

23 September 2025

Dear Sir / Madam

Tender Reference No. (1004) in P/AE/PUR/AGC
Invitation to Tender for the Provision of Staff Expense Claim Solution
for the Construction Industry Council

Construction Industry Council (hereinafter referred to as "CIC") cordially invites your company to submit a tender for the Provision of Staff Expense Claim Solution for the Construction Industry Council as specified in the tender documents.

Tender Proposals should be submitted through the CIC's e-Tendering System (the "System") by **12:00 noon on 10 October 2025 (Tender Closing Date)**. This e-Tendering System is an electronic platform for handling the procurement process of selected projects in Procurement Department of the CIC.

1. Tender documents can be downloaded from the CIC's e-Tendering System via this link: <https://procurement.cic.hk/prosmart/#/GuestPortal/OpenDocumentList>. Interested tenderers must register an account on the System before downloading the tender documents from the System.
2. Tenderers shall deposit their Technical Proposal and Fee Proposal through the System in accordance with the requirements of the System on or before the **Tender Closing Date**. The submission will not be considered if the relevant proposal, document or information is not successfully uploaded and transmitted through the System and accepted by the CIC before the Tender Closing Date. A two-envelope approach is adopted for the submission, i.e. Tenderer shall submit (1) Technical Proposal under the "Technical Proposal" Folder of the System and (2) Fee Proposal under the "Fee Proposal" Folder of the System.

Please note that the "Technical Proposal" shall NOT include any pricing details. Failure to do so will render the tender null and void.

3. The tenderer shall provide the completed 'Application Form for Inclusion in the CIC Vendor List' as provided in the tender invitation, containing basic information of the interested tenderer (For Non-CIC Registered Vendor only). Your account creation and registration on the e-Tendering System does not constitute application for inclusion in the CIC Vendor List.
4. The registration and operation procedures of the System shall be referred to **Annex 1 - Quick Guide to the CIC's e-Tendering System** for details.
5. In the event of Typhoon Signal No. 8 or above, or Black Rainstorm Warning is hoisted or Extreme Condition as announced by the Hong Kong Government within the office hour (8:30 am – 6:18 pm) on the tender closing date, the closing time will be postponed to 12:00 noon of the next working day.

6. The CIC is not bound to accept any proposal it may receive. In addition, it will reject bids which are considered to have been priced unreasonably low.
7. It should be noted that the CIC will not be responsible for the reimbursement of any cost incurred by you for the preparation of the submission.
8. The invited tenderer who has decided to decline the bid shall return the Reply Slip for Declining Bid provided in Appendix F of the Conditions of Tender through the System.
9. During the tender evaluation stage, the tenderer may be requested to attend a tender interview to present his tender proposals. Details of the interview may be announced to the shortlisted tenderers THREE (3) days prior to the interview. Upon receipt of a request from the CIC, the tenderer shall provide a tender presentation to demonstrate whether the proposal can fulfill the requirements specified in the Assignment Brief.
10. Tenderer must login to the System in order to submit queries to CIC's Procurement Department - Mr. Ronald WONG (Contact Telephone Number: 2100 9750 or E-mail: ronaldwong@cic.hk) and the tenderer shall be responsible for ensuring that his queries are successfully submitted to the System prior to the deadline for submitting queries. In order to ensure fairness and transparency of the tendering process, all responses made by the CIC will be dispatched to other tenderers via the System.

Yours sincerely
For and on behalf of
Construction Industry Council



Eric LEE
Manager – Procurement

Encl.

Checklist for Submission of Tender

Please go through the following checklist to ensure that all necessary information and documents for the tender have been provided in your tender submission. Please note that the checklist is for guidance and reference purposes only and shall not be deemed to form part of the Tender Document. The address labels at the bottom of this checklist may be used on the envelopes for submitting the tender.

Tenderers should note that their tenders may be invalidated if the information in the tender submission is incorrect or the required documents are not provided together with the tender document.

Particulars	<u>Reference</u>
Technical Proposal	
1. Tenderer's Track Record & Project Reference	Conditions of Tender, Appendix A Clause 1
2. Composition of the Proposed Project Team	Conditions of Tender, Appendix A Clause 2
3. Overall Project Approach	Conditions of Tender, Appendix A Clause 3
4. Company Profile	Annex C of Assignment Brief
5. Project Reference	Annex C of Assignment Brief
6. Functional Requirements	Annex C of Assignment Brief
7. Non-functional Requirements	Annex C of Assignment Brief
8. Security requirement	Annex C of Assignment Brief
9. Proposed resource plan	Annex C of Assignment Brief
10. Hardware requirement	Annex C of Assignment Brief
11. Compliance Table	Annex B of Assignment Brief
12. A duly completed Standard Letter for complying with Anti-Collusion Clause	Conditions of Tender, Appendix B
13. All documents mentioned in the Technical Assessment Marking Scheme	Conditions of Tender, Appendix E
Fee Proposal	
1. Form of Tender	Conditions of Tender, Appendix C
2. Fee Proposal	Conditions of Tender, Appendix D
3. Quotation Form	Annex D of Assignment Brief

Note: The tenderer is required to submit all information specified in Appendix A of the Conditions of Tender with his tender. In addition, the tenderer shall submit with his tender a duly signed and witnessed letter in the form set out in Appendix B of the Conditions of Tender. Should the tenderer fails to submit all information mentioned above with his tender, his tender may not be considered.

“Please be reminded that **NO COMMERCIAL OR COST INFORMATION SHALL BE INCLUDED IN TECHNICAL SUBMISSION**. You are reminded that should any commercial or cost information be included in this Technical Submission, you may be disqualified from this Tender.”

Annex 1



Supplier User Quick Guide of Construction Industry Council's e-Tendering System

Version 1.0: May 2025

Document Change Record

Version Number	Description of Change	Sections Amended	Date
1.0	First Release	All	15 May 2025

Content

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3. View the Tender Query replied by CIC	QG - 49
4. Tender Addendum.....	QG - 57
5. Submit Tender	QG - 65

Access to the Tender Document (New Supplier Registration)

1. Access to the tender document (New Supplier)

Interested tenderers, please access the tender document via the CIC e-Tendering System (Click below link) by **Microsoft Edge browser** or **Google Chrome browser**. The tender list and closing date will display on the system's main page.

CIC e-Tendering System

<https://procurement.cic.hk/prosmart/#/GuestPortal/OpenDocumentList>

Step 1. Click the relevant Tender/ EOI document

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建造業議會

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Open Tender List

Search Document

Search Result 1

Document Ref.	Subject	Issue Date	Closing Date
(30) in P/AE/PUR/AGC	Provision of Design and XXXXXXXXXXXXXXXXXX the Construction Industry Council (為建造業議會提供設計及XXXXXXXXXXXXXXXXXXXX)	2025/05/17 12:05 HKT (GMT+08:00)	2025/05/19 15:00 HKT (GMT+08:00)

Records per page: 11 1-1 of 1

Tender Closing Date

Step 2. Click the “New Supplier” for CIC e-Tendering System Account Registration

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Open Tender List

Search Document

Search Result 1

Document Ref.	Subject	Issue Date	Closing Date
(30) in P/AE/PUR/AGC	Provision of Design and XXXXXXXXXXXXZZZZ the Construction Industry Council (為 建造業議會提供設計及 XXXXXXXXZZZZ)	2025/05/17 12:05 HKT (GMT+08:00)	2025/05/19 15:00 HKT (GMT+08:00)

1 record selected.

Records per page: 11 1-1 of 1

Document Notice

Document Ref: (30) in P/AE/PUR/AGC

Subject: Provision of Design and XXXXXXXXXXXXXXXZZZZZ the Construction Industry Council (為建造業議會提供設計及XXXXX

Issue Date: 2025/05/17 12:05 HKT (GMT+08:00)

Closing Date: 2025/05/19 15:00 HKT (GMT+08:00)

Details: Interested tenderer, please click "New Supplier"

Contact Name: Ms. Arles LI

Contact Number: 21009426

Apply For Invitation

New Supplier

Existing Supplier

Step 3. Fill in your company information accurately

Step 4. Click “Request Verification Code”

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Open Tender List

Search Document

Search Result 1

Document Ref.	Subject	Issue Date
(30) in P/AEPUR/AGC	Provision of Design and XXXXXXXXXXXXXXZ ZZZZ the Construction Industry Council (為 建造業議會提供設 計及 XXXXXXXXXXXXXXZ ZZZZ)	2025/05/17 12:05 HKT (GMT+08:00)

1 record selected.

Records per page

Registration Form

Company Name (English)

Company Name (English)

Company Name (Chinese)

Company Name (Chinese)

Contact Email

Contact Email

Request Verification Code 2

ZZZZ the Construction Industry Council (為建造業議會提供設計及XXXX

Step 5. Verification Code will be sent to your provided contact email.

Step 6. Check your email account to receive the Verification Code, then input the Verification Code in the CIC e-Tendering System

Step 7. Click “Submit”

Your email account



CIC e-Tendering System (Pre PRD): One-time passcode

You are receiving this email because a request was made for a one-time passcode that can be used for authentication. This code is valid for 15 minutes.

Please enter the following code for verification:

122 - 54786 1

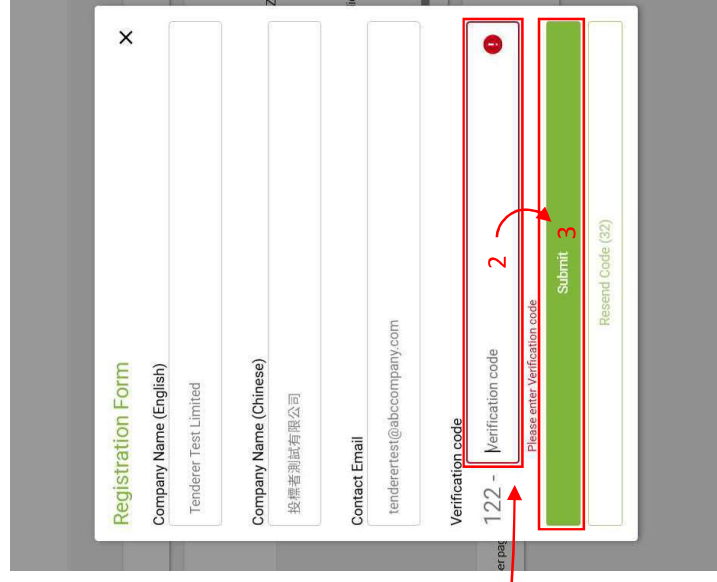
建造業議會 (Pre PRD): 一次性驗證碼

貴公司收到此電子郵件是因為有人請求了一個一次性驗證碼。此驗證碼有效期為 15 分鐘。

請輸入以下代碼進行驗證：

122 - 54786

CIC e-Tendering System



The screenshot shows a web form titled "Registration Form" with a close button (X) in the top right corner. The form contains several input fields: "Company Name (English)" with the value "Tenderer Test Limited", "Company Name (Chinese)" with the value "投標者測試有限公司", and "Contact Email" with the value "tenderertest@abccompany.com". Below these fields is a "Verification code" section. It includes a text input field containing "122 -" and a "Verification code" label. A red box highlights the "Verification code" input field, with a red arrow pointing to it from the number "1" in the email text above. Another red box highlights the "Submit" button, with a red arrow pointing to it from the number "3" in the email text above. The "Submit" button is green and labeled "Submit 3". Below the "Submit" button is a "Resend Code (32)" link. A red box also highlights the "Resend Code (32)" link, with a red arrow pointing to it from the number "2" in the email text above. The "Verification code" input field has a red border and a red arrow pointing to it from the number "2" in the email text above.

Step 8. Click “Confirm”

Construction Industry Council

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Open Tender List

Search Document

Search Result 1

Document Ref.	Subject	Issue Date	Closing Date
(32) In P/AE/PUR/AGC	Provision of XXXXXXXXXXXXXXXX Services for Construction Industry Council (為建築業議會提供XXXXXXXXXXXX服務)	2025/05/20 17:19 HKT (GMT+08:00)	2025/05/22 12:00 HKT (GMT+08:00)

1 record selected.

Document Notice

Document Ref.: (32) In P/AE/PUR/AGC

Subject: Provision of XXXXXXXXXXXXXXXX Services for Construction Industry Council (為建築業議會提供XXXXXXXXXXXX服務)

Issue Date: 2025/05/20 17:19 HKT (GMT+08:00)

Closing Date: 2025/05/22 12:00 HKT (GMT+08:00)

Details: Interested tenderer please click "New Supplier"

Notification

Registration to Document (Reference (32) In P/AE/PUR/AGC) is successful.

Confirm

Step 9. Check your email account, then click the “Active CIC OnePass Account” in the email to connect to the OnePass Account active web page

Step 10. Click “Set up”

Your email account



Welcome to CIC OnePass!

Hi celab16897,

We hope you enjoy using CIC Digital eService for your service needs. We are thrilled to announce that a new authentication solution with improved user experience will be enabled on CIC starting on Oct 2023.

Click here to know more about CIC OnePass - What is CIC OnePass?

What To Do?

To continue using our service, you must activate your user account and set your new password on CIC OnePass. Please note that you will only be able to log in using your updated credentials after your account is successfully activated.

Please click the button below to activate your CIC OnePass account. Please be aware that this link will expire in **30 days**.

Activate CIC OnePass Account

Your username is celab16897@hupoi.com

1

OnePass Account active web page

Set up security methods

celab16897@hupoi.com

Security methods help protect your Okta account by ensuring only you have access.

Set up required

Password
Choose a password for your account
Used for access

Set up

[Back to sign in](#)

2

Step 11. Set up your own password that comply with the Password requirements

Step 12. Click “Next”



Set up password

 celab16897@hupot.com

Password requirements:

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- No parts of your username
- Password can't be the same as your last 4 passwords

Enter password

Re-enter password

1

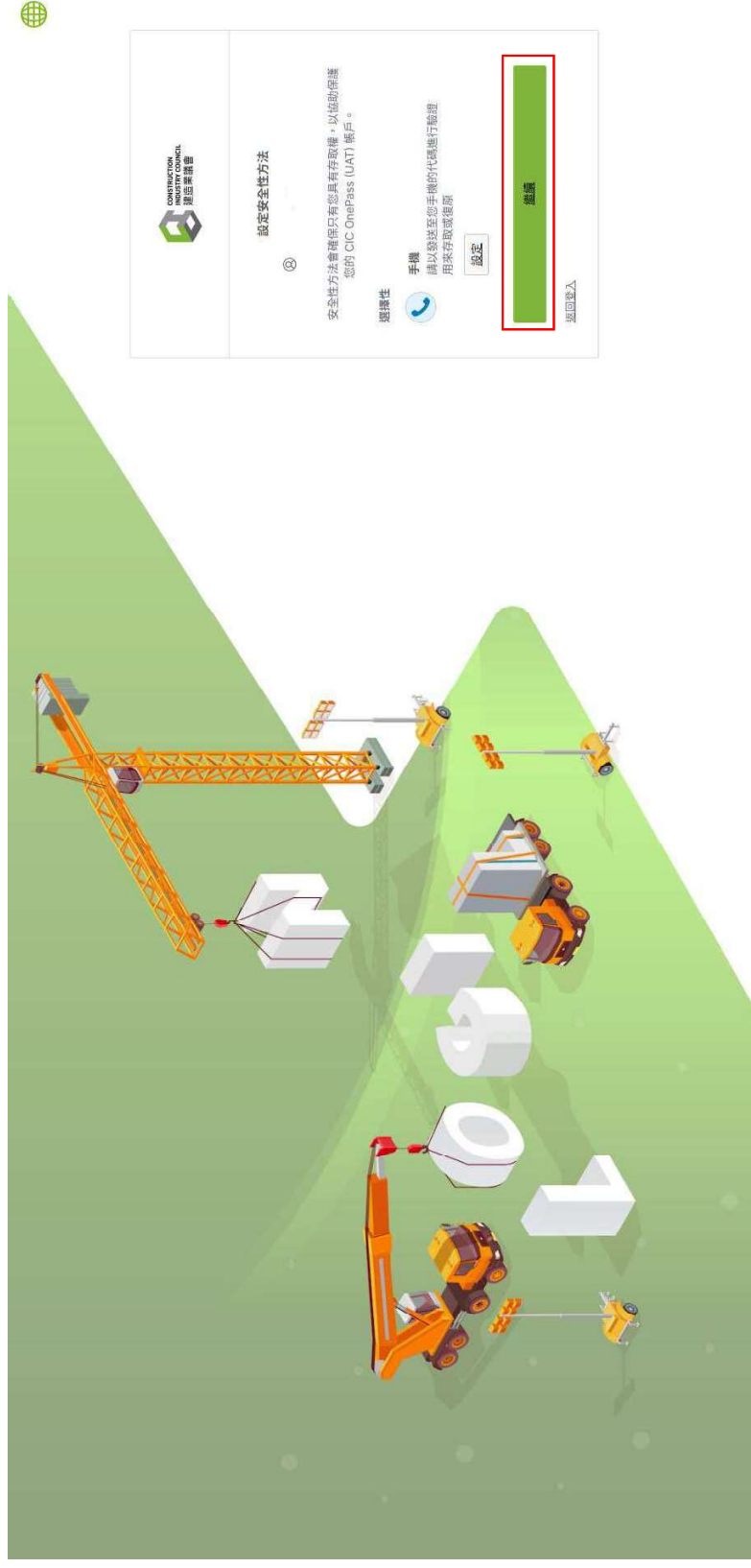
Next

2

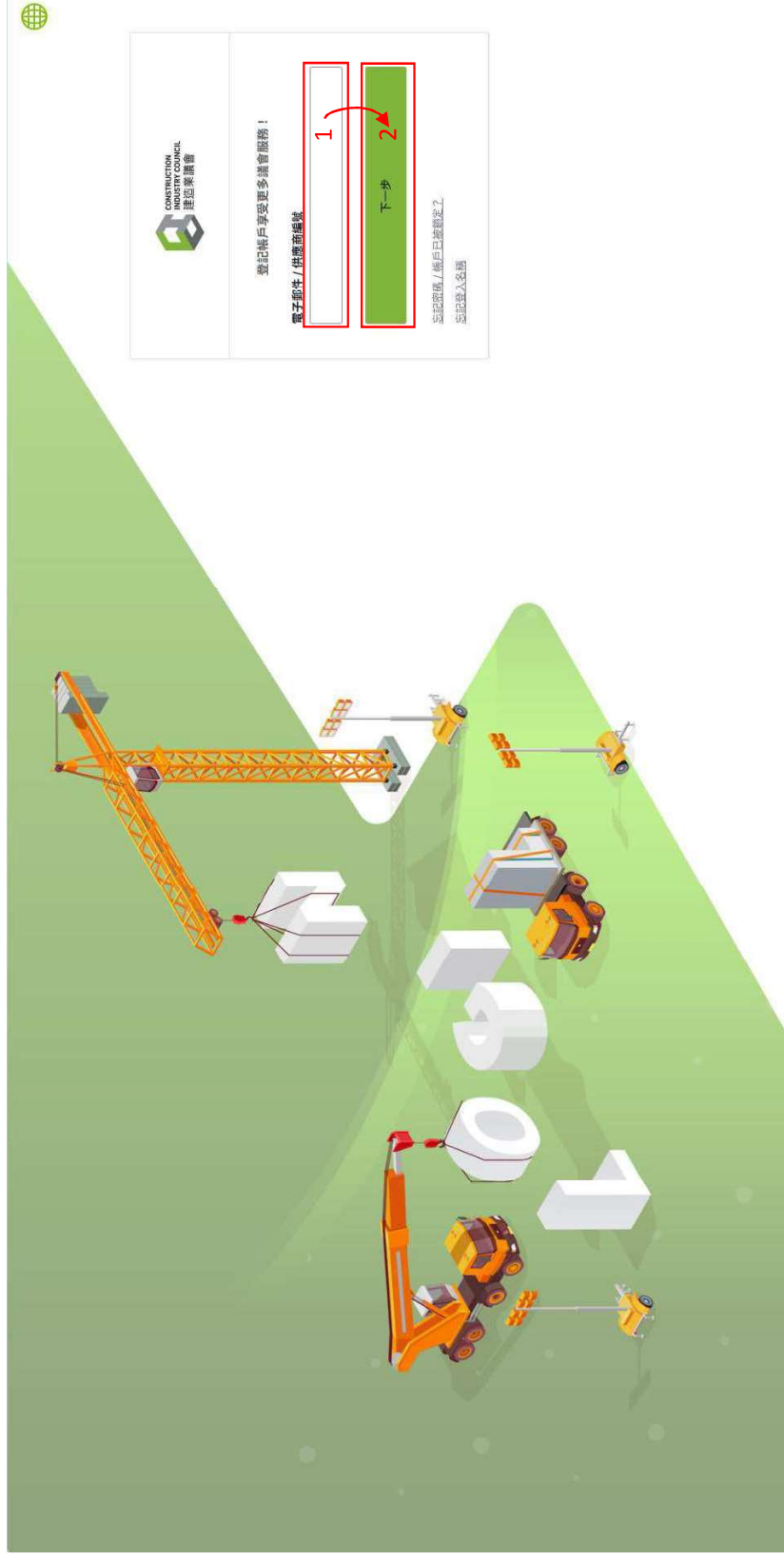
[Return to authenticator list](#)

[Back to sign in](#)

Step 13. Click “繼續”



Step 14. Input your registered email or supplier code, then click “下一步”

A 3D illustration of a construction site on a green field. It features a large yellow crane, a yellow excavator, a yellow truck, and several white 3D blocks. The background is a light blue sky with a few clouds.

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建築業議會

登記用戶享受更多議會服務！

電子郵件 / 供應商編號

1

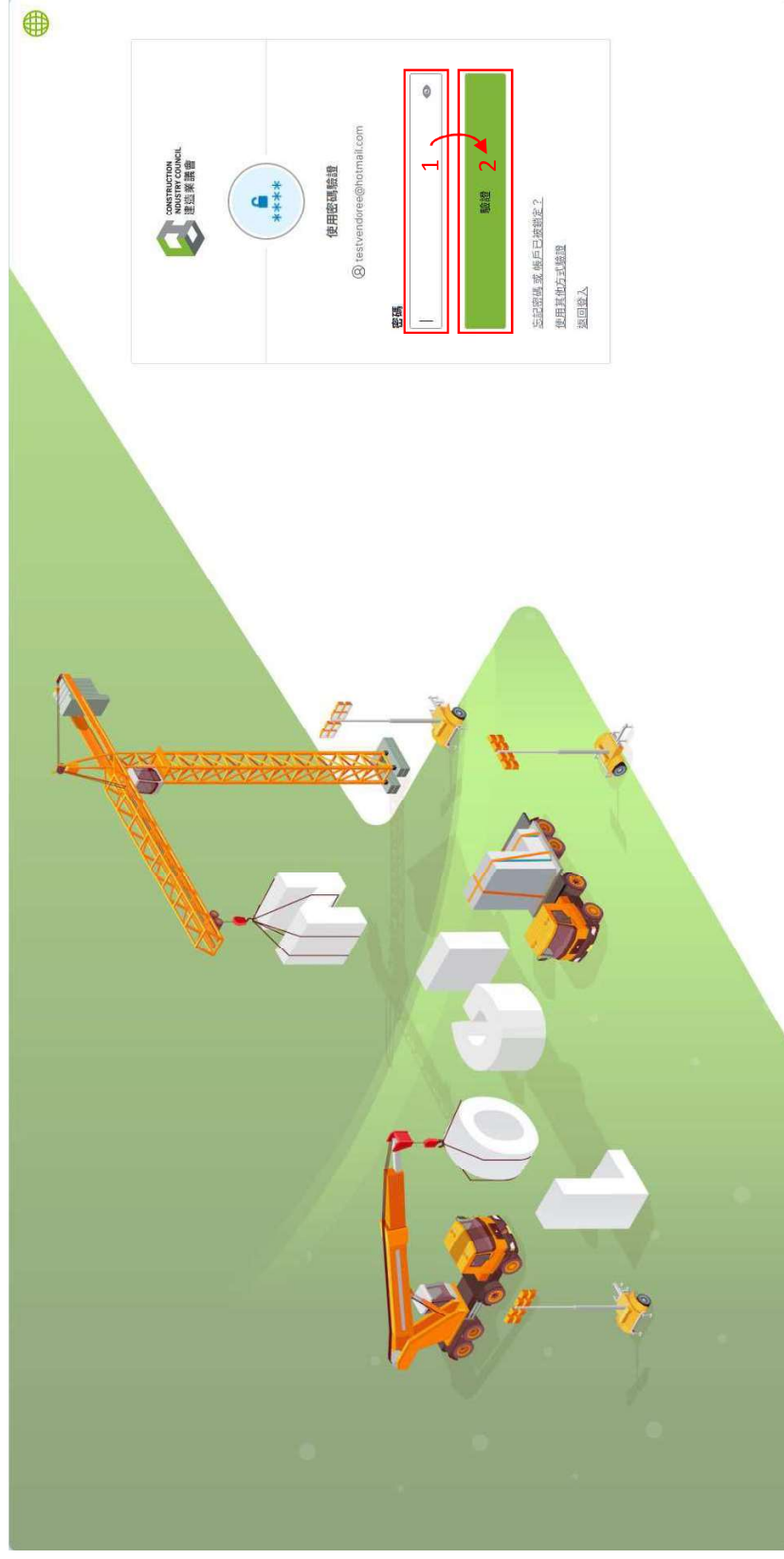
2

下一步

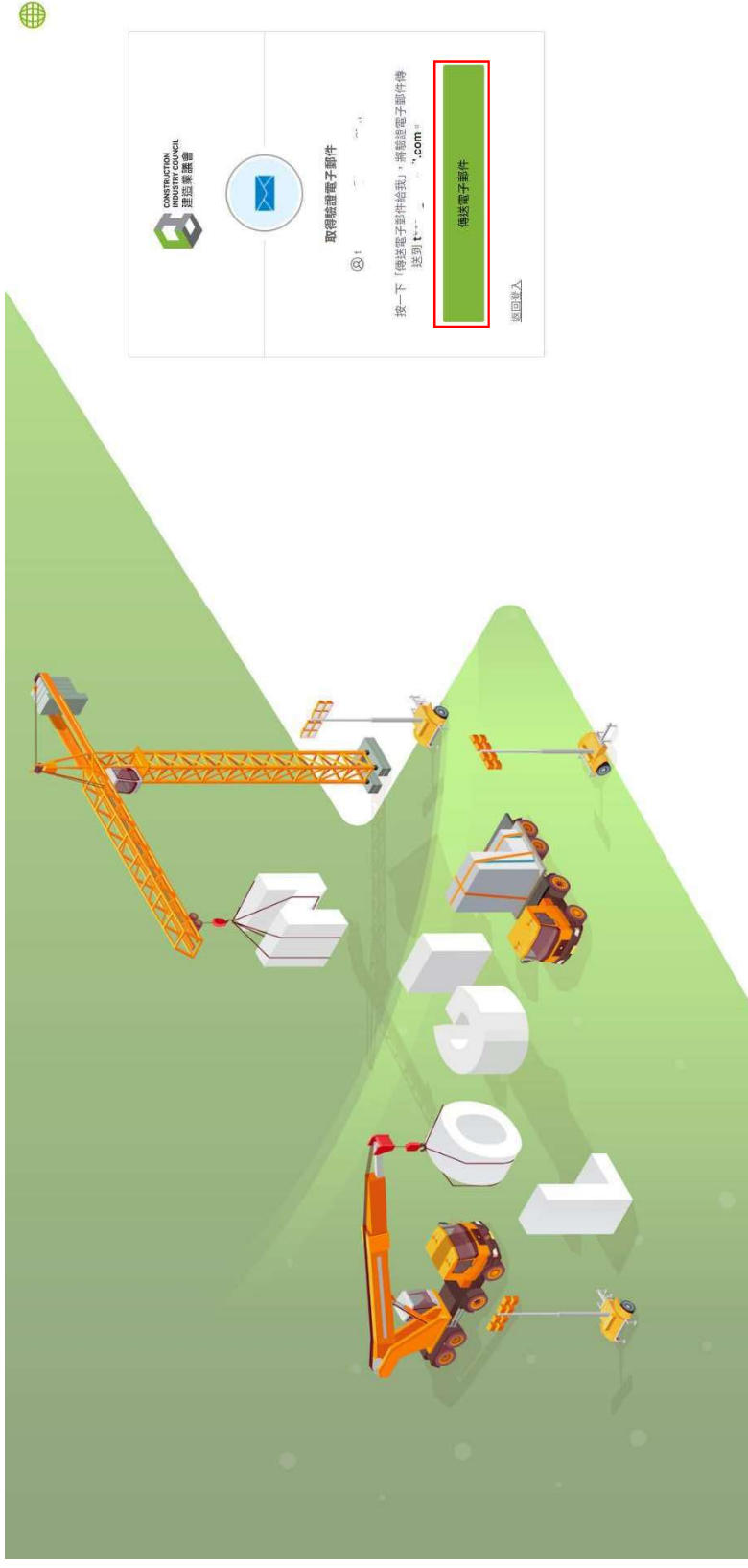
忘記密碼 / 用戶已登出？

忘記登入密碼

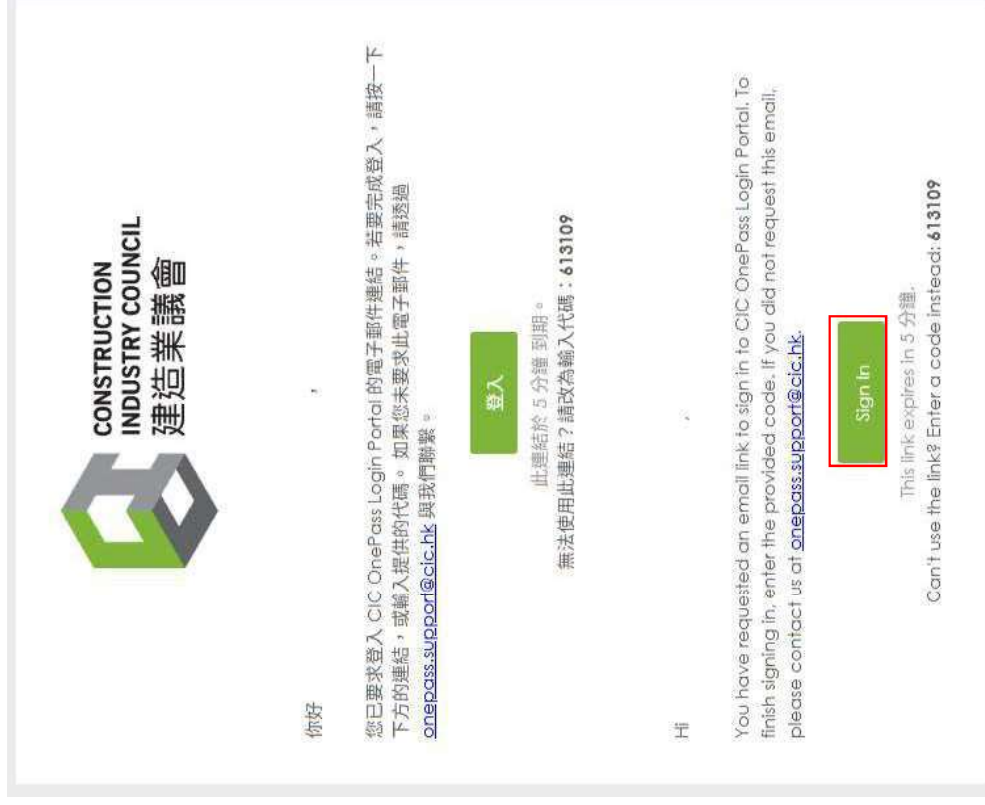
Step 15. Input your own password, then click “驗證” to receive the verification email



