

Open E-tendering Platform

User guide

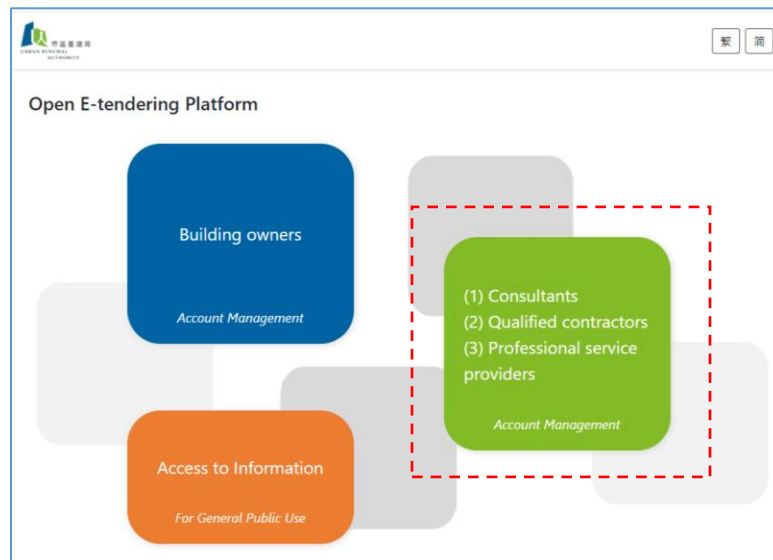
(For consultants / contractors /
other service providers)

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A) Setting up account - Online Application

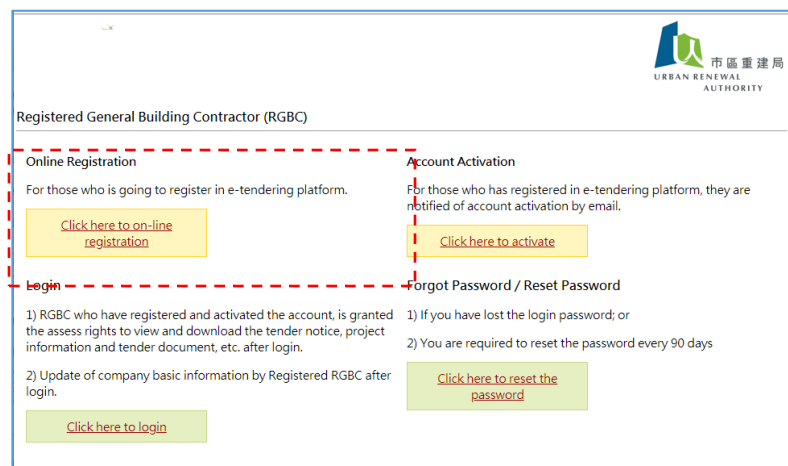
- 1) Visit the website (<https://openet.brplatform.org.hk/en/index.htm>) and click “Account Management” under “Consultant / Contractor / Other service providers”



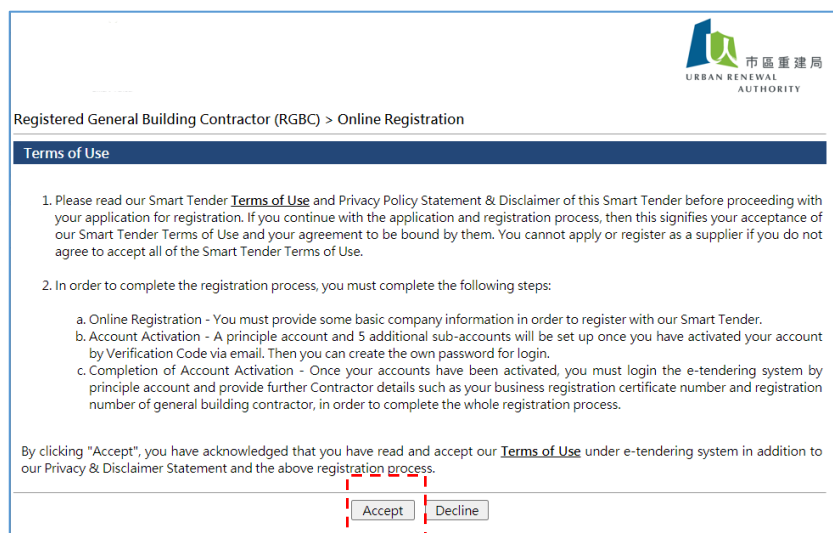
- 2) Click the registry that you would like to register.



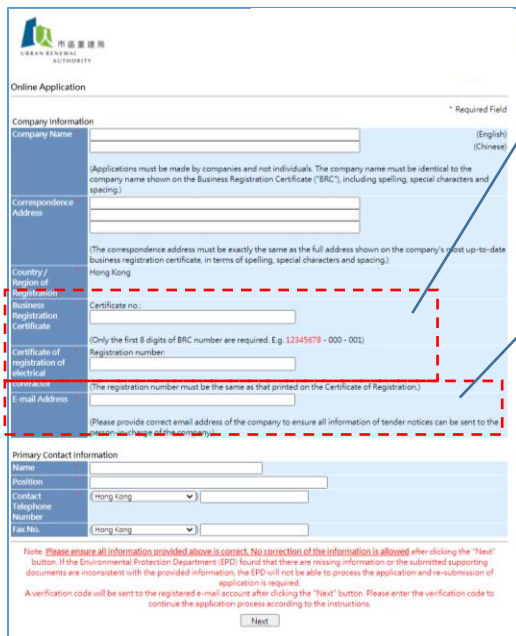
- 3) Click “Online Registration” to start the application. Please prepare softcopy of the following supporting documents:
- (a) Business Registration Certificate
 - (b) Certificate of professional registration issued by respective Government Departments (e.g. Certificate of General Building Contractors issued by Buildings Department)



- 4) Read the Terms of Use carefully and then click “Accept” to continue the application.



5) Fill in the details of the company and then click “Next”



1) The information provided is identical to that shown on the Business Registration Certificate and Certificate of registration of electrical contractor.

2) Please ensure the email address valid and correct as it is so important that the e-alert / message will be sent to you via this email.

