

HKJC EPRO (E-Tendering System) Supplier Portal Non-Disclosure Agreement / Confidentiality Undertaking Submission

- At different circumstances of our sourcing exercise, Supplier is required to signed a Non-Disclosure Undertaking / Undertaking (NDU/NDA) before accessing documents to the Express of Interest (EOI) / Pre-Qualification (PQ), Request for Quotation(RFQ) or a Tender (RFT) exercise
- NDA/ Confidentiality Undertaking steps:
 - 1. Supplier download the NDA/ Confidentiality Undertaking in EPRO
 - 2. Sign it in a .pdf format
 - 3. Upload and Return the signed copy on EPRO
 - 4. HKJC will review and approve the signed copy
 - 5. Supplier will receive notification for the approval of confirmed NDA/ Confidentiality Undertaking
 - 6. Supplier can then access EOI/RFQ/RFT documents on EPRO

Step 1: Click "here" to download NDA / Confidentiality Undertaking EPRO Website (QA) > Home > Tender > Reference No. RFT/23/284

Return of Signed Non Disclosure Agreement / Confidentiality Undertaking

Submission Step



Tender Information

Reference No.: RFT/23/284

Subject: Invitation to Tender for the Provision of [Type of Goods / Services] at [Site / Location]

Description: The Club hereby invites interested organizations to submit tenders for the provision of [Type of Goods /

Services] for our [Site / Location]. Details of the invitation will be set out in the Letter of Invitation which

consists of the Tender Particulars and the Instruction for Tender Submission.

Contact: ts54

12345678

Closing Date/Time: 2024/03/02 (Sat) 10:15 HKT (GMT+08:00). Tender validity period has 326 days.

Non Disclosure Agreement / Confidentiality Undertaking

The RFT documents can be accessed upon our acceptance of your signed Non Disclosure Agreement / Confidentiality Undertaking.

Please click here to download the Non Disclosure Agreement / Confidentiality Undertaking.

To submit the Non Disclosure Agreement / Confidentiality Undertaking, please print the document, sign and scan it and click "Return of Signed Non Disclosure Agreement / Confidentiality Undertaking" to attach and upload the scanned document. You will be notified after our acceptance of your signed Non Disclosure Agreement / Confidentiality Undertaking.

Submission History

[Submission]

[Date/Time]

Acknowledge received and read the email

2023/04/11 15:37

Step 2: Click "Return of Signed NDA / Confidentiality Undertaking"

EPRO Website (QA) > Home > Tender > Reference No. RFT/23/284





Tender Information

Reference No.: RFT/23/284

Subject: Invitation to Tender for the Provision of [Type of Goods / Services] at [Site / Location]

Description: The Club hereby invites interested organizations to submit tenders for the provision of [Type of Goods /

Services] for our [Site / Location]. Details of the invitation will be set out in the Letter of Invitation which

consists of the Tender Particulars and the Instruction for Tender Submission.

Contact: ts54

12345678

Closing Date/Time: 2024/03/02 (Sat) 10:15 HKT (GMT+08:00). Tender validity period has 326 days.

Non Disclosure Agreement / Confidentiality Undertaking

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Please click here to download the Non Disclosure Agreement / Confidentiality Undertaking.

To submit the Non Disclosure Agreement / Confidentiality Undertaking, please print the document, sign and scan it and click "Return of Signed Non Disclosure Agreement / Confidentiality Undertaking" to attach and upload the scanned document. You will be notified after our acceptance of your signed Non Disclosure Agreement / Confidentiality Undertaking.

Submission History

[Date/Time]

- Step 3: Click "Choose file" and upload the signed NDA document
- Step 4: Click "Return of Signed Non Disclosure Agreement/Confidentiality Undertaking"



Supplier: OF Company Two User Name: John





EPRO Website (QA) > Home > EOI/Pre-Qualification Exercise > Reference No. PQ/23/043

* Required Field

Return of Signed Non Disclosure Agreement / Confidentiality Undertaking

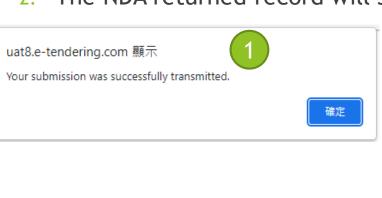
Please click <u>here</u> to download the Non Disclosure Agreement / Confidentiality Undertaking. To submit the Non Disclosure Agreement / Confidentiality Undertaking, print the document, sign it, scan it, attach it and then click "Return of Signed Non Disclosure Agreement / Confidentiality Undertaking" to upload the scanned document.

Signed Non Disclosure Agreement / Confidentiality Undertaking * 3 選擇檔案 NDA.pdf

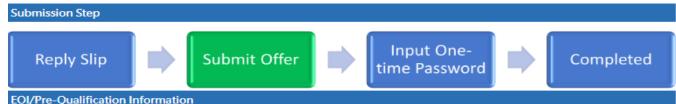
(The filename extension should be .pdf. All file names must be in English. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".)



- 1. System will show the success message of this action.
- 2. The NDA returned record will show on the submission history



EPRO Website (QA) > Home > EOI/Pre-Qualification Exercise > Reference No. PQ/23/043



Reference No.: PQ/23/043
Subject: Supplier Training
Description: Supplier Training

Contact: ts15

12345678

Closing Date/Time: 2023/06/01 (Thu) 09:00 HKT (GMT+08:00). Validity Period has 40 days.

Non Disclosure Agreement / Confidentiality Undertaking

The EOI/PQ documents can be accessed upon our acceptance of your signed NDA.

Please click <u>here</u> to download the Non Disclosure Agreement / Confidentiality Undertaking.

To submit the Non Disclosure Agreement / Confidentiality Undertaking, please print the document, sign it, sign and scan it and click "Return of Signed Non Disclosure Agreement / Confidentiality Undertaking" to attach and upload the scanned document. You will be notified after our acceptance of your signed Non Disclosure Agreement / Confidentiality Undertaking.

Thank you for submitting your signed Non Disclosure Agreement / Confidentiality Undertaking. Your signed Non Disclosure Agreement / Confidentiality Undertaking is now under review and verification. You will be notified once the review is complete.

Submission History

[Submission] [Date/Time]

Return of Signed Non Disclosure Agreement / Confidentiality Undertaking 2023/04/22 12:46

Acknowledge received and read the email 2023/04/22 12:32

3. After HKJC reviewed and approved your NDU/NDA, you will receive an email notification stating you can proceed to the EOI/RFQ/RFT stage to access the documents.

Dear Sir/Madam,

Please note that your submission of the signed Non Disclosure Agreement / Confidentiality Undertaking has been approved. You are hereby invited to the following EOI/Pre-Qualification exercise. For more information, please log onto the EPRO Website.

EOI/Pre-Qualification Information

Reference No.: PQ/23/249

Title: EOI 249

Issue Date: 2023/06/18 HKT (GMT+08:00)

Closing Date & Time: 2023/06/30 09:00 HKT (GMT+08:00)

If you have any questions, please feel free to contact the following person : -

Name: Lam, Calvin T H Telephone: 23456789

Email: calvinthlam@hq.bus.hkjc.org.hk

System Login URL: https://qcepro.qcew.com/index.aspx