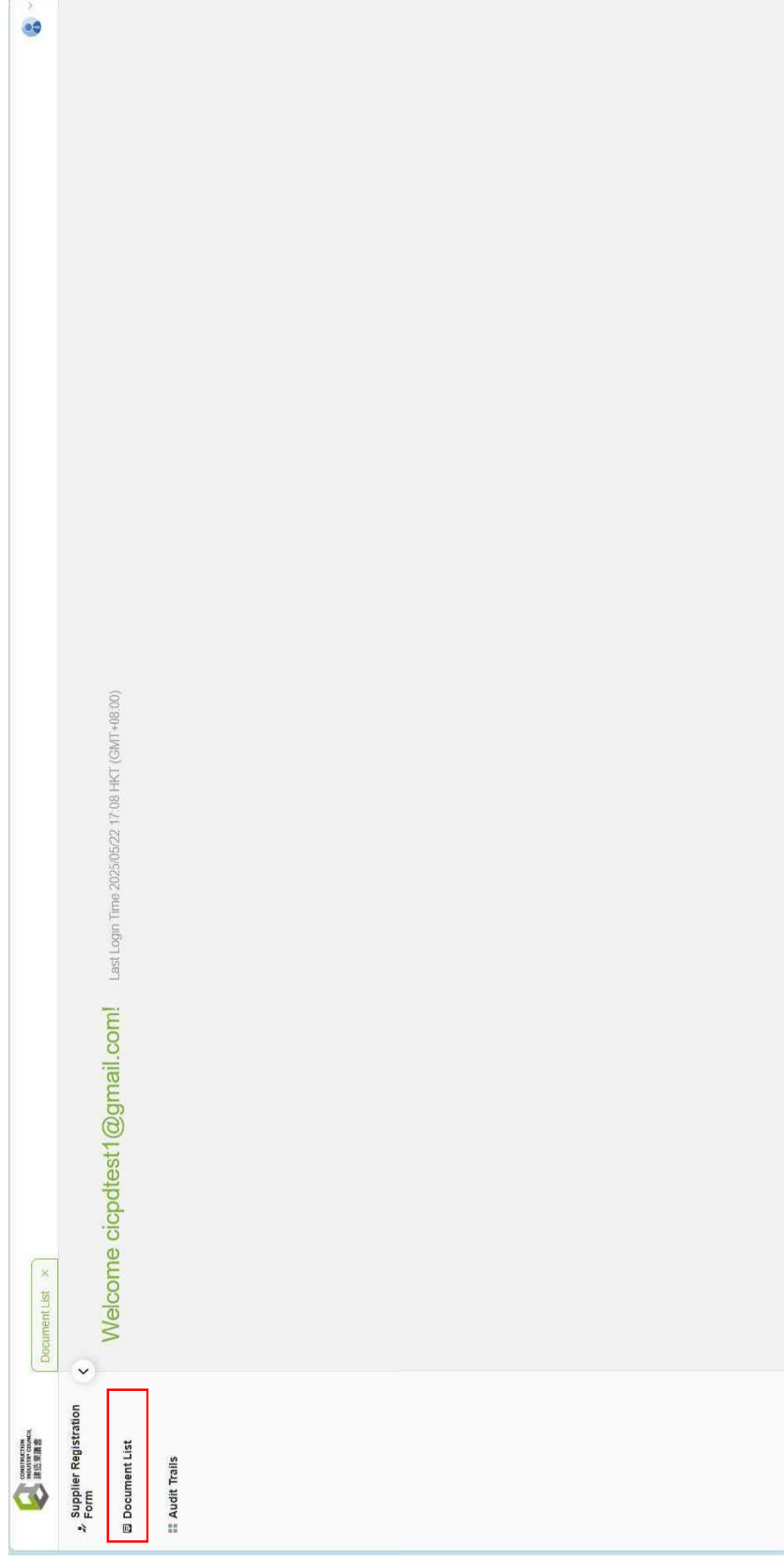
Step 16. Click “傳送電子郵件”



Step 17. Check your email account, then click “Sign In” in the verification email



Step 19. Click “Document List”



CONSTRUCTION INDUSTRY COUNCIL
建築業議會

Supplier Registration Form

Document List

Audit Trails

Document List

Document List

Document List

Document List

Search Document

Search Result

Reference	Subject / Title	Issue Date	Closing Date & Time
(33) In P/AE/PUR/AGC	Provision of XXXXXXXXXXXXZZZ Services for Construction Industry Council (為建造業委員會提供XXXXXXXXXXZZ服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)
(31) In P/AE/PUR/AGC	Testing for Display 520	2025/05/20 13:45 HKT (GMT+08:00)	2025/05/29 13:54 HKT (GMT+08:00)
(25) In P/AE/PUR/AGC	Demo Testing on Tender Assessment Report	2025/03/12 10:35 HKT (GMT+08:00)	2025/03/17 10:50 HKT (GMT+08:00)
(30) In P/AE/PUR/TDTC	0225	2025/02/25 15:00 HKT (GMT+08:00)	2025/02/25 15:15 HKT (GMT+08:00)
(29) In P/AE/PUR/TDTC	testM2181	2025/02/18 14:35 HKT (GMT+08:00)	2025/02/18 15:00 HKT (GMT+08:00)
(28) In P/AE/PUR/TDTC	testM2180	2025/02/18 10:40 HKT (GMT+08:00)	2025/02/18 11:10 HKT (GMT+08:00)
(27) In P/AE/PUR/TDTC	testM2172	2025/02/17 17:45 HKT (GMT+08:00)	2025/02/18 10:00 HKT (GMT+08:00)
(24) In P/AE/PUR/AGC	Testing for TB - Issued	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/31 15:05 HKT (GMT+08:00)
(21) In P/AE/PUR/AGC	Testing for TB - Assessment and Fee	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/23 15:05 HKT (GMT+08:00)
(20) In P/AE/PUR/AGC	Testing for TB - PO	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/23 15:05 HKT (GMT+08:00)
(23) In P/AE/PUR/AGC	Testing for TB -	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/23 15:05 HKT (GMT+08:00)

Information

Reference:

Subject / Title:

Issue Date:

Closing Date & Time:

Company Name:

E-mail Address:

Security Code:

(33) In P/AE/PUR/AGC

Provision of XXXXXXXXXXXXZZZ Services for Construction Industry Council (為建造業委員會提供XXXXXXXXXXZZ服務)

2025/05/22 16:00 HKT (GMT+08:00)

2025/05/26 12:00 HKT (GMT+08:00)

cicptest1@gmail.com

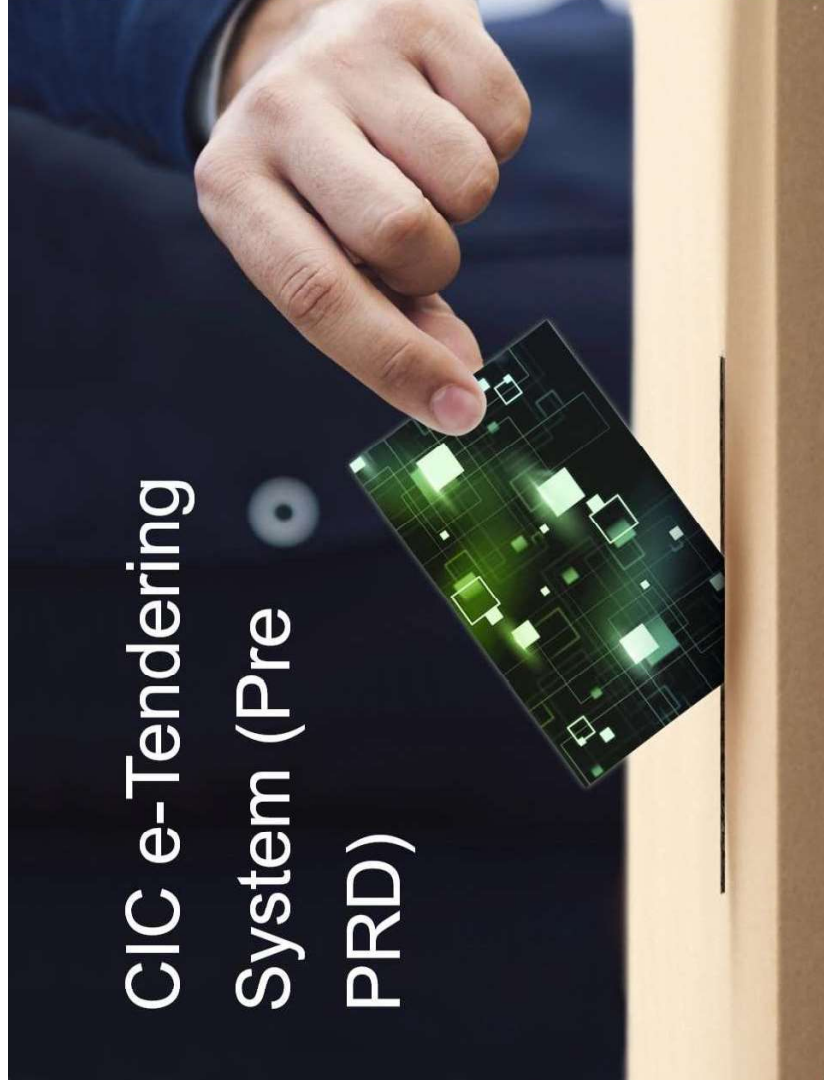
cicptest1@dummysmail.com

D9852121D56A04C059AFAFBBA462C5E

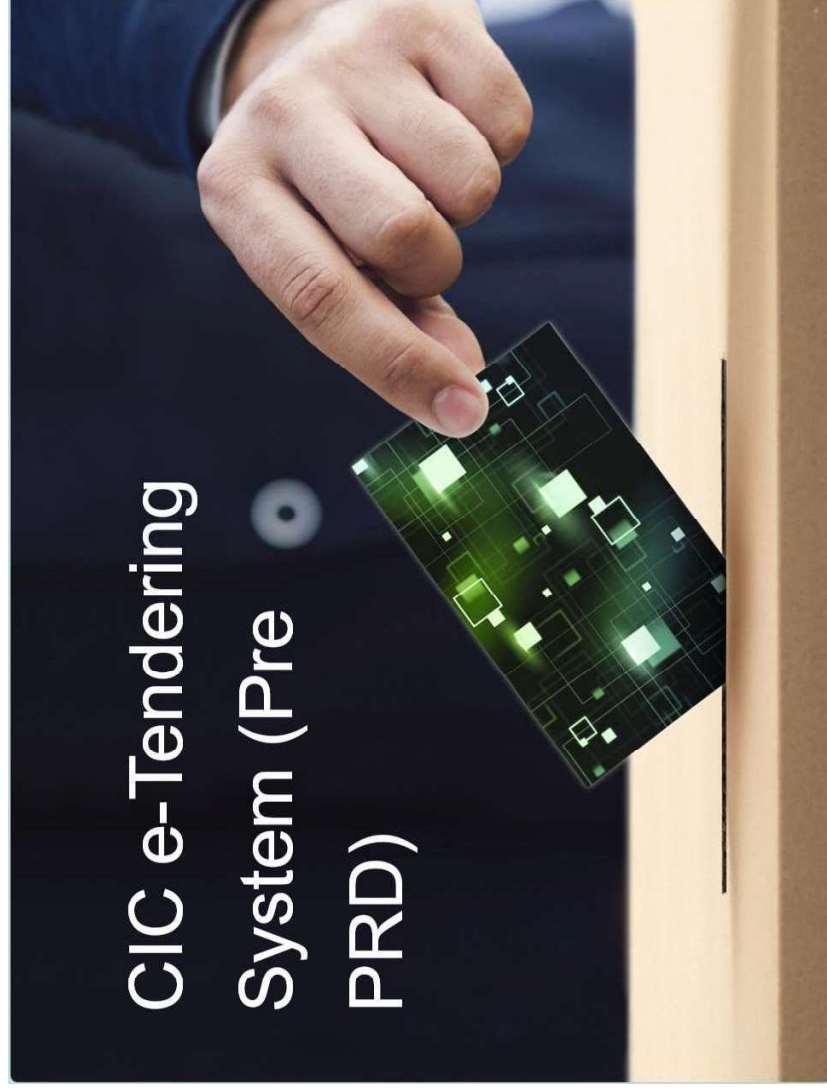
Tenderer Information

Step 22. Tick “I confirm and accept the Terms of Use and Privacy Policy Statement”

Step 23. Click “Next”

A screenshot of the "Tenderer Login" page for the Construction Industry Council (CIC). The page has a white background with a green header bar. In the top left corner, there is a logo for the Construction Industry Council and the text "CONSTRUCTION INDUSTRY COUNCIL 建造業議會". To the right of the logo, there are links for "Home", "Tenderer", "CIC Staff", and "EN | 粵". Below the header, the title "Tenderer Login" is displayed in green. A "Security Code" field contains the text "C07CD0866A0BA053DE903FE458601CE". Below this, there is a checkbox with a green checkmark and the text "I confirm and accept the Terms of Use and Privacy Policy Statement." This checkbox is highlighted with a red box and a red arrow pointing to it from the number "1". To the right of the checkbox is a green "Next" button, which is also highlighted with a red box and a red arrow pointing to it from the number "2". At the bottom of the page, there is a small green logo and the text "Copyright © 2023 (CIC (Pre PRD)). All Rights Reserved."

Step 24. Click the email icon



CONSTRUCTION
INFRASTRUCTURE
E-PROCUREMENT
建造業電子採購系統

Business | Tenderer | CLC Staff | EN | 登出

Two-Step Verification

In order to verify your identity, choose a verification method from the list below:

☒ Email address in the format
username@clc.com.hk

[View Guide \(English\)](#)

[View Guide \(Traditional\)](#)

[Disclaimer](#)
Copyright © 2025 (CLC (Pre PRD)). All Rights Reserved.

Step 25. Check your email account to receive the Two-Step Verification Code

Step 26. Input Verification Code, then click “Submit”

Your email account



CIC e-Tendering System (Pre PRD): One-time passcode

You are receiving this email because a request was made for a one-time passcode that can be used for authentication. This code is valid for 15 minutes.

Please enter the following code for verification:

967 - 67776 1

建造業議會 (Pre PRD): 一次性驗證碼

貴公司收到此電子郵件是因為有人請求了一個一次性驗證碼。此驗證碼有效期間為 15 分鐘。

請輸入以下代碼進行驗證：

967 - 67776

e-Tendering System

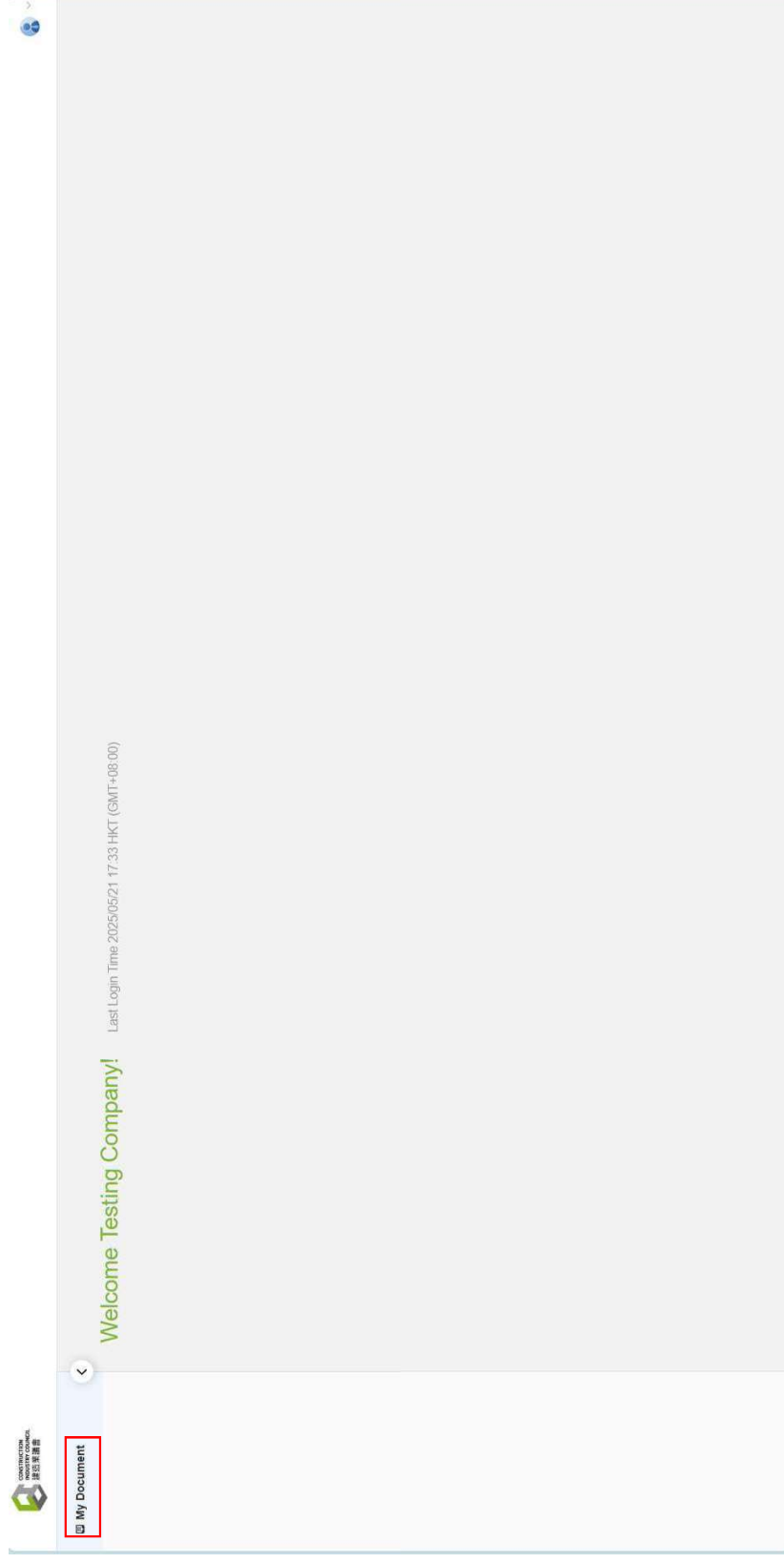


Two-Step Verification

Enter the verification code that was sent to the following email address: 967

Submit

Step 27. Click “My Document”



Step 28. Click “Tender Documents & Annex” to download the tender document(s). The tender closing date will be displayed again on this page.

Construction Industry Council
建造業議會

My Document

Document (32) in P/AEP/P/AGC

Tender Documents & Annex(s)

Tender Reference:
(32) in P/AE/PUR/AGC

Subject / Title:
Provision of XXXXXXXXXXXXXXXXXX Services for Construction Industry Council (為建造業議會提供XXXXXXXXXXXX服務)

Description:
Interested tenderer, please click "New Supplier"

Contact:
Name: Ms. Aries LI
Tel. Number: 2100 9426
Email: ariesli@dic.hk

My Action

Submit Offer

Decline Offer

Submit Tender Queries

Closing Date & Time
2025/05/22 12:00

1 days left

Tender Queries & Responses

Step 29. Click the download icon to save the tender documents for details

Step 30. Click the icon to open the file



Tender Query

2. Submit a Tender Query

Step 1. Click below link to visit the CIC e-Tendering System to submit your tender query

[CIC e-Tendering System](https://procurement.cic.hk/prosmart/#/GuestPortal/OpenDocumentList)

<https://procurement.cic.hk/prosmart/#/GuestPortal/OpenDocumentList>

Step 2. Click the relevant Tender/ EOI document



EN | 粵

Open Tender List

Search Document

Search Result 1

Document Ref.	Subject	Issue Date	Closing Date
(33) In P/AE/PUR/AGC	Provision of XXXXXXXXXXZZZ Services for Construction Industry Council (為建造業議會提供XXXXYYXZZ服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)

Records per page 11 1-1 of 1

EN | NE



Search Document

Search Result 1

Document Ref.	Subject	Issue Date	Closing Date
(33) In P/AE/PUR/AGC	Provision of XXXXXXXXXX Services for Construction Military Council (香港駐英 軍事代表團XXXXXX服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)
1 record selected.		Records per page: 11	1 of 1

Document Ref.: (33) in P/AE/PUR/AGC

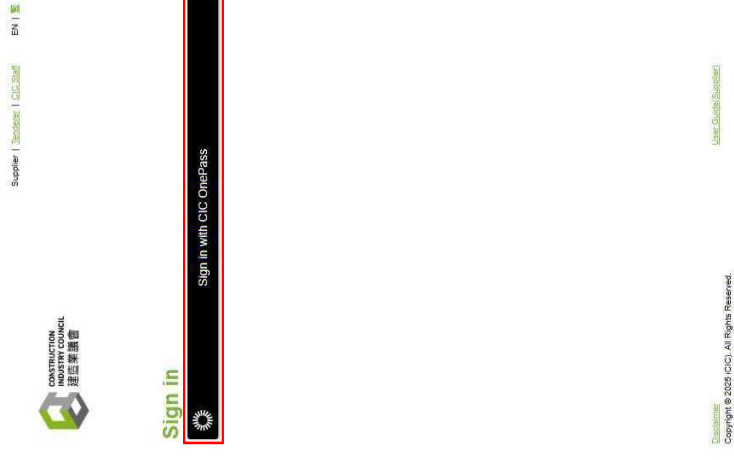
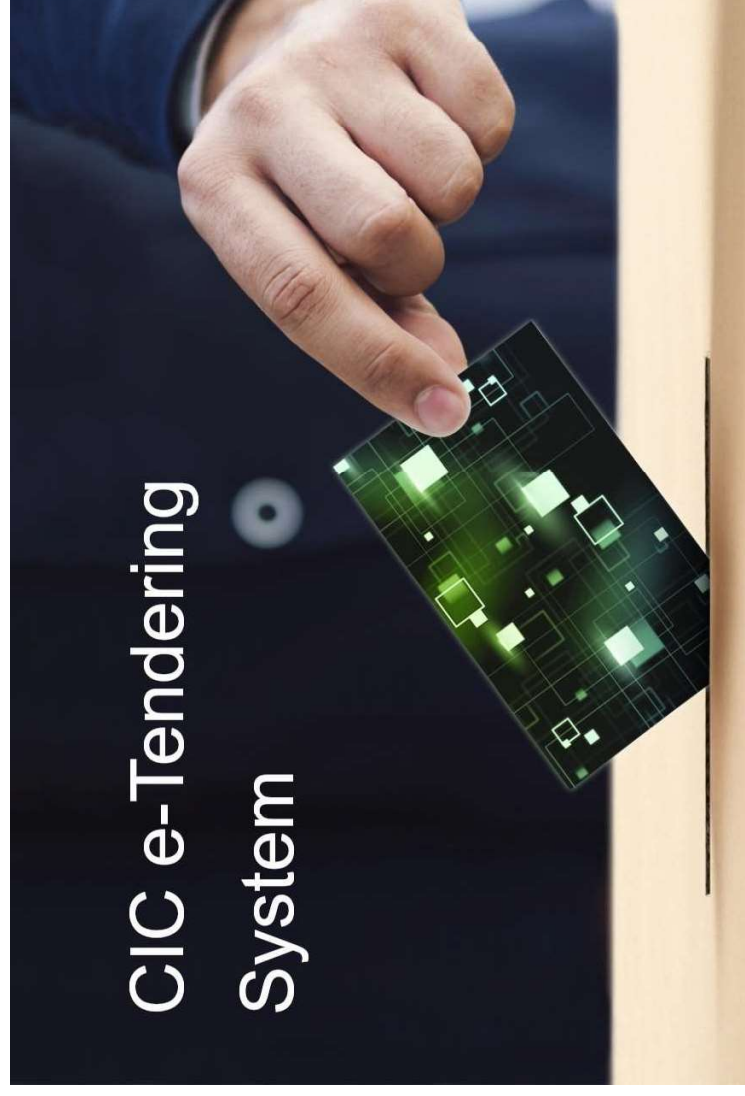
Document Ref.:	(33) in PAEP/UP/AGC
Subject:	Provision of XXXXXXXXXX Services for Construction Industry Council (壹連通籌備處XXXXXXXXX服務)
Issue Date:	2025/05/22 15:00 HKT (GMT+08:00)
Closing Date:	2025/05/28 12:00 HKT (GMT+08:00)
Details:	The CIC invites companies to express their interest in tendering for the captioned subject.
Contact Name:	Ms. Polly LO
Contact Number:	21009028

[Apply For Invitation](#)

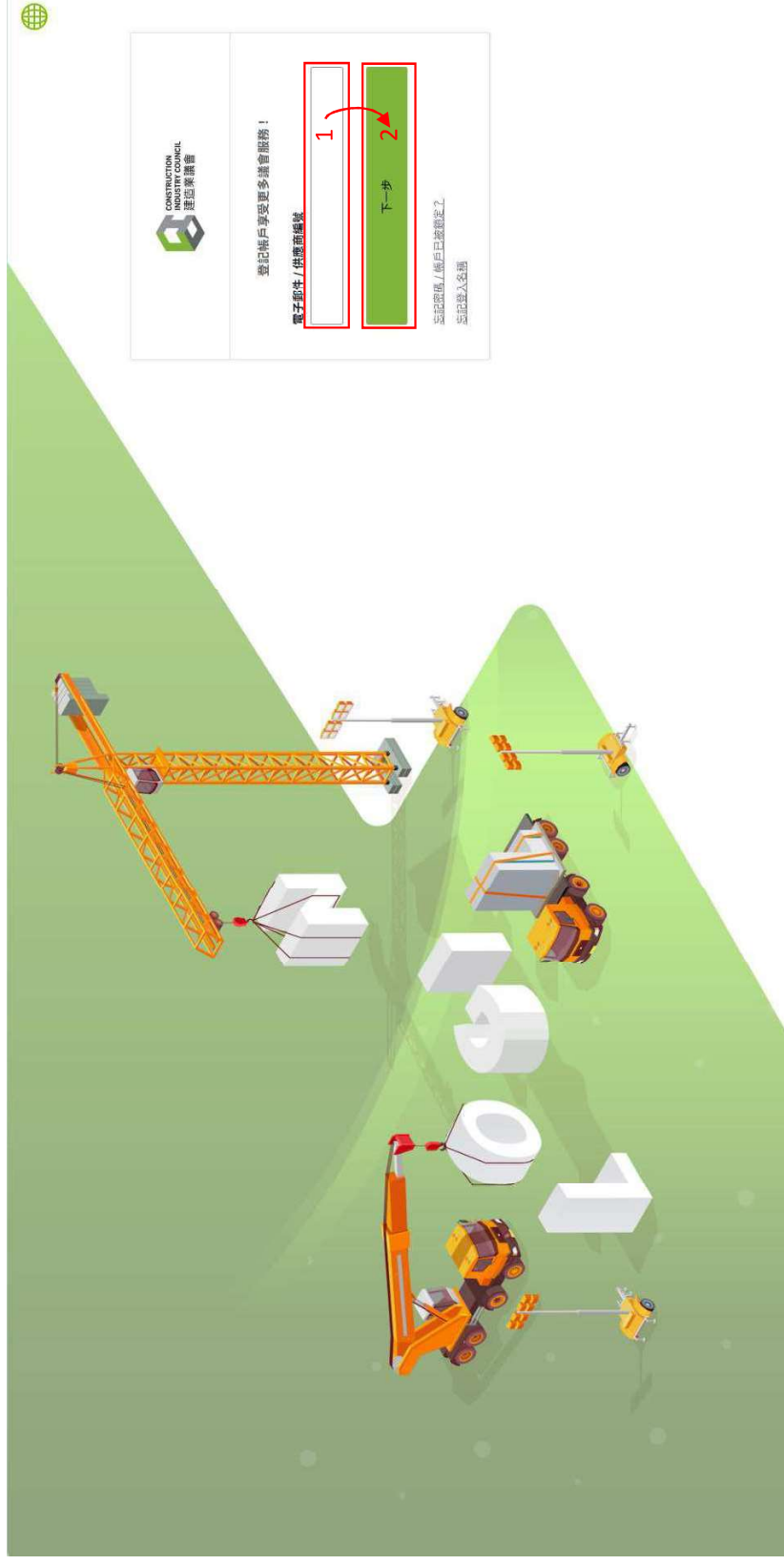
New Supplier

Existing Supplier

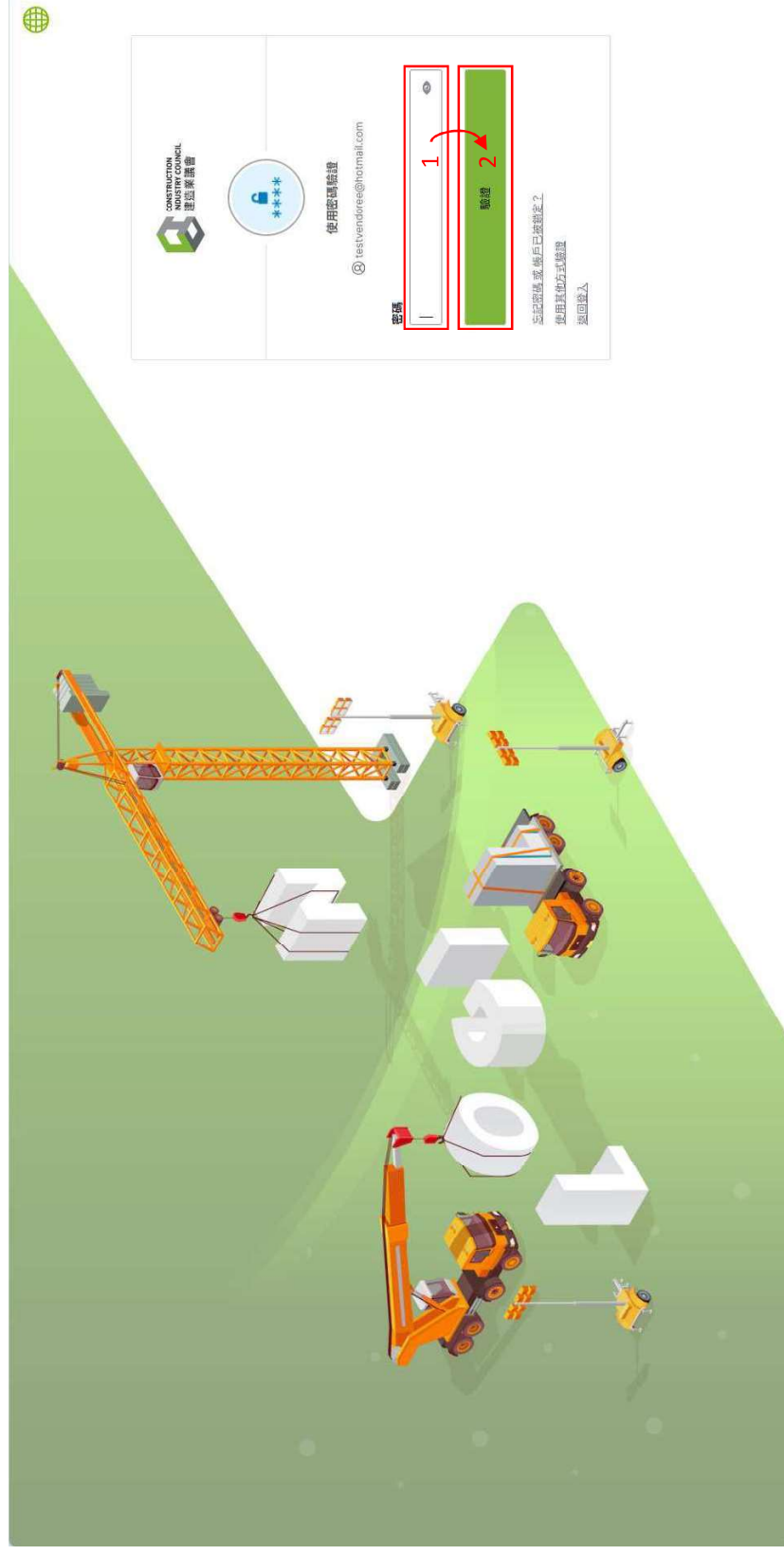
Step 4. Click “Sign in with CIC OnePass”



