



香港賽馬會

The Hong Kong Jockey Club

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HKJC EPRO (E-Tendering System)
Supplier Portal
Post-RFQ Addendum(for RFQ) /
Post-Tender Addendum(for RFT) Submission

Post RFQ/Tender Addendum

After the RFQ/Tender Closing date, post RFQ/Tender Addendum (PTA) may be issued and required responses from suppliers.

1. Supplier will receive an email notification requiring a response for the post RFQ/Tender addendum from the tenderer.
2. The reference number will be same as RFQ/Tender reference number with a suffix at the end.
 - ▶ PTA use the same RFQ/Tender Ref No. with suffix **A1**
 - ▶ e.g. (RFQ/23/001-A1)
3. Supplier can login to EPRO to download the Addendum document(s).
4. Supplier is required to submit the responses on EPRO before the closing date and time.

Post RFQ/Tender Addendum

► Step 1. Supplier will receive a email when HKJC buyer issue PTA

Post Request for Quotation Addendum (RFQ/23/393-A1 - RFQ393)



Lam, Calvin T H

Today, 11:25 AM

eprosup041

Reply all

Inbox

To: Dummy Company
Dear Sir/Madam,

Please note that an Post Request for Quotation Addendum has been issued. For more information and to access the Addendum, please log onto the EPRO Website.

Post Request for Quotation Addendum Information

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Reference No.: RFQ/23/393-A1

Title: RFQ393

Issue Date: 2023/06/19 HKT (GMT+08:00)

Closing Date & Time: 2023/07/23 09:00 HKT (GMT+08:00)

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

Name: Lam, Calvin T H

Telephone: 23456789

Email: calvin.th.lam@qcew.com

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.

Navigate to “My invitations”

- ▶ Step 2: Login to EPRO using the link provided in your invitation email and click “My Invitation” button in the top menu.

EPRO Website > [Home](#) > My Notifications



Notifications

Record 1 - 4 of 4

	[From]	[Subject]	[Date]
1.	EPRO Website	Invitation to Quote (RFQ/23/263 - RFQ/263)	2023/06/18 22:37
2.	EPRO Website	Your registration is approved	2023/06/18 22:36
3.	EPRO Website	Submission of Light-weight Supplier Registration	2023/06/18 14:50
4.	EPRO Website	Invitation for Supplier Registration	2023/06/18 14:12

Navigation to “My invitations”

- ▶ Step 3: Identify the RFQ/Tender Addendum in “My Invitation” page.
- ▶ Step 4: Click the corresponding Reference No. for the RFQ/Tender Addendum.

EPRO Website > [Home](#) > My Invitations



[My Notifications](#)



[My Submission History](#)

[Download BOQ Program](#)

[Account Management](#)

Invitations

- This Closing Date/Time shows the Hong Kong time (GMT+08:00).
- If the quotation is received by the System later than the Closing Date/Time, i.e. the submission end time is later than the closing time, then the submission will not be opened and will be considered as an invalid submission.

Record 1 - 6 of 6

	[Reference No.]	[Type]	[Subject]	[Closing Date/Time]	[Last Action / Submission]
1.	PQ/23/174	EOI/Pre-Qualification	EOI/174	2023/07/01 (Sat) 09:00	Reply Slip
2.	RFQ/23/263	Request for Quotation	RFQ/263	2023/07/01 (Sat) 09:00	Reply Slip
3.	RFQ/23/394	Request for Quotation	RFQ/394	2023/07/01 (Sat) 09:00	Registration Form for RFQ Briefing
4.	RFQ/23/393-Q1	Clarification	RFQ393	2023/07/20 (Thu) 18:45	Reply to Clarification
5.	RFQ/23/393-A1	Addendum	RFQ393	2023/07/23 (Sun) 09:00	---
6.	RFQ/23/393	Request for Quotation	RFQ393	2023/06/19 (Mon) 11:11	Proposal Submitted

Post RFQ/Tender Addendum

- ▶ Step 5: Click “Submit Reply Slip”.

EPRO Website > [Home](#) > Request for Quotation > Addendum > Reference No. RFQ/23/393-A1

Request for Quotation Information

Reference No. [RFQ/23/393](#)
Subject RFQ393

Addendum Information

Reference No.: RFQ/23/393-A1
Contact: Lam, Calvin T H
23456789

Closing Date/Time: 2023/07/23 (Sun) 09:00 HKT (GMT+08:00). Bid Validity Period has 34 days.

Reply Slip

We will reply to this Addendum.

[Submit Reply Slip](#)

Post RFQ/Tender Addendum

- ▶ Step 6: Click “Click to download” under “Addendum Document(s)” to download each Post-RFQ/Tender Addendum Document(s)

EPRO Website > [Home](#) > Request for Quotation > Addendum > Reference No. RFQ/23/393-A1

[Reply to Addendum](#)

Request for Quotation Information

Reference No. [RFQ/23/393](#)
Subject RFQ393

Addendum Information

Reference No.: RFQ/23/393-A1
Contact: Lam, Calvin T H
23456789
Closing Date/Time: 2023/07/23 (Sun) 09:00 HKT (GMT+08:00). Bid Validity Period has 34 days.

