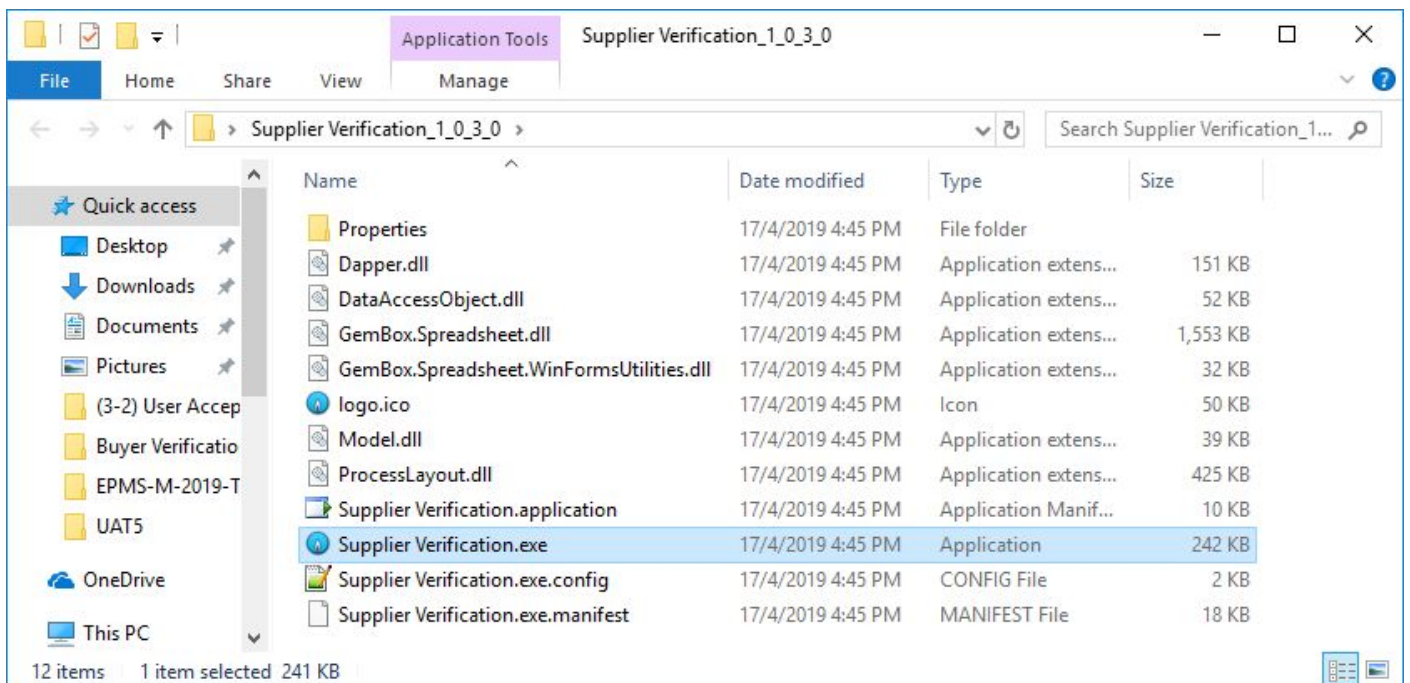
Program

Supplier Verification Application	Supplier Verification Application
Version	1.0.3.0