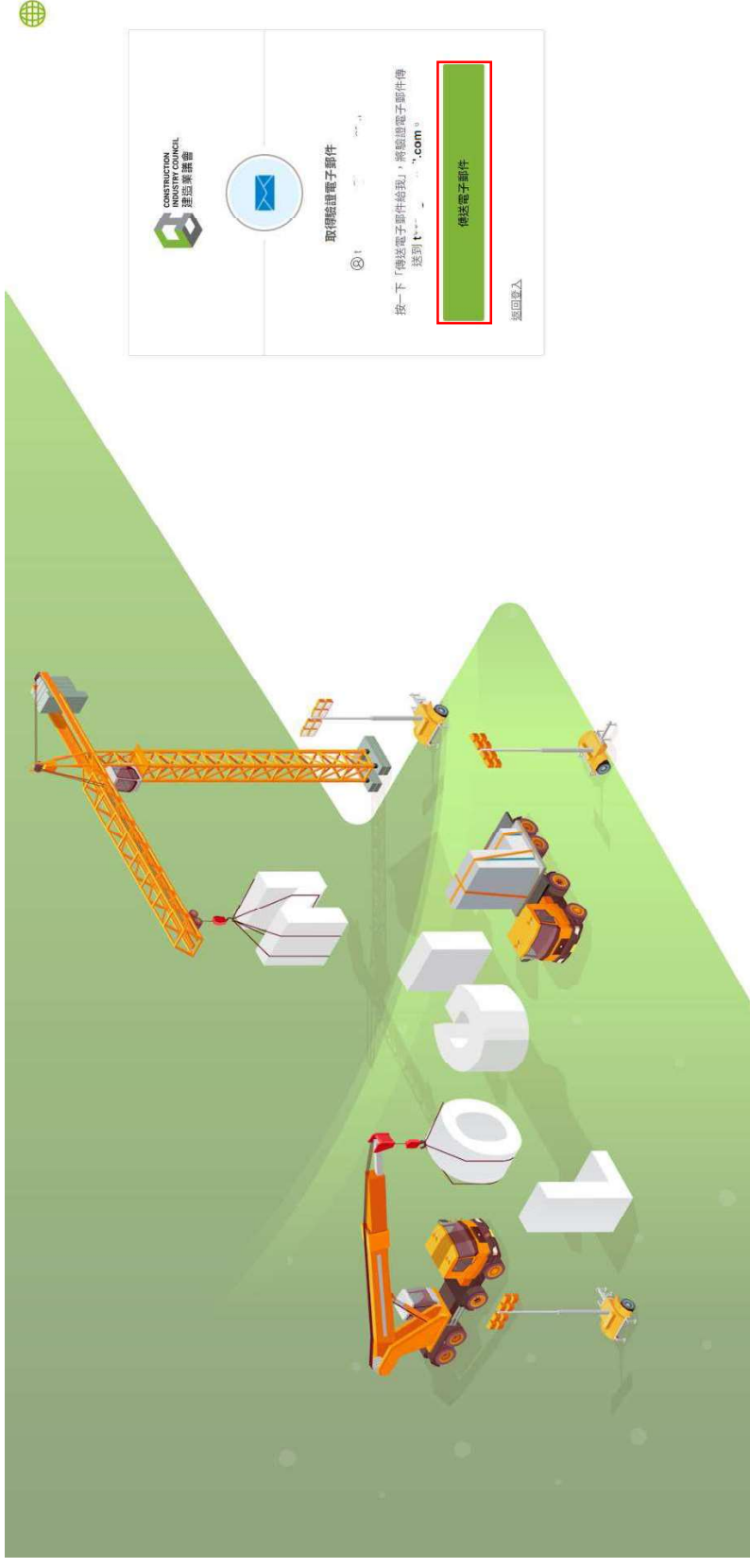
Step 5. Input your registered email or supplier code, then click “下一步”



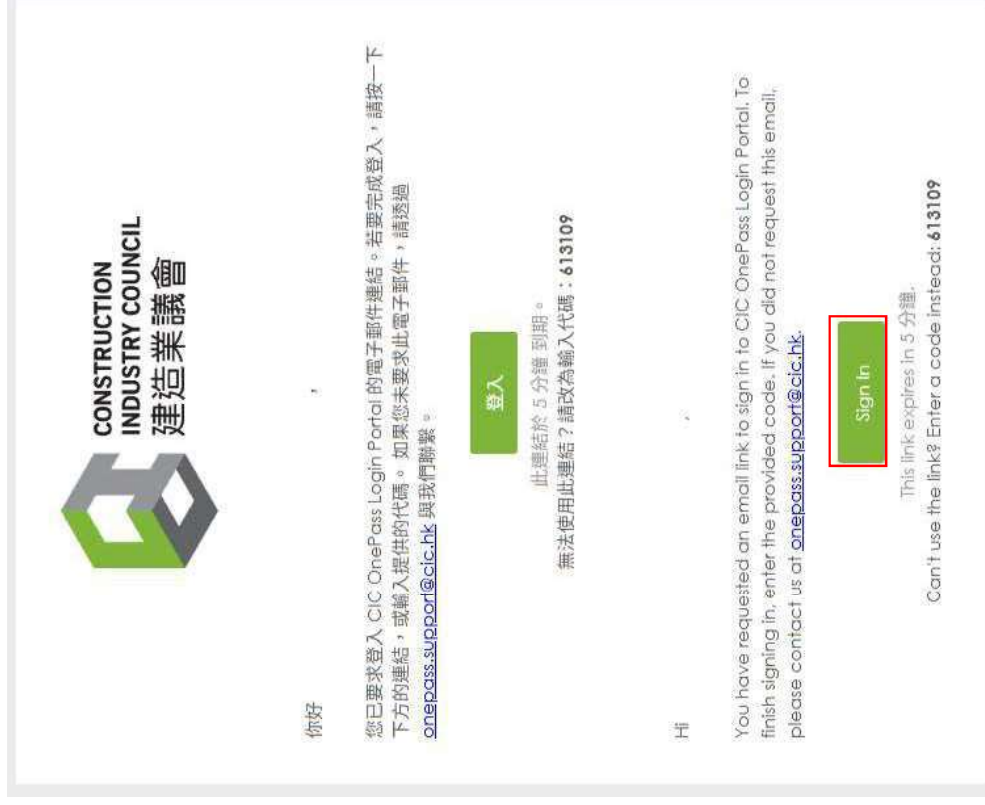
Step 6. Input your own password, then click “驗證” to receive the verification email



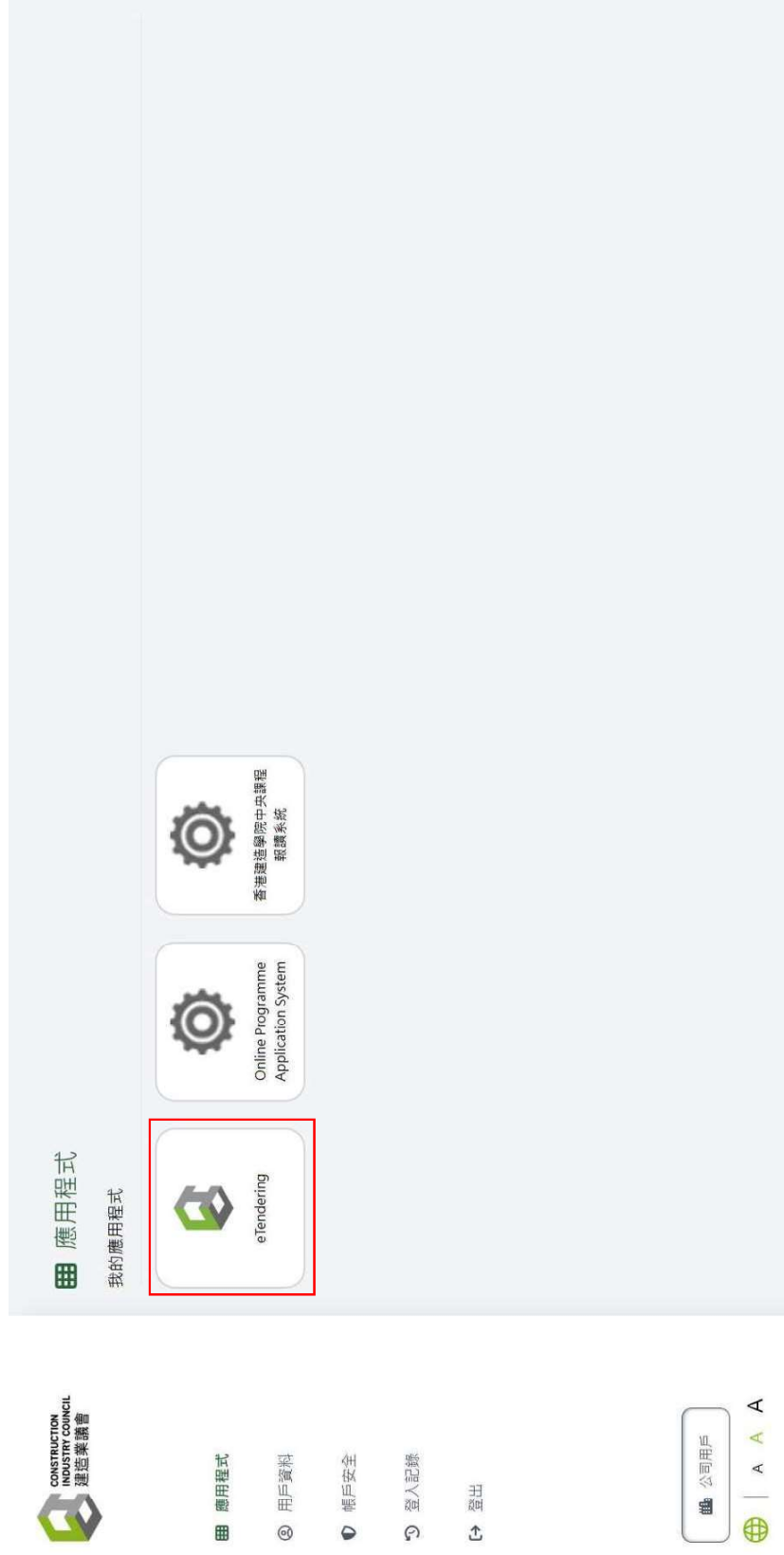
Step 7. Click “傳送電子郵件”



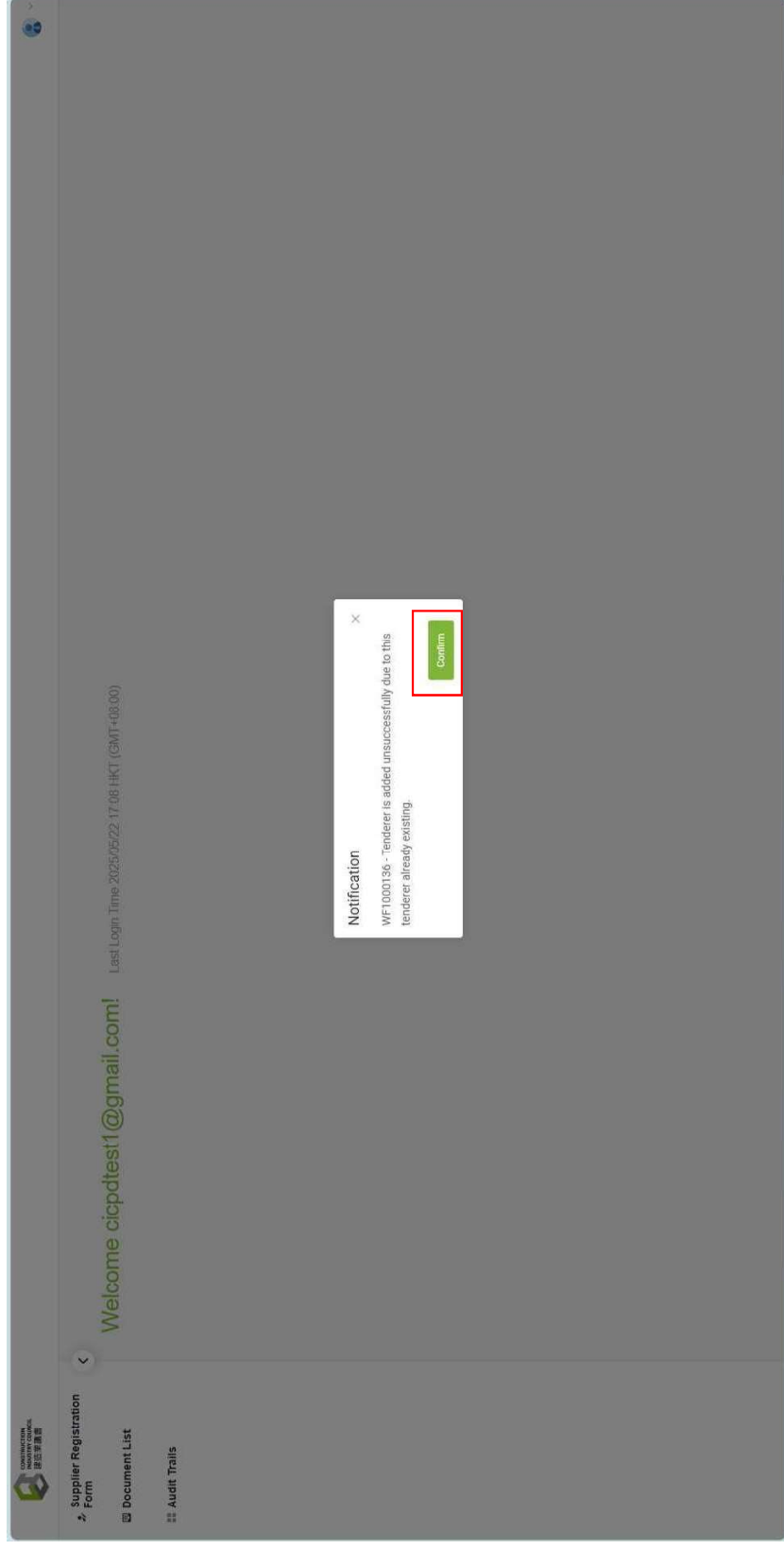
Step 8. Check your email account, then click “Sign In” in the verification email



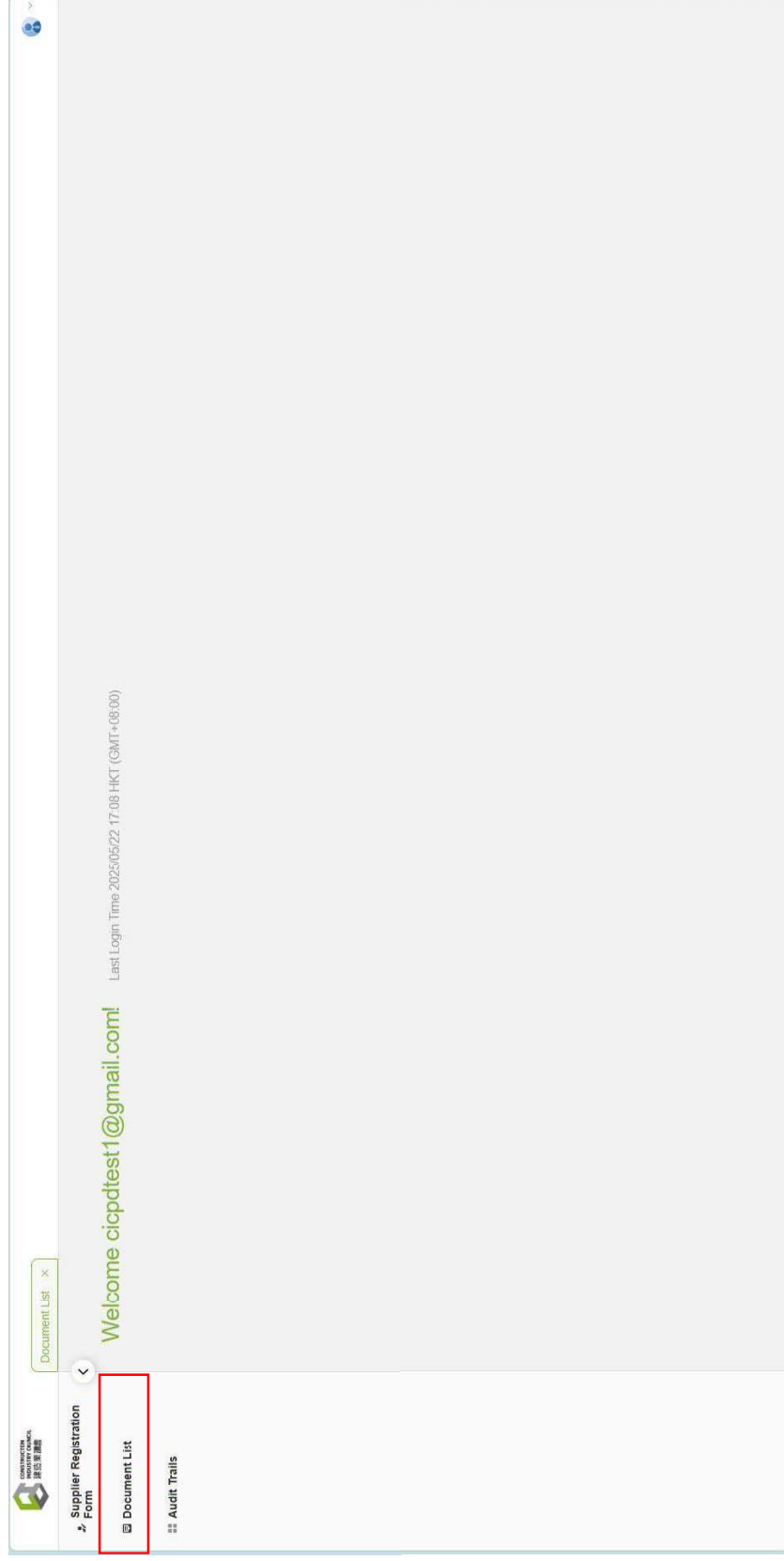
Step 9. Click “eTendering”



Step 10. Click “Confirm”



Step 11. Click “Document List”



Step 12. Click the relevant Tender/ EOI document

CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

Supplier Registration
Form

Document List

Document List

Document List

Audit Trails

Search Document

Search Result 14

Reference	Subject / Title	Issue Date	Closing Date & Time
(33) in P/AE/PUR/AGC	Provision of XXXXXXXXXXZZZ Services for Construction Industry Council (為建造業議會提供XXXXXXXXZZZ服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)
(31) in P/AE/PUR/AGC	Testing for Display 520	2025/05/20 13:45 HKT (GMT+08:00)	2025/05/20 13:54 HKT (GMT+08:00)
(25) in P/AE/PUR/AGC	Demo Testing on Tender Assessment Report	2025/03/12 10:35 HKT (GMT+08:00)	2025/03/12 10:50 HKT (GMT+08:00)
(30) in P/AE/PUR/TDTC	0225	2025/02/25 15:00 HKT (GMT+08:00)	2025/02/25 15:15 HKT (GMT+08:00)
(29) in P/AE/PUR/TDTC	test02181	2025/02/18 14:35 HKT (GMT+08:00)	2025/02/18 15:00 HKT (GMT+08:00)
(28) in P/AE/PUR/TDTC	test02180	2025/02/18 10:40 HKT (GMT+08:00)	2025/02/18 11:10 HKT (GMT+08:00)
(27) in P/AE/PUR/TDTC	test02172	2025/02/17 17:45 HKT (GMT+08:00)	2025/02/18 10:00 HKT (GMT+08:00)
(24) in P/AE/PUR/AGC	Testing for TB - Issued	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/31 15:05 HKT (GMT+08:00)
(21) in P/AE/PUR/AGC	Testing for TB - Assessment and Fee	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(20) in P/AE/PUR/AGC	Testing for TB - PO	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(22) in P/AE/PUR/AGC	Testing for TB - Opening	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)

Records per page: 11 1-11 of 14

Step 13. Click the “Security Code”

CONSTRUCTION INDUSTRY COUNCIL
建築師學會

Supplier Registration Form

Document List

Document List

Audit Trails

Search Document

Search Result 63

Reference	Subject / Title	Issue Date	Closing Date & Time
(33) in P/AE/PUR/AGC	Provision of XXXXXXXXXXZZZ Services for Construction Industry Council (為建築師學會提供XXXXXXXXZZZZ服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)
(31) in P/AE/PUR/AGC	Testing for Deploy 520	2025/05/26 13:45 HKT (GMT+08:00)	2025/05/20 13:54 HKT (GMT+08:00)
(25) in P/AE/PUR/AGC	Demo Testing on Tender Assessment Report	2025/03/12 10:35 HKT (GMT+08:00)	2025/03/12 10:50 HKT (GMT+08:00)
(30) in P/AE/PUR/TDTC	0225	2025/02/25 15:00 HKT (GMT+08:00)	2025/02/25 15:15 HKT (GMT+08:00)
(29) in P/AE/PUR/TDTC	test02181	2025/02/18 14:35 HKT (GMT+08:00)	2025/02/18 15:00 HKT (GMT+08:00)
(28) in P/AE/PUR/TDTC	test02183	2025/02/18 10:40 HKT (GMT+08:00)	2025/02/18 11:10 HKT (GMT+08:00)
(27) in P/AE/PUR/TDTC	test02172	2025/02/17 17:45 HKT (GMT+08:00)	2025/02/18 10:00 HKT (GMT+08:00)
(24) in P/AE/PUR/AGC	Testing for TB - Issued	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/21 15:05 HKT (GMT+08:00)
(21) in P/AE/PUR/AGC	Testing for TB - Assessment and Fee	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(20) in P/AE/PUR/AGC	Testing for TB - PO	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(22) in	Testing for TB -	2025/01/22 14:45	2025/01/22 15:05 HKT

Information

Reference: (33) in P/AE/PUR/AGC

Subject / Title: Provision of XXXXXXXXXXZZZ Services for Construction Industry Council (為建築師學會提供XXXXXXXXZZZZ服務)

Issue Date: 2025/05/22 16:00 HKT (GMT+08:00)

Closing Date & Time: 2025/05/26 12:00 HKT (GMT+08:00)

Tenderer Information

Company Name: ccdp1est1@gmail.com

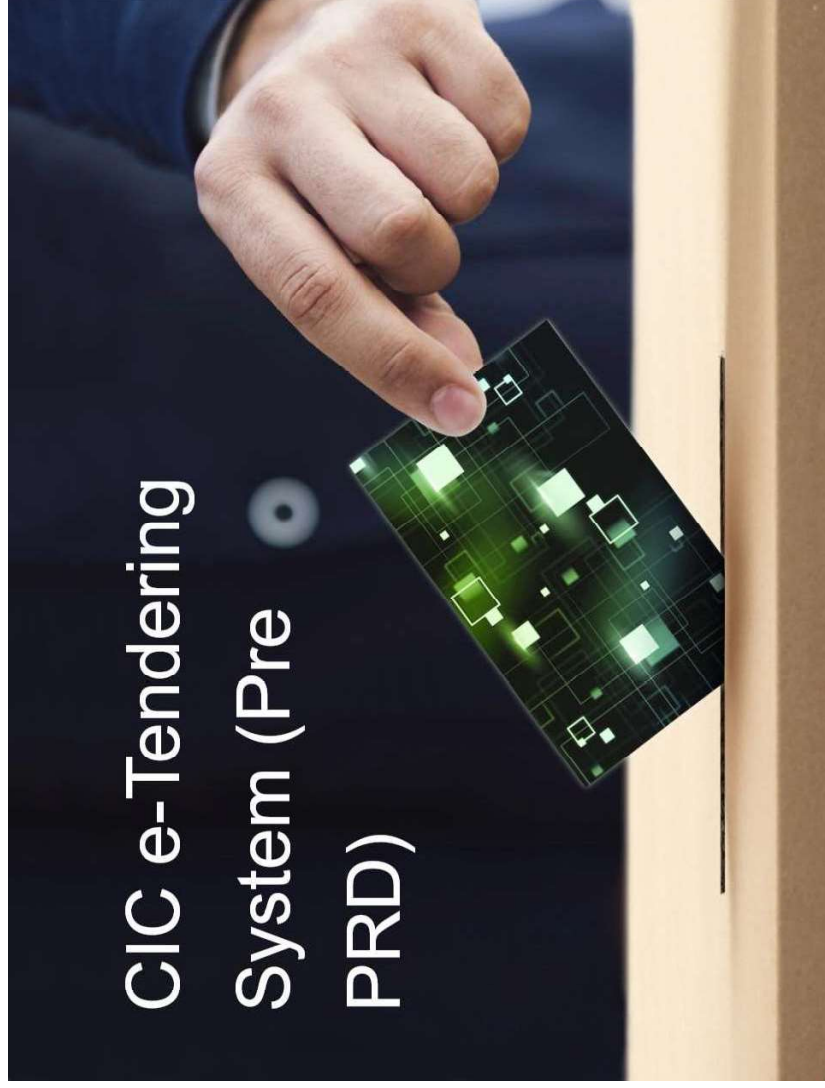
E-mail Address: ccdp1est1@dummyemail.com

Security Code:

D985Z1Z1D98A004C099AAFE8BA426ZCUE

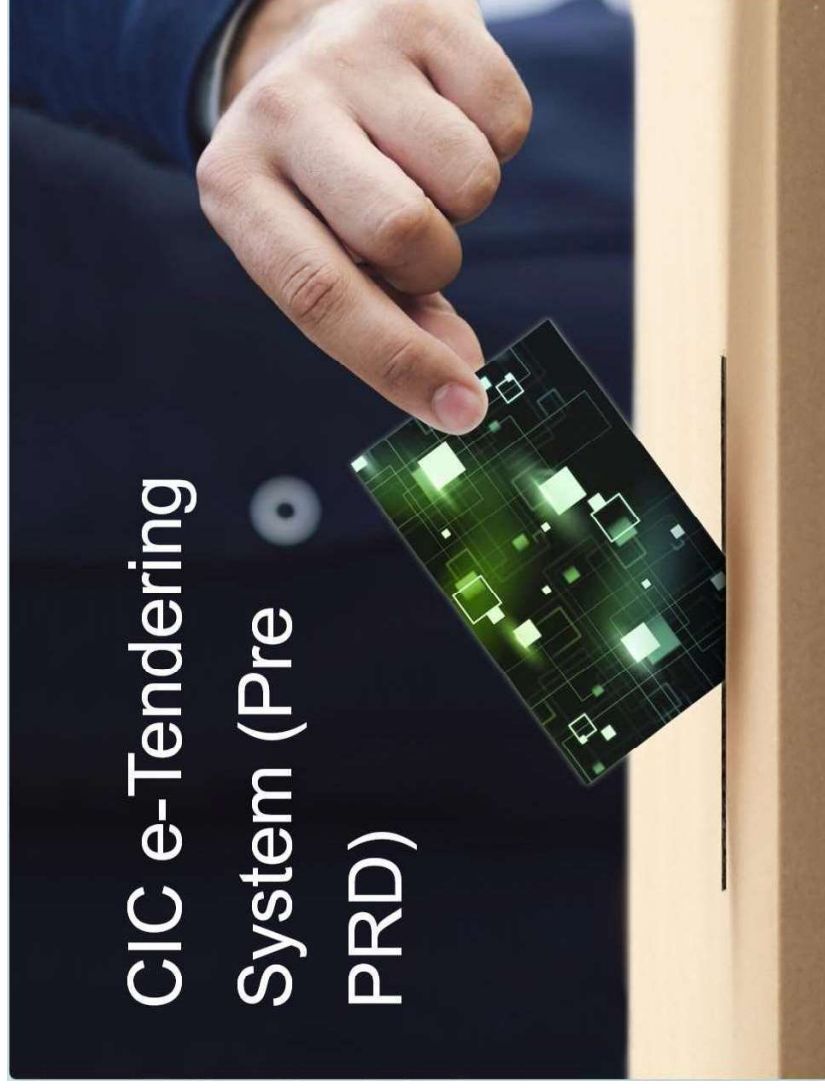
Step 14. Tick “I confirm and accept the Terms of Use and Privacy Policy Statement”

Step 15. Click “Next”



The screenshot shows the 'Tenderer Login' page of the Construction Industry Council (CIC). At the top left is the CIC logo with the text 'CONSTRUCTION INDUSTRY COUNCIL' and '建造業議會'. To the right are links for 'Sitemap', 'Tenderer', 'Contact Us', and 'EN'. The main heading is 'Tenderer Login'. Below it, a 'Security Code' field contains 'C07CDC0866A0BA053DE903FE458601CE'. A checkbox labeled 'I confirm and accept the Terms of Use and Privacy Policy Statement.' is checked and highlighted with a red box and the number '1'. To its right is a green 'Next' button highlighted with a red box and the number '2'. A red arrow points from box 1 to box 2. Below the 'Next' button, a small note states: '(If you received an invitation to Tender, you can access to view and download the tender document and annex(es) by entering the security code found in the notification email.)'. At the bottom right, there is a 'Disclaimer' link and a copyright notice: 'Copyright © 2022 (CIC (the PIC)). All Rights Reserved.'

Step 16. Click the email icon



 **CONSTRUCTION
INDUSTRY COUNCIL**
建造業議會

[Home](#) | [Tenderer](#) | [CIC Staff](#) [EN](#) | [CN](#)

Two-Step Verification

In order to verify your identity, choose a verification method from the list below:

 Email address in this format: *****@*****.com

[View Guide \(English\)](#)

[View Guide \(Chinese\)](#)

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Step 17. Check your email account to receive the Two-Step Verification Code

Step 18. Input Verification Code in the CIC e-Tendering System, then click “Submit”

Your email account



CIC e-Tendering System (Pre PRD): One-time passcode

You are receiving this email because a request was made for a one-time passcode that can be used for authentication. This code is valid for 15 minutes.

