



香港賽馬會

The Hong Kong Jockey Club

同心同步同進 RIDING HIGH TOGETHER


香港賽馬會 EPRO (電子投標系統) 供應商頁面

供應商預先登記

EPRO供應商預先登記

- ▶ 由香港賽馬會買家邀請預先登記，新供應商將收到EPRO發出的電子郵件

Invitation for Supplier Registration

 Lam, Calvin T H
Today, 2:12 PM
eprosup041

To: Dummy Company
Dear Sir/Madam,

You are invited to register as our supplier with the steps below.

(A) Full Supplier Registration
1. In order to be registered as a supplier for HKJC, please complete the supplier registration form sent from our buyer separately and provide the necessary documents for review.

(B) Registration on EPRO
1. EPRO is the electronic platform used by HKJC for bidding process.
2. Prior to the approval of full supplier registration as mentioned in (A) above, in order to facilitate supplier to participate in the captioned exercise, supplier is recommended to register in EPRO. Supplier has to provide the basic company information and complete the Supplier Declaration Form on EPRO for preliminary registration.
3. Approved registration in EPRO does NOT mean the supplier is registered as our registered supplier. Supplier is still required to complete the full supplier registration steps as mentioned in (A) above.

Please login to EPRO for preliminary registration with the username below.

Username: 2000598230
EPRO Link: <https://qcepro.qcew.com/index.aspx>

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>

Yours sincerely,
The Hong Kong Jockey Club

Web : <https://www.hkjc.com/home/english/index.aspx>

This email was generated automatically by the system. Please do not reply to this message.

供應商預先登記

- ▶ 在電子郵件中，您可以看到EPRO分配的用戶名，以及供應商登錄鏈接
- ▶ 用戶名將是一個 10 位數字。請記錄下來，您將使用該用戶名登錄EPRO系統
- ▶ 香港賽馬會EPRO鏈接（與電子郵件相同） - <https://epro.hkjc.com/index.aspx>

EXAMPLE

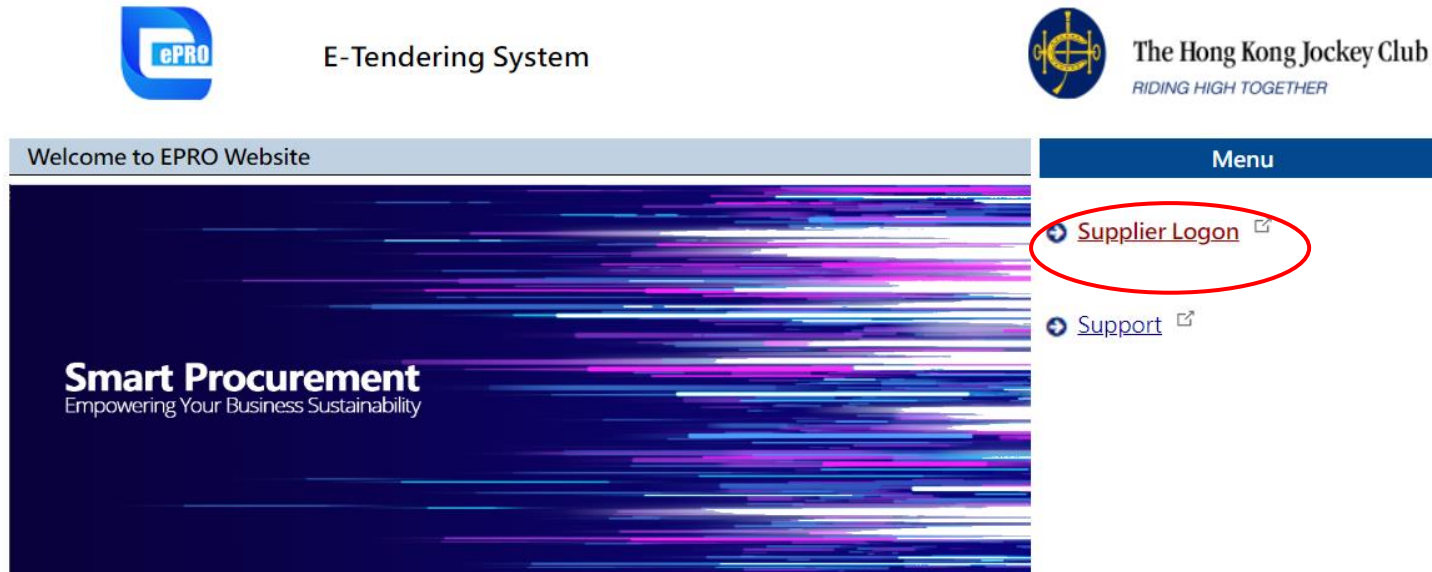
Please login to EPRO for preliminary registration with the username below.