6) Now check your email address that you have provided in the application

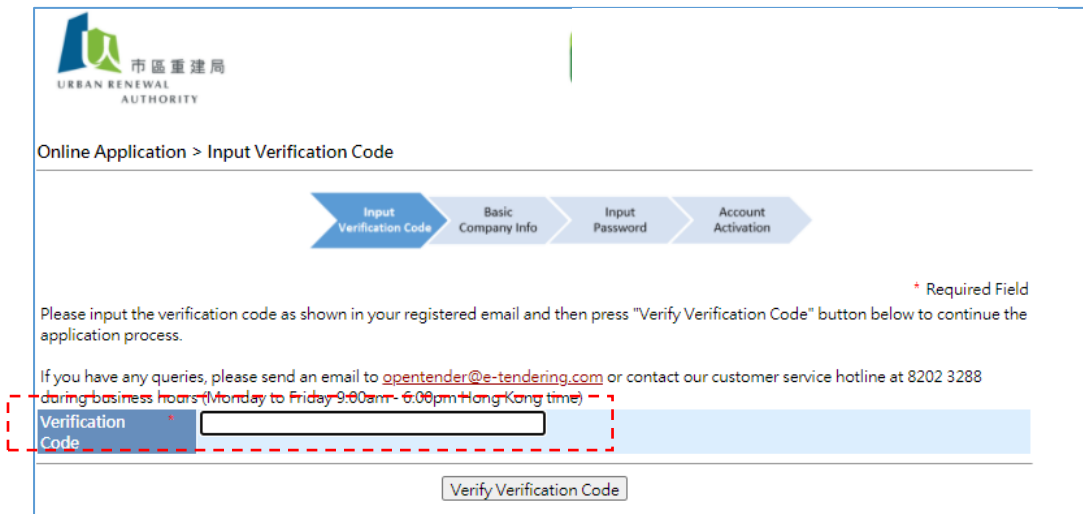
6.1) Copy “Verification code” from your email

Sample

Dear Sir/Madam,

Your Verification Code to activate your account is **0ef22fcf1d9bef42d1388d10534bb133**. This Verification Code will expire in the next 8 hours or upon use. If you fail to enter a valid verification code within the time limited, the registration will be ceased and re-submission of application is resulted.

6.2) Paste the “Verification Code” as indicated



URBAN RENEWAL AUTHORITY

Online Application > Input Verification Code

Input Verification Code Basic Company Info Input Password Account Activation

* Required Field

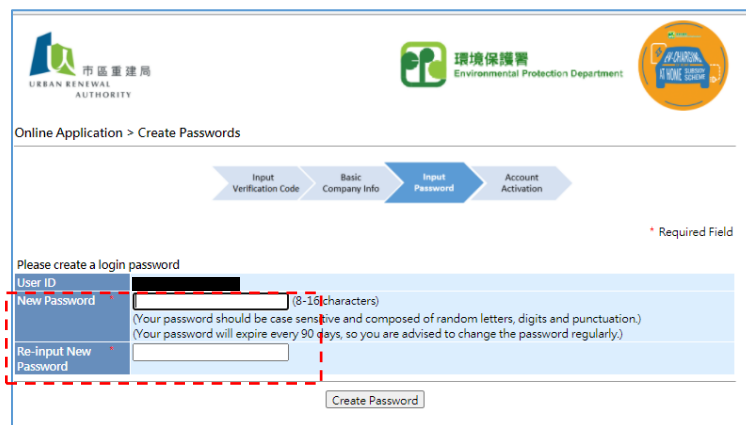
Please input the verification code as shown in your registered email and then press "Verify Verification Code" button below to continue the application process.

If you have any queries, please send an email to opentender@e-tendering.com or contact our customer service hotline at 8202 3288 during business hours (Monday to Friday 9:00am - 6:00pm Hong Kong time)

Verification Code

Verify Verification Code

7) Create your password as preferred



URBAN RENEWAL AUTHORITY

環境保護署
Environmental Protection Department

Online Application > Create Passwords

Input Verification Code Basic Company Info Input Password Account Activation

* Required Field

Please create a login password

User ID

New Password (8-16 characters)
(Your password should be case sensitive and composed of random letters, digits and punctuation.)
(Your password will expire every 90 days, so you are advised to change the password regularly.)

Re-input New Password

Create Password

- 8) Check correctness of your email address again. You will get a confirmation email with User IDs of the principal account and five sub-accounts

Dear Sir/Madam,

Thank you for activating your account for using the service under Smart Tender.

Please note that your principal account and five additional sub-accounts have been set up.

9001301210 (Principal account)
9001301211 (1st Sub-account)
9001301212 (2nd Sub-account)
9001301213 (3rd Sub-account)
9001301214 (4th Sub-account)
9001301215 (5th Sub-account)


Please refer to the Smart Tender Terms of Use for further details on the requirements related to the use of the Smart Tender.

Please keep custody of the number of principal account as it is your USER ID to login in E-tendering Platform.

5 additional sub-accounts are available and they can be provided to others if necessary. Please refer to item 17 of this Guide for details.

- 9) Click “Login” to complete the application and enter the Open E-tendering Platform to submit the supporting documents required.

Online Application > Account Activation



You have successfully activated your user account. In order to finish the last step of application, please login your principal account and submit the required certificates and declaration form for our review and approval.

[Login](#)

- 10) Click “Company Info” in the menu

Home **Company Info** Setting Support Logout

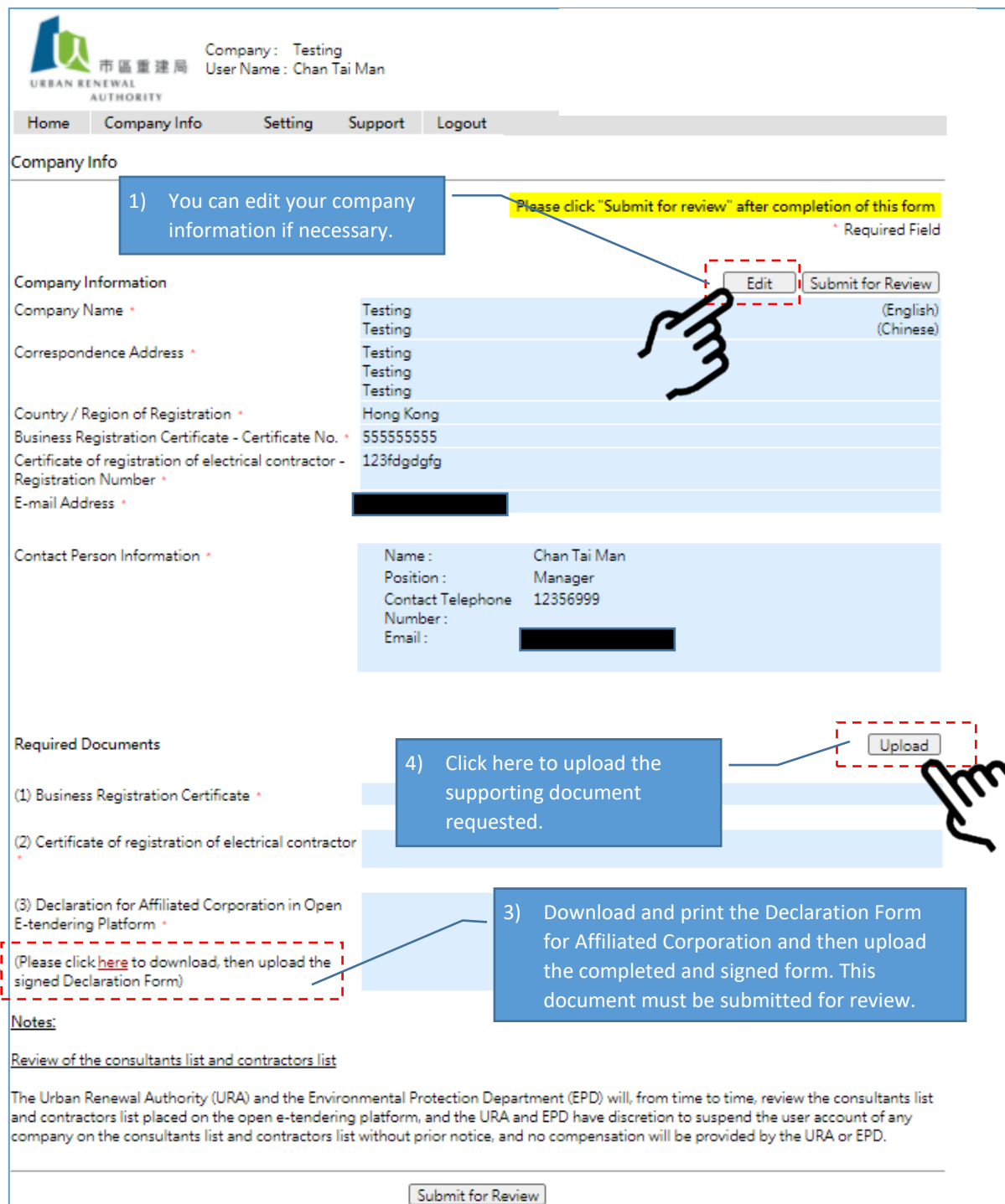
System Message - Results (Record 0 - 0 of 0)