Please enter the following code for verification:

967 - 67776 1

建造業議會 (Pre PRD): 一次性驗證碼

貴公司收到此電子郵件是因為有人請求了一個一次性驗證碼。此驗證碼有效期為 15 分鐘。

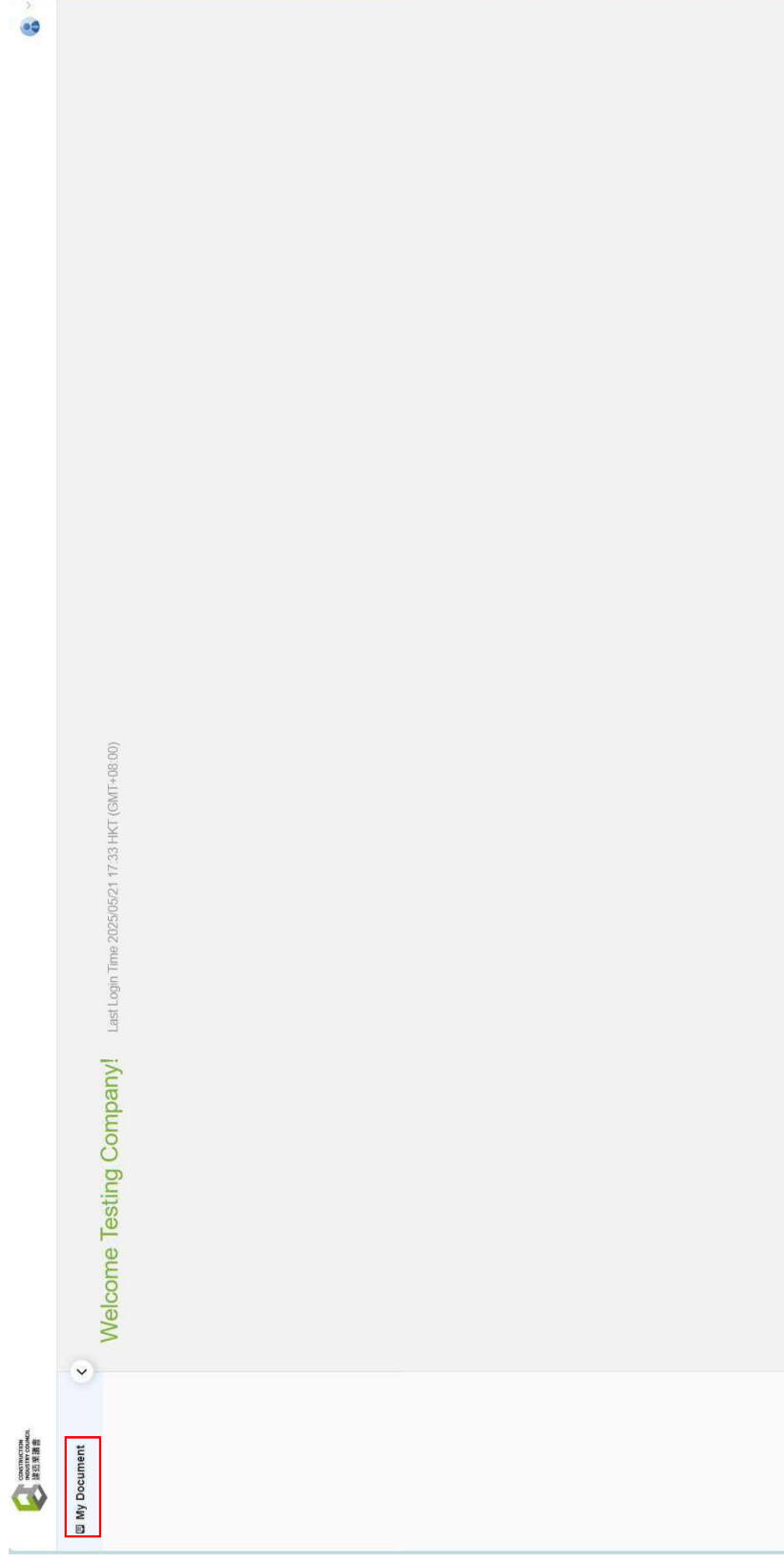
請輸入以下代碼進行驗證：

967 - 67776

CIC e-Tendering System



Step 19. Click “My Document”



CONSTRUCTION INDUSTRY COUNCIL
建造業議會

My Document x

Document (30) in P/AE/PUR/AGC

Tender Documents & Annex(s)

Tender Queries & Responses

Closing Date & Time
2025/05/19 15:00
2 days left

My Action
[Submit Offer](#)
[Decline Offer](#)
[Submit Tender Queries](#)

Tender Reference:

(30) in P/AE/PUR/AGC

Subject / Title:

Provision of Design and XXXXXXXXXXXXXXXZZZZZ the Construction Industry Council (為建造業議會提供設計及XXXXXXXXXXXXXXXXXXXXZZZZZ)

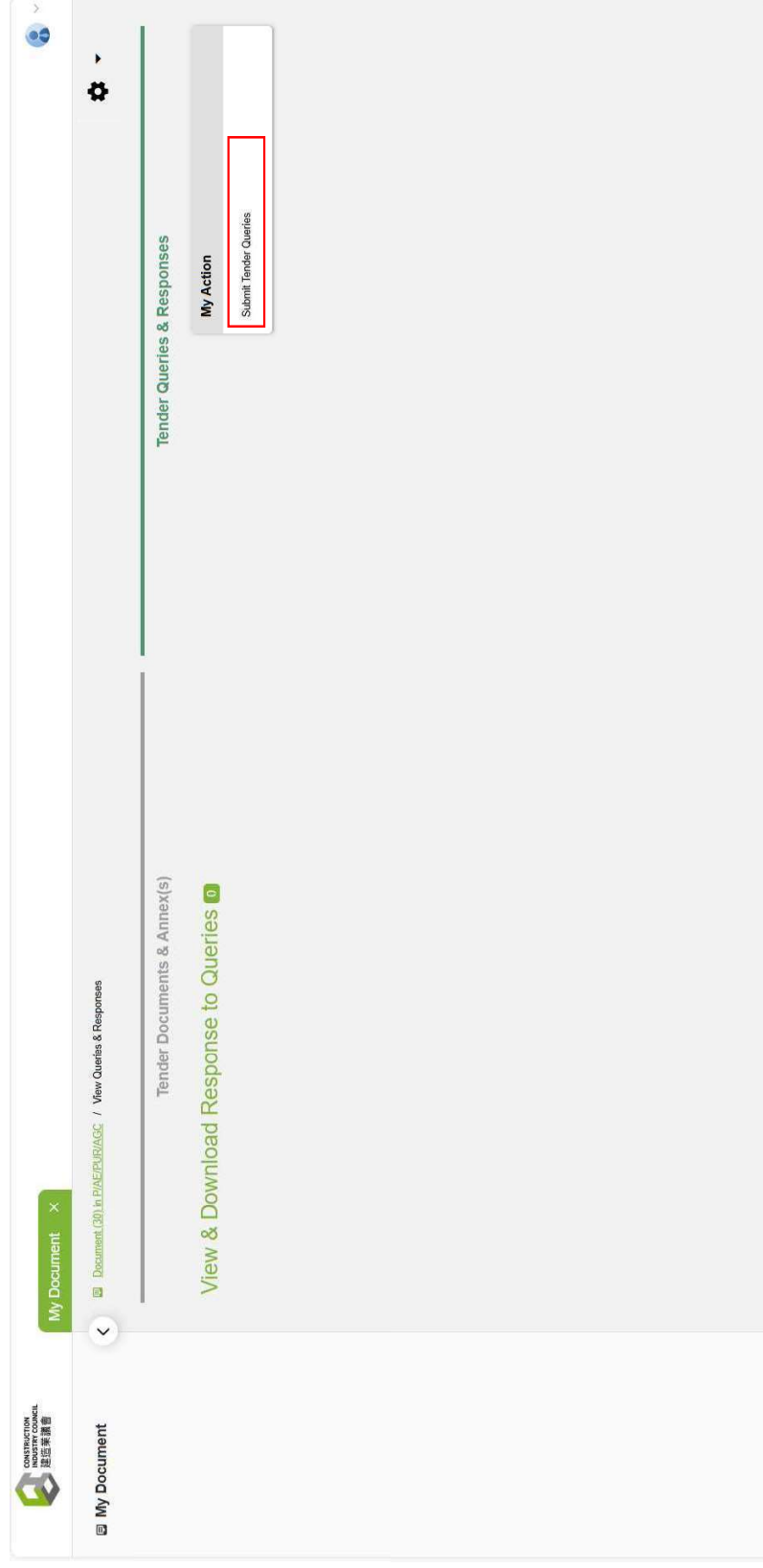
Description:

Interested tenderer, please click "New Supplier"

Contact:

Name: Ms. Aries LJ
Tel. Number: 21009426
Email: arieslj@cic.hk

Step 21. Click “Submit Tender Queries”



Step 22. Input your query

CONSTRUCTION
INDUSTRY COUNCIL
建築業議會

My Document

My Document

Document (30) in P/AE/PUR/AGC / View Form

Tender Documents & Annex(s)

Tender Queries & Responses

Submit Questions or Request for Clarifications

Document Type:
Tender

Document Ref:
(30) in P/AE/PUR/AGC

Subject:
Provision of Design and XXXXXXXXXXXXXXXXXXXX the Construction Industry Council (為建築業議會提供設計及XXXXXXXXXXXXXXXXXXXX)

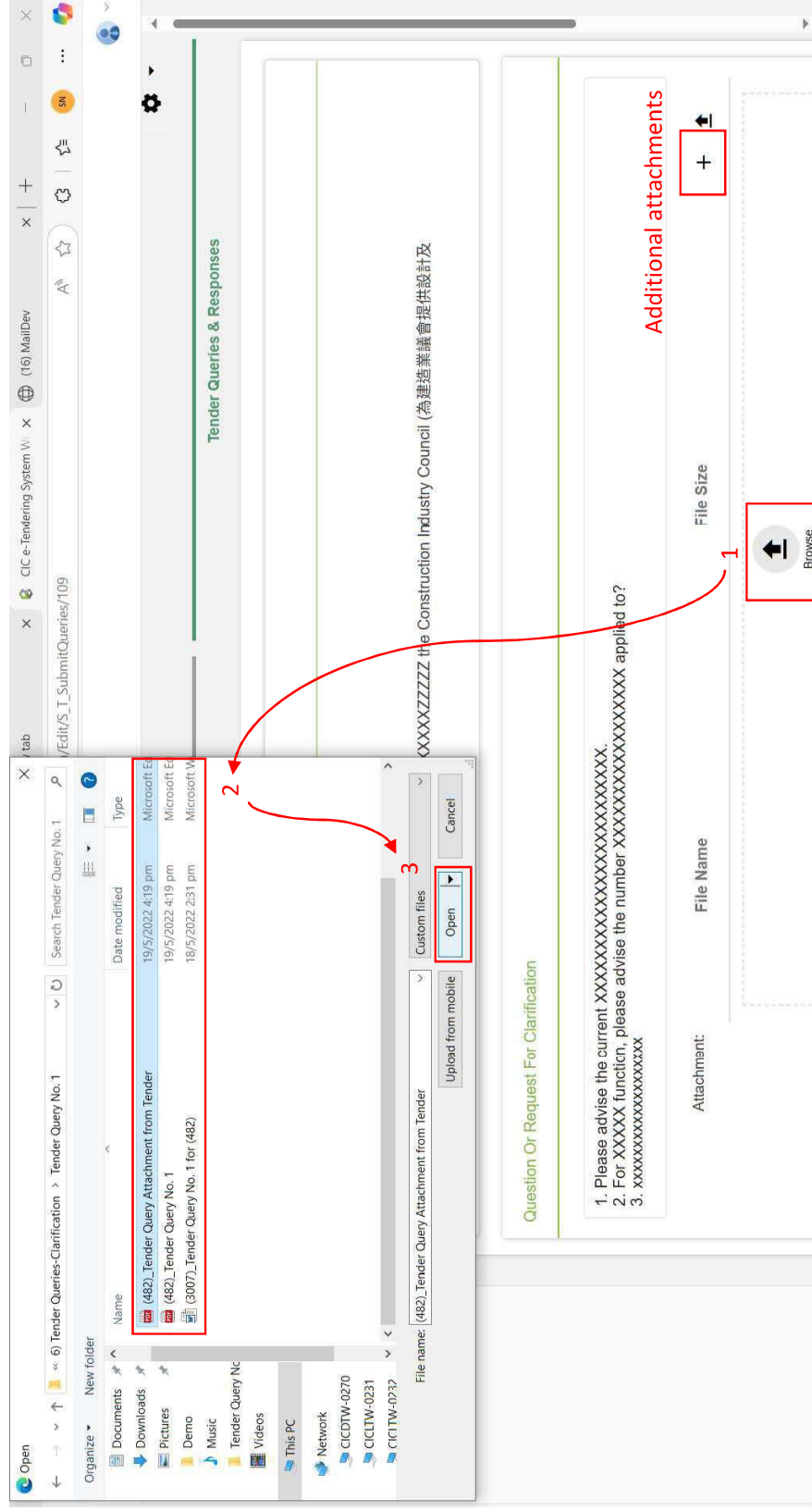
Question Or Request For Clarification

1. Please advise the current XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX.
2. For XXXXX function, please advise the number XXXXXXXXXXXXXXXXXXXXXXXX applied to?
3. xxxxxxxxxxxxxxxxxxxxx

Attachment: File Name File Size

Browse

Step 23. Click “Browse” for uploading the attachments (If applicable)



Step 24. Tick “I confirm and accept the Terms of Use and Privacy Policy Statement”

Step 25. Click “Save” to submit your tender query

CONSTRUCTION INDUSTRY COUNCIL
建造業議會

My Document

Question Or Request For Clarification

1. Please advise the current XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX.
2. For XXXXX function, please advise the number XXXXXXXXXXXXXXXXXXXXXXX applied to?
3. xxxxxxxxxxxxxxxxxxxxxxxxx

Attachment:

File Name: (482)_Tender Query Attachment from Tender.pdf
File Size: 435.25 KB

Accepted File Types: doc, docx, pdf, xls,xlsx
Number of files: 1 / 5
File Size: 435.25 KB / 1.00 GB
Each file size cannot be larger than 200MB

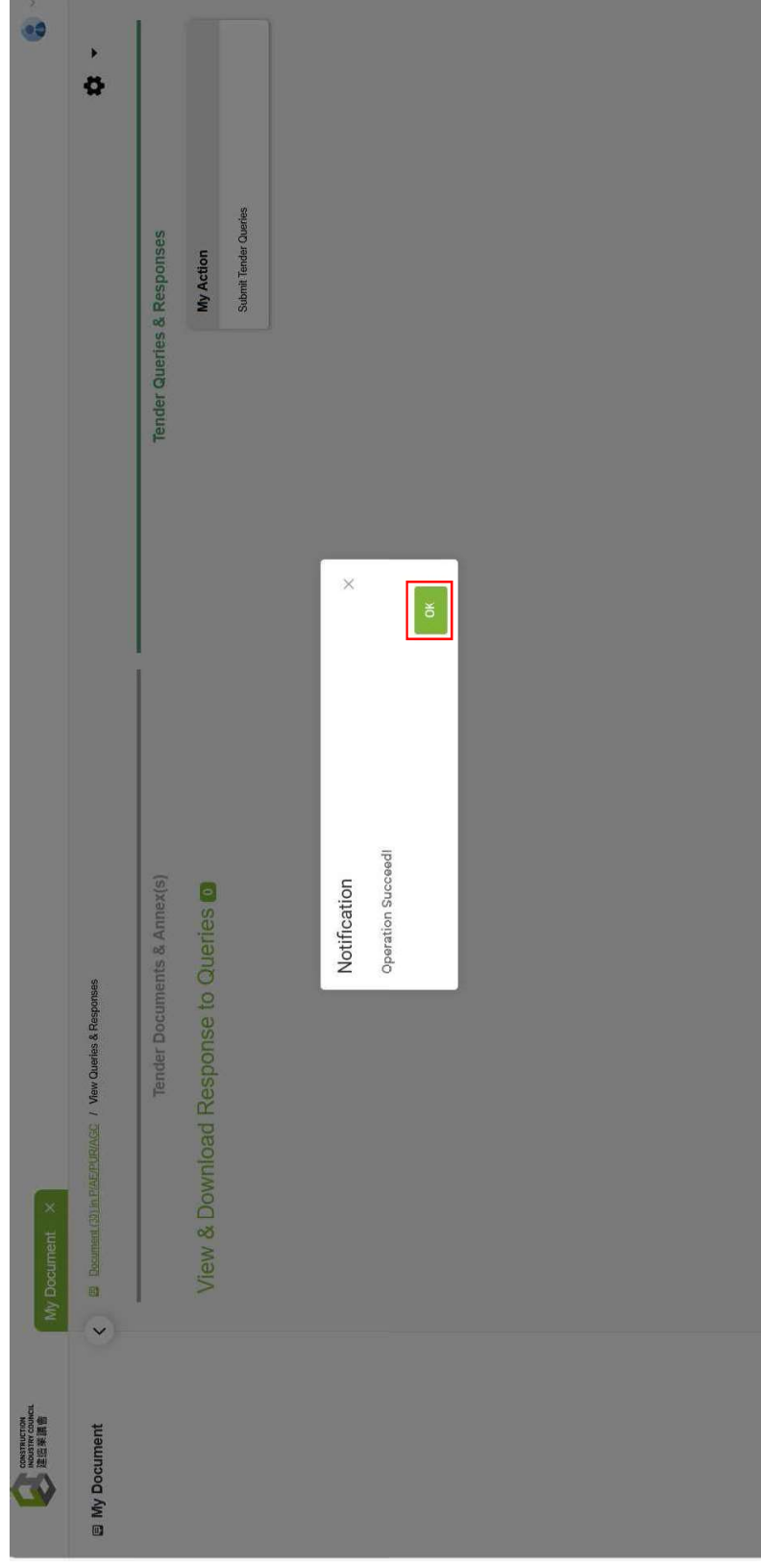
1-1 of 1

Declaration

☒ I confirm and accept the Terms of Use and Privacy Policy Statement.

Back Save

Step 26. Click “OK”



3. View the Tender Query replied by CIC

The notification email will be sent to your provided contact email to alert you to view the tender query replied by CIC via the CIC e-Tendering System

Step 1. Click “Reply Slip” in the email

致：Tenderer Test Limited

在發出以下詳細的投標邀請函後，您的疑問已收到並審查。如欲了解詳情，請點擊“瀏覽文件”登入至電子投標系統查閱相關招標文件，你亦可透過點擊“回條”鍵認收此電郵。

招標詳情:

招標編號：

(30) in P/AE/PUR/AGC

招標項目：

Provision of Design and
XXXXXXXXXXXXXXXX the Construction
Industry Council (為建造業議會提供設計
及XXXXXXXXXXXXXXXX)

Reply Slip 回條

Review Document 瀏覽文件

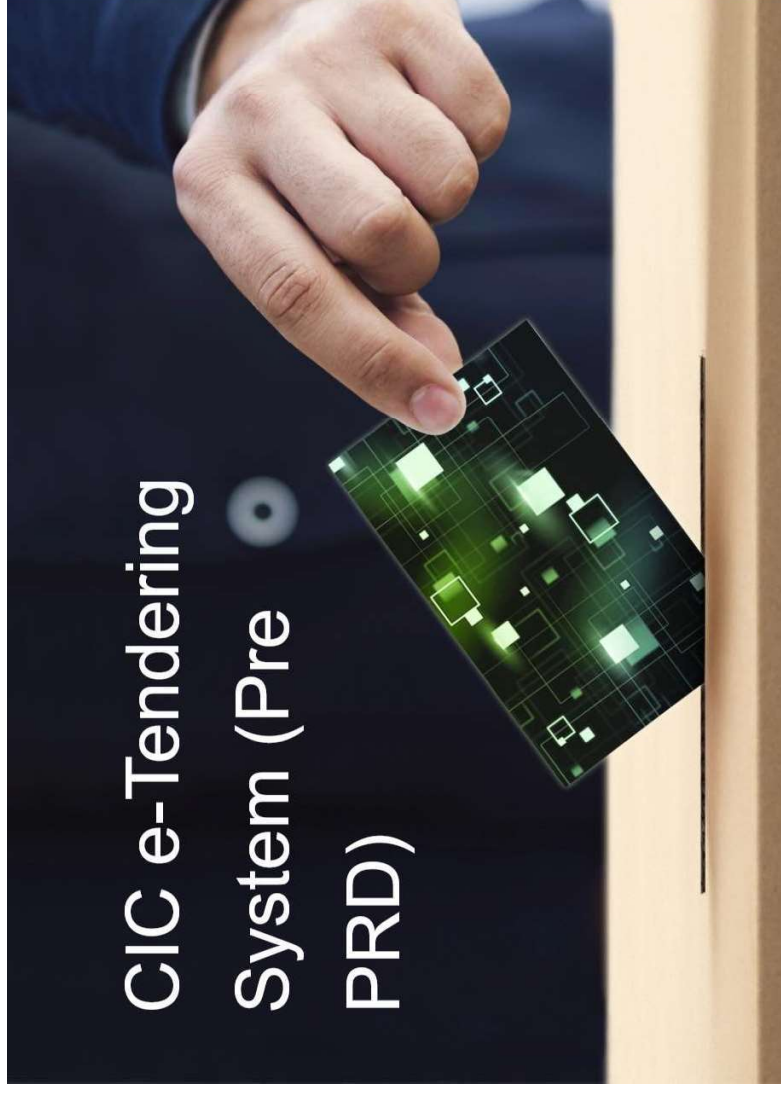
Should you have any queries, please contact our Ms. Aries LI at
21009426 / ariesli@cic.hk.

如對此次投標有任何查詢，可致電 21009426與採購部Ms. Aries LI /
ariesli@cic.hk 聯絡。

Visit CIC e-Tendering System (Pre PRD)

<https://uat64.e-tendering.com/prosmart#/TendererLogin>

Step 2. Click “Tenderer login”





[Home](#) | [Tenderer](#) | [CLC Staff](#) | [EN](#) | [CN](#)

Acknowledgement

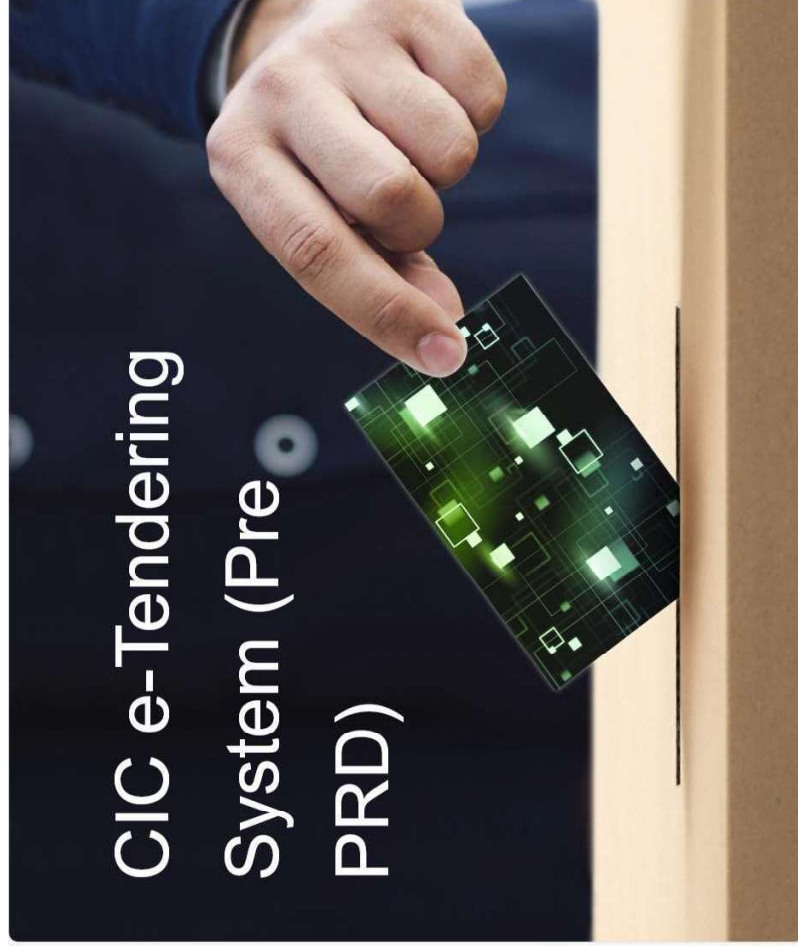
Thanks for your Acknowledgement, details please access the system.

Tender Information

Document Ref: (30) in PAEPUR/AGC
Subject: Provision of Design and XXXXXXXXXXXXXXXZZZZ the Construction Industry Council (供應建築圖則設計及XXXXXXXXXXXXZZZZ);

Tenderer login

- Step 3. Tick “I confirm and accept the Terms of Use and Privacy Statement”
- Step 4. Click “Next”



[Supplier](#) | [Tenderer](#) | [CIC Staff](#) | [EN](#) | [EN](#)

 CONSTRUCTION INDUSTRY COUNCIL
建造業議會

Tenderer Login

Security Code
5E2575C6C14948CF7A1C47A2C9D0F6E7

☐ I confirm and accept the Terms of Use and Privacy Policy Statement.

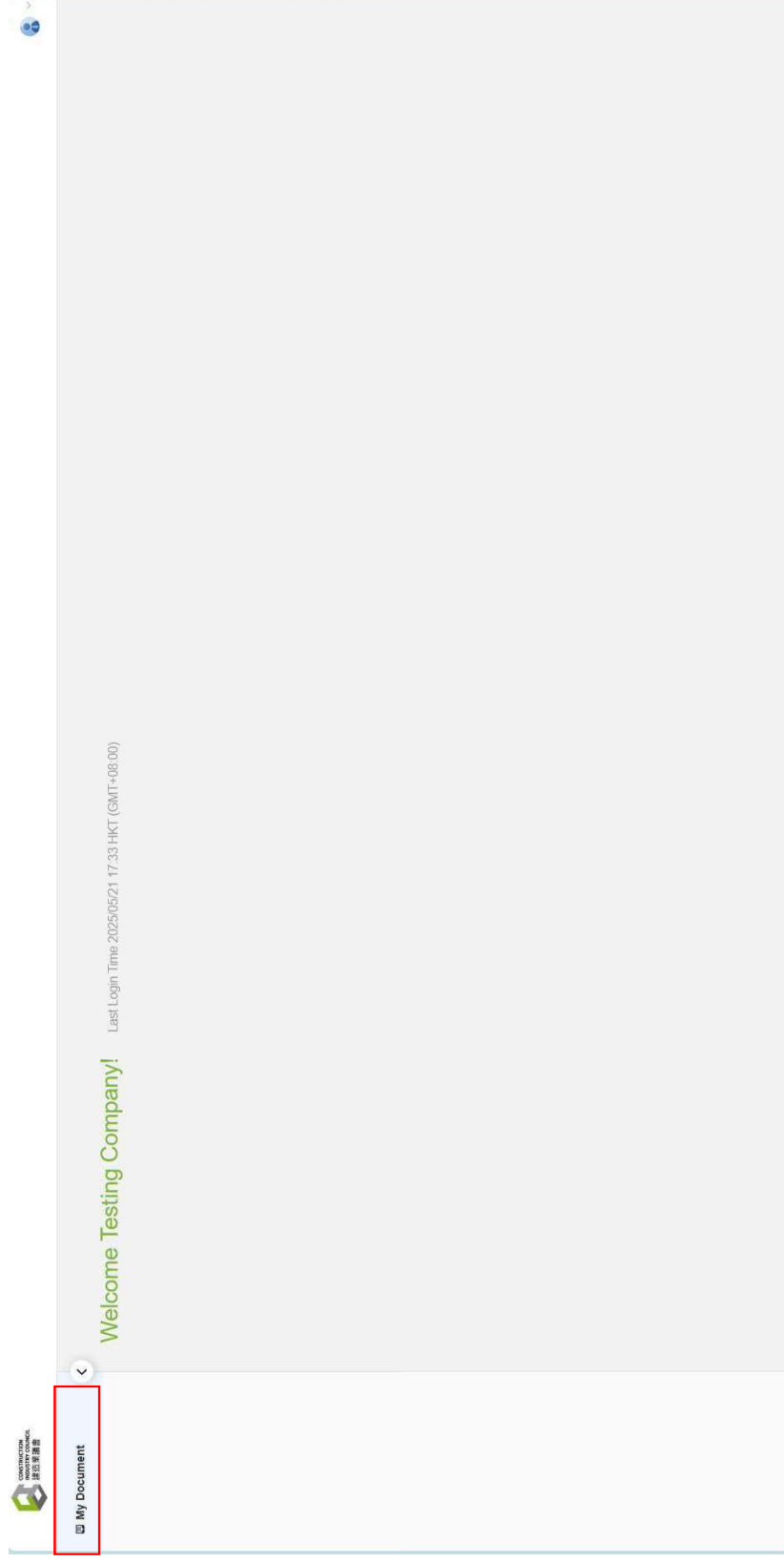
[Next](#)

(If you received an invitation to Tender, you can access to view and download the tender document and annex(es) by entering the security code found in the notification email.)

[Disclaimer](#)
Copyright © 2025 (CIC (Pre PRD)) All Rights Reserved.

[User Guide \(Tenderer\)](#)

Step 5. Click “My Document”



Step 6. Click “Tender Queries & Responses”

CONSTRUCTION INDUSTRY COUNCIL
建造業議會

My Document

Document (32) in P/AE/PUR/AGC

My Document x

Tender Documents & Annex(s)

Tender Reference:
(32) in P/AE/PUR/AGC

Subject / Title:
Provision of XXXXXXXXXXXXXXX Services for Construction Industry Council (為建造業議會提供XXXXXXXXXXXX服務)

Description:
Interested tenderer, please click "New Supplier"

Contact:
Name: Ms. Aries LI
Tel. Number: 2100 9426
Email: ariesli@cic.hk

Closing Date & Time
2025/05/22 12:00

Closing today after 0 hours 35 minutes

Tender Queries & Responses

My Action
Submit Offer
Decline Offer
Submit Tender Queries

Step 7. You can view all Tender Queries replied by CIC on this page

CONSTRUCTION
INFRASTRUCTURE
DEVELOPMENT
AUTHORITY
建設發展局

My Document

Document 020 in FRISE-PAWAS / View Queries & Responses

My Document

Tender Documents & Annex(s)

View & Download Response to Queries

Tender Queries & Responses

My Action

Submit Tender Queries

2025/05/21 16:45	TEST TENDER QUERY PUBLISH
Attachment(s)	
2025/05/21 16:49	Further to our issuance of the invitation to Tender on 10 May 2022, the following queries were received. The CIC's response is hereby distributed to all tenderers. The letter in attachment shall not have any contractual or other legal standing or effect.
Attachment(s)	(482)_Tender Query No. 1.pdf MD5: a55d3854a811449763a324bdf14b1d 439.25 KB
2025/05/21 16:58	TEST 3
Attachment(s)	
2025/05/21 17:04	Respond to Tender Query No. 4
	Further to our issuance of the invitation to Tender on 10 May 2022, the following queries were received. The CIC's response is hereby distributed to all tenderers. The letter in attachment shall not have any contractual or other legal standing or effect.