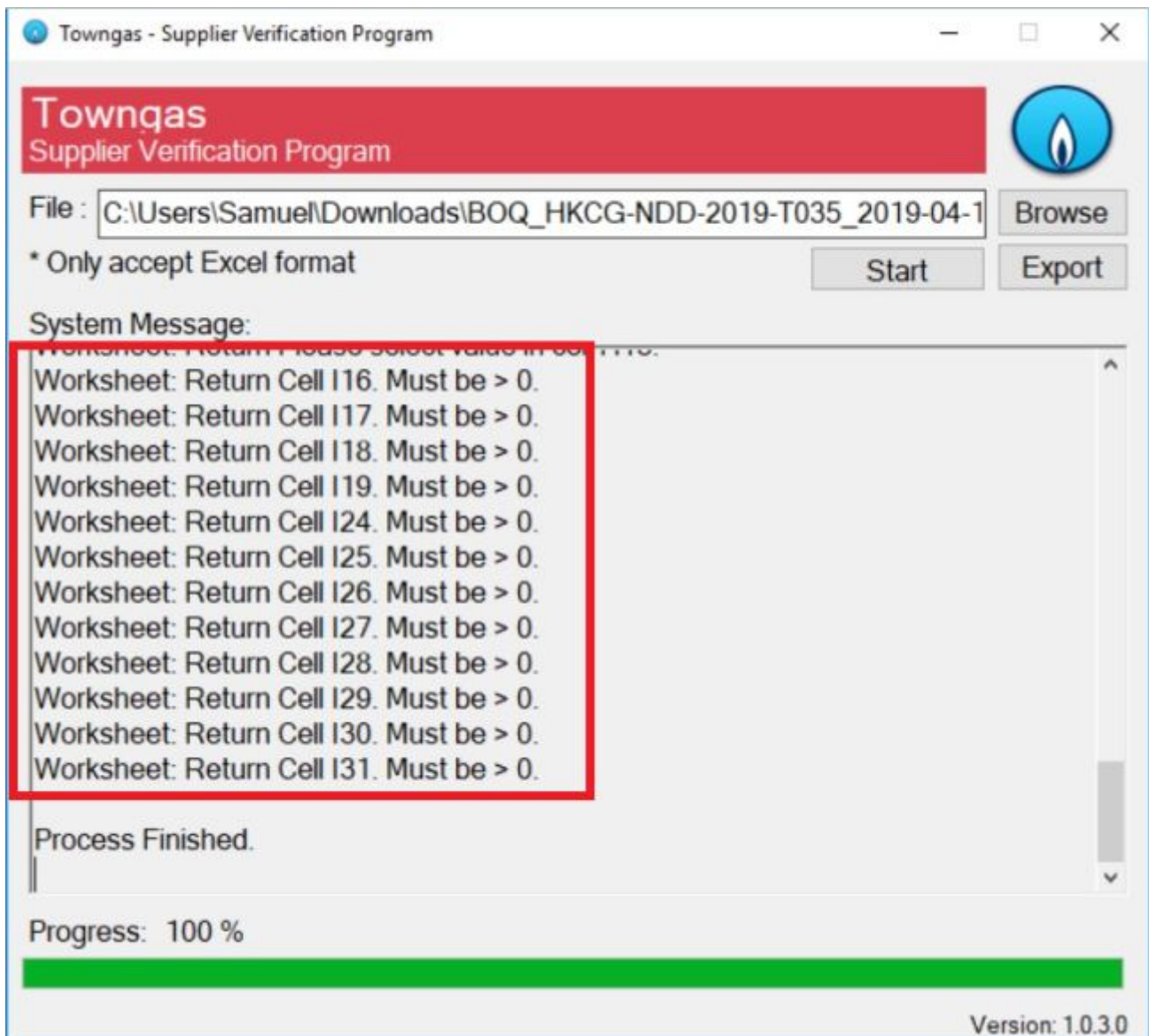
Unzip the program



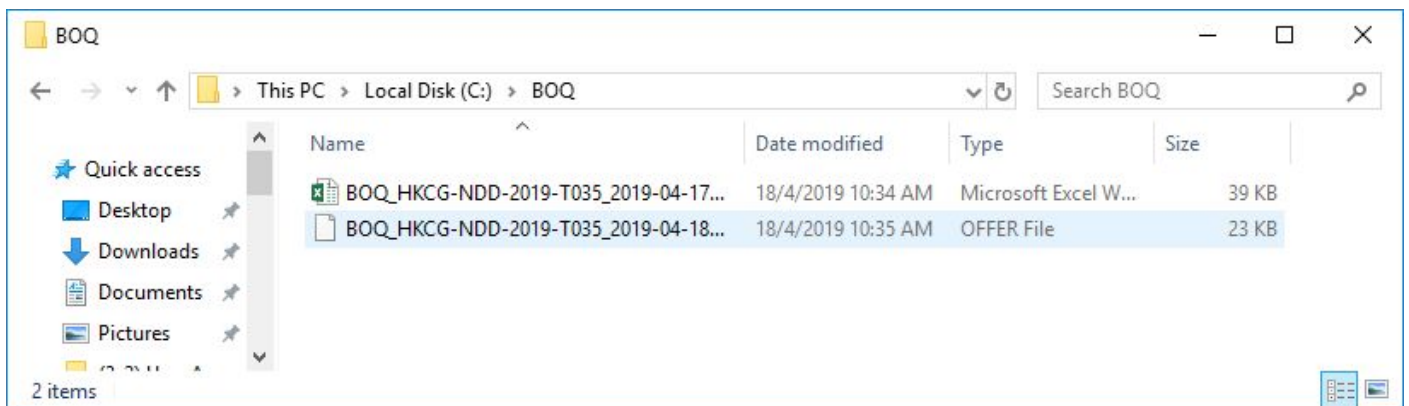
Run the program (Supplier Verification.exe)