[New Search](#)

From	Subject	Received
No matched record found.		

Page: 1

11) Click “Upload” to submit all required supporting documents



URBAN RENEWAL AUTHORITY Company: Testing User Name: Chan Tai Man

Home Company Info Setting Support Logout

Company Info

1) You can edit your company information if necessary.

Please click "Submit for review" after completion of this form

Company Information

Company Name * Testing (English) Testing (Chinese)

Correspondence Address * Testing Testing Testing

Country / Region of Registration * Hong Kong

Business Registration Certificate - Certificate No. * 55555555

Certificate of registration of electrical contractor - Registration Number * 123fdgdgfg

E-mail Address * [Redacted]

Contact Person Information *

Name: Chan Tai Man
Position: Manager
Contact Telephone Number: 12356999
Email: [Redacted]

Required Documents

4) Click here to upload the supporting document requested.

(1) Business Registration Certificate *

(2) Certificate of registration of electrical contractor *

(3) Declaration for Affiliated Corporation in Open E-tendering Platform *

(Please click [here](#) to download, then upload the signed Declaration Form)

3) Download and print the Declaration Form for Affiliated Corporation and then upload the completed and signed form. This document must be submitted for review.

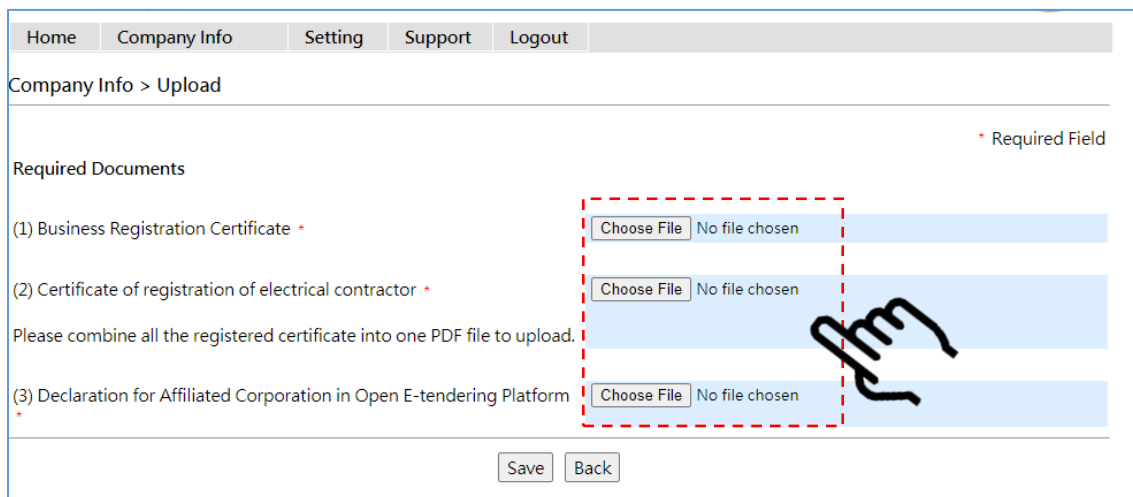
Notes:

[Review of the consultants list and contractors list](#)

The Urban Renewal Authority (URA) and the Environmental Protection Department (EPD) will, from time to time, review the consultants list and contractors list placed on the open e-tendering platform, and the URA and EPD have discretion to suspend the user account of any company on the consultants list and contractors list without prior notice, and no compensation will be provided by the URA or EPD.

Submit for Review

12) After uploading all supporting documents, click “Save” to return to the previous page