Step 8. Click the download icon to save the attachment (If applicable).

Step 9. Click the icon to open the file

The screenshot shows a web application titled 'My Document' with a sidebar containing 'My Document' and 'Download (482). Tender Query No. 1.pdf?'. The main content area is divided into two sections: 'Tender Documents & Annex(s)' and 'Tender Queries & Responses'. The 'Tender Documents & Annex(s)' section contains a table with the following data:

View & Download Response to Queries
2025/05/21 16:45
TEST TENDER QUERY PUBLISH
Attachment(s)
2025/05/21 16:49
Further to our issuance of the Invitation to Tender on 10 May 2022, the following queries were received. The CIC's response is hereby distributed to all tenderers. The letter in attachment shall not have any contractual or other legal standing or effect.
Attachment(s)
(482)_Tender Query No. 1.pdf 482_650452549311447193932400114b1d
2025/05/21 16:58
TEST 3
Attachment(s)
2025/05/21 17:04
Respond to Tender Query No. 4.
Further to our issuance of the Invitation to Tender on 10 May 2022, the following queries were received. The CIC's response is hereby distributed to all tenderers. The letter in attachment shall not have any contractual or other legal standing or effect.

The 'Tender Queries & Responses' section contains a table with the following data:

My Action
Submit Tender Queries

A red arrow points from a download icon in the browser's download bar to a download icon in the application interface.

Tender Addendum

4. Tender Addendum

The notification email will be sent to your provided contact email to alert you to access the Tender Addendum via the CIC e-Tendering System

Step 1. Click the “Reply Slip” in the email

Dear TEST COMPANY,

Further to our Invitation to Tender dated 2025/05/20 17:19 HKT (GMT+08:00), a Tender Addendum for the Tender detailed below has now been issued. For more information, please click **“Review Document”** to log onto the CIC e-Tendering System Website.

Please click **“Reply Slip”** to acknowledge us that you have received and read the email.

Tender Information:

Tender Ref: (32) in P/AE/PUR/AGC
Subject: Provision of XXXXXXXXXXXXXXXXXX
Services for Construction Industry Council
(為建造業議會提供XXXXXXXXXX服務)

致：TEST COMPANY

基於2025/05/20 17:19 HKT (GMT+08:00)發佈的投標邀請函之後，本會已就有關以下招標項目發佈一則招標補遺。

如欲了解詳情，請點擊**“瀏覽文件”**登入至電子投標系統查詢相關招標文件，你亦可透過點擊**“回條”**確認收此電郵。

招標詳情:

招標編號: (32) in P/AE/PUR/AGC
招標項目: Provision of XXXXXXXXXXXXXXXXXX
Services for Construction Industry Council
(為建造業議會提供XXXXXXXXXX服務)

Reply Slip 回條

Review Document 瀏覽文件

Step 2. Click the “Tenderer login”





CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

Services | Resources | GC Staff

EN | 粵

Acknowledgement

Thanks for your Acknowledgement, details please access the system.

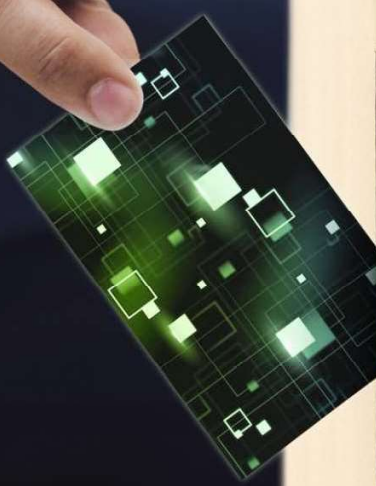
Tender Information

Document Ref: (32) In PAE/PUR/AGC
Subject: Provision of XXXXXXXXXX Services for Construction Industry Council (為建造業議會提供 XXXXXXXXXX服務)

Tenderer login

Step 3. Click the email icon

CLC e-Tendering System (Pre PRD)





CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

[Sitemap](#) | [Tenderer](#) | [GC Staff](#) | [EN](#) | [CN](#)

Two-Step Verification

In order to verify your identity, please a verification method from the list below.

☒ Email address in this format
T***@T***.COM

[Disclaimer](#)
Copyright © 2025 (Pre PRD). All Rights Reserved.

[User Guide \(Tenderer\)](#)

Step 4. Check your email account to receive the Two-Step Verification Code

Step 5. Input Verification Code and Click “Submit”

Your email account



CIC e-Tendering System (Pre PRD): One-time passcode

You are receiving this email because a request was made for a one-time passcode that can be used for authentication. This code is valid for 15 minutes.

Please enter the following code for verification:

967 - 67776 **1**

建造業議會 (Pre PRD): 一次性驗證碼

貴公司收到此電子郵件是因為有人請求了一個一次性驗證碼。此驗證碼有效期間為 15 分鐘。

請輸入以下代碼進行驗證：

967 - 67776

CIC e-Tendering System



Two-Step Verification

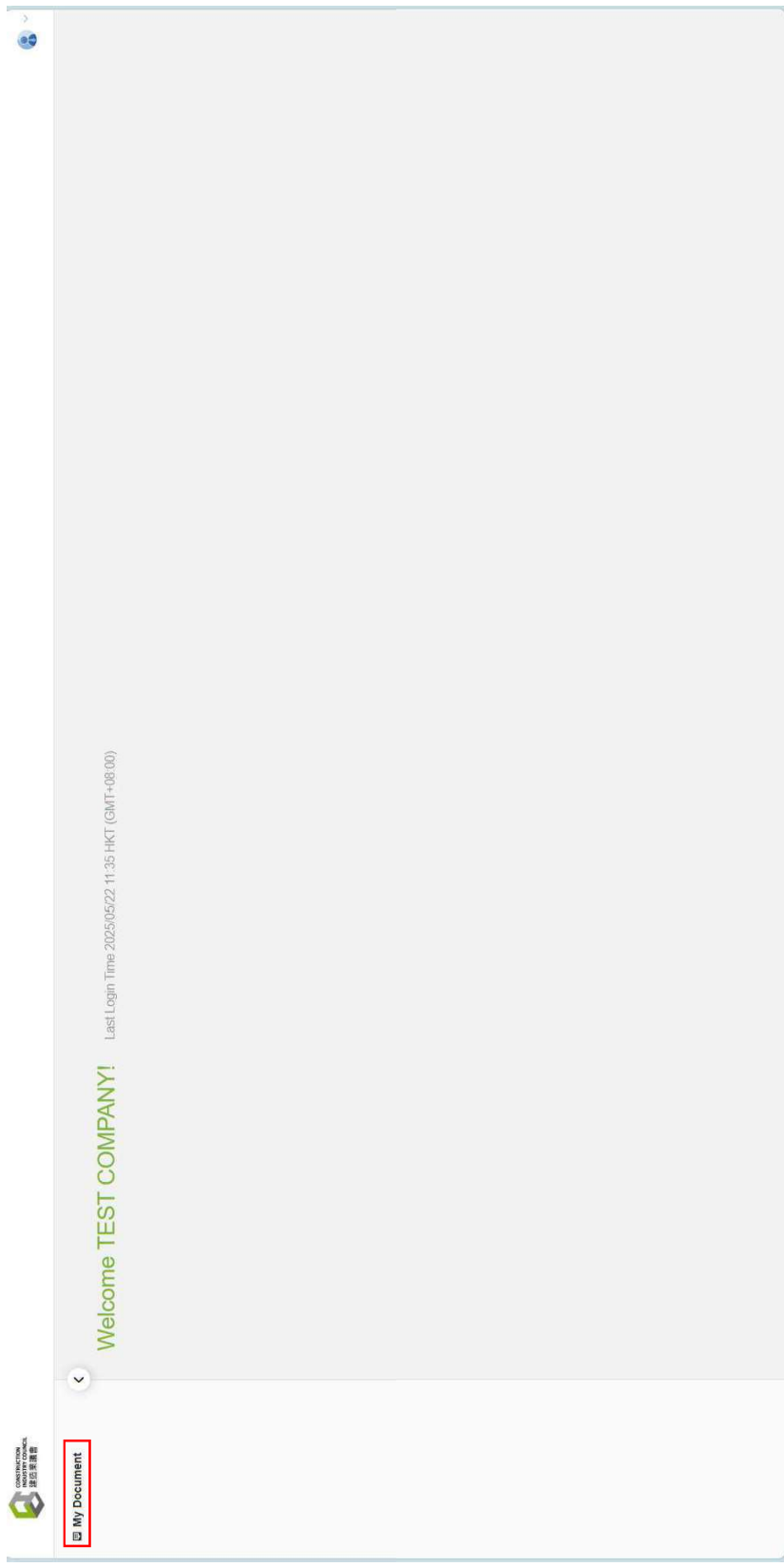
Please enter the verification code that was sent to the following email address: 967 - 67776

Enter the verification code (6 digits):

967 - 67776 **1**

Submit

Step 6. Click “My Document”



Step 7. Click “Tender Document & Annex”

My Document

X

Documents (32) in P/AE/PUR/AGC

Tender Documents & Annex(s)

Closing Date & Time
2025/05/22 12:00

Winning Tender

Supervise Offer

Submit Tender Queries

My Action

Closing today after 0 hours 22 minutes

Tender Reference:
(32) in P/AE/PUR/AGC

Subject / Title:

Provision of XXXXXXXXXXXXXXXXXX Services for Construction Industry Council (為建造業議會提供XXXXXXXXXX服務)

Description:

Interested tenderer, please click "New Supplier"

Contact:

Name: Ms. Artes LI

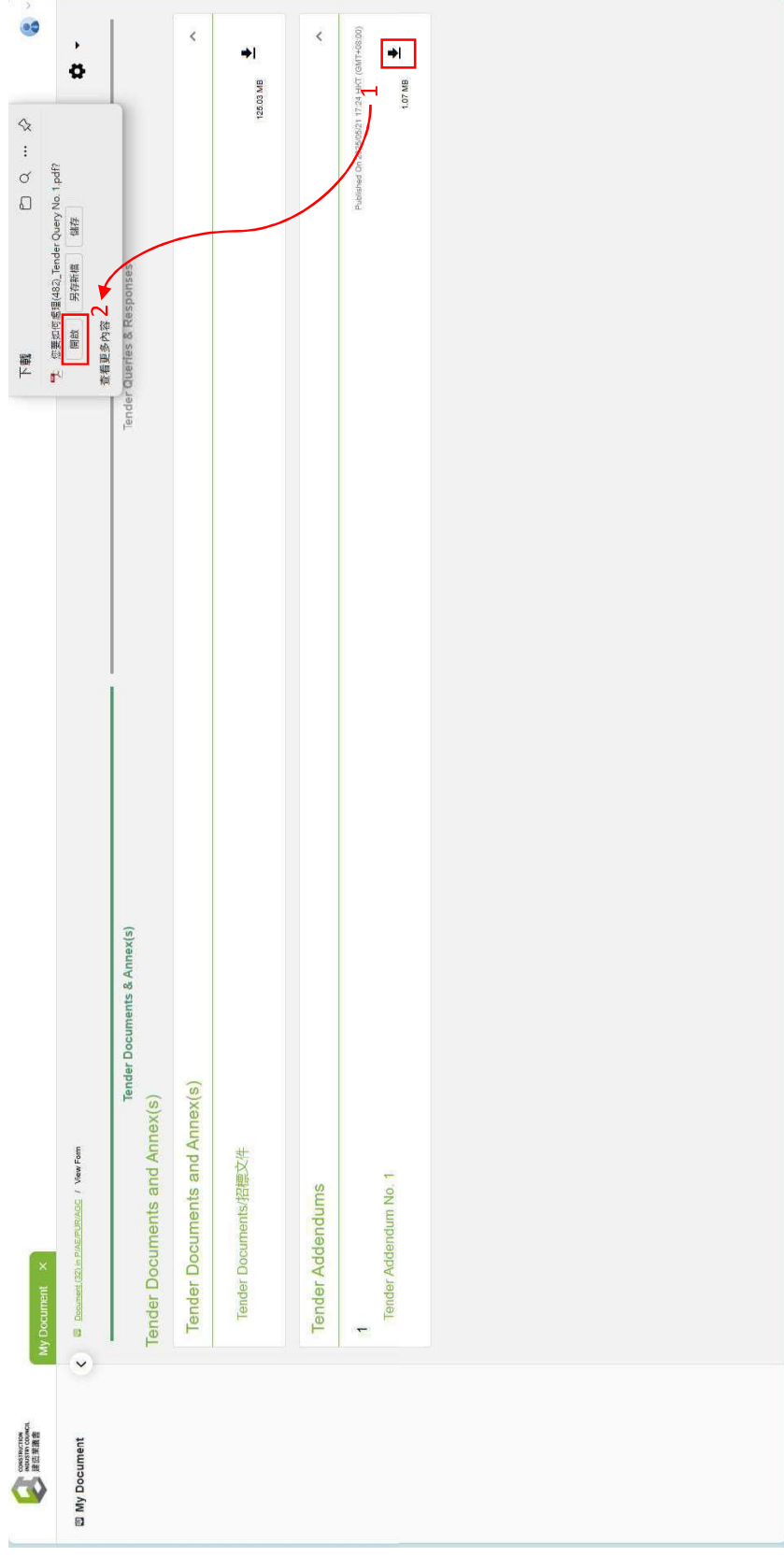
Tel. Number: 2100 9426

Email: artesli@cic.hk

Tender Queries & Responses

Step 8. Click the download icon to save the Tender Addendum

Step 9. Click the icon to open the file



Submit Tender

5. Submit Tender

Step 1. Click below link to visit the CIC e-Tendering System to submit your tender

[CIC e-Tendering System](https://procurement.cic.hk/prosmart/#/GuestPortal/OpenDocumentList)

<https://procurement.cic.hk/prosmart/#/GuestPortal/OpenDocumentList>

Step 2. Click the relevant Tender/ EOI document



Open Tender List

Search Document

Search Result 1

Document Ref.	Subject	Issue Date	Closing Date
(33) in PI&E/PUR/AGC	Provision of XXXXXXXXXXXXX Services for Construction Industry Council (為建造業委員會提供XXXXXXXXXX服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)

Records per page: 11 1-1 of 1

Step 3. Click “Exiting Supplier”

EN

Open Tender List

Search Document

Search Result 1

Document Ref: (33) In PIAEPIR/AGC

Subject: Provision of XXXXXXXXXXXX Services for Construction Industry Council (為建築業提供XXXXXXXX服務)

Issue Date: 2025/05/22 16:00 HKT (GMT+08:00)

Closing Date: 2025/05/26 12:00 HKT (GMT+08:00)

Details: The CIC invites companies to express their interest in tendering for the captioned subject

Contact Name: Ms. Polly LO

Contact Number: 21009028

1 record selected

Records per page: 11 1-1 of 1

Document Notice

Document Ref: (33) In PIAEPIR/AGC

Subject: Provision of XXXXXXXXXXXX Services for Construction Industry Council (為建築業提供XXXXXXXX服務)

Issue Date: 2025/05/22 16:00 HKT (GMT+08:00)

Closing Date: 2025/05/26 12:00 HKT (GMT+08:00)

Details: The CIC invites companies to express their interest in tendering for the captioned subject

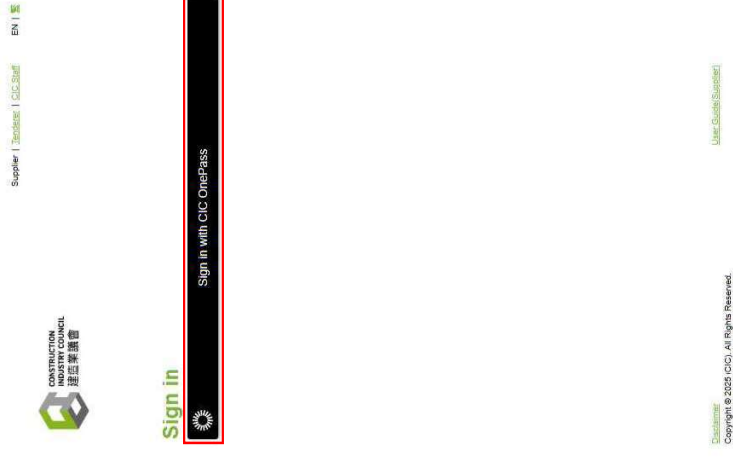
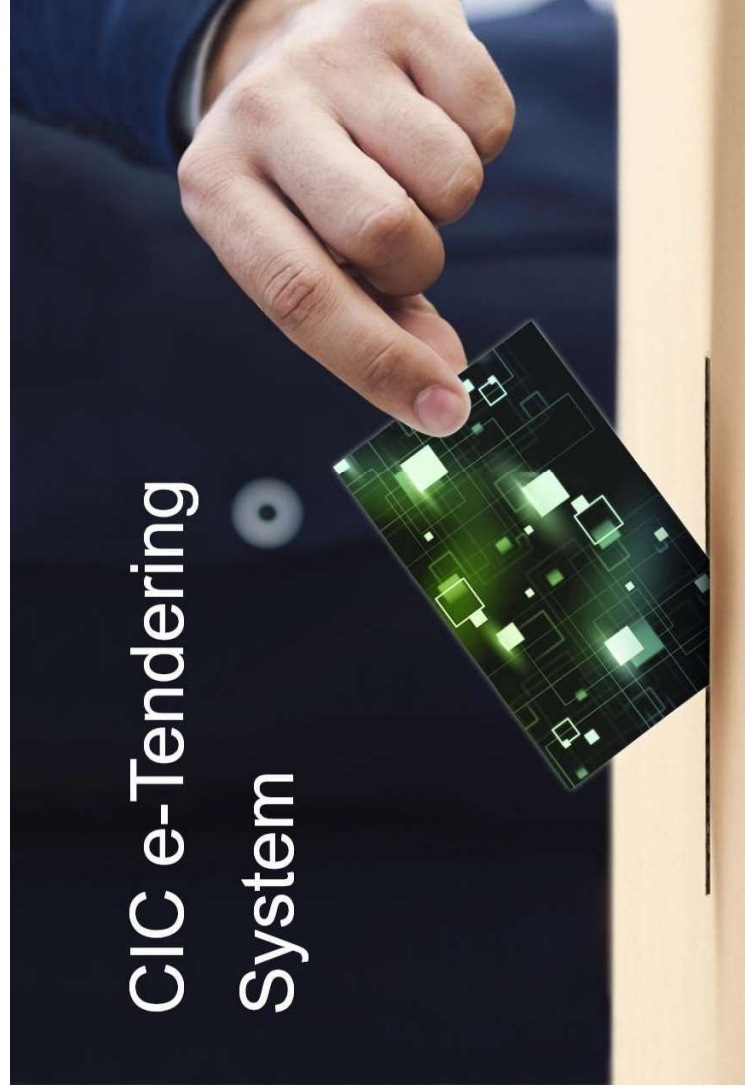
Contact Name: Ms. Polly LO

Contact Number: 21009028

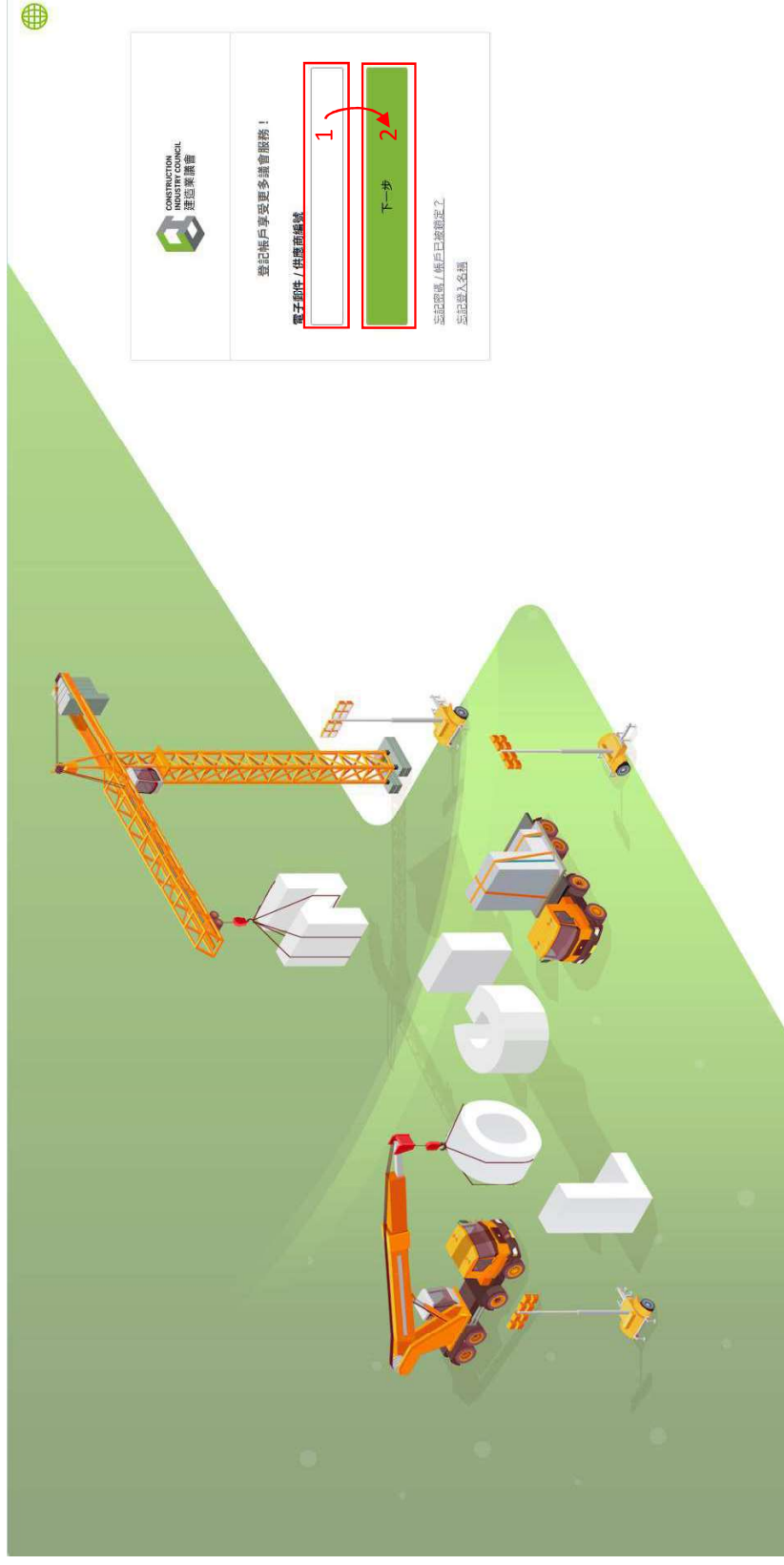
Apply For Invitation

New Supplier Existing Supplier

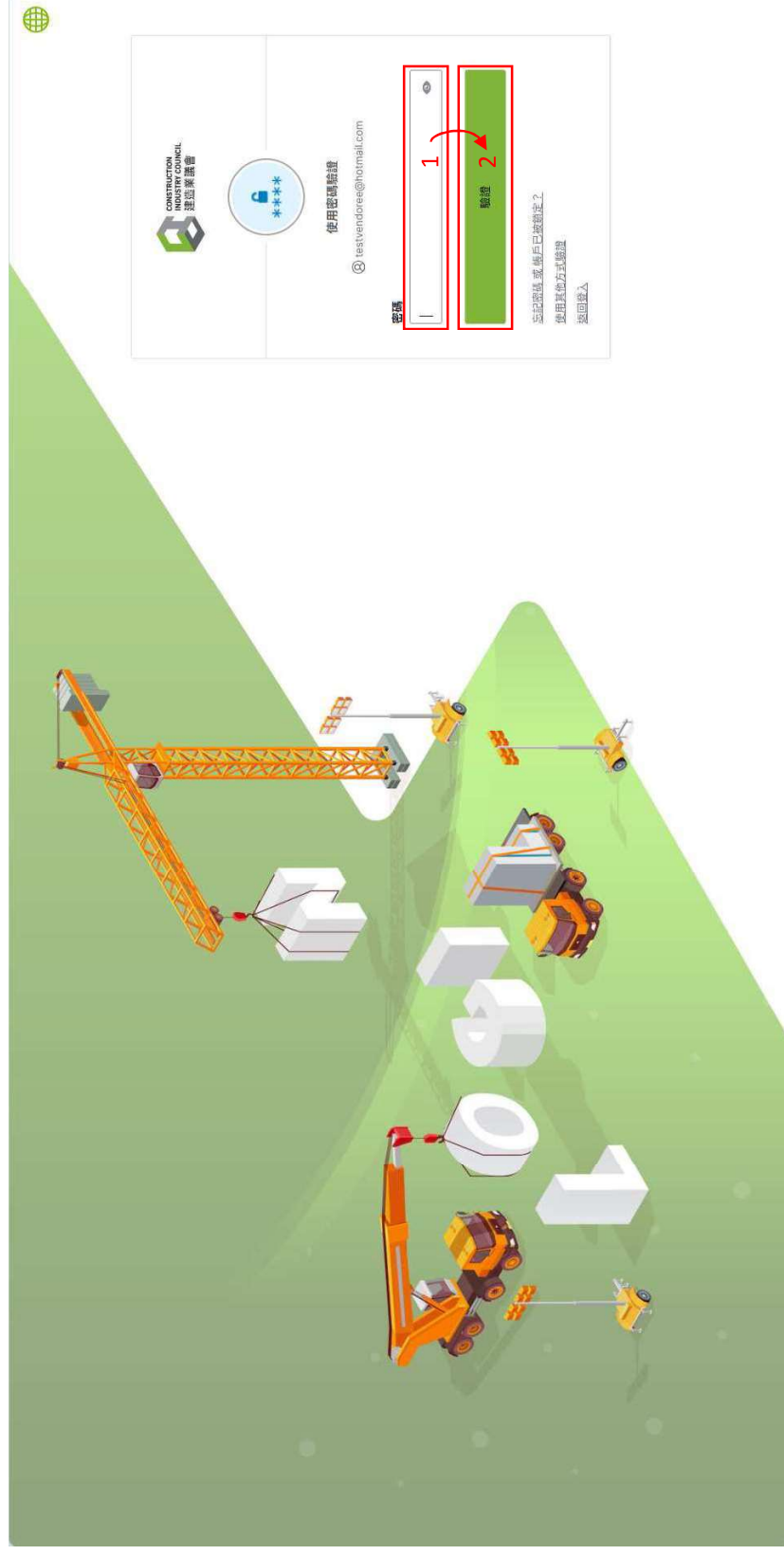
Step 4. Click “Sign in with CIC OnePass”



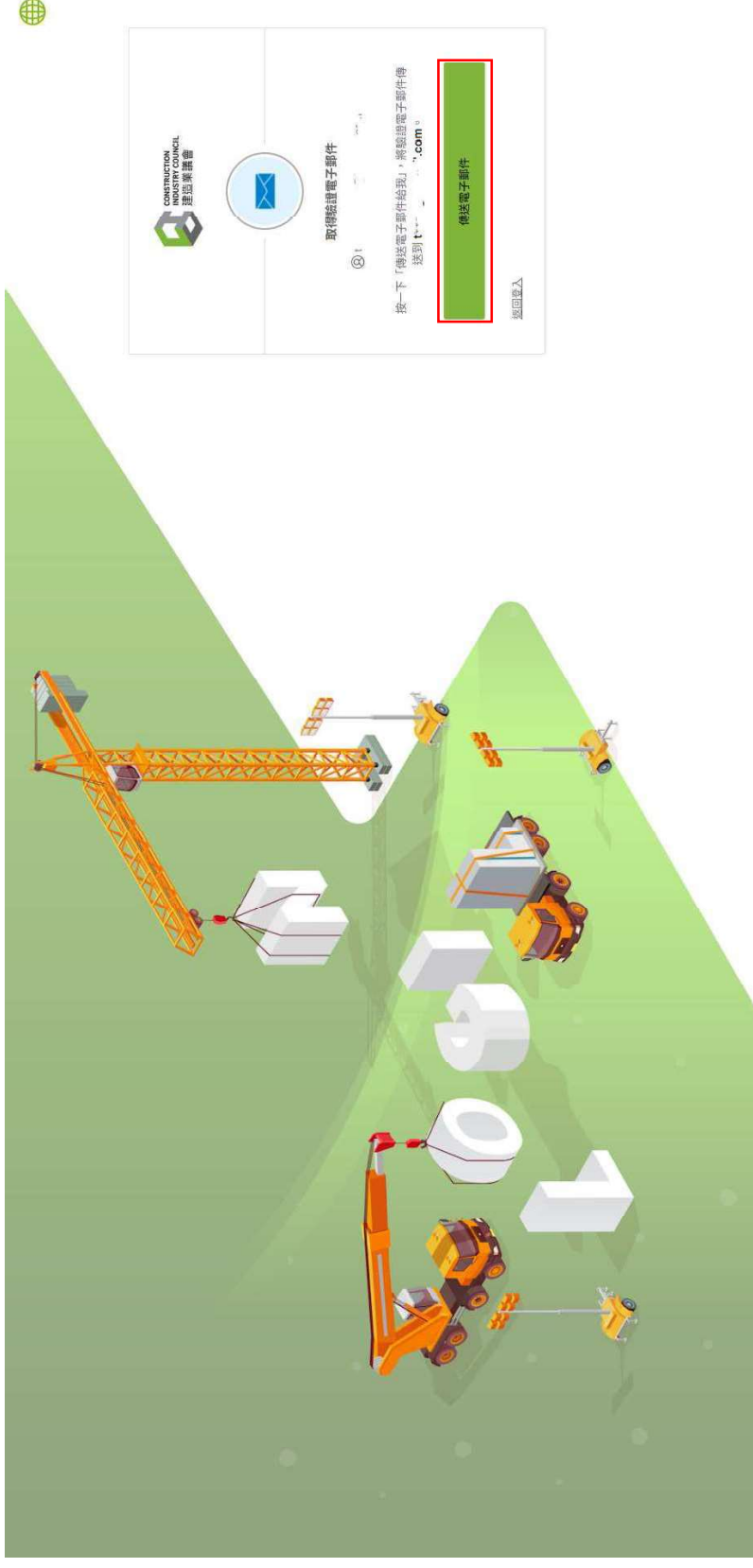
Step 5. Input your registered email or supplier code, then click “下一步”



Step 6. Input your own password, then click “驗證” to receive the verification email