If error is prompted, correct the fields accordingly



Once the BOQ is validated, a file with extension (.offer) will be generated (in the same folder of BOQ)
This (.offer) file should be uploaded during submission



8.3 Submission

Click “RFQ Submission” / “Tender Submission”

Home	Search	Setting	Support	Download	Logout
----------------------	------------------------	-------------------------	-------------------------	--------------------------	------------------------

Tender Invitation - View Details

Tender Information		Reapply a Private Digital Certificate
Ref	HKCG/NDD/2019/T036	
Subject	Sample Tender 2	
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)	
Closing Date	2019/04/17 (Wed) 18:00 HKT (GMT+08:00)	
Details		
Registration Form for Briefing / Site Visit	Click to download	Resubmit
Request for Inspection of Reference Document	Click to download	Resubmit

Document(s)	Description File	File Size
	Tender Info Click to download	376 KB

Response to Query

TQ1	Description File	File Size
2019/04/17 16:01	Reply Click to download	376 KB

Query

	Description File	File Size	New
2019/04/17 15:58	Query Click to download	376 KB	

Contact Person Information

#1 Name	To Wai Yee		
#1 Tel. Number		#1 Fax. Number	
#1 Email Address	wy.to@towngas.com		

Submission Log

Submission Date	Action
2019/04/17 15:52	Request for Inspection of Reference Document
2019/04/17 15:51	Registration Form for Briefing / Site Visit

[Tender Submission](#) | [Back](#)

Select "New" for Submission

Upload Pricing Proposal, BOQ (.offer file, if any) and other required documents (if any)

Enter Total Contract Sum

Upload Private Digital Certificate and enter the password of the Certificate (for Tender only)

Enter user password (for RFQ only)

Read and agree Important Notes

Click "Submit"

Tender Invitation - Submission

Important Notes

1. The total document size for each upload is limited to 50 MB.
2. The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .pptx, .jpeg, .jpg, .dwg, .dxf, .ai
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

Tender Information

Ref	HKCG/CSAD-PUR/2020/T022
Subject	Test Submission
Issue Date	2020/09/30 HKT (GMT+08:00)
Closing Date	2022/02/02 15:00 HKT (GMT+08:00)

Tender Submission

Submission Type *	<input checked="" type="radio"/> New <input type="radio"/> Decline
Pricing Proposal *	<input checked="" type="checkbox"/> Choose File Sample.pdf (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Technical Proposal *	<input checked="" type="checkbox"/> Choose File Sample.docx (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Total Contract Sum (HK\$) *	<input type="text" value="10000"/> (Please enter N/A if not applicable.)

Private Digital Certificate

File Location *	<input type="button" value="Choose File"/> 2003609200_00232_FNB005.cer (The digital certificate file extension should be .cer.)
Password *	<input type="password" value="....."/> (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)

Important Notes *

- Your submission must complete its transmission by the Closing Date, otherwise it will not be considered or accepted by Company(s). It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date. We have no obligation to and shall not take into consideration any Tenders or other submissions that are not fully and successfully transmitted and received by us through this website by the Closing Date.
- By clicking "Submit" button, you acknowledge that you have received all Tender Documents relating to this Tender (including Addendum and Response to Queries if any) and have taken them into account in your submissions.