Username: 2000598230

EPRO Link: <https://qcepro.qcew.com/index.aspx>

供應商註冊

- ▶ 步驟 1：打開邀請郵件中的供應商登錄頁面<https://epro.hkjc.com/>
- ▶ 步驟 2：點擊“Supplier Logon”



The screenshot displays the EPRO Website interface. At the top left is the ePRO logo and the text "E-Tendering System". At the top right is the logo of The Hong Kong Jockey Club with the tagline "RIDING HIGH TOGETHER". Below the logos, there is a navigation bar with "Welcome to EPRO Website" on the left and a "Menu" button on the right. The main content area features a large banner with the text "Smart Procurement Empowering Your Business Sustainability". On the right side, there is a "Menu" dropdown with two items: "Supplier Logon" (circled in red) and "Support".

Your use of this EPRO Website is subject to our [EPRO Website Terms of Use](#) and [Privacy Policy Statement](#), and your continual use signifies your acceptance of the EPRO Website Terms of Use and Privacy Policy Statement.


If you have any queries or encounter any problems whilst using this EPRO Website, please refer to our [Frequently Asked Questions](#) or send us an email to eproservice@hkjc.org.hk.

供應商註冊

- ▶ 步驟3：使用邀請郵件中提供的用戶名（10位數字）登錄EPRO。確認使用條款和私隱政策聲明並勾選復選框，點擊“Continue”

EPRO Website > Supplier > Login

Welcome to EPRO Website



Username

2000598230

I confirm and accept the [EPRO Website Terms of Use](#) and [Privacy Policy Statement](#).

[Continue](#)

Forgot your username?

If you have forgotten your username, please send us an email at eproenquiry@hkjc.org.hk.

供應商註冊

- ▶ 步驟 4：您將收到一封關於一次性密碼 (OTP) 的電子郵件。填寫一次性密碼並點擊“Confirm”
- ▶ 注意：
 - ▶ 請輸入電子郵件的最後六位數字，前面的數字僅供參考，並確保輸入正確
 - ▶ OTP 將在 30 分鐘後過期。
 - ▶ 發送 OTP 後，將在 30 秒內提示請求重新發送 OTP，其中 30 秒僅限於重新發送 OTP 後的 30 秒
 - ▶ 一次性密碼將在每次使用後過期

Welcome to EPRO Website



Two-Step Verification

In order to verify your identity, enter the One-Time Password (OTP) that was sent to e*****@h*.bus.hkjc.org.hk.

813 -

EPRO Website: One-Time Password (OTP)



qctepro_service

Today, 2:38 PM
eprosup041

Dear Sir/Madam,

Your One-Time Password (OTP) is 813-797368. Use this password to validate your login.

For any further information or enquiries, please contact our Helpdesk by send us an email at HKJC@e-tendering.com.

EXAMPLE

供應商註冊

- ▶ 步驟 5：閱讀使用條款和私隱政策聲明，然後點擊“Accept & Continue”

EPRO Website > Light-weight Supplier Registration

Acceptance of Terms of Supplier Registration

A. Full Supplier Registration

1. In order to register as the supplier for HKJC, please complete and submit the online supplier registration form by clicking [Full Supplier Registration](#) and attach the necessary documents according to the instructions stated in the REQUIRED DOCUMENTS section on the online registration form.
2. Completion of supplier registration is one of the key considerations for HKJC to proceed any further steps of the bidding exercises.