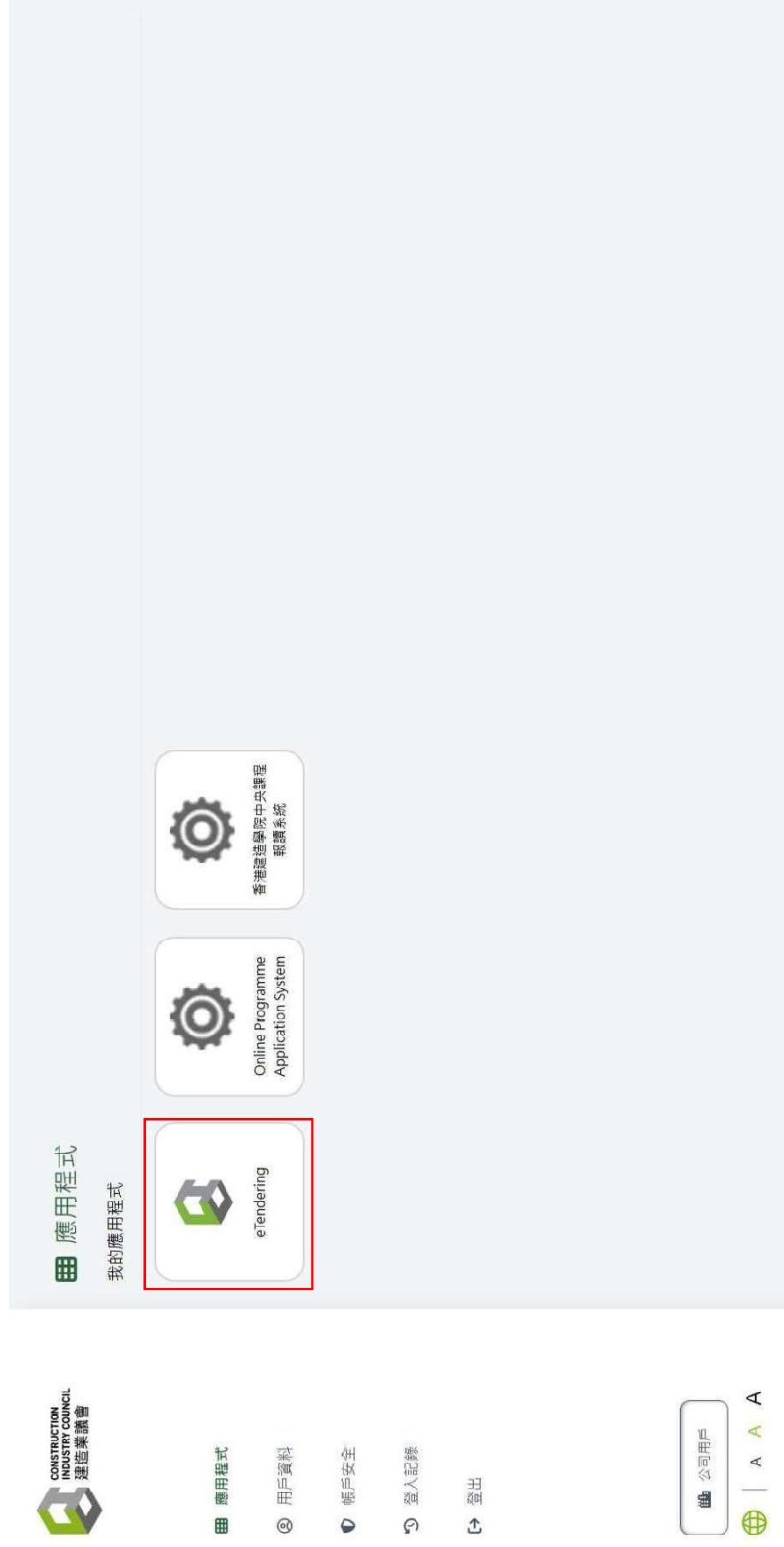
Step 7. Click “傳送電子郵件”



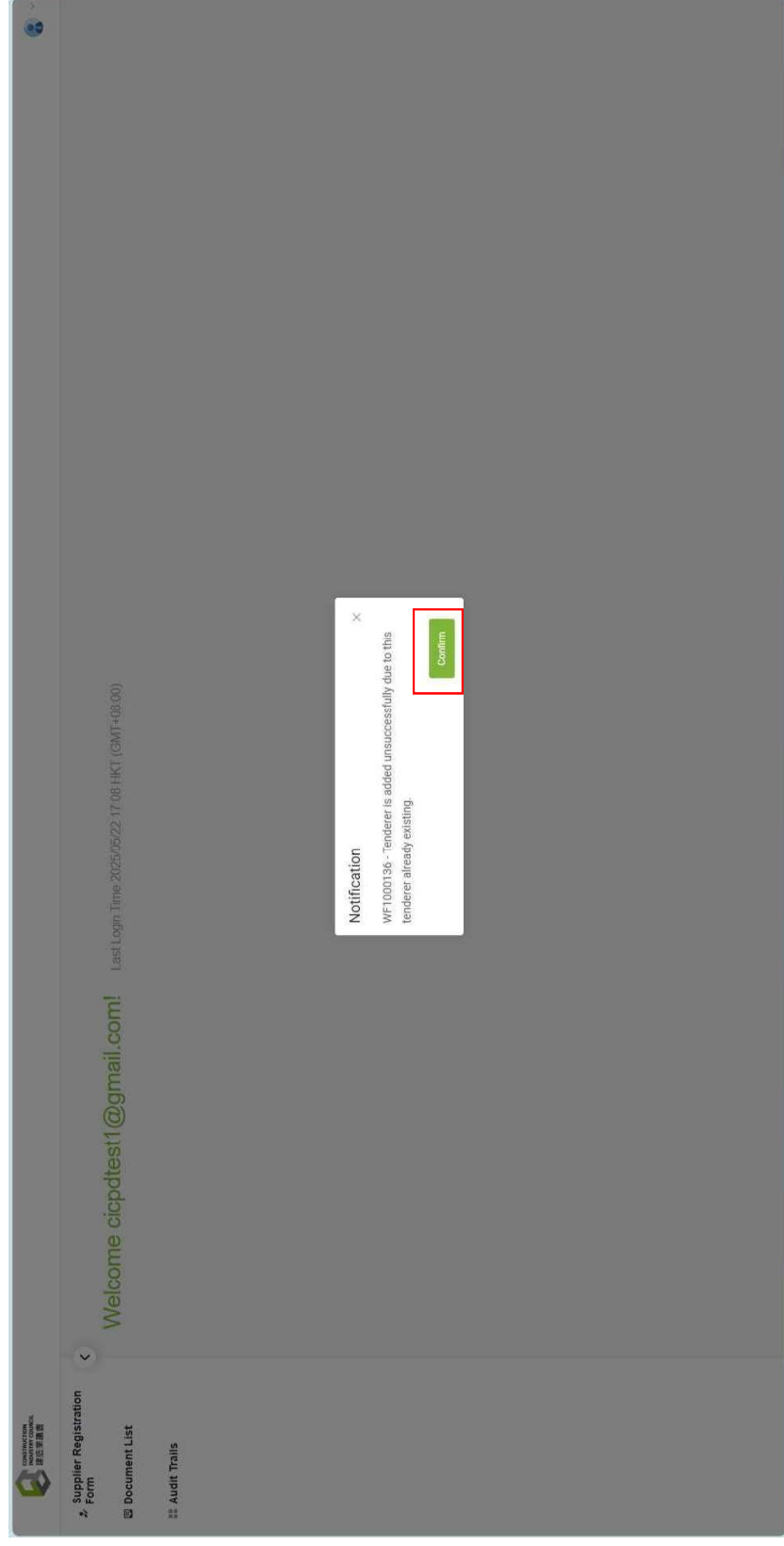
Step 8. Check your email account, then click “Sign In” in the verification email



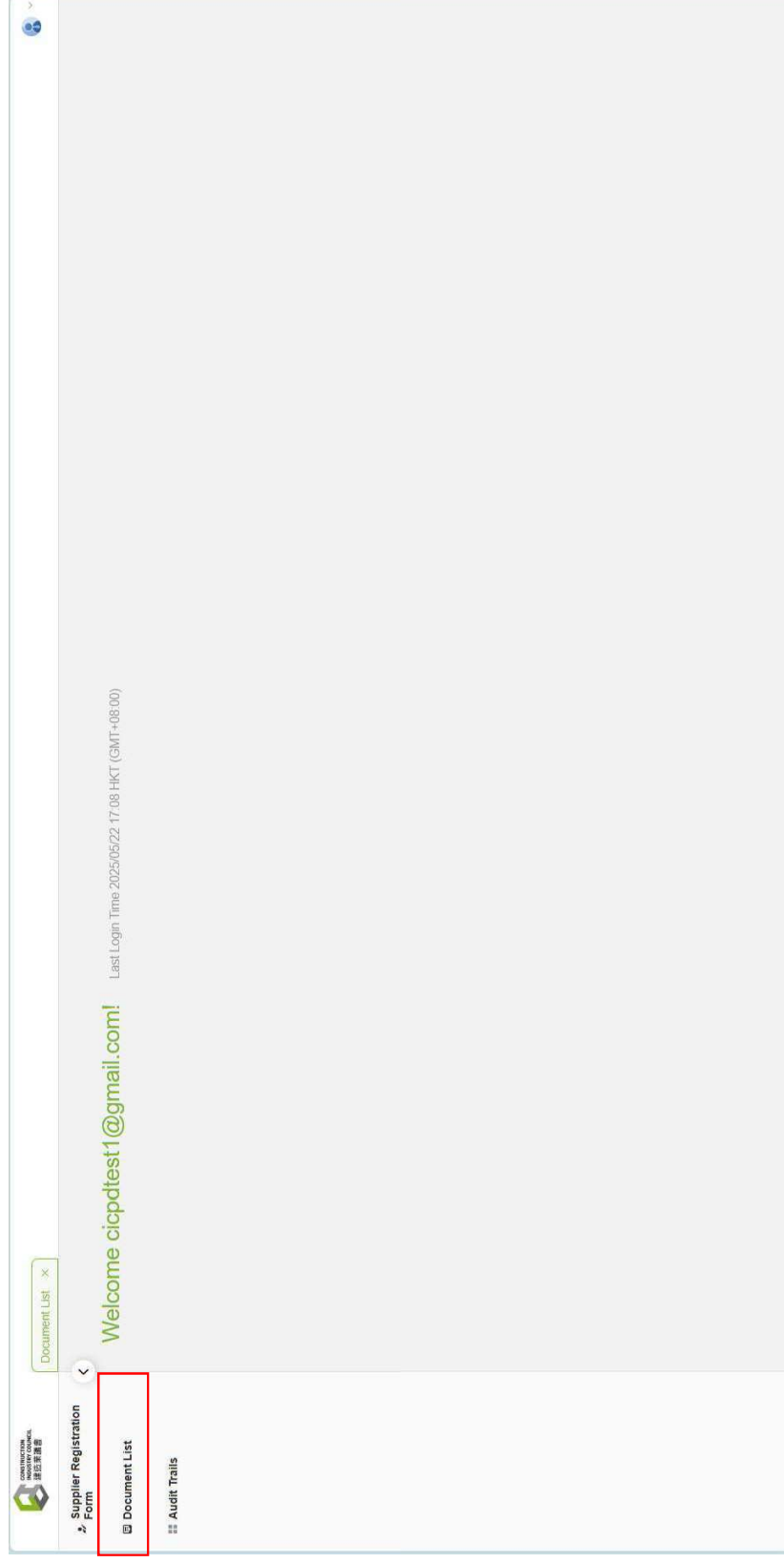
Step 9. Click “eTendering”



Step 10. Click “Confirm”



Step 11. Click “Document List”



Step 12. Click the relevant Tender/ EOI document

CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

Supplier Registration
Form

Document List

Document List

Document List

Audit Trails

Search Document

Search Result 14

Reference	Subject / Title	Issue Date	Closing Date & Time
(33) in P/AE/PUR/AGC	Provision of XXXXXXXXXXZZZ Services for Construction Industry Council (為建造業議會提供XXXXXXXXZZ服務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)
(31) in P/AE/PUR/AGC	Testing for Display 520	2025/05/20 13:45 HKT (GMT+08:00)	2025/05/20 13:54 HKT (GMT+08:00)
(25) in P/AE/PUR/AGC	Demo Testing on Tender Assessment Report	2025/03/12 10:35 HKT (GMT+08:00)	2025/03/12 10:50 HKT (GMT+08:00)
(30) in P/AE/PUR/TDTC	0225	2025/02/25 15:00 HKT (GMT+08:00)	2025/02/25 15:15 HKT (GMT+08:00)
(29) in P/AE/PUR/TDTC	test02181	2025/02/18 14:35 HKT (GMT+08:00)	2025/02/18 15:00 HKT (GMT+08:00)
(28) in P/AE/PUR/TDTC	test02180	2025/02/18 10:40 HKT (GMT+08:00)	2025/02/18 11:10 HKT (GMT+08:00)
(27) in P/AE/PUR/TDTC	test02172	2025/02/17 17:45 HKT (GMT+08:00)	2025/02/18 10:00 HKT (GMT+08:00)
(24) in P/AE/PUR/AGC	Testing for TB - Issued	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/31 15:05 HKT (GMT+08:00)
(21) in P/AE/PUR/AGC	Testing for TB - Assessment and Fee	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(20) in P/AE/PUR/AGC	Testing for TB - PO	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(22) in P/AE/PUR/AGC	Testing for TB - Opening	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)

Records per page: 11 1-11 of 14

Step 13. Click the “Security Code”

CONSTRUCTION INDUSTRY COUNCIL
建築業議會

Supplier Registration Form

Document List

Document List

Audit Trails

Search Document

Search Result 14

Reference	Subject / Title	Issue Date	Closing Date & Time
(33) In PIAEPUR/AGC	Provision of XXXXXXXXXXZZ Services for Construction Industry Council (為建築業議會 提供XXXXXXXXZZ服 務)	2025/05/22 16:00 HKT (GMT+08:00)	2025/05/26 12:00 HKT (GMT+08:00)
(31) In PIAEPUR/AGC	Testing for Deploy 520	2025/05/20 13:45 HKT (GMT+08:00)	2025/05/20 13:54 HKT (GMT+08:00)
(25) In PIAEPUR/AGC	Demo Testing on Tender Assessment Report	2025/03/12 10:35 HKT (GMT+08:00)	2025/03/12 10:50 HKT (GMT+08:00)
(30) In PIAEPUR/TDTC	0225	2025/02/25 15:00 HKT (GMT+08:00)	2025/02/25 15:15 HKT (GMT+08:00)
(29) In PIAEPUR/TDTC	test02181	2025/02/18 14:35 HKT (GMT+08:00)	2025/02/18 15:00 HKT (GMT+08:00)
(28) In PIAEPUR/TDTC	test02188	2025/02/18 10:40 HKT (GMT+08:00)	2025/02/18 11:10 HKT (GMT+08:00)
(27) In PIAEPUR/TDTC	test02172	2025/02/17 17:45 HKT (GMT+08:00)	2025/02/18 10:00 HKT (GMT+08:00)
(24) In PIAEPUR/AGC	Testing for TB - Issued	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/31 15:05 HKT (GMT+08:00)
(21) In PIAEPUR/AGC	Testing for TB - Assessment and Fee	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(20) In PIAEPUR/AGC	Testing for TB - PO	2025/01/22 14:45 HKT (GMT+08:00)	2025/01/22 15:05 HKT (GMT+08:00)
(22) In	Testing for TB -	2025/01/22 14:45	2025/01/22 15:05 HKT

Information

Reference:
(33) In PIAEPUR/AGC

Subject / Title:
Provision of XXXXXXXXXXXXZZ Services for Construction Industry Council (為建築業議會提供XXXXXXXXZZ服務)

Issue Date:
2025/05/22 16:00 HKT (GMT+08:00)

Closing Date & Time:
2025/05/26 12:00 HKT (GMT+08:00)

Tenderer Information

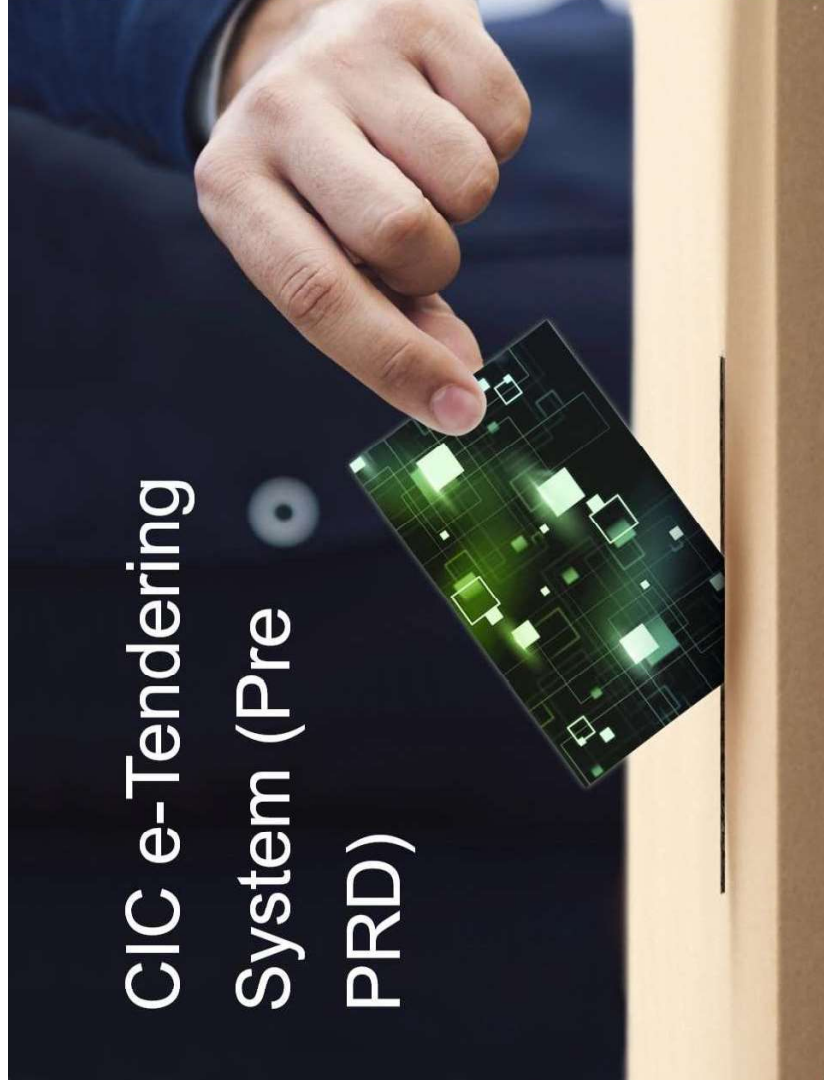
Company Name:
cicptest1@gmail.com

E-mail Address:
cicptest1@dummyemail.com

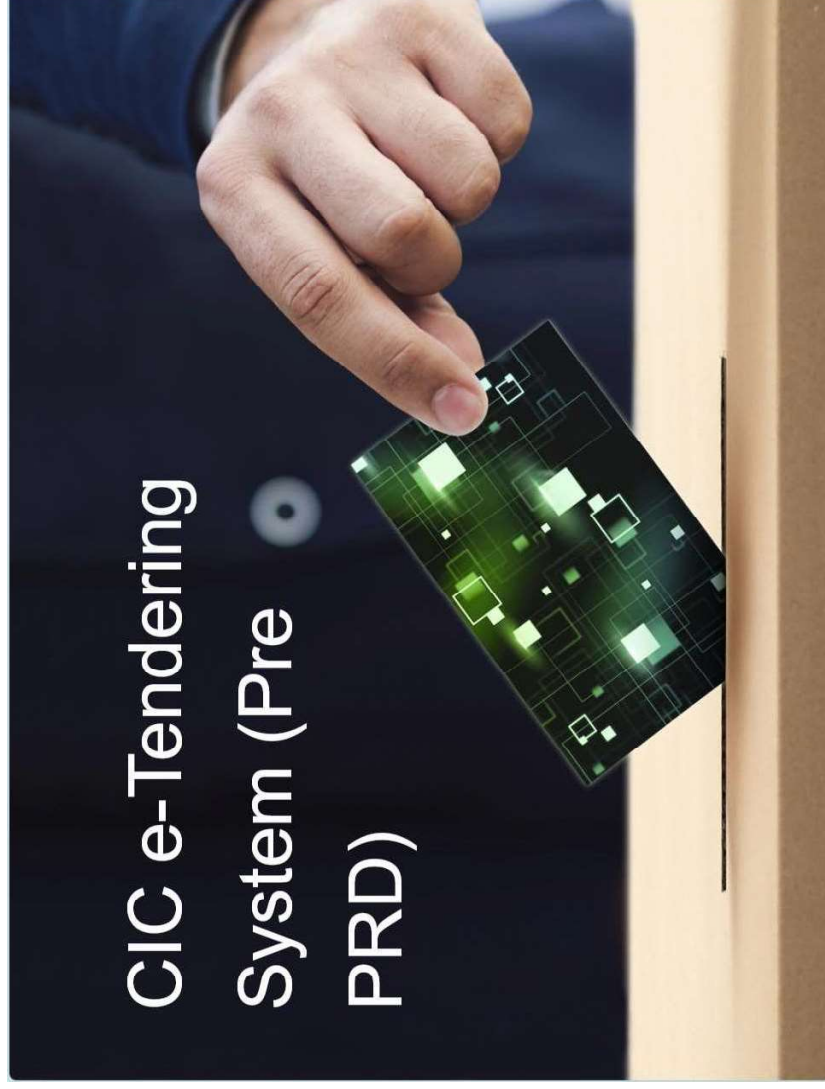
Security Code:
D985C1Z1D98A46C098A6F0B4A2C1C96

Step 14. Tick “I confirm and accept the Terms of Use and Privacy Policy Statement”

Step 15. Click “Next”

A screenshot of the "Tenderer Login" page from the Construction Industry Council (CIC) website. The page features the CIC logo and navigation links at the top. The main content area includes a "Security Code" field with the value "C07CD066A0BA053DE903FE458601CE". Below this is a checkbox labeled "I confirm and accept the Terms of Use and Privacy Policy Statement", which is checked and highlighted with a red box and the number "1". To the right of the checkbox is a green "Next" button, also highlighted with a red box and the number "2". A red arrow points from the "Next" button to the checkbox. At the bottom, there is a small disclaimer: "(If you received an invitation to Tender, you can access to view and download the tender document and annex(s) by entering the security code found in the notification email.)".

Step 16. Click the email icon



 **CONSTRUCTION
INDUSTRY COUNCIL**
建造業議會

[Home](#) | [Tenders](#) | [CIC Staff](#) | [EN](#) | [EN](#)

Two-Step Verification

In order to verify your identity, choose a verification method from the list below:

☒ Email address in this format
*****@*****.com

[View Email Template](#)

[Home](#)
Copyright © 2025 (CIC (Pre PRD)). All Rights Reserved.

Step 17. Check your email account to receive the Two-Step Verification Code

Step 18. Input Verification Code in the CIC e-Tendering System, then click “Submit”

Your email account



CIC e-Tendering System (Pre PRD): One-time passcode

You are receiving this email because a request was made for a one-time passcode that can be used for authentication. This code is valid for 15 minutes.

Please enter the following code for verification:

967 - 67776 1

建造業議會 (Pre PRD): 一次性驗證碼

貴公司收到此電子郵件是因為有人請求了一個一次性驗證碼。此驗證碼有效期為 15 分鐘。

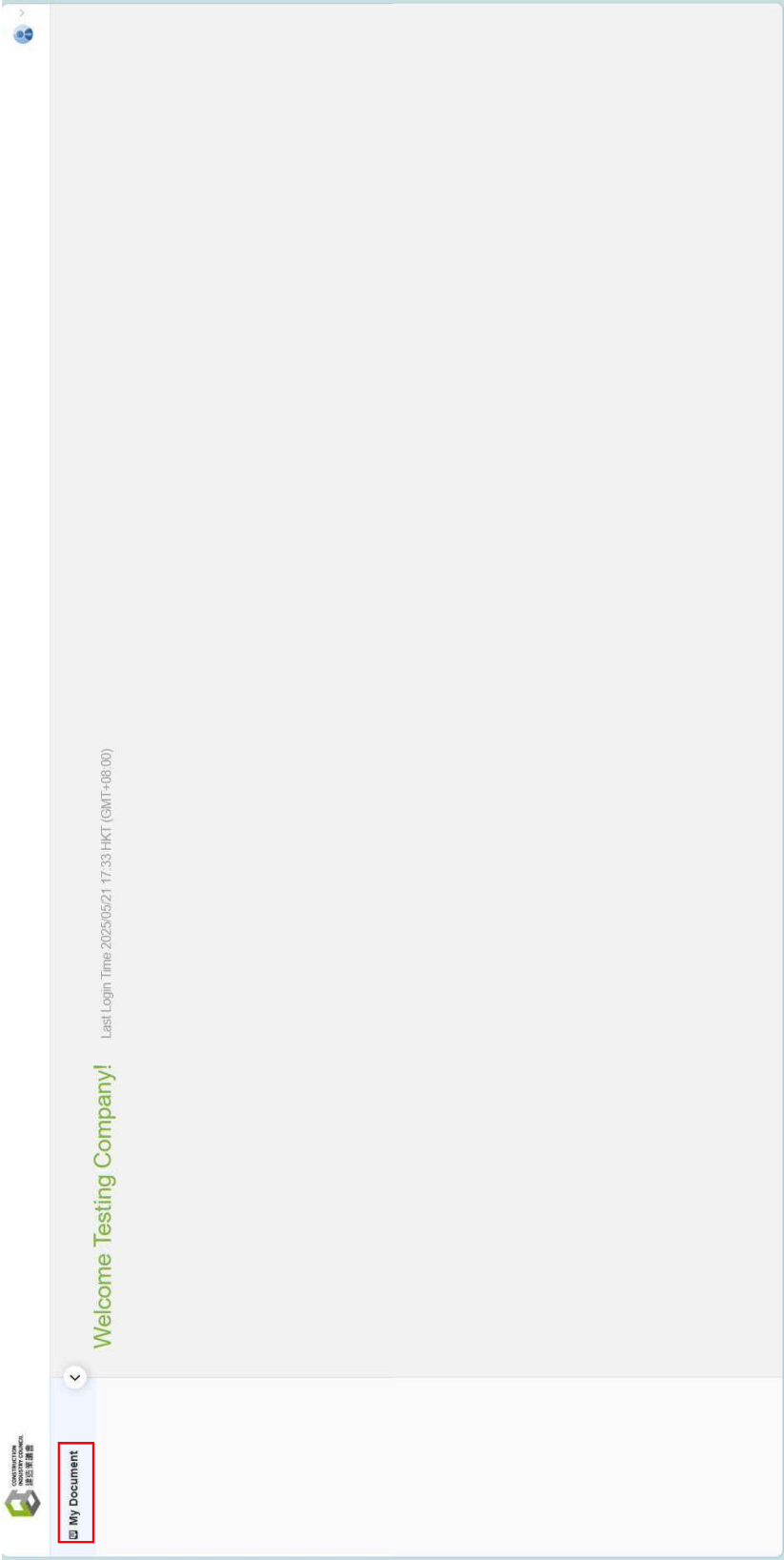
請輸入以下代碼進行驗證：

967 - 67776

CIC e-Tendering System



Step 19. Click “My Document”



Step 20. Click “Submit Offer”

CONSTRUCTION INDUSTRY COUNCIL
建築業議會

My Document

Document (33) in PAEPURJAGC

Tender Documents & Annex(s)

Tender Reference:
(33) in PAE/PUR/AGC

Tender Queries & Responses

3 days left

Closing Date & Time
2025/05/28 12:00

My Action

Submit Offer

Decline Offer

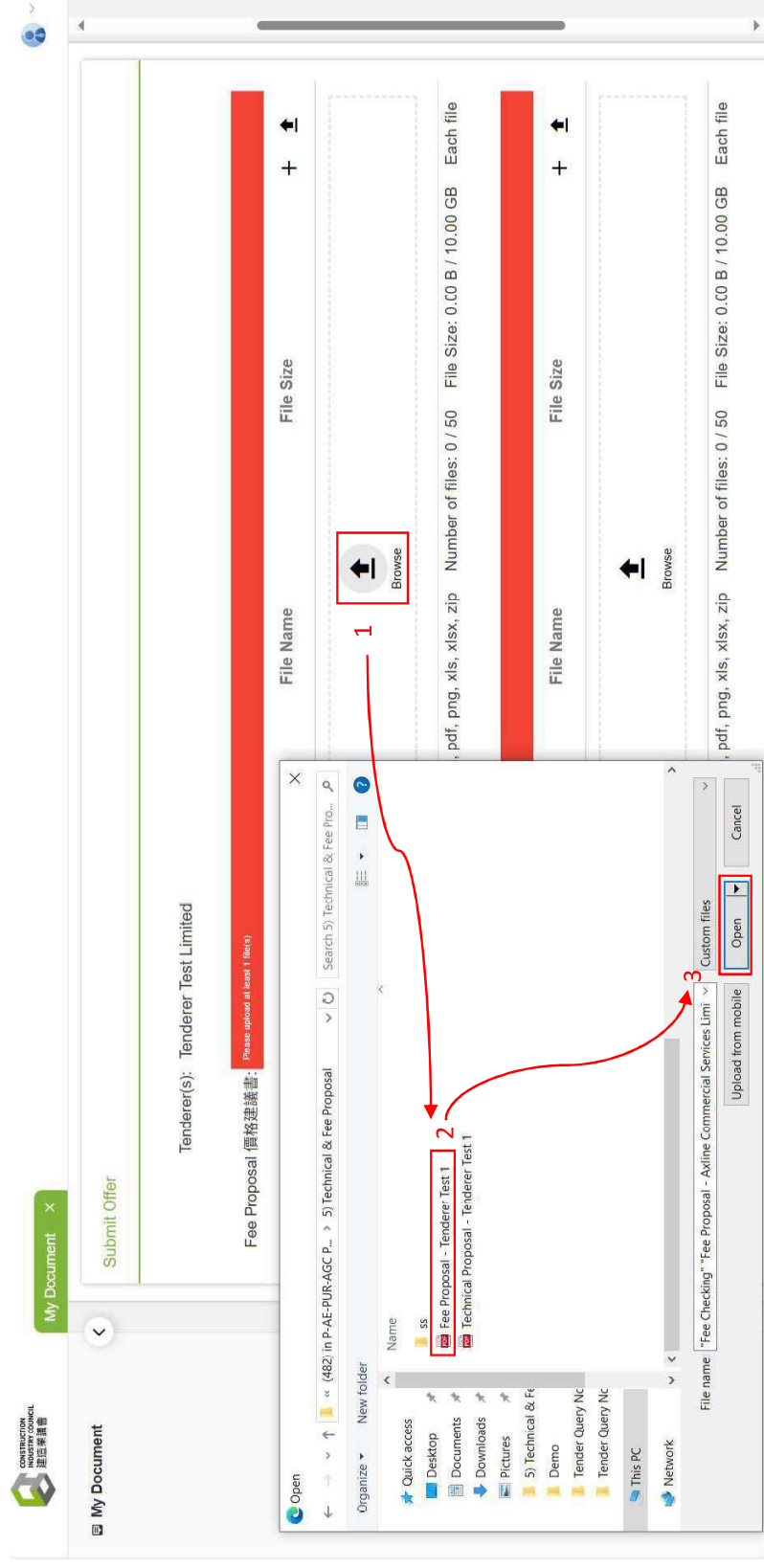
Submit Tender Queries

Subject / Title:
Provision of XXXXXXXXXXXXXXX Services for Construction Industry Council (為建造業議會提供XXXXXXXXXX服務)

Description:
The CIC invites companies to express their interest in tendering for the captioned subject.