Home Company Info Setting Support Logout

Company Info > Upload

* Required Field

Required Documents

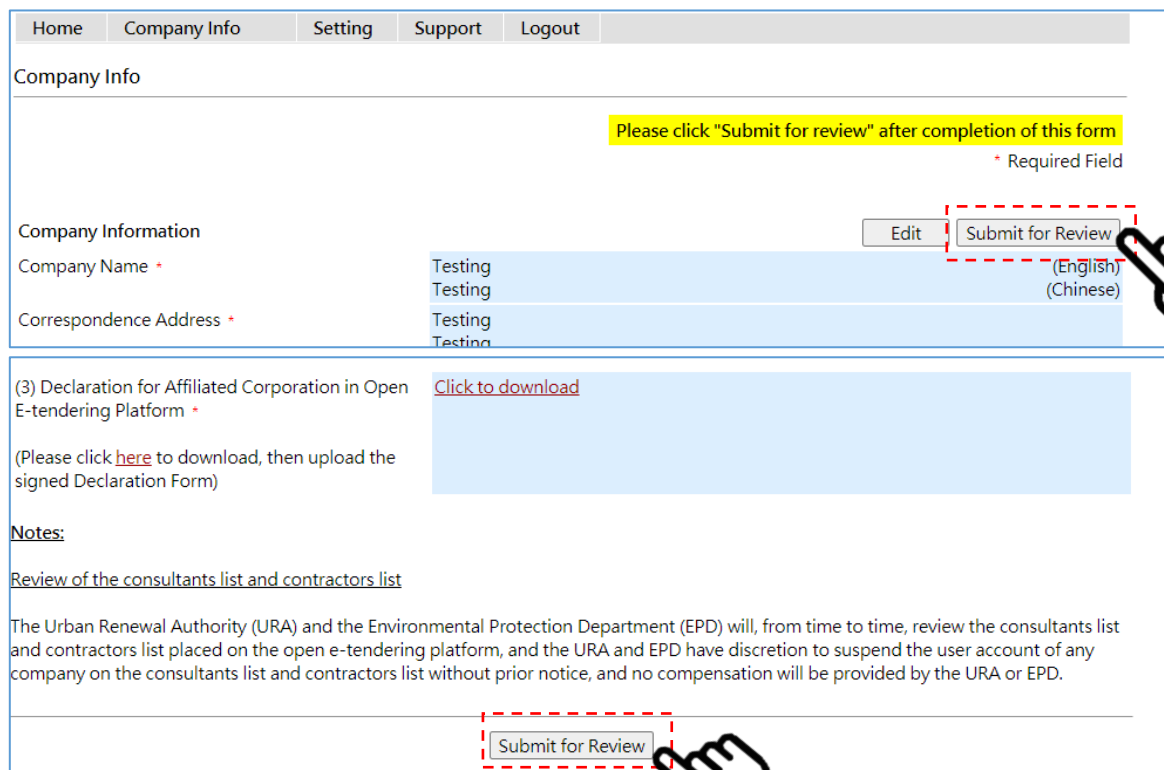
(1) Business Registration Certificate * No file chosen

(2) Certificate of registration of electrical contractor * No file chosen

Please combine all the registered certificate into one PDF file to upload.

(3) Declaration for Affiliated Corporation in Open E-tendering Platform * No file chosen

13) Check the information provided and then click “Submit for review” on the top or bottom button



Home Company Info Setting Support Logout

Company Info

Please click "Submit for review" after completion of this form

* Required Field

Company Information

Company Name * Testing (English)
Testing (Chinese)

Correspondence Address * Testing
Testing

(3) Declaration for Affiliated Corporation in Open E-tendering Platform * [Click to download](#)

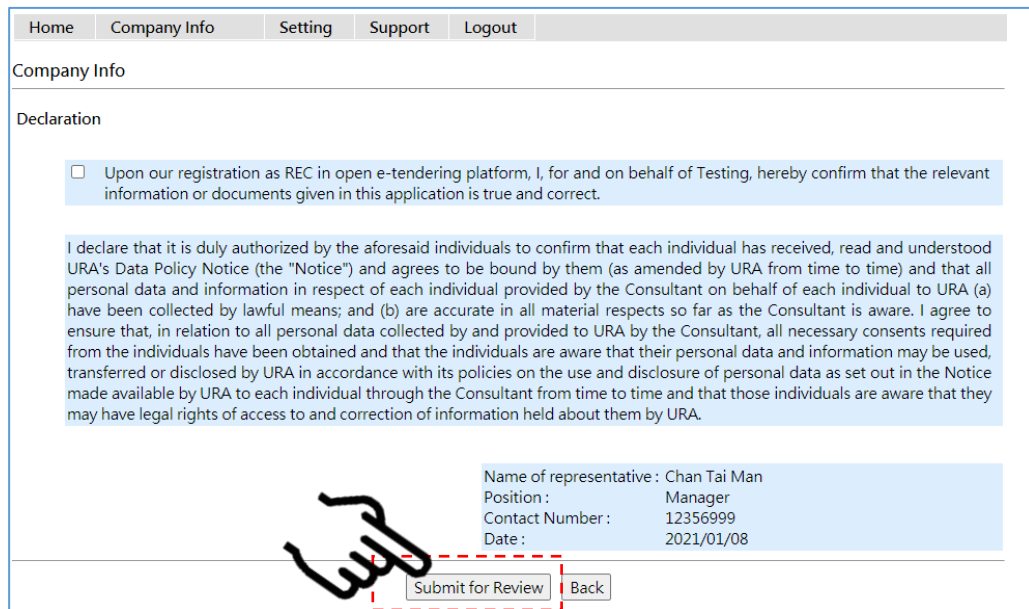
(Please click [here](#) to download, then upload the signed Declaration Form)

Notes:

[Review of the consultants list and contractors list](#)

The Urban Renewal Authority (URA) and the Environmental Protection Department (EPD) will, from time to time, review the consultants list and contractors list placed on the open e-tendering platform, and the URA and EPD have discretion to suspend the user account of any company on the consultants list and contractors list without prior notice, and no compensation will be provided by the URA or EPD.

- 14) Read the Declaration and accept it by clicking the check box. Finally, click “Submit for Review” to complete the application.



Home Company Info Setting Support Logout

Company Info

Declaration

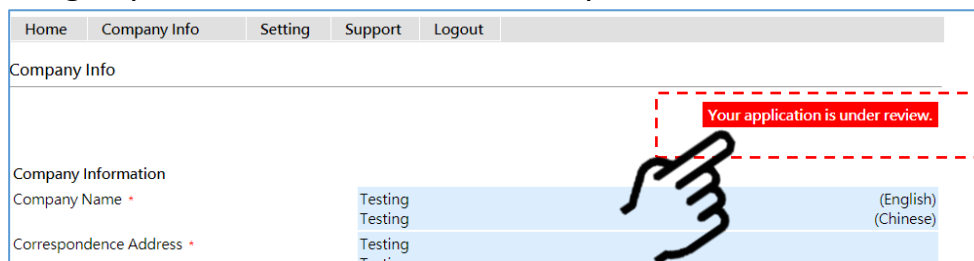
Upon our registration as REC in open e-tendering platform, I, for and on behalf of Testing, hereby confirm that the relevant information or documents given in this application is true and correct.

I declare that it is duly authorized by the aforesaid individuals to confirm that each individual has received, read and understood URA's Data Policy Notice (the "Notice") and agrees to be bound by them (as amended by URA from time to time) and that all personal data and information in respect of each individual provided by the Consultant on behalf of each individual to URA (a) have been collected by lawful means; and (b) are accurate in all material respects so far as the Consultant is aware. I agree to ensure that, in relation to all personal data collected by and provided to URA by the Consultant, all necessary consents required from the individuals have been obtained and that the individuals are aware that their personal data and information may be used, transferred or disclosed by URA in accordance with its policies on the use and disclosure of personal data as set out in the Notice made available by URA to each individual through the Consultant from time to time and that those individuals are aware that they may have legal rights of access to and correction of information held about them by URA.

Name of representative : Chan Tai Man
Position : Manager
Contact Number : 12356999
Date : 2021/01/08

Submit for Review Back

Your application is now under review and you will be notified of the result within 7 working days via email after the review by URA.