Reference Date / Time	2020/09/30 13:57 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)
-----------------------	---

Tender Invitation - Submission

Your submission was successfully transmitted and submitted by the Closing Date.

The Upload End Time stated below is the date and time of when your submission completed its transmission. This date and time is final and binding.

Submission Ref: 800

Tender Ref: HKCG/CSAD-PUR/2020/T022

Tender Title: Test Submission

Tender Closing Date & Time: 2022/02/02 15:00 HKT (GMT+08:00)

Upload Start Date & Time: 2020/10/05 11:09:30 HKT (GMT+08:00)

Upload End Date & Time: 2020/10/05 11:09:31 HKT (GMT+08:00)

Pricing Proposal:

Sample.docx

BOQ_HKCG-CSAD-PUR-2020-T022_2020-10-05_11-06-54-285.offer

Technical Proposal:

Sample.pdf

Note:

1. Please print this screen for your record.

[Back](#)

8.4 Decline RFQ/Tender Invitation

Please note that declination is irreversible, and it is not possible to participate in the declined RFQ/Tender any longer.

Click “RFQ Submission” / “Tender Submission”

Tender Invitation - View Details

Tender Information		Reapply a Private Digital Certificate
Ref	HKCG/NDD/2019/T036	
Subject	Sample Tender 2	
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)	
Closing Date	2019/04/17 (Wed) 18:00 HKT (GMT+08:00)	
Details		
Registration Form for Briefing / Site Visit	Click to download	Submit
Request for Inspection of Reference Document	Click to download	Submit
Document(s)		
Description	File	File Size
Tender Info	Click to download	376 KB
Response to Query		
TQ1 2019/04/17 16:01	Description	File Size
	Reply	Click to download 376 KB
Query		
New		
Contact Person Information		
#1 Name	To Wai Yee	
#1 Tel. Number		#1 Fax. Number
#1 Email Address	wy.to@towngas.com	

Tender Submission | Back

Select "Decline" for Submission

Select (and enter) the reason for declination

Upload Private Digital Certificate and enter the password of the Certificate (for Tender only)

Enter user password (for RFQ only)

Read and agree Important Notes

Click "Submit"

Tender Invitation - Submission

Important Notes

1. After submission, your subsequent submission for this contract will not be considered by Towngas.

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 HKT (GMT+08:00)
Closing Date	2019/04/17 18:00 HKT (GMT+08:00)

Tender Submission

Submission Type *	<input type="radio"/> New <input checked="" type="radio"/> Decline
Reason *	<input checked="" type="radio"/> Unable to meet the required time schedule. <input type="radio"/> Unable to meet the technical specification. <input type="radio"/> Others, <input type="text" value="0007700000"/>

Private Digital Certificate

File Location *	<input type="button" value="選擇檔案"/> 0007700020_00121_190417.cer (The digital certificate file extension should be .cer.)
Password *	<input type="password" value="....."/> (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)

Important Notes *	<input checked="" type="checkbox"/> Your submission must complete its transmission by the Closing Date, otherwise it will not be considered or accepted by Towngas. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date. We have no obligation to and shall not take into consideration any Tenders or other submissions that are not fully and successfully transmitted and received by us through this website by the Closing Date. By clicking "Submit" button, you acknowledge that you have received all Tender Documents relating to this Tender (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2019/04/17 16:59 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

9 Change of Submitted Proposal

9.1 Supplement

It is possible to submit additional documents for RFQ/Tender submission before closing time. Please note that both new and previous submissions will be considered valid.

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 18:00

Keyword:

Page: 1

Click "RFQ Submission" / "Tender Submission"

Contact Person Information

#1 Name	To Wai Yee		
#1 Tel. Number		#1 Fax. Number	
#1 Email Address	wy.to@towngas.com		

Submission Log

Submission Date	Action
2019/04/17 16:54	Submission (New)
2019/04/17 15:52	Request for Inspection of Reference Document
2019/04/17 15:51	Registration Form for Briefing / Site Visit

|

Select "Supplement" for Submission

Upload Pricing Proposal, and other required documents (if any)

Upload Private Digital Certificate and enter the password of the Certificate (for Tender only)