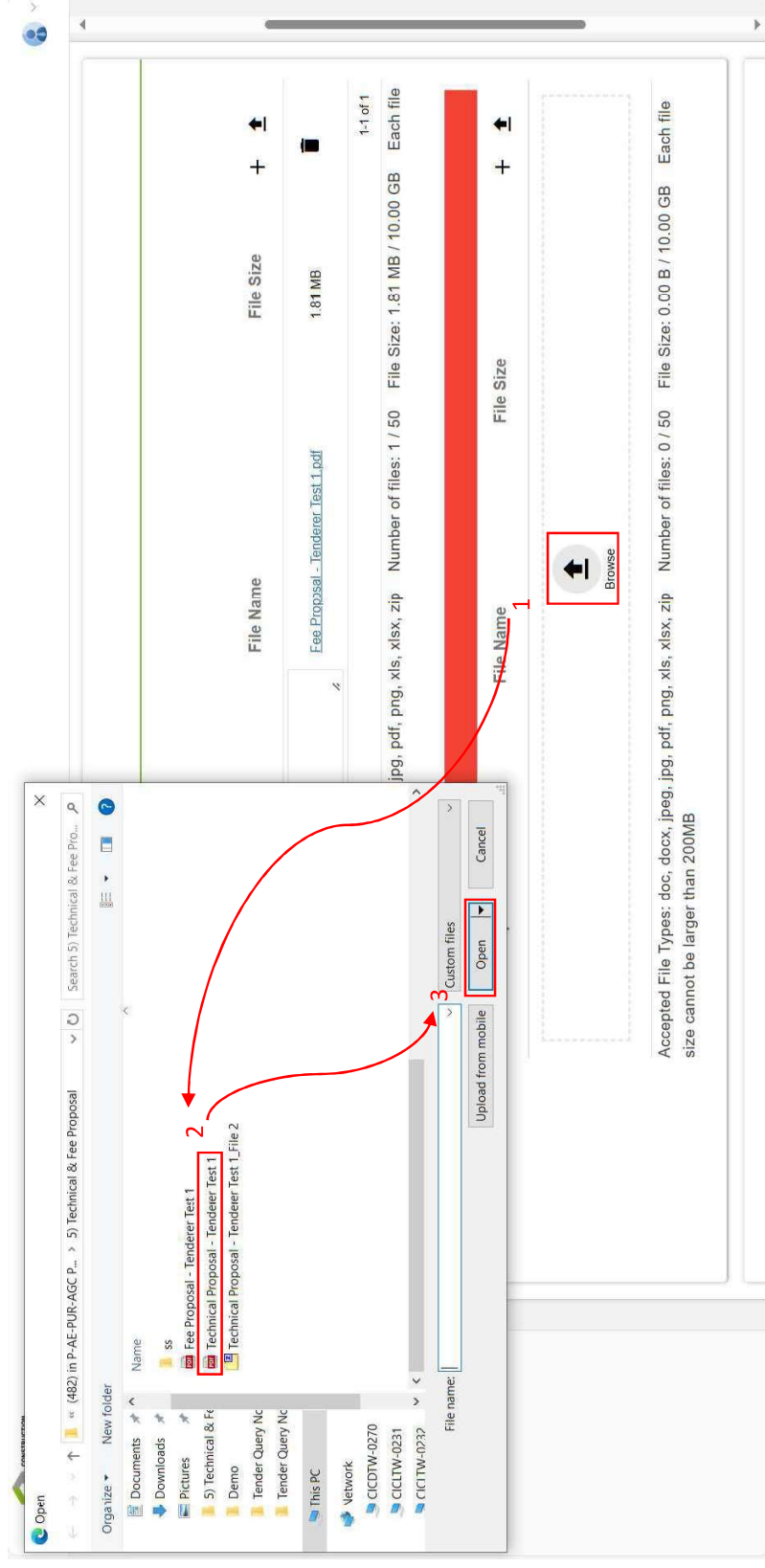
Contact:
Name: Ms. Polly LO
Tel. Number: 21009028
Email: pollylo@cic.hk

Step 21. Click “Browse” at the Fee Proposal upload field to submit your [Fee Proposal](#)

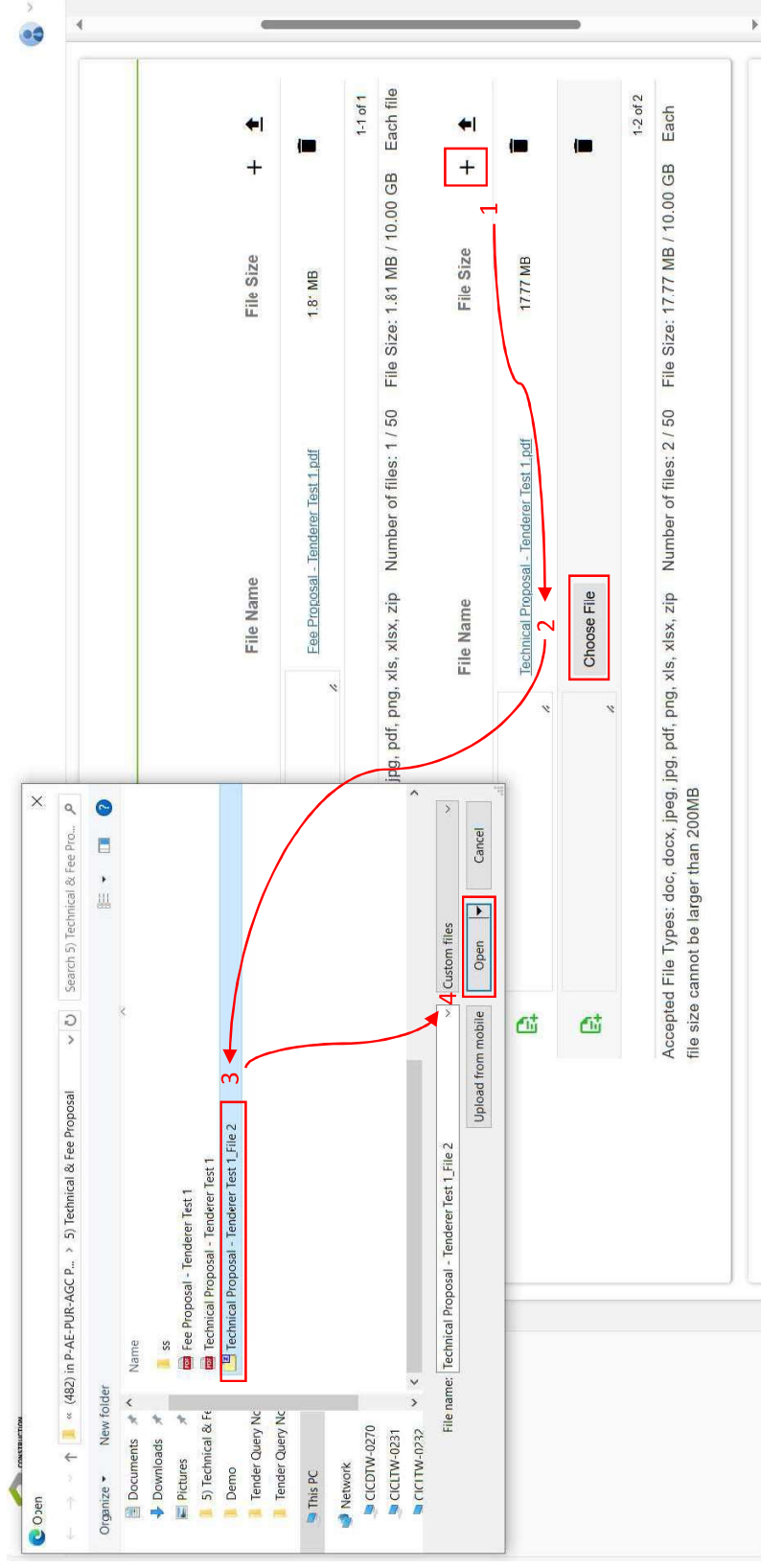


Step 22. Click “Browse” at the Technical Proposal upload field to submit your Technical Proposal

Please be reminded that NO COMMERCIAL OR COST INFORMATION SHALL BE INCLUDED IN TECHNICAL SUBMISSION. You are reminded that should any commercial or cost information be included in this Technical Submission, you may be disqualified from this Tender.



Step 23. Click “+” icon to add an additional attachment (if applicable)



Step 24. Input file description

Step 25. Check your submissions before submitting

CONSTRUCTION
建設業資格

My Document

Tenderer(s): Tenderer Test Limited

Fee Proposal 價格建議書:

Description	File Name	File Size	+
Fee Proposal	Fee Proposal - Tenderer Test 1.pdf	1.81 MB	

Accepted File Types: doc, docx, jpeg, jpg, pdf, png, xls, xlsx, zip Number of files: 1 / 50 File Size: 1.81 MB / 10.00 GB Each file size cannot be larger than 200MB

1-1 of 1

Technical Proposal 技術建議書:

Description	File Name	File Size	+
Technical Proposal	Technical Proposal - Tenderer Test 1.pdf	17.77 MB	
Technical Proposal - Video	Technical Proposal - Tenderer Test 1_File 2.zip	176.81 MB	

Accepted File Types: doc, docx, jpeg, jpg, pdf, png, xls, xlsx, zip Number of files: 2 / 50 File Size: 184.58 MB / 10.00 GB Each file size cannot be larger than 200MB

1-2 of 2

Offer to be Bound

Step 26. Tick “Offer to be Bound”

Step 27. Click “Next”

CONSTRUCTION INDUSTRY COUNCIL 建築業議會

My Document

Technical Proposal 技術建議書

Description	File Name	File Size	
Technical Proposal	Technical Proposal - Tenderer Test 1.pdf	17.77 MB	17.77 MB
Technical Proposal - Video	Technical Proposal - Tenderer Test 1 - File 2.zip	176.81 MB	176.81 MB

Accepted File Types: doc, docx, jpeg, pdf, png, xls, xlsx, zip Number of files: 2 / 50 File Size: 194.58 MB / 10.00 GB Each file size cannot be larger than 200MB

1-2 of 2

Offer to be Bound

☒ Having read the Terms of Tender, the General Conditions of Contract and (if any) the Special Conditions of Contract set out. I/we agree to be bound by the terms and conditions as stipulated therein.

☐ I/we do hereby agree to carry out the whole or any part of the Services mentioned in the attached Schedule which may, during the Contract period or any extension there to be required, by or on behalf of the Council to be cared out at the charges quoted by me/us in the said Schedule free of all other charges, subject to and in accordance with the Terms of Tender, the General Conditions of Contract and (if any) the Special Conditions of Contract.

checkbox is required.

Next

Step 28. Click the email icon



CONSTRUCTION INDUSTRY COUNCIL

建築業議會

My Document

Technical Proposal - Tenderer Test 1_File 2.zip

176.81 MB

Accepted File Types: doc, docx, jpeg, jpg, pdf, png, xls, xlsx, zip

Number of files: 2 / 50

File Size: 194.58 MB / 10.00 GB

Each file size cannot be larger than 200MB

Offer to be Bound

☒ Having read the Terms of Tender, the General Conditions of Contract and (if any) the Special Conditions of Contract set out. I/we agree to be bound by the terms and conditions as stipulated therein.

☒ I/we do hereby agree to carry out the whole or any part of the Services mentioned in the attached Schedule which may, during the Contract period or any extension there to be required, by or on behalf of the Council to be cared out at the charges quoted by me/us in the said Schedule free of all other charges, subject to and in accordance with the Terms of Tender, the General Conditions of Contract and (if any) the Special Conditions of Contract.

In order to verify your identity, choose a verification method from the list below:



Email address in this format: t*****@a*****.com

Back

Step 29. Check your email account to receive the Verification Code

Step 30. Input the Verification Code, then click “Submit”

Your email account



CIC e-Tendering System (Pre PRD): One-time passcode

You are receiving this email because a request was made for a one-time passcode that can be used for authentication. This code is valid for 15 minutes.

Please enter the following code for verification:

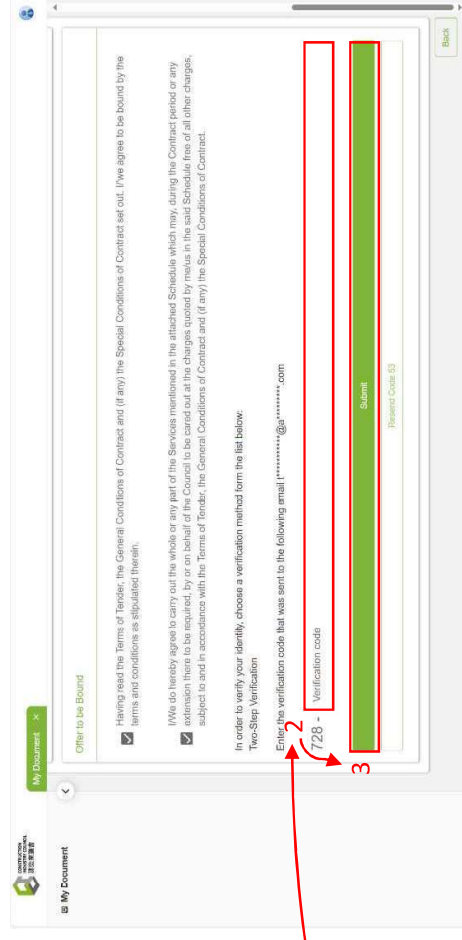
728 - **22860**

建造業議會 (Pre PRD): 一次性驗證碼

貴公司收到此電子郵件是因為有人請求了一個一次性驗證碼。此驗證碼有效期為 15 分鐘。

請輸入以下代碼進行驗證：

CIC e-Tendering System



The screenshot shows the 'Offer to be Bound' page of the CIC e-Tendering System. It includes a 'My Document' tab, a 'Verification code' input field, and a 'Submit' button. A red arrow points from the '728 - 22860' code in the previous block to the 'Verification code' input field. The input field contains the text '728 -' and the 'Submit' button is highlighted in green.

GOVERNMENT OF HONG KONG
政府

My Document ✕

Technical Proposal - Video

technical proposal - tenderer test 1.pdf

1 / 1 MB

Technical Proposal - Tenderer Test 1 File 2.zip

176.81 MB

1-2 of 2

Accepted File Types: doc, docx, jpeg, pdf, png, xls, xlsx, zip Number of files: 2 / 50 File Size: 194.58 MB / 10.00 GB Each file size cannot be larger than 200MB

Offer to be Bound

☒ Having read the Terms of Tender, the General Conditions of Contract and (if any) the Special Conditions of Contract set out. I/we agree to be bound by the terms and conditions as stipulated therein.

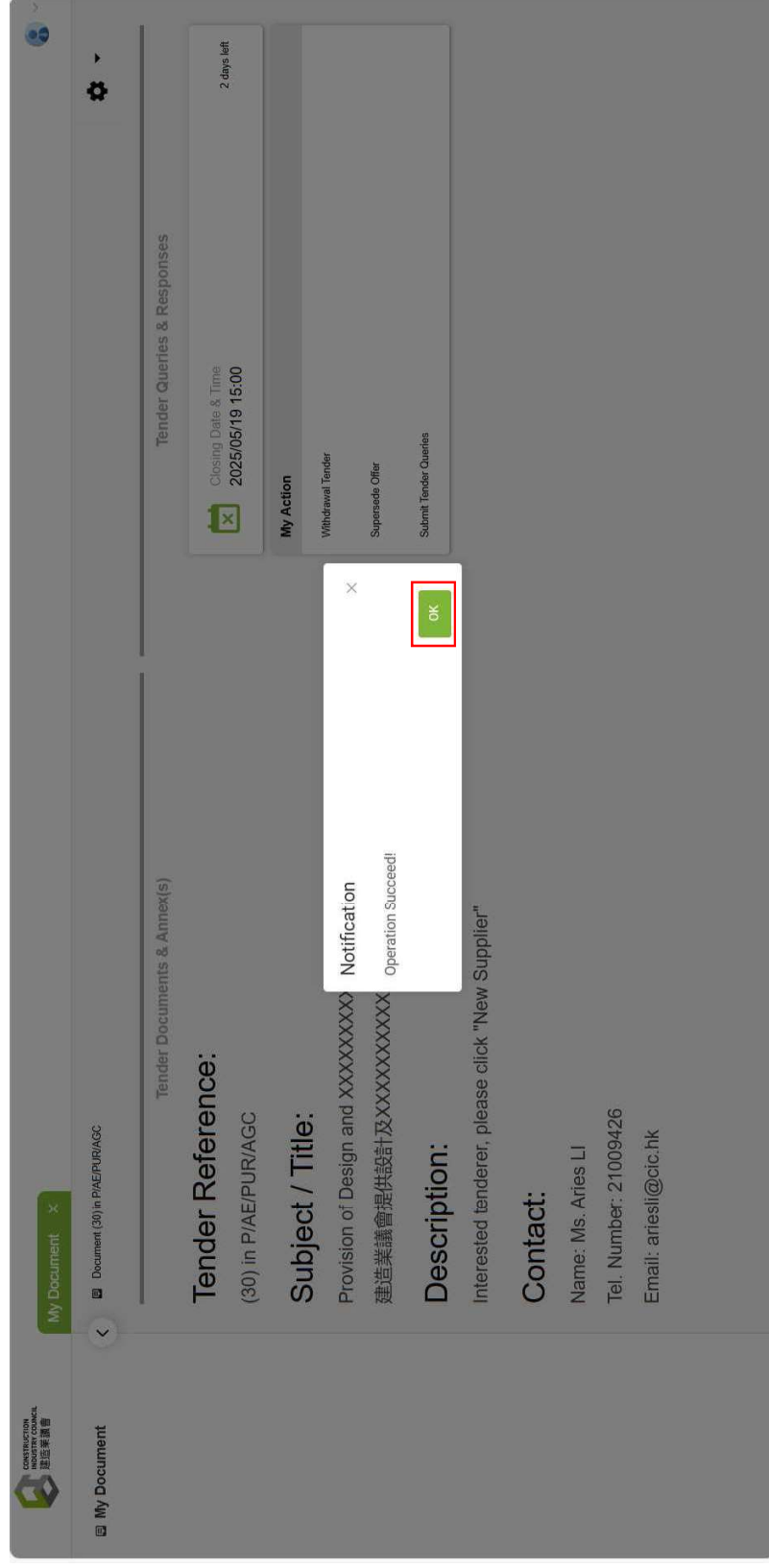
☒ I/We do hereby agree to carry out the whole or any part of the Services mentioned in the attached Schedule which may, during the Contract period or any extension there to be required, by or on behalf of the Council to be carried out at the charges quoted by me/us in the said Schedule free of all other charges, subject to and in accordance with the Terms of Tender, the General Conditions of Contract and (if any) the Special Conditions of Contract.

Signer tenderer@test@abccompany.com Tenderer Test Limited	Signature <input checked="" type="button" value="Email"/> <input checked="" type="button" value="Security Code"/>	Timestamp Sent: 2025/05/17 14:27 HKT (GMT+08:00) Signed: 2025/05/17 14:28 HKT (GMT+08:00)
--	---	--

Using IP Address:

Back
Save

Step 32. Click "OK"



Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

This form should be completed in FULL BLOCK LETTERS
and returned to :

請詳細填寫本申請表並交回：

Procurement Department
Construction Industry Council
38/F, COS Centre, 56 Tsun Yip Street
Kwun Tong, Kowloon, Hong Kong

香港九龍觀塘駿業街56號
中海日升中心38樓
建造業議會
採購部

Tel. No.: 2100 9000

電話號碼：

2100 9000

Fax. No.: 2100 9439

圖文傳真號碼：

2100 9439

E-mail : vendor@cic.hk

電子郵件：

vendor@cic.hk

Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to the above Department.

如查詢此表格內的資料，包括查閱途徑及修訂資料，請與上述部門聯絡。

PART I - DETAILS OF THE COMPANY 第一部 - 公司資料

(i) Company Name : _____
(English) 【Company name should correspond with that registered under the Business Registration Ordinance (Cap 310)】

公司名稱： _____
(中文) 【公司名稱須與商業登記條例(第310章)內所登記的名稱相同】

(ii) Company Address : _____
(English)

公司地址： _____
(中文)

(iii) E-mail 電子郵件： _____ (iv) Website 網址： _____

(v) Tel. No. 電話號碼： _____ (vi) Fax. No. 圖文傳真號碼： _____

In order to reduce paper consumption, all future CIC notifications will be dispatched by means of email, unless specifically requested in writing to the CIC otherwise.

為減少紙張用量，除非另作書面要求，所有議會通訊將以電郵傳遞。

PART II - ORGANISATIONS AND STAFF 第二部 - 公司組織及職員資料

(i) Company Type 公司類別：

- ☐ A body corporate registered under the Companies Ordinance (Cap 32) 根據《公司條例》(第32章)註冊的法人團體
- ☐ A partnership (unincorporated) 合夥(非屬法團)
- ☐ A sole proprietorship (unincorporated) 獨資(非屬法團)
- ☐ Others (Please specify) 其他(請註明) _____

(ii) Members of organisation 公司成員：

English Name 英文姓名

Chinese Name 中文姓名

* Directors / Proprietors / Partners

董事 / 東主 / 合夥人

_____	_____
_____	_____
_____	_____

* Delete where inappropriate 將不適用者刪去

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

- (iii) Person(s) to contact on matters relating to tenders / contracts :
獲授權回答有關投標 / 合約等問題的負責人資料 :

Name(s) 姓名	Official Capacity 職位	Tel. No. 電話號碼	Mobile No. 流動電話號碼
(1) _____	_____	_____	_____
(2) _____	_____	_____	_____
(3) _____	_____	_____	_____

- (iv) Please confirm whether your organisation is a registered subcontractor under the CIC's Subcontractor Registration Scheme (SRS).

請貴公司確認是否在分包商註冊制度 (SRS) 下的註冊分包商。

☐ Yes, SRS Number :
是, 分包商註冊制度編號 :

☐ No
不是

PART III - BUSINESS TYPE 第三部 - 業務性質

- (i) Services and Goods which your company can provide/supply 貴公司所供應的服務及貨品
Please select your business type and corresponding coverage area (s) 請選擇 貴公司所屬的業務性質及相應的覆蓋範圍
Please tick ☒ as appropriate 請在適當空格加上 ☒
Business Type 業務性質

☐ Type 1 - Supplier

類別一 - 供應商

Trade of Services 服務行業

☐ 1 Construction
Materials
(建築材料)

- ☐ 1.1 Accelerator (催乾劑)
- ☐ 1.2 Acrylic Paint (亞加力漆)
- ☐ 1.3 Air-conditioning & Ventilation Accessory (空調及通風配件)
- ☐ 1.4 Adhesive / Sealant (膠漿 / 封邊膠)
- ☐ 1.5 Aggregates (石仔)
- ☐ 1.6 Air-conditioning & Ventilation (空調及通風)
- ☐ 1.7 Aluminium Bar / Hollow (鋁條 / 通)
- ☐ 1.8 Aluminium Foamwork Accessory (鋁模板配件)
- ☐ 1.9 Aluminium Foamwork (鋁模板)
- ☐ 1.10 Aluminium Pipe (鋁管)
- ☐ 1.11 Aluminium Sheet (鋁板)
- ☐ 1.12 Anti-ant Paint (抗蟻油漆)
- ☐ 1.13 Asphalt (瀝青)
- ☐ 1.14 Bamboo & Accessory (竹料及配件)
- ☐ 1.15 Bar-bending & Fixing (鋼筋屈扎)
- ☐ 1.16 Bronze / Copper / Brass Pipe (青銅 / 銅 / 黃銅管)
- ☐ 1.17 Bearing (啤令)
- ☐ 1.18 Belt (坑帶)
- ☐ 1.19 Bitumen Compounds (瀝青混合物)
- ☐ 1.20 Boring Drill Accessory (岩土鑽探配件)
- ☐ 1.21 Bronze / Copper Bar (青銅 / 銅條)
- ☐ 1.22 Bronze / Copper Sheet (青銅 / 銅板)
- ☐ 1.23 Bronze / Copper Wire (青銅 / 銅線)
- ☐ 1.24 Brushing Lacquer (手掃漆)
- ☐ 1.25 Bucket (桶 / 泥斗)
- ☐ 1.26 Cable Accessory & Trunking (電線配件及線槽)
- ☐ 1.27 Cable (電線)
- ☐ 1.28 Canvas Goods (帆布及布帳製品)
- ☐ 1.29 Ceiling (天花)

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

- ☐ 1.30 Cement (水泥)
- ☐ 1.31 Cement Paint (雪花英泥)
- ☐ 1.32 Centre Punch (中心沖 / 賓子)
- ☐ 1.33 Clear Lacquer (透明漆)
- ☐ 1.34 Clay Sand (黃花沙)
- ☐ 1.35 Clear Varnish (透明清漆)
- ☐ 1.36 Concrete Blocks (混凝土磚)
- ☐ 1.37 Concrete (混凝土)
- ☐ 1.38 Concrete Pipe (混凝土管道)
- ☐ 1.39 Curtain Wall / External Cladding (幕牆/幕板)
- ☐ 1.40 Drill Bit & Cutter Bit (鑽咀及刀咀)
- ☐ 1.41 Door & Accessory (大門及配件)
- ☐ 1.42 Dry Wall (石膏板)
- ☐ 1.43 Electrode (電焊支)
- ☐ 1.44 Electrical Supplies (電器材料)
- ☐ 1.45 Emulsion Paint / Latex (乳膠漆)
- ☐ 1.46 Epoxy Coating (環氧塗料)
- ☐ 1.47 Epoxy (環氧樹脂漆)
- ☐ 1.48 Fencing / Mesh / Chain (圍欄 / 鐵絲網 / 鎖鏈)
- ☐ 1.49 Fibre Glass Products (玻璃纖維產品)
- ☐ 1.50 Filter (過濾器)
- ☐ 1.51 Fire Retardant Paint (防火漆)
- ☐ 1.52 Floor Board Coating (地台油)
- ☐ 1.53 Gaseous Fuels / Welding (氣體燃料 / 焊接)
- ☐ 1.54 Glazed Ceramic Wall Tiles (牆壁瓷磚)
- ☐ 1.55 Gloss Latex Paint (悅亮漆)
- ☐ 1.56 Gloves (手套)
- ☐ 1.57 Gold (金)
- ☐ 1.58 Granite (麻石)
- ☐ 1.59 Grinding / Polish (研磨 / 拋光)
- ☐ 1.60 Hammertone Paint (鎚紋漆)
- ☐ 1.61 Heat Insulating Materials (隔熱物料)
- ☐ 1.62 Hot-dip Galvanizer (熱浸鍍鋅)
- ☐ 1.63 Hose and Fittings (膠喉及配件)
- ☐ 1.64 Homogeneous Floor Tiles (過底地磚)
- ☐ 1.65 Hydrated Lime (熟石灰)
- ☐ 1.66 Insulation Materials (絕緣體)
- ☐ 1.67 Iron Work (訂製鐵器)
- ☐ 1.68 Jointing (接口)
- ☐ 1.69 Laminated Plywood (夾板)
- ☐ 1.70 Luminous Paint (螢光漆)
- ☐ 1.71 Marble & Accessory (雲石及配件)
- ☐ 1.72 Metal / Plastic Container (金屬 / 塑膠容器)
- ☐ 1.73 Metal Etching (金屬蝕刻)
- ☐ 1.74 Mosaic Tiles (紙皮石)
- ☐ 1.75 Multi-Colour Paint (多彩漆)
- ☐ 1.76 Nail / Staple & Accessory (釘及配件)
- ☐ 1.77 Non-slip Treatment (防滑處理)

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建造業議會一般供應商名單申請表

- ☐ 1.78 Nylon (尼龍)
- ☐ 1.79 Pipe Fittings (管道配件)
- ☐ 1.80 Pipe (喉管)
- ☐ 1.81 Pigment / Staining (色粉)
- ☐ 1.82 Plastering (抹灰)
- ☐ 1.83 Plastic Sheet / Board (膠片 / 膠板)
- ☐ 1.84 Plastic / Wood Flooring (膠 / 木地板)
- ☐ 1.85 Polyurethane Paint (聚脂漆)
- ☐ 1.86 Polishing / Sharpening (拋光 / 磨石)
- ☐ 1.87 Primer / Sealer (封底漆)
- ☐ 1.88 Rain Gear (雨具)
- ☐ 1.89 Red Bricks (紅磚)
- ☐ 1.90 River Sand (淡水沙)
- ☐ 1.91 Road Marking Paint (馬路劃線漆)
- ☐ 1.92 Sanitary (潔具)
- ☐ 1.93 Sanding Paper / Cloth (砂紙 / 布)
- ☐ 1.94 Saw Blade / Wheel & Accessory (鋸片 / 碟及配件)
- ☐ 1.95 Screw & Accessory (螺絲及配件)
- ☐ 1.96 Scantling & Planking (什木枋板)
- ☐ 1.97 Silk Screen (絲網)
- ☐ 1.98 Stone Like Coating Paint (石頭漆)
- ☐ 1.99 Solvent (溶劑)
- ☐ 1.100 Spraying Paint (噴漆)
- ☐ 1.101 Steel / Iron Bar (鋼 / 鐵條)
- ☐ 1.102 Steel / Iron Gate (鋼 / 鐵門)
- ☐ 1.103 Steel / Iron Pipe (鋼 / 鐵管)
- ☐ 1.104 Steel / Iron Sheet (鋼 / 鐵片)
- ☐ 1.105 Steel / Iron Wire (鋼 / 鐵線)
- ☐ 1.106 Stone (開山大石)
- ☐ 1.107 Stopping (填補料)
- ☐ 1.108 Steel Reinforcement (鋼筋)
- ☐ 1.109 Stainless Steel Bar (不銹鋼條)
- ☐ 1.110 Stainless Steel Pipe (不銹鋼管)
- ☐ 1.111 Stainless Steel Sheet (不銹鋼片)
- ☐ 1.112 Stainless Steel Wire (不銹鋼線)
- ☐ 1.113 Steel Wire Rope / Nylon Webbing Sling (鋼絲繩 / 尼龍帆布帶)
- ☐ 1.114 Surveying Supplies (測量材料)
- ☐ 1.115 Switch (掣)
- ☐ 1.116 Synthetic Paint (合成油漆)
- ☐ 1.117 Textured Latex (砂膠漆)
- ☐ 1.118 Undercoat Pattern (底漆)
- ☐ 1.119 Valve (閥門)
- ☐ 1.120 Washable Distemper (可洗膠灰水)
- ☐ 1.121 Wall Paper (牆紙)
- ☐ 1.122 Water Proofing Material (防水物料)
- ☐ 1.123 Water-boiled Proved Laminated Plywood (防水夾板)
- ☐ 1.124 Weldmesh (馬路網)
- ☐ 1.125 Window & Accessory (窗戶及配件)