Addendum Document(s)

[Description]	[File Size]	
Addendum	28 KB	Click to download

Submission History

	[Submission]	[Date/Time]
Acknowledge received and read the email		2023/06/19 11:49

Post RFQ/Tender Addendum

- ▶ Step 7: Click the “Reply to Addendum” Button

Reply to PTA

EPRO Website > [Home](#) > Request for Quotation > Addendum > Reference No. RFQ/23/393-A1

[Reply to Addendum](#)

Request for Quotation Information

Reference No. [RFQ/23/393](#)
Subject RFQ393

Addendum Information

Reference No.: RFQ/23/393-A1
Contact: Lam, Calvin T H
23456789
Closing Date/Time: 2023/07/23 (Sun) 09:00 HKT (GMT+08:00). Bid Validity Period has 34 days.

Addendum Document(s)

[Description]	[File Size]
Addendum	28 KB Click to download

Submission History

[Submission]	[Date/Time]
Acknowledge received and read the email	2023/06/19 11:49

Post RFQ/Tender Addendum

- ▶ Step 8: Upload Document to each folder by clicking “Choose File”
- ▶ Step 9: Click “Request One-Time Password (OTP)”

Please provide the following document(s):-

Important Notes:

- The total document size for each upload is limited to 900 MB.
- The filename extension should be .ai, .pdf, .xls, .xlsx, .doc, .docx, .ppt, .pptx.
- 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 ")".
- The file name cannot contain space.

Commercial *

Choose File No file chosen

Choose File No file chosen

Check All **Uncheck All** **More Files**

(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)

Technical *

Choose File No file chosen

Choose File No file chosen

Check All **Uncheck All** **More Files**

(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)

Request One-time Password (OTP) **Cancel**

5

6

9

Post RFQ/Tender Addendum

- ▶ Step 10: Check the checkbox to accept the terms and conditions
- ▶ Step 11: Fill in the One-Time Password sent to your email
- ▶ Step 12: Click “Submit”



1. Please make sure the documents for submission under each folder are correct
2. If the document need to be updated, click “Cancel” at the bottom and you will be back to the previous page to change the attachments

EPRO Website > [Home](#) > Request for Quotation > Addendum > Reference No. RFQ/23/393-A1

* Required Field

Addendum Information

Reference No.: RFQ/23/393-A1
Subject: RFQ393
Closing Date/Time: 2023/07/23 09:00 HKT (GMT+08:00)

Reply to Addendum

Response * We are interesting in submitting the proposal and quotation for the captioned project.

Revised Price Summary

[File] [File Size]
pricing_doc.pdf XXXXXXXX

Revised Technical Spec

[File] [File Size]
technicalspec.pdf 28 KB [Click to download](#)

Offer to be Bound

7 * Having read the Addendum Documents, I/we, the Bidder mentioned below, agree to be bound by all of the terms and conditions as stipulated therein.
* I/We, the Bidder mentioned below, do hereby agree to supply the Goods and/or carry out all and any of the Services at the Unit Price(s) quoted by me/us in the Price Schedule free of all other charges, subject to and in accordance with the terms and conditions of the Addendum Documents.

Name of the Bidder: Dummy Company

Terms and Conditions and Privacy Policy

7 * Your submission must be sent to us before our prescribed deadline, otherwise it will not be considered or accepted by the Club. It is your responsibility to ensure that you have sufficient time to complete the transmission of your submissions by the prescribed deadline. We have no obligation to and shall not take into consideration any submissions that are not fully and successfully transmitted and received by us through the EPRO Website by our prescribed deadline.
* You acknowledge that you have received all documents relating to this Addendum and have taken them into account in your submissions.
* You acknowledge that you have read and accepted our [EPRO Website Terms of Use](#) and our [Privacy Policy Statement](#).

Reference Date/Time: 2023/06/19 11:53 HKT (GMT+08:00)
One-Time Password * 828 -

8 9 10

Post RFQ/Tender Addendum

1. System will show the success message of this action.
2. The submission history will be shown as below.
3. Your submission is finished and HKJC buyer will evaluate your submission.

uat8.e-tendering.com 顯示

Your submission was successfully transmitted.

1

確定

EPRO Website > [Home](#) > Request for Quotation > Addendum > Reference No. RFQ/23/393-A1

[Reply to Addendum](#)

Request for Quotation Information

Reference No. [RFQ/23/393](#)
Subject RFQ393

Addendum Information

Reference No.: RFQ/23/393-A1
Contact: Lam, Calvin T H
23456789

Closing Date/Time: 2023/07/23 (Sun) 09:00 HKT (GMT+08:00). Bid Validity Period has 34 days.

Addendum Document(s)

[Description]	[File Size]
Addendum	28 KB Click to download

2

Submission History

[Submission]	[Date/Time]
Reply to Addendum	2023/06/19 11:55
Acknowledge received and read the email	2023/06/19 11:49

Post RFQ/Tender Addendum

4. You will receive an email for the transmission history of the PTA.

Reply to Post Request for Quotation Addendum (RFQ/23/393-A1 - RFQ393)

 qctepro_service
Today, 11:55 AM
eprosup041

Inbox

To: Dummy Company
Dear Sir/Madam,

Your submission was transmitted

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

Submission Ref. : 2462

Submission Start Time: 2023/06/19 11:53 HKT (GMT+08:00)
Submission End Time: 2023/06/19 11:55 HKT (GMT+08:00)

Revised Price Summary:
.....pricing_doc.pdf
Revised Technical Spec:
.....technicalspec.pdf
CV of Involved staff and consultant:
.....CV.pdf

Post Request for Quotation Addendum Information
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Reference No.: RFQ/23/393-A1
Title: RFQ393
Issue Date: 2023/06/19 HKT (GMT+08:00)
Closing Date & Time: 2023/07/23 09:00 HKT (GMT+08:00)
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If you have any questions, please feel free to contact the following person :-

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