Home Company Info Setting Support Logout

Company Info

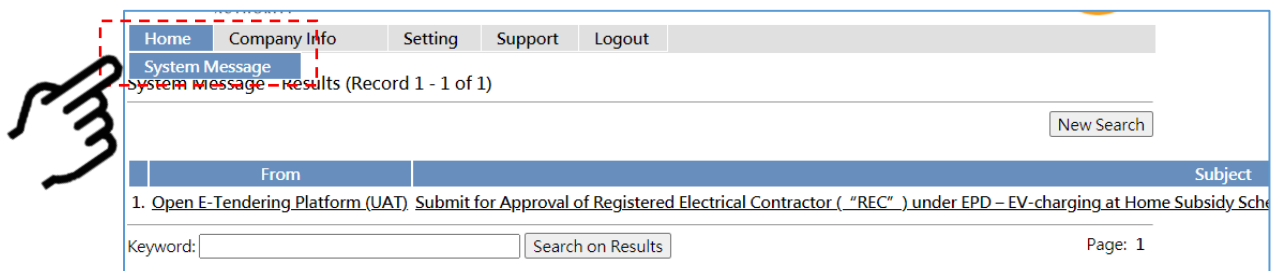
Your application is under review.

Company Information

Company Name * Testing (English)
Testing (Chinese)

Correspondence Address * Testing
Testing

- 15) You can also log in the Open E-tendering Platform and click the “System Message” under the Home menu to check out the application status.



Home Company Info Setting Support Logout

System Message

System Message results (Record 1 - 1 of 1)

New Search

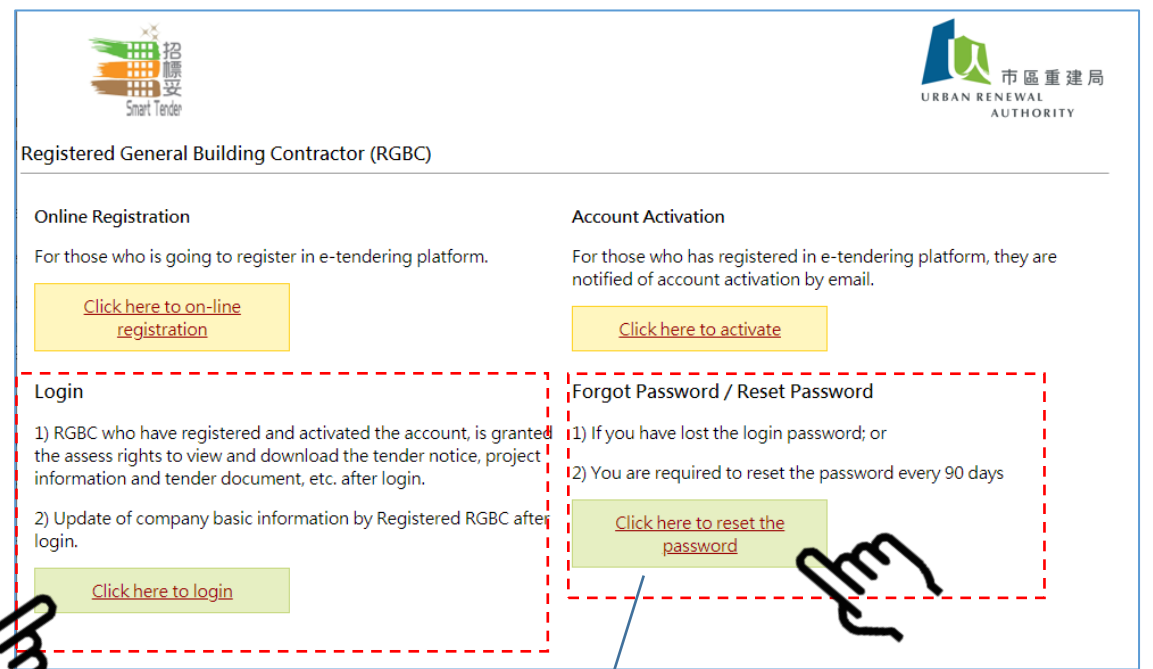
From	Subject
1. Open E-Tendering Platform (UAT)	Submit for Approval of Registered Electrical Contractor ("REC") under EPD – EV-charging at Home Subsidy Sche

Keyword: Search on Results Page: 1

16) If the application is successful, you will see the result below:

Home	Search	Setting	Support	Logout
System Message - View				
From	Open E-Tendering Platform (UAT)	Received	2021/01/08 16:05	
Subject	Completion of registration for Registered Electrical Contractor under EPD – EV-charging at Home Subsidy Scheme ("EHSS") 完成註冊 - 環境保護署「EV屋苑充電易資助計劃」下之「註冊電業承辦商」("REC")			
Message	<p>Dear Sir/Madam,</p> <p>Thank you for your submission of the supporting document upon request. We confirm that your registration is successfully activated and you are allowed to login the open e-tendering platform and/or Smart Tender – e-tendering platform for checking the details of each tendering projects.</p> <p>If you have any questions, please feel free to contact our hotline at 82023288 or by email (opentender@e-tendering.com)</p>			

17) Once you are informed of the successful result, you can login the Open E-Tendering Platform to check out projects and download tender documents



Registered General Building Contractor (RGBC)

Online Registration
For those who is going to register in e-tendering platform.
[Click here to on-line registration](#)

Account Activation
For those who has registered in e-tendering platform, they are notified of account activation by email.
[Click here to activate](#)

Login
1) RGBC who have registered and activated the account, is granted the assess rights to view and download the tender notice, project information and tender document, etc. after login.
2) Update of company basic information by Registered RGBC after login.
[Click here to login](#)