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建造業議會一般供應商名單申請表

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| | ☐ 1.126 Wire Rope (鋼纜) |
| | ☐ 1.127 Wood Stripe (木線) |
| ☐ 2 Tools (手工具) | ☐ 2.1 Brush & Accessory (刷及配件) |
| | ☐ 2.2 Chisel (鑿) |
| | ☐ 2.3 Crowbar (鐵筆) |
| | ☐ 2.4 Drawing Instrument (繪圖工具) |
| | ☐ 2.5 Electric Drill / Hammer Drill & Accessory (電鑽及配件) |
| | ☐ 2.6 Edge Rule (壓尺) |
| | ☐ 2.7 File (銼) |
| | ☐ 2.8 Hammer (鎚仔) |
| | ☐ 2.9 Masonry Tools (泥水工具) |
| | ☐ 2.10 Meter / Tester (測試儀錶) |
| | ☐ 2.11 Portable Electrical Tools & Accessory (手提式電動工具及配件) |
| | ☐ 2.12 Pipe Bender & Expander (喉管屈曲器及掙大器) |
| | ☐ 2.13 Pick (泥耙) |
| | ☐ 2.14 Pipe Cutter (喉管剪鉗) |
| | ☐ 2.15 Pipe Dies and Head (牙模及扳頭) |
| | ☐ 2.16 Plane (刨) |
| | ☐ 2.17 Plier / Pincer / Nipper (鉗子) |
| | ☐ 2.18 Saw (鋸) |
| | ☐ 2.19 Screwdriver (螺絲批) |
| | ☐ 2.20 Spanner / Wrench (扳手) |
| | ☐ 2.21 Scraper / Shovel / Pottery Tool (刮 / 鏟 / 泥刮) |
| | ☐ 2.22 Steel Snip / Cutter (剪鉗) |
| | ☐ 2.23 Surveying Level (測量水平儀) |
| | ☐ 2.24 Surveying Scale (測量磅) |
| | ☐ 2.25 Trowel (抹子 / 批匙) |
| | ☐ 2.26 Vise (虎鉗 / 夾) |
| | ☐ 2.27 Welding Tools (焊接工具) |
| ☐ 3 Industrial Safety & Protective Products (安全及防護產品) | ☐ 3.1 Anti-Surge Protection (防電保護) |
| | ☐ 3.2 Confined Space Equipment (密閉空間設備) |
| | ☐ 3.3 Eye Protection (眼部保護) |
| | ☐ 3.4 Fall Protection (高空防墮保護) |
| | ☐ 3.5 First Aid Supplies (急救用品) |
| | ☐ 3.6 Fire Extinguisher & Equipment (滅火筒及設備) |
| | ☐ 3.7 Foot Protection (腳部保護) |
| | ☐ 3.8 Gas & Radiation Detector (氣體及輻射探測器) |
| | ☐ 3.9 Hand Protection (手部保護) |
| | ☐ 3.10 Hearing Protection (聽覺保護) |
| | ☐ 3.11 Head Protection (頭部保護) |
| | ☐ 3.12 Noise Assessment Tools (噪音評估工具) |
| | ☐ 3.13 Respiratory Protection (呼吸保護) |
| | ☐ 3.14 Road Safety Equipment & Reflective Vest (交通安全用品及反光衣) |
| | ☐ 3.15 Safety Net & Tool Box (安全網及工具箱) |
| | ☐ 3.16 Safety Sign / Label (安全標貼/告示牌) |
| | ☐ 3.17 Self-Contained Breathing Apparatus & Air Compressor (自供式呼吸器及空氣壓縮機) |
| | ☐ 3.18 Welding Protection (燒焊保護) |

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| ☐ 4 | Petroleum & Fuel Products
(石油及燃油產品) | ☐ 4.1 | Anti-Rust Spray (防銹噴霧) |
| | | ☐ 4.2 | Brake Fluid (剎掣油) |
| | | ☐ 4.3 | Cutting Oil (切割油) |
| | | ☐ 4.4 | Hydraulic Oil (液壓油) |
| | | ☐ 4.5 | Industrial Diesel Oil (工業柴油) |
| | | ☐ 4.6 | Lubricant Oil / Grease Oil (潤滑油/潤滑脂油) |
| | | ☐ 4.7 | Transmission Oil (傳動油) |
| | | ☐ 4.8 | Ultra Low Sulphur Diesel Oil - Ex-petroleum Filling Stations
(超低含硫柴油 - 油站加油) |
| | | ☐ 4.9 | Unleaded Petrol - Ex-petroleum Filling Stations (無鉛汽油 - 油站加油) |
| ☐ 5 | Construction Equipment & Machinery
(建築設備及機械) | ☐ 5.1 | Aluminium / Galvanized Iron Working Platform (高空工作台) |
| | | ☐ 5.2 | Air Compressor & Blower (風機) |
| | | ☐ 5.3 | Bolt & Pipe Threading Machine / Groove Machine (電動管紋機 / 壓坑機) |
| | | ☐ 5.4 | Builder's Lift (建築工地升降機 - 工人籠) |
| | | ☐ 5.5 | Cable Dectector (地下電纜探測器) |
| | | ☐ 5.6 | Concrete Mixers (混凝土攪拌機) |
| | | ☐ 5.7 | Concrete Vibrator (混凝土震機) |
| | | ☐ 5.8 | Crawler Crane (履帶式吊機) |
| | | ☐ 5.9 | Dozers (推土機) |
| | | ☐ 5.10 | Dust Collectors (集塵器) |
| | | ☐ 5.11 | Forklifts and Tow Tractors (叉車及拖引車) |
| | | ☐ 5.12 | Gantry Crane (龍門式吊機) |
| | | ☐ 5.13 | Generator Set (發電機組) |
| | | ☐ 5.14 | Gondola Systems (吊船) |
| | | ☐ 5.15 | Hydraulic Punching / Shearing / Swing Beam Machine (液壓沖 / 剪 / 擺式剪板機) |
| | | ☐ 5.16 | Hydraulic Excavators (液壓挖土機) |
| | | ☐ 5.17 | Loaders (裝載機) |
| | | ☐ 5.18 | Mobile / Trucks / Lorry Crane (汽車吊機) |
| | | ☐ 5.19 | Metal Work Machine & Equipment (金屬工作機) |
| | | ☐ 5.20 | Pipe Welding Machine (喉管熱熔對接焊機) |
| | | ☐ 5.21 | Plate Compactor (壓路板) |
| | | ☐ 5.22 | Pump (泵) |
| | | ☐ 5.23 | Roller Shutter (捲閘) |
| | | ☐ 5.24 | Spray Booth (噴漆柜) |
| | | ☐ 5.25 | Surveying Measuring Instrument (測量儀器) |
| | | ☐ 5.26 | Thicknessing Planer (壓鉋機) |
| | | ☐ 5.27 | Tower Crane (塔式吊機) |
| | | ☐ 5.28 | Wood Turning Lathe (木車床) |
| ☐ 6 | Repair & Maintenance Equipment / Tools
(維修及保養設備或工具) | ☐ 6.1 | Repair & Maintenance – Air-conditioning & Ventilation (空調及通風維修保養) |
| | | ☐ 6.2 | Repair & Maintenance – Builders' Lift – Hoists (建築工地升降機維修保養) |
| | | ☐ 6.3 | Repair & Maintenance – Carpark System (停車場系統維修保養) |
| | | ☐ 6.4 | Repair & Maintenance – Cleaning Equipment (清潔設備維修保養) |
| | | ☐ 6.5 | Repair & Maintenance – Construction Machine & Equipment
(建築機械及設備維修保養) |
| | | ☐ 6.6 | Repair & Maintenance – Crawler Crane (履帶式吊機維修保養) |
| | | ☐ 6.7 | Repair & Maintenance – Diesel Generating Set (柴油發電機組維修保養) |
| | | ☐ 6.8 | Repair & Maintenance – Drinking Facilities & Equipment
(飲用水設施及設備維修保養) |

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| ☐ | 6.9 | Repair & Maintenance – Electrical (電工工程維修保養) |
| ☐ | 6.10 | Repair & Maintenance – Fire Service Facilities & Equipment (消防設施及設備維修保養) |
| ☐ | 6.11 | Repair & Maintenance – Gantry Crane (龍門式吊機維修保養) |
| ☐ | 6.12 | Repair & Maintenance – Glass (玻璃維修保養) |
| ☐ | 6.13 | Repair & Maintenance – Gondola System (吊船系統維修保養) |
| ☐ | 6.14 | Repair & Maintenance – Hydraulic Mobile Crane (液壓輪胎式吊機維修保養) |
| ☐ | 6.15 | Repair & Maintenance – Kitchen Equipment & Facilities (廚房設備及設施維修保養) |
| ☐ | 6.16 | Repair & Maintenance – Lift & Escalator (升降機及扶手電梯維修保養) |
| ☐ | 6.17 | Repair & Maintenance – Lightning System (避雷系統維修保養) |
| ☐ | 6.18 | Repair & Maintenance – Lorry Crane (起重機貨車維修保養) |
| ☐ | 6.19 | Repair & Maintenance – Measurement Equipment (量度設備維修保養) |
| ☐ | 6.20 | Repair & Maintenance – Metal Work Machine & Equipment (金屬工作機械及設備維修保養) |
| ☐ | 6.21 | Repair & Maintenance – Non-Destructive Testing Equipment (非破壞性測試設備維修保養) |
| ☐ | 6.22 | Repair & Maintenance – Office Equipment (辦公室設備維修保養) |
| ☐ | 6.23 | Repair & Maintenance – Photocopier Machine (影印機維修保養) |
| ☐ | 6.24 | Repair & Maintenance – Plumbing & Drainage (水務工程維修保養) |
| ☐ | 6.25 | Repair & Maintenance – Power Supply Facilities (電力裝置設備維修保養) |
| ☐ | 6.26 | Repair & Maintenance – Power Tools (電動工具維修保養) |
| ☐ | 6.27 | Repair & Maintenance – Private Car (私家車維修保養) |
| ☐ | 6.28 | Repair & Maintenance – Safety Equipment (安全設備維修保養) |
| ☐ | 6.29 | Repair & Maintenance – Security Facilitate (警衛設備維修保養) |
| ☐ | 6.30 | Repair & Maintenance – Sports Equipment (體育設備維修保養) |
| ☐ | 6.31 | Repair & Maintenance – Survey Equipment (測量設備維修保養) |
| ☐ | 6.32 | Repair & Maintenance – Tower Crane (塔式起重機維修保養) |
| ☐ | 6.33 | Repair & Maintenance – Water Pump (水泵維修保養) |
| ☐ | 6.34 | Repair & Maintenance – Walkie Talkie (對講機維修保養) |
| ☐ | 6.35 | Repair & Maintenance – Welding Tools & Equipment (焊接工具設備維修保養) |
| ☐ | 6.36 | Repair & Maintenance – Windows (窗戶維修保養) |
| ☐ | 7 | Testing & Survey (測試及檢驗) |
| ☐ | 7.1 | Testing & Survey - Air Quality (室內空氣質素測試) |
| ☐ | 7.2 | Testing & Survey - Acoustic Test / Noise Assessment (噪音評估測試) |
| ☐ | 7.3 | Testing & Survey - Car & Lorry (車輛續牌驗查) |
| ☐ | 7.4 | Testing & Survey - Compressor & Blower (空氣壓縮機測試) |
| ☐ | 7.5 | Testing & Survey - Drinking Water (飲用水測試) |
| ☐ | 7.6 | Testing & Survey - Fire Service Installation & Equipment (消防裝置及設備檢測) |
| ☐ | 7.7 | Testing & Survey - Gas Cylinder & Tester (氣樽及試錶測試) |
| ☐ | 7.8 | Testing & Survey - Gondola System (吊船系統測試及檢查) |
| ☐ | 7.9 | Testing & Survey - Illumination Quality (照明質量測試) |
| ☐ | 7.10 | Testing & Survey - Inspection, Testing & Certification for Fixed Electrical Installations (固定電力裝置定期測試及檢查) |
| ☐ | 7.11 | Testing & Survey - Jack & Lifting (千斤頂安全測試) |
| ☐ | 7.12 | Testing & Survey - Lift & Escalator (升降機安全負荷測試) |
| ☐ | 7.13 | Testing & Survey - Loader & Crane (裝載及起重機械安全負荷測試) |
| ☐ | 7.14 | Testing & Survey - Measurement Tool (儀器精確度測試及調較) |
| ☐ | 7.15 | Testing & Survey - Non-Destructive (非破壞性檢測) |
| ☐ | 7.16 | Testing & Survey - Power Supply Facilities (電力裝置設備測試及檢查) |

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| ☐ | 7.17 | Testing & Survey - Safety Equipment (安全設備測試及檢查) |
| ☐ | 7.18 | Testing & Survey - Testing Materials / Laboratory Services (物料 / 化驗服務測試) |
| ☐ | 7.19 | Testing & Survey - Tower Crane (塔式起重機測試及調查) |
| ☐ 8 | 8.1 | Asbestos Removal (清理石棉) |
| | 8.2 | Dumping - Construction Materials (建築物廢料處理) |
| | 8.3 | Grease Trap Cleaning & Maintenance (隔油池清洗及保養) |
| | 8.4 | Environment Planning (環保規劃) |
| | 8.5 | Environment Recycling (環保再造) |
| | 8.6 | Sewage Treatment (污水處理) |
| | 8.7 | Tree Risk Assessment (樹木風險評估) |
| | 8.8 | Waste & Scrap Disposal (廢置材料回收) |
| ☐ 9 | 9.1 | Carpet / Floor Mat (地毯) |
| | 9.2 | CCTV System (閉路電視監控系統) |
| | 9.3 | Chair (椅子) |
| | 9.4 | Cleaning Supplies (清潔用品) |
| | 9.5 | Cleaning Tools (清潔工具) |
| | 9.6 | Clock & Watch (鐘錶) |
| | 9.7 | Communication System (通信系統) |
| | 9.8 | Curtain & Blinds (窗簾及百葉簾) |
| | 9.9 | Doorphone System (門禁系統) |
| | 9.10 | Electric Household Appliance (家用電器) |
| | 9.11 | Filing Cabinet / Locker (文件櫃/儲物櫃) |
| | 9.12 | Glass & Accessory (玻璃及配件) |
| | 9.13 | Ink Cartridges, Toner Cartridges & Ribbons (打印機油墨盒, 碳粉盒及色帶) |
| | 9.14 | Information Display System and Service (資訊顯示系統和服務) |
| | 9.15 | Kitchen Equipment (廚房設備) |
| | 9.16 | Lighting / Bulb (照明/燈泡) |
| | 9.17 | Medicine & Health Supplies (藥物及健康) |
| | 9.18 | Office / Storage Container (辦公室/貯物貨櫃) |
| | 9.19 | Partition Panel and Accessory (屏風及附件) |
| | 9.20 | Paper (紙張) |
| | 9.21 | Paper Shredder / Laminator (碎紙機 / 過膠機) |
| | 9.22 | Pantry Supplies (茶水間用品) |
| | 9.23 | Paper Towels & Tissues (紙巾及廁紙) |
| | 9.24 | Sign (門牌) |
| | 9.25 | Stage & Accessory (舞台用品) |
| | 9.26 | Stationery (文具) |
| | 9.27 | Steel Desk (鋼枱) |
| | 9.28 | Wall Board Assembly (組合壁板) |
| | 9.29 | Water Dispenser & Service (飲水機及服務) |
| | 9.30 | Wooden Desk (木枱) |
| ☐ 10 | 10.1 | Printing of Annual Report (印刷年報) |
| | 10.2 | Printing of Aluminium Roll-Up Screen (印製易拉架) |
| | 10.3 | Printing of Booklet & Handouts (印刷小冊子及講義) |
| | 10.4 | Printing of Certificate (印刷證書) |
| | 10.5 | Printing of Company Letterhead Materials (印刷公司印刷品) |
| | 10.6 | Printing of Flag / Banner (印製旗/旗幟) |

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| ☐ | 10.7 | Printing of Name Card (印刷卡片) |
| ☐ | 10.8 | Photocopying Services (複印服務) |
| ☐ | 10.9 | Printing of Promotional Items (印刷宣傳用品) |
| ☐ | 10.10 | Printing / Production of Backdrop (印刷 / 製作背景幕) |
| ☐ | 10.11 | Printing of P.V.C. Card (印製證明卡) |
| ☐ 11 | 11.1 | Computer Hardware Accessory (電腦硬件配件) |
| Information Technology and Computers
(資訊科技及電腦) | 11.2 | Computer Hardware (電腦硬件) |
| | 11.3 | Computer Hardware Leasing (電腦硬件租用) |
| | 11.4 | Computer Hardware Peripheral (電腦硬件周邊) |
| | 11.5 | Computer Network (電腦網絡) |
| | 11.6 | Contract Out Works - Computer Service (外判工程 - 電腦服務) |
| | 11.7 | Computer Software (電腦軟件) |
| | 11.8 | Computer Software & Services Subscription (電腦軟件及服務租用) |
| | 11.9 | Information Technology & Telecommunications (資訊科技及電信) |
| | 11.10 | Repair & Maintenance – Audio / Visual (音頻 / 視頻維修保養) |
| | 11.11 | Repair & Maintenance – Computer Equipment (電腦設備維修保養) |
| | 11.12 | Repair & Maintenance – Card Printer (證明卡打印機維修保養) |
| | 11.13 | Repair & Maintenance – Computer Room Facilities (電腦房設備維修保養) |
| | 11.14 | Repair & Maintenance – Software and Application Support (軟件及應用系統支援維修保養) |
| | 11.15 | Repair & Maintenance – Server and Network Services (伺服器及網絡服務維修保養) |
| | 11.16 | Repair & Maintenance – Telecom System & Equipment (電訊系統及設備維修保養) |
| | 11.17 | Contract Out Works - Software Development (外判工程 - 軟件開發) |
| | 11.18 | Rental of Telecom System & Equipment (租用電訊系統及設備) |
| | 11.19 | Telecom Services (電訊服務) |
| ☐ 12 | 12.1 | Rental of Crane (租用吊機) |
| Rental Services
(租用服務) | 12.2 | Rental of Cylinder Service & Air Filling (租用氣樽及充氣) |
| | 12.3 | Rental of Digital Photocopier (租用影印機) |
| | 12.4 | Rental of Generator Set (租用發電機組) |
| | 12.5 | Rental of Gown (租用禮服) |
| | 12.6 | Rental of Horses and Carriage Service (租用馬車服務) |
| | 12.7 | Rental of Machinery Equipment (租用機械設備) |
| | 12.8 | Rental of Portable Mobile Toilets with Hygiene Service (租用流動式廁所及清理服務) |
| | 12.9 | Transportation Service - Goods (貨運服務) |
| | 12.10 | Transportation Service - Passenger (客運服務) |
| ☐ 13 | 13.1 | General Fixture (一般固定裝置) |
| General Supplies
(一般供應) | 13.2 | Light Truck / Coaster (輕型貨車及小巴) |
| | 13.3 | Private Car (私家車) |
| | 13.4 | Promotional Items (宣傳物品) |
| | 13.5 | Reference Book/ Reference Report & Publication (參考書/ 參考報告及刊物) |
| | 13.6 | Seasonal Decoration (節慶裝飾) |
| | 13.7 | Souvenir (紀念品) |
| | 13.8 | Sports Equipment (適體健器材) |
| | 13.9 | Stage Accessory (舞台用品) |
| | 13.10 | Building Management Supplies (物業管理供應) |
| | 13.11 | Trophy / Medals (獎杯 / 獎牌) |

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

- | | | |
|--------------------------|-------|--|
| ☐ | 13.12 | Uniform (制服) |
| ☐ | 13.13 | Walkie Talkie (對講機) |
| ☐ | 14 | General Services (一般服務) |
| ☐ | 14.1 | Advertisement - Advertising Design & Production (廣告設計及製作) |
| ☐ | 14.2 | Advertisement - Advertisement Production & Placement Services (廣告製作及報刊廣告代理服務) |
| ☐ | 14.3 | Referee Services (裁判服務) |
| ☐ | 14.4 | Catering Services (餐飲服務) |
| ☐ | 14.5 | Clipping Services (剪報服務) |
| ☐ | 14.6 | Catering / Kitchen Equipment and Services (餐飲/廚房設備及服務) |
| ☐ | 14.7 | Cleaning Services (清潔服務) |
| ☐ | 14.8 | Copywriting & Editorial Services (撰稿及編輯服務) |
| ☐ | 14.9 | Drycleaning & Laundry Services (乾洗及洗衣服務) |
| ☐ | 14.10 | Driver Services (司機服務) |
| ☐ | 14.11 | Disposal Services (棄置服務) |
| ☐ | 14.12 | Design Services - Graphics Design (平面設計) |
| ☐ | 14.13 | Design Services - Illustration / Character Design (插畫 / 角色設計) |
| ☐ | 14.14 | Design Services - Interior / Exterior Design (室內 / 室外設計) |
| ☐ | 14.15 | Design Services - Product and Logo Design (產品及商標設計) |
| ☐ | 14.16 | Design Services - Website / Apps Design & Development (設計網頁 / 應用程式及製作) |
| ☐ | 14.17 | Event Management - Exhibition Booth Design, Production & Installation (展覽攤位設計、製作及佈置) |
| ☐ | 14.18 | Event Management - Event Production & Management Services (活動籌辦及管理服務) |
| ☐ | 14.19 | Event Management - Photography Services (照相服務) |
| ☐ | 14.20 | Event Management - Video Broadcast Services (視頻廣播服務) |
| ☐ | 14.21 | Event Management - Video Shooting and Editing Services (影片製作及剪接) |
| ☐ | 14.22 | Football Referee Services (足球裁判服務) |
| ☐ | 14.23 | Landscape & Gardening (園境及園藝) |
| ☐ | 14.24 | Lettershop Services (入信服務) |
| ☐ | 14.25 | Logistics & Transport Services (物流及運輸服務) |
| ☐ | 14.26 | Mailing / Courier & Delivery Services (郵寄 / 速遞及運送服務) |
| ☐ | 14.27 | Pest Control (蟲害防治) |
| ☐ | 14.28 | Property / Facility Management (物業 / 設施管理) |
| ☐ | 14.29 | Public Relations (公共關係) |
| ☐ | 14.30 | Scanning Services (掃描服務) |
| ☐ | 14.31 | Security Guarding Services (保安護衛服務) |
| ☐ | 14.32 | Signage Production (指示牌製作) |
| ☐ | 14.33 | Translation Services - Annual Report Translation (年報翻譯) |
| ☐ | 14.34 | Translation Services - General Translation (一般翻譯) |
| ☐ | 14.35 | Translation Services - Simultaneous Translation & Interpretation (即時翻譯及傳譯) |
| ☐ | 15 | Professional Services (專業服務) |
| ☐ | 15.1 | Agency Services (代理服務) |
| ☐ | 15.2 | Consultancy Services (顧問服務) |
| ☐ | 15.3 | Auditing Services (審計服務) |
| ☐ | 15.4 | Building Information Modelling (BIM) (建築訊息模型) |
| ☐ | 15.5 | Certificate Services (認證服務) |
| ☐ | 15.6 | Counseling Services (輔導服務) |
| ☐ | 15.7 | Human Resources Services (人力資源服務) |
| ☐ | 15.8 | Insurance - General Insurance (一般保險) |

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

- ☐ 15.9 Insurance - Medical Insurance (醫療保險)
- ☐ 15.10 Legal Services (法律服務)
- ☐ 15.11 Market Research (市場調查)
- ☐ 15.12 Medical Services (醫療服務)
- ☐ 15.13 Quality Management Services (質量管理服務)
- ☐ 15.14 Risk Management and Data Privacy Assessment (風險管理及數據私隱評估)
- ☐ 15.15 Trade Testing (技能測試)
- ☐ 15.16 Training - Course (培訓課程)
- ☐ 15.17 Training - Management (培訓管理)
- ☐ 15.18 Training - Safety (培訓安全)

Type 2 - Construction Contractor

- ☐ 類別二 - 建築工程承辦商
- ☐ 1 Contractors – Air-conditioning & Ventilation (空調及通風)
 - ☐ 2 Contractors – Building Information Modelling (建築訊息模型)
 - ☐ 3 Contractors – Carpark System (停車場系統)
 - ☐ 4 Contractors – Curtain / Blind / Carpet Tile/ Floor Finishes (窗簾/簾/方塊地毯/ 地板)
 - ☐ 5 Contractors – Design & Construction (設計及施工工程)
 - ☐ 6 Contractors – Demolishment Work (拆除工程)
 - ☐ 7 Contractors – Electrical (電工工程)
 - ☐ 8 Contractors – External Wall (外牆工程)
 - ☐ 9 Contractors – Facility Security (設備保安)
 - ☐ 10 Contractors – Civil, Foundation & Geotechnical (土木, 地基及土力工程)
 - ☐ 11 Contractors – Fire Service Facilities & Equipment (消防設施及設備工程)
 - ☐ 12 Contractors – Gas & Oil (煤油及石油氣工程)
 - ☐ 13 Contractors – Glass (玻璃工程)
 - ☐ 14 Contractors – Grass Cutting (剪草)
 - ☐ 15 Contractors – Kitchen Equipment & Facilities (廚房設備及設施工程)
 - ☐ 16 Contractors – Lift & Escalator (電梯及扶手電梯)
 - ☐ 17 Contractors – Platform (平台)
 - ☐ 18 Contractors – Plumbing & Drainage (水務工程)
 - ☐ 19 Contractors – Playground Equipment (遊樂場設備)
 - ☐ 20 Contractors – Scaffolding Work (建築棚架工程)
 - ☐ 21 Contractors – Steel Door Work (鋼門工程)
 - ☐ 22 Contractors – Structure Repair (結構修復工程)
 - ☐ 23 Contractors – Steel Structural Work (鋼鐵結構工程)
 - ☐ 24 Contractors – Waterproof (防水工程)
 - ☐ 25 Contractors – Windows (窗戶工程)
 - ☐ 26 Contractors – Wooden Door Work (木門工程)
 - ☐ 27 Contractors – Workshop Equipment & Facilities (測試場設備及設施工程)

Type 3 - Others

- ☐ 類別三 - 其他

(please specify if the above is found inappropriate) 請細列明如上述沒有適用者

- 3.1 _____
- _____
- 3.2 _____
- _____
- _____

(Note : If found insufficient space, please use separate sheet)
(註：如空位不足，請另紙列出)

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

(iii) Please provide names of your major clients / customers for our internal reference purposes.
請提供貴公司的主要客戶名稱，作內部參考之用。

- | | |
|-----------|-----------|
| (1) _____ | (2) _____ |
| (3) _____ | (4) _____ |

PART IV - DOCUMENTS TO BE SUBMITTED 第四部 - 須提交證明文件清單

Type 1 - Supplier (類別一 - 供應商)

- (i) Please attach a copy of the valid Business Registration Certificate for our reference and record.
請寄交有效的商業登記證文件副本以供參考和存照。
- (ii) Please attach one set of relevant product / service catalogue(s) for our consideration.
請夾附最少一份有關產品 / 服務目錄以供參閱。

Type 2 - Construction Contractor (類別二 - 建築工程承辦商)

- (i) Please attach a copy of the valid Business Registration Certificate for our reference and record.
請寄交有效的商業登記證文件副本以供參考和存照。
- (ii) Please attach one set of relevant product / service catalogue(s) for our consideration.
請夾附最少一份有關產品 / 服務目錄以供參閱。
- (iii) Please attach company profile
請夾附公司簡介
- (iv) Please attach past 2 years financial report
請夾附最近兩年之財務報表
- (v) Please attach the past 3 years relevant job reference with the contract amount for each selected category(s)
請夾附最近三年每個選定類別之相關工作參考及合同金額
- (vi) Please attach relevant construction works licence(s)
請夾附有關工程牌照
- (vii) Please attach Quality Assurance policy
請夾附質量保證政策
- (viii) Please attach Health and Safety policy
請夾附健康及安全政策
- (ix) Please attached Quality Management System certification(s) (if any)
請夾附品質管理系統認證 (如有)
- (x) Reference/ Appreciation Letter(s) (if any)
請夾附參考/感謝信 (如有)

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

PART V - CERTIFICATION 第五部 - 證明

(i) Personal Information Collection Statement 收集個人資料聲明

- (1) CIC will use the provided information for the purpose of processing this registration form and dealing with our procurement-related matters.
提供的資料會用作本議會處理有關申請登記成為本議會之一般供應商及與採購相關的事宜。
- (2) Under the provisions of the Personal Data (Privacy) Ordinance (Cap.486), you have the right to request access to or correction of personal data. Written requests should be addressed to CIC.
根據個人資料（私隱）條例(第486章)，你有權要求查閱和更改個人資料，有關申請須以書面向本議會提出。
- (3) CIC will not be able to process and consider incomplete forms.
如果資料有任何遺漏，本議會將不能處理本表格事宜。

(ii) Declaration 聲明

- (1) I declare that all information given in this registration form is, to the best of my knowledge, accurate and complete. If any false information is given, the application is deemed to be invalid and I shall forfeit my right to submit quotations and tender.
本人聲明本表格內所提供的一切資料，依本人所知均屬真確，並知道倘若虛報資料，申請即屬無效，且喪失其後落標資格。
- (2) I agree that if registered, I will conform to the regulations, terms and conditions set by the CIC.
本人同意如本人註冊成為建造業議會之一般供應商，當遵守建造業議會之工作守則。
- (3) I declare that our company as stated in this form shall uphold the highest ethical principles in relation to our procedures as well as having a corrupt free environment in rendering of goods and services to the CIC operations including compliance with all applicable laws and regulations, maintaining confidentiality where appropriate, adopt an open and fair competition, anti-bribery and corruption.
本人聲明本申請書上的公司會在運作過程中堅守道德原則，並在廉潔的環境下向建造業議會提供貨品及服務，包括遵守所有適用法例及規則、保密原則、防賄法例、反貪法例，以及維護公開公平的競爭。

I apply on behalf of the aforementioned company for inclusion in the CIC General Vendor List.

本人謹代表上述公司，申請登記成為建造業議會一般供應商。



(Space for company chop)

(公司印鑑)

Signature:

簽署: _____

Name in block letters:

姓名(正楷): _____

Designation:

職銜: _____

Date:

日期: _____

Application Form for the Inclusion in the CIC General Vendor List

建造業議會一般供應商名單申請表

DOCUMENT CHECKLIST 文件核對表

Please enclosed the following items (請夾附以下文件):

Type 1 - Supplier (類別一 - 供應商)

- ☐ Completed application form for inclusion in the CIC General Vendor List (Form PRO-01)
已填妥建造業議會一般供應商登記申請書
- ☐ Copy of valid Business Registration Certificate
有效的商業登記證文件副本
- ☐ Relevant product / service catalogue(s)
有關產品 / 服務目錄

Type 2 - Construction Contractor (類別二 - 建築工程承辦商)

- ☐ Completed application form for inclusion in the CIC General Vendor List (Form PRO-01)
已填妥建造業議會一般供應商登記申請書
- ☐ Copy of valid Business Registration Certificate
有效的商業登記證文件副本
- ☐ Relevant product / service catalogue(s)
有關產品 / 服務目錄
- ☐ Company profile
公司簡介
- ☐ Past 2 years financial report
最近兩年之財務報表
- ☐ Past 3 years relevant job reference with the contract amount under each selected item category(s)
最近三年每個選定類別之相關工作參考及合同金額
- ☐ Relevant construction works licence(s)
有關工程牌照
- ☐ Quality Assurance policy
質量保證政策
- ☐ Health and Safety policy
健康及安全政策
- ☐ Quality Management System certification(s) (if any)
品質管理系統認證 (如有)
- ☐ Reference/ appreciate letter(s) (if any)
參考/感謝信 (如有)

Note : Please put a “✓” in the box under each column to indicate that the document has been enclosed.

注意事項：請在欄內方格加上「✓」號以示已附上該文件。