B. Registration on EPRO Website

1. EPRO Website is the electronic platform used by HKJC for tendering and bidding process.
2. Prior to the approval of full supplier registration process as mentioned in (A) above, in order to facilitate supplier to participate in the captioned exercise, supplier is recommended to register in EPRO Website. Supplier has to provide the basic company information and complete the Supplier Declaration Form on EPRO Website for preliminary registration. After the registration in EPRO Website is approved, the supplier is granted the assess rights to view the information and download the documents of EOI/Pre-Qualification, Tender, Request for Quotation, etc. after login.
3. Approved registration in EPRO Website does NOT constitute you as our full registered supplier. Supplier is still required to complete the full supplier registration steps as mentioned in (A) above.

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

Accept & Continue

Decline

供應商註冊

- ▶ 步驟 6：填寫以下信息（必填）：
 - ▶ 公司基本信息
 - ▶ 公司成立年份
 - ▶ 註冊地址
 - ▶ 城市、州、郵政編碼
 - ▶ 註冊國家/地區
 - ▶ 主要聯繫人
 - ▶ 姓名
 - ▶ 職位/頭銜
 - ▶ 電話
 - ▶ 傳真
- ▶ 步驟 7：填寫商業登記證/公司註冊證的編號及到期日期。點擊“選擇文件”附上商業登記證/公司註冊證書副本
 - ▶ 商業登記證/公司註冊證副本應為.pdf 格式
 - ▶ 每次上傳的文檔總大小限制為 900 MB
 - ▶ 所有文件名必須為英文。僅接受以下字符（az、AZ、0-9）、下劃線“_”、句號“.”、連字符“-”、與號“&”、左括號“(”和右括號“)”

EPRO Website > Light-weight Supplier Registration

* Required Field

Importance Notes

- The total document size for each upload is limited to 900 MB.
- Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

General Information on the Company

Name of Supplier * Dummy Company

Year in which the Company was established *

Registered Address *

City, State, Zip Code *

Registered Country *

Primary Contact Person

Name *

Position / Title *

Tel. Number *

Fax. Number *

E-mail Address *
(The EOI/Pre-Qualification, Tender and Request for Quotation invitation will be issued to the above email address.)

Business Registration Certificate / Certificate of Incorporation (or its equivalent)

Certificate No. *

Valid Till

A copy of Certificate * 未選擇任何檔案
(The filename extension should be .pdf.)

Declaration of Interest

Supplier Declaration * Please click [here](#) to download Supplier Declaration Form, complete and attach it to this online application form.

未選擇任何檔案
(The filename extension should be .pdf.)

供應商註冊

- ▶ 步驟8：點擊“Declaration of Interest”部分中的“here”下載供應商聲明表。點擊“Choose File”上傳簽名副本
 - ▶ 簽名副本文件應為 .pdf 格式
- ▶ 步驟 9：點擊“Submit for Preliminary Registration”

Declaration of Interest

Supplier Declaration * Please click [here](#) to download Supplier Declaration Form, complete and attach it to this online application form.

No file chosen
(The filename extension should be .pdf.)

供應商註冊

- ▶ 步驟 10：您將收到電子郵件確認，表明註冊已完成。香港賽馬會將會審核及核實你的申請，並會在登記成功後通知您。此電子郵件也將發送到註冊電子郵件地址。

EPRO Website > Light-weight Supplier Registration

Thank you for your submission of company details and information requested as part of the registration process. Your application for registration as a Supplier with the EPRO Website is now under review and verification. You will be notified once the registration is successful.

Close

Submission of Light-weight Supplier Registration



qctepro_service
Today, 2:50 PM
eprosup041

Reply all

To: Dummy Company
Dear Sir/Madam,

Thank you for your submission of company details and information requested as part of the registration process. Your application for registration as a Supplier with the EPRO Website is now under review and verification. You will be notified once the registration is successful.

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

Name: Lam, Calvin T H
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Email: calvinthlam@hq.bus.hkjc.org.hk

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

Yours sincerely,
The Hong Kong Jockey Club

Web : <https://www.hkjc.com/home/english/index.aspx>

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EXAMPLE