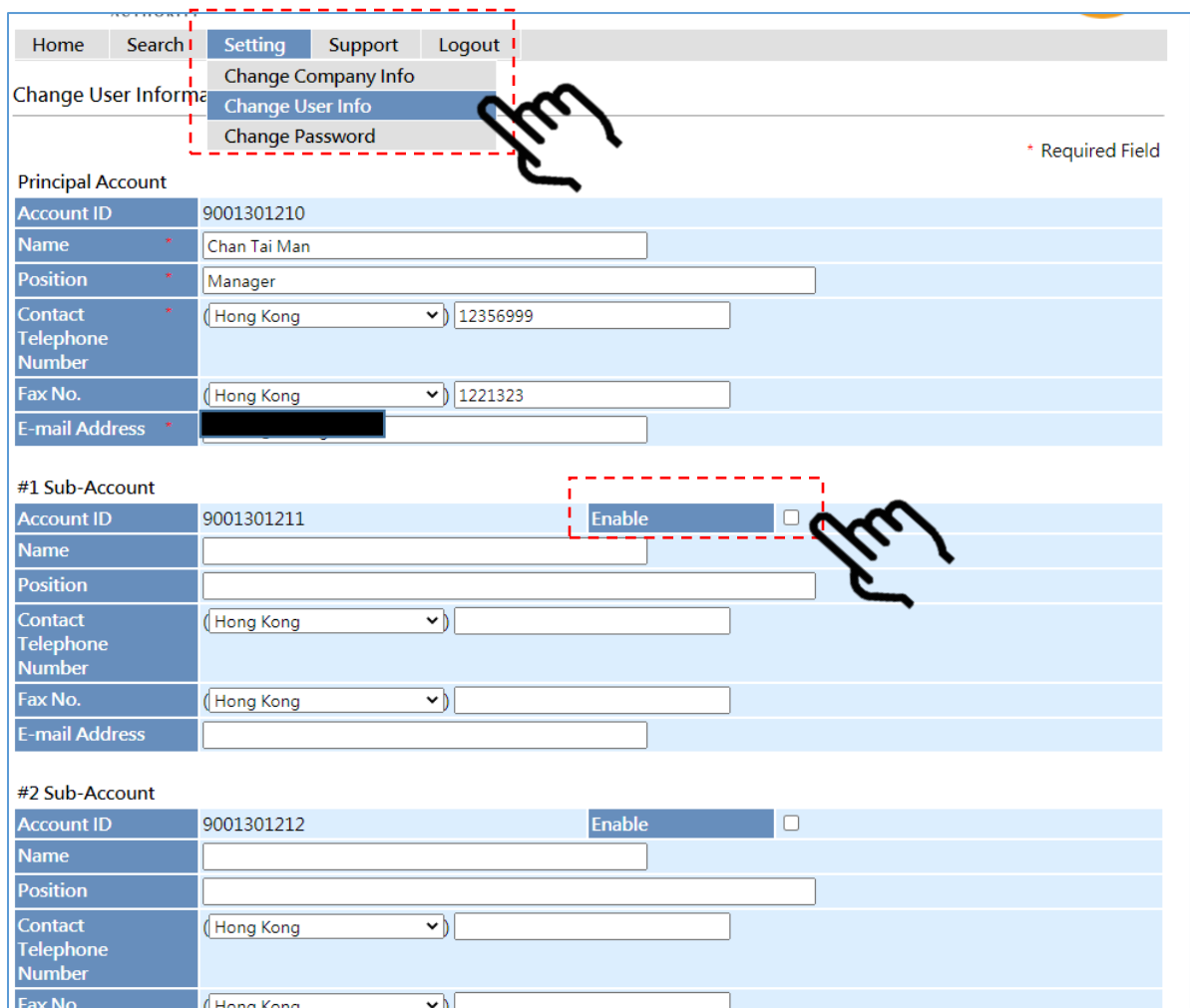
Forgot Password / Reset Password
1) If you have lost the login password; or
2) You are required to reset the password every 90 days
[Click here to reset the password](#)

Callout Box:

- You are required to change your password every 90 days
- If forgot the password, please click here to reset it and the procedure is similar to the verification email process as stated above.

B) Setting up sub-account(s)

- 1) In case you need different people to handle the projects, you can set up maximum five sub-accounts for them:
 - Click “Change User Info” under the Setting menu
 - Fill in the necessary information required and click the check box “Enable”
 - Click “Save” button after completion



The screenshot displays a web interface for user management. At the top, a navigation bar includes 'Home', 'Search', 'Setting', 'Support', and 'Logout'. A dropdown menu is open under 'Setting', with 'Change User Info' highlighted. A hand icon indicates a click on this option. Below the menu, the 'Principal Account' section shows details for 'Chan Tai Man' (Manager) with fields for Account ID, Name, Position, Contact Telephone Number, Fax No., and E-mail Address. The '#1 Sub-Account' section shows a form for a new sub-account with an 'Enable' checkbox, which is highlighted by a red dashed box and a hand icon. The '#2 Sub-Account' section shows a similar form with the 'Enable' checkbox checked.

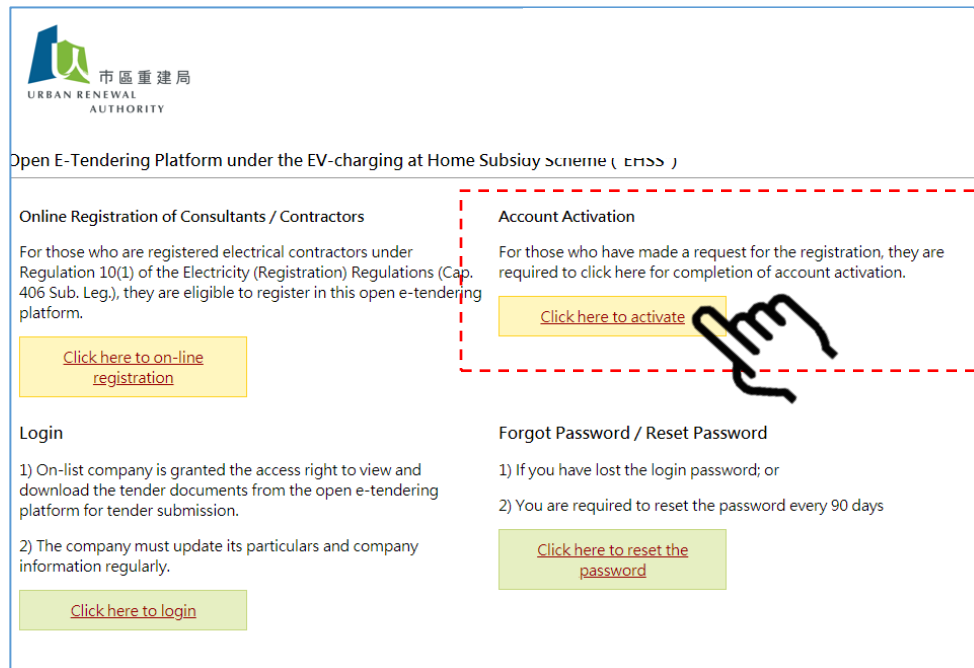
Principal Account	
Account ID	9001301210
Name *	Chan Tai Man
Position *	Manager
Contact Telephone Number *	(Hong Kong) 12356999
Fax No.	(Hong Kong) 1221323
E-mail Address *	[Redacted]

#1 Sub-Account	
Account ID	9001301211 Enable <input type="checkbox"/>
Name	
Position	
Contact Telephone Number	(Hong Kong) [Redacted]
Fax No.	(Hong Kong) [Redacted]
E-mail Address	

#2 Sub-Account	
Account ID	9001301212 Enable <input checked="" type="checkbox"/>
Name	
Position	
Contact Telephone Number	(Hong Kong) [Redacted]
Fax No.	(Hong Kong) [Redacted]

- 2) In case you are sub-account holders and assigned to handle the projects, you are required to visit the home page of Open E-Tendering Platform to activate your account for the first time.