Enter user password (for RFQ only)

Read and agree Important Notes

Click "Submit"

Tender Invitation - Submission

Important Notes

1. The total document size for each upload is limited to 50 MB.
2. The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .pptx, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 HKT (GMT+08:00)
Closing Date	2019/04/17 18:00 HKT (GMT+08:00)

Tender Submission

Submission Type *	<input type="radio"/> Supersede <input checked="" type="radio"/> Supplement <input type="radio"/> Withdraw
Pricing Proposal	<input checked="" type="checkbox"/> 選擇檔案 Issue TG221 - Explanation (1) (1).pdf <small>(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)</small> <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Technical Proposal	<input type="checkbox"/> 選擇檔案 未選擇任何檔案 <small>(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)</small> <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>

Private Digital Certificate

File Location *	<input type="button" value="選擇檔案"/> 0007700040_00121_190417 (1).cer <small>(The digital certificate file extension should be .cer.)</small>
Password *	<input type="password" value="....."/> <small>(Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)</small>

Important Notes *	<input checked="" type="checkbox"/> Your submission must complete its transmission by the Closing Date, otherwise it will not be considered or accepted by Towngas. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date. We have no obligation to and shall not take into consideration any Tenders or other submissions that are not fully and successfully transmitted and received by us through this website by the Closing Date. By clicking "Submit" button, you acknowledge that you have received all Tender Documents relating to this Tender (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2019/04/17 17:02 <small>(This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)</small>

9.2 Supersede

It is possible to make new RFQ/Tender submission to replace the original submission before closing time. Please note that all previous submission will be replaced by new submission.

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Home	Search	Setting	Support	Download	Logout
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Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 18:00

Keyword:

Page: 1

Click "RFQ Submission" / "Tender Submission"

Contact Person Information

#1 Name	To Wai Yee
#1 Tel. Number	#1 Fax. Number
#1 Email Address	wy.to@towngas.com

Submission Log

Submission Date	Action
2019/04/17 16:54	Submission (New)
2019/04/17 15:52	Request for Inspection of Reference Document
2019/04/17 15:51	Registration Form for Briefing / Site Visit

|

Select "Supersede" for Submission

Upload Pricing Proposal, BOQ (if any) and other required documents (if any)

Enter Total Contract Sum

Upload Private Digital Certificate and enter the password of the Certificate (for Tender only)

Enter user password (for RFQ only)

Read and agree Important Notes

Click "Submit"

Tender Invitation - Submission

Important Notes

1. The total document size for each upload is limited to 50 MB.
2. The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .pptx, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 HKT (GMT+08:00)
Closing Date	2019/04/17 18:00 HKT (GMT+08:00)

Tender Submission

Submission Type *	<input checked="" type="radio"/> Supersede <input type="radio"/> Supplement <input type="radio"/> Withdraw
Pricing Proposal *	<input checked="" type="checkbox"/> 選擇檔案 Issue TG221 - Explanation (2).pdf (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Technical Proposal *	<input checked="" type="checkbox"/> 選擇檔案 Issue TG221 - Explanation (1) (1).pdf (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Total Contract Sum (HK\$) *	<input type="text" value="345000"/> (Please enter N/A if not applicable.)

Private Digital Certificate

File Location *	<input type="button" value="選擇檔案"/> 0007700040_00121_190417 (1).cer (The digital certificate file extension should be .cer.)
Password *	<input type="password" value="....."/> (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)

Important Notes *	<input checked="" type="checkbox"/> Your submission must complete its transmission by the Closing Date, otherwise it will not be considered or accepted by Towngas. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date. We have no obligation to and shall not take into consideration any Tenders or other submissions that are not fully and successfully transmitted and received by us through this website by the Closing Date. By clicking "Submit" button, you acknowledge that you have received all Tender Documents relating to this Tender (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2019/04/17 17:03 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

9.3 Withdraw

It is possible to withdraw from an RFQ/Tender that is previously submitted before closing time. Please note that withdrawal is irreversible, and it is not possible to participate in the withdrawn RFQ/Tender any longer.

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Tender Invitation - Search Result (Record 1 - 2 of 2)

Expand All

	Ref	Subject	Status	Issue Date	Closing Date
1.	HKCG/NDD/2019/T035	Sample Tender	Issued	2019/04/17 (Wed)	2019/04/18 (Thu) 15:00
2.	HKCG/NDD/2019/T036	Sample Tender 2	Issued	2019/04/17 (Wed)	2019/04/17 (Wed) 18:00

Keyword:

Page: 1

Click "RFQ Submission" / "Tender Submission"

Contact Person Information

#1 Name	To Wai Yee
#1 Tel. Number	#1 Fax. Number
#1 Email Address	wy.to@towngas.com

Submission Log

Submission Date	Action
2019/04/17 16:54	Submission (New)
2019/04/17 15:52	Request for Inspection of Reference Document
2019/04/17 15:51	Registration Form for Briefing / Site Visit

|

Select "Withdraw" for Submission

Select (and enter) the reason for withdrawal

Upload Private Digital Certificate and enter the password of the Certificate (for Tender only)

Enter user password (for RFQ only)

Read and agree Important Notes

Click "Submit"

Tender Invitation - Submission

Important Notes

1. After submission, your subsequent submission for this contract will not be considered by Towngas. Moreover, your submission made before this submission will also become void.

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 HKT (GMT+08:00)
Closing Date	2019/04/17 18:00 HKT (GMT+08:00)

Tender Submission

Submission Type *	<input type="radio"/> Supersede <input type="radio"/> Supplement <input checked="" type="radio"/> Withdraw
Reason *	<input checked="" type="radio"/> Unable to meet the required time schedule. <input type="radio"/> Unable to meet the technical specification. <input type="radio"/> Others, 0006321180

Private Digital Certificate

File Location *	<input type="button" value="選擇檔案"/> 0007700040_00121_190417 (1).cer (The digital certificate file extension should be .cer.)
Password * (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)

Important Notes *	<input checked="" type="checkbox"/> Your submission must complete its transmission by the Closing Date, otherwise it will not be considered or accepted by Towngas. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date. We have no obligation to and shall not take into consideration any Tenders or other submissions that are not fully and successfully transmitted and received by us through this website by the Closing Date. By clicking "Submit" button, you acknowledge that you have received all Tender Documents relating to this Tender (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2019/04/17 17:04 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

10 Clarification

Upon receipt of notification email requesting Clarification, login to eTS
View Tender Notice of the Tender

Tender Invitation - View Details

Tender Information		Apply a Private Digital Certificate
Ref	HKCG/NDD/2019/T036	
Subject	Sample Tender 2	
Issue Date	2019/04/17 (Wed) HKT (GMT+08:00)	
Closing Date	2019/04/17 (Wed) 18:00 HKT (GMT+08:00)	
Details		

Document(s)	Description	File	File Size
	Tender Info	Click to download	376 KB

Response to Query			
TQ1 2019/04/17 16:01	Description	File	File Size
	Reply	Click to download	376 KB

Query

Clarification				Response to Clarification
Clarification 1 2019/04/18 14:15	Description	File	File Size	
	Clarification to Geneva	Click to download	239 KB	

Contact Person Information

#1 Name	To Wai Yee		
#1 Tel. Number		#1 Fax. Number	
#1 Email Address	wy.to@towngas.com		

[Back](#)

Download Clarification file under Clarification Section
Click "Response to Clarification"

Clarification				Response to Clarification
Clarification 1 2019/04/18 14:15	Description	File	File Size	
	Clarification to Geneva	Click to download	239 KB	

Select the Clarification to respond to
Upload Response to Clarification
Upload Private Digital Certificate (for Tender only)
Enter Password
Click "Submit"

Tender Invitation - Response to Clarification

Important Notes

1. The total document size for each upload is limited to 50 MB.
2. The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .pptx, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

Tender Information

Ref	HKCG/NDD/2019/T036
Subject	Sample Tender 2
Issue Date	2019/04/17 HKT (GMT+08:00)
Closing Date	2019/04/17 18:00 HKT (GMT+08:00)

Response to Clarification

Clarification *	Clarification 1
Document *	<input type="button" value="選擇檔案"/> 未選擇任何檔案

Private Digital Certificate

File Location *	<input type="button" value="選擇檔案"/> 未選擇任何檔案 (The digital certificate file extension should be .cer.)
Password *	<input type="password"/> (Password is case sensitive. It must be at least 8 characters long and consist of characters including letters, numbers and special characters, except ?, #, %, &, =.)