2.1) Click “Click here to activate”



市區重建局
URBAN RENEWAL
AUTHORITY

Open E-Tendering Platform under the EV-charging at Home Subsidy Scheme (EVSS)

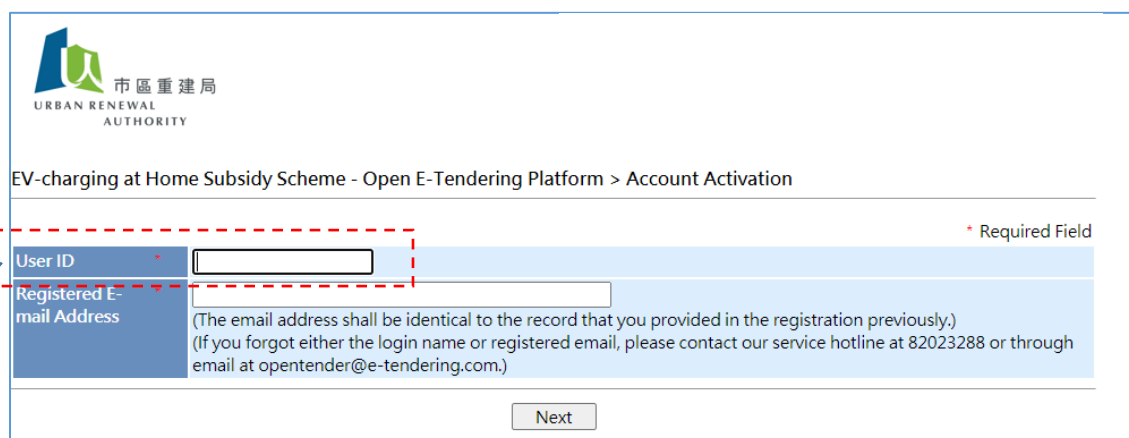
Online Registration of Consultants / Contractors
For those who are registered electrical contractors under Regulation 10(1) of the Electricity (Registration) Regulations (Cap. 406 Sub. Leg.), they are eligible to register in this open e-tendering platform.
[Click here to on-line registration](#)

Account Activation
For those who have made a request for the registration, they are required to click here for completion of account activation.
[Click here to activate](#)

Login
1) On-list company is granted the access right to view and download the tender documents from the open e-tendering platform for tender submission.
2) The company must update its particulars and company information regularly.
[Click here to login](#)

Forgot Password / Reset Password
1) If you have lost the login password; or
2) You are required to reset the password every 90 days
[Click here to reset the password](#)

2.2) Fill in the user ID and your registered email address



市區重建局
URBAN RENEWAL
AUTHORITY

EV-charging at Home Subsidy Scheme - Open E-Tendering Platform > Account Activation

* Required Field

User ID

Registered E-mail Address
(The email address shall be identical to the record that you provided in the registration previously.)
(If you forgot either the login name or registered email, please contact our service hotline at 82023288 or through email at opentender@e-tendering.com.)

Next

- User ID of sub-account holder is shown in the email hold by the principle account holder. Please refer to item 7 above.


2.3) Check your email address and copy the <Verification Code> from your email

Dear Sir/Madam,

Your Verification Code to activate your account is 72866344. This Verification Code will expire in the next 8 hours or upon use.

Yours sincerely,
Environmental Protection Department

Sample



市區重建局
URBAN RENEWAL
AUTHORITY

EV-charging at Home Subsidy Scheme - Open E-Tendering Platform > Account Activation

Verification code has been sent to your e-mail address. Please click "Verify Verification Code" button below and enter the verification code to complete the activation of your user account.

If you have any queries, please send an email to opentender@e-tendering.com or contact our customer service hotline at 8202 3288 during business hours (Monday to Friday 9:00am - 6:00pm Hong Kong time)

2.4) Paste the "Verification Code"

EV-charging at Home Subsidy Scheme - Open E-Tendering Platform > Account Activation

Verification Code has been sent to your e-mail address. Please enter the verification code to create your new password.

- Verification code is 8 characters long.

* Required Field

User Information

User ID	9001301211
Registered E-mail Address	[REDACTED]
Verification Code	<input type="text"/>

2.5) Create your own password to complete the activation of the sub-account

EV-charging at Home Subsidy Scheme - Open E-Tendering Platform > Account Activation

* Required Field

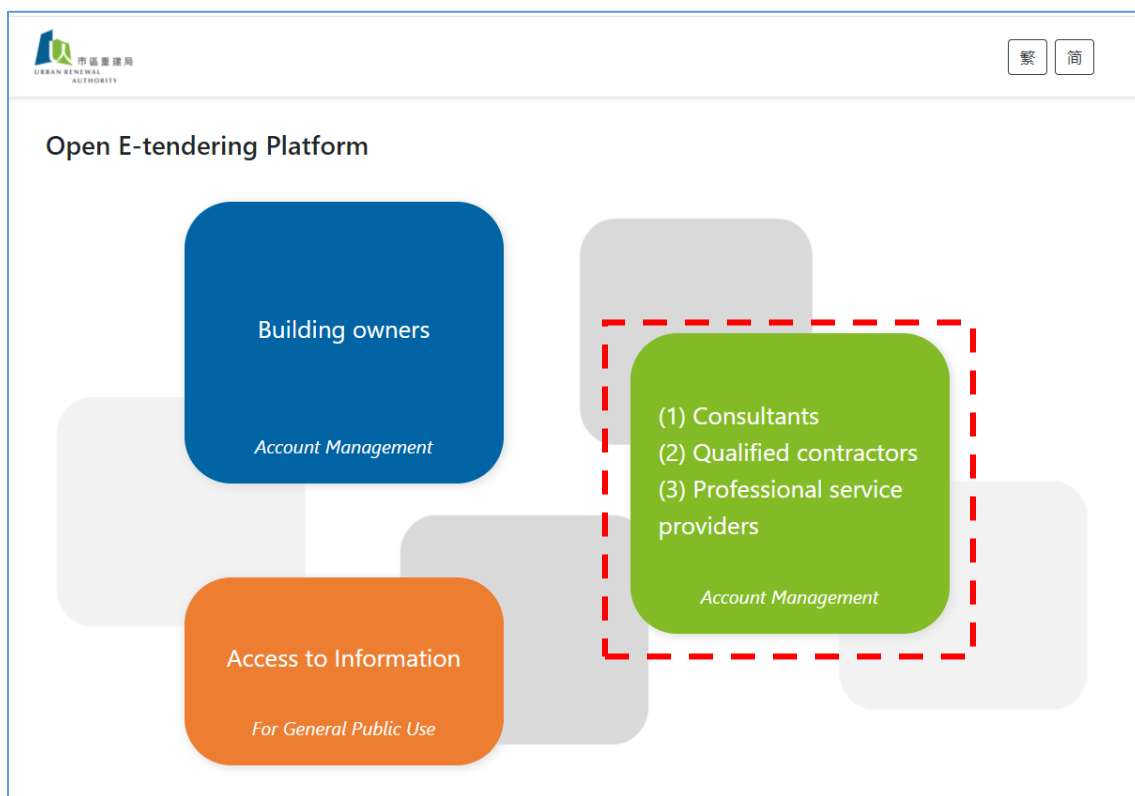
User Information	
User ID	9001301211
Registered E-mail Address	[REDACTED]
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and punctuation.) (Your password will expire every 90 days, so you are advised to change the password regularly.)
Re-input New Password *	<input type="password"/>