Reference Date / Time *	2019/04/18 16:37 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)
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Tender Invitation - Response to Clarification

Your submission was successfully transmitted.

Submission Ref: 100

Tender Ref: HKCG/NDD/2019/T036

Tender Title: Sample Tender 2

Note:

1. Please print this screen for your record.

11 Letter of Acceptance

Login to eTS

View RFQ/Tender Notice of the RFQ/Tender

Request for Quotation - View Details

RFQ Information

Ref	HKCG/NDD/2019/Q028
Subject	RFQ 20190416
Issue Date	2019/04/16 (Tue) HKT (GMT+08:00)
Closing Date	2019/04/16 (Tue) 15:00 HKT (GMT+08:00)
Details	

Document(s)	Description	File	File Size
	Information	Click to download	376 KB

Query

Letter of Acceptance

[Return of signed LOA](#)

2019/04/16 15:52	Description	File	File Size
	99999999	Click to download	376 KB

Contact Person Information

#1 Name	To Wai Yee	#1 Fax. Number	
#1 Tel. Number			
#1 Email Address	wy.to@towngas.com		

Submission Log

Submission Date	Action
2019/04/16 14:30	Submission (New)

[Back](#)

Download Letter of Acceptance under Letter of Acceptance section
Click "Return of Signed LOA"

Letter of Acceptance

[Return of signed LOA](#)

2019/04/16 15:52	Description	File	File Size
	99999999	Click to download	376 KB

Upload Return of Signed LOA
Upload Private Digital Certificate (for Tender only)
Enter Password
Click "Submit"



Supplier : Berlin Co
User Name : Deutsch (0007700000)

[Home](#) [Search](#) [Setting](#) [Support](#) [Download](#) [Logout](#)

Request for Quotation - Return of signed LOA

Important Notes

1. The total document size for each upload is limited to 50 MB.
2. The filename extension should be .pdf, .xls, .xlsx, .doc, .docx, .ppt, .pptx, .tiff, .jpeg, .jpg, .gif, .dwg, .dxf
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

RFQ Information

Ref	HKCG/NDD/2019/Q028
Subject	RFQ 20190416
Issue Date	2019/04/16 HKT (GMT+08:00)
Closing Date	2019/04/16 15:00 HKT (GMT+08:00)

Return of signed LOA

Document * 未選擇任何檔案

User Password

Password *
(The user password is same as your login password.)

Reference Date / Time * 2019/04/18 17:07
(This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

12 Regret/No-Response Letter

Login to eTS

Click Subject under System Message

System Message - Search Results (Record 1 - 1 of 1)

From	Subject	Received
1. <u>Towngas eTS Website (UAT)</u>	<u>No Response Letter - Without Deposit</u>	2019/04/11 10:55

Click "View"



Supplier : Berlin Co
User Name : Deutsch (0007700000)

- Home
- Search
- Setting
- Support
- Download
- Logout

System Message - View

From	Towngas eTS Website (UAT)	Received	2019/04/11 10:55
Subject	No Response Letter - Without Deposit		
Message	<p>Dear Sir/Madam,</p> <p>[To Be Confirmed]</p> <p>Tender Information =====</p> <p>Tender Ref: HKCG/NDD/2019/T030 Tender Title: Samuel Tender (Price Only) Test (English) Tender Title: (Chinese) Tender Issue Date: 2019/04/10 HKT (GMT+08:00) Tender Closing Date & Time: 2019/04/10 16:30 HKT (GMT+08:00) =====</p> <p>Yours sincerely, Procurement Division Corporate Services Department The Hong Kong and China Gas Company Limited</p> <p>Web : https://uat5.e-tendering.com</p> <p>This email was generated automatically by the system. Please do not reply to this message.</p> <p>EMAIL DISCLAIMER</p> <p>[To Be Confirmed]</p>		

[View](#) [Back](#)