C) Download tender document

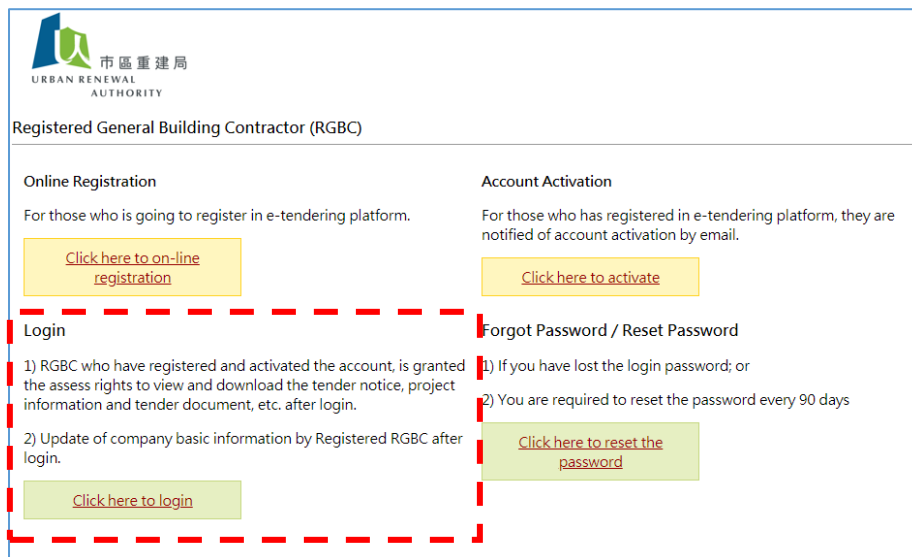
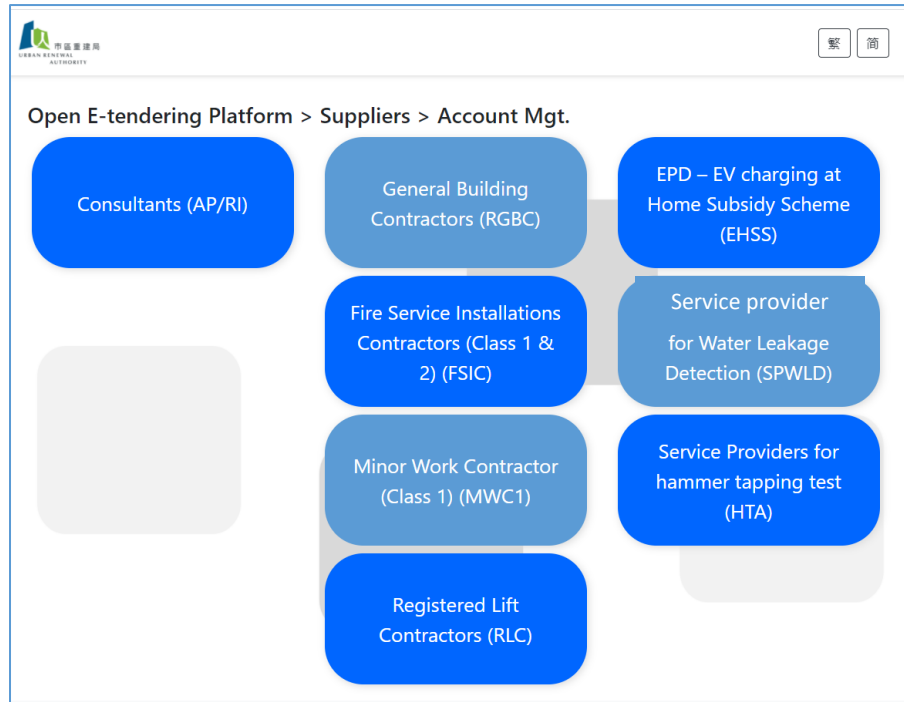
- 1) Notification will be sent to the tenderers under the category as selected.
- 2) Tenderers are not allowed to view and download the tender document if they are not selected by the procurer.
- 3) Click the following path to visit the Open e-tendering Platform:

<https://openet.brplatform.org.hk/en/index.htm>

- 4) Click “Account Mangement” under ‘Consultants / Contractors / Other service providers’.

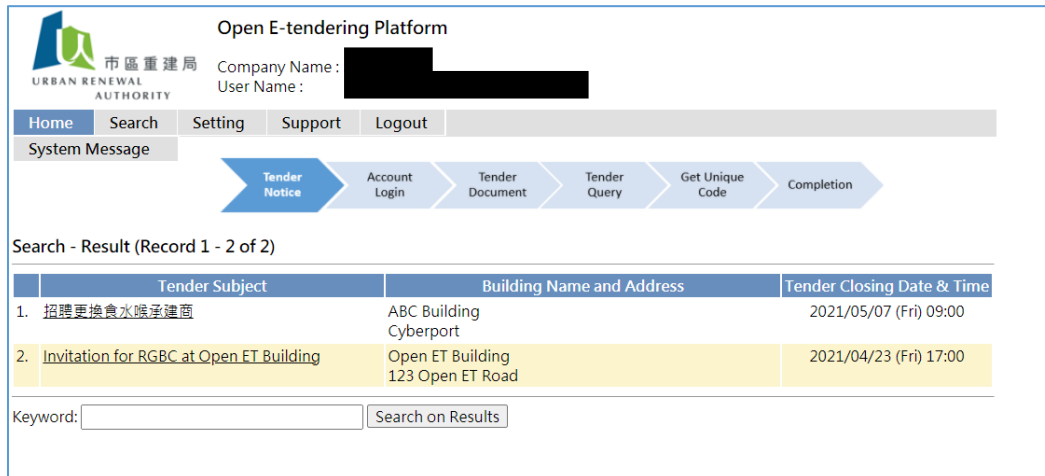


5) Select the category and click “Login”



Note: If not yet registered, please click “online application for inclusion in the consultants list and / or contractor list. For details, please refer to the Item A (Setting up account – online application) above.

- 6) Active tenders are shown on the homepage. Please click the tender if you have interest to bid.



Open E-tendering Platform

市區重建局 URBAN RENEWAL AUTHORITY

Company Name: [Redacted]
User Name: [Redacted]

Home Search Setting Support Logout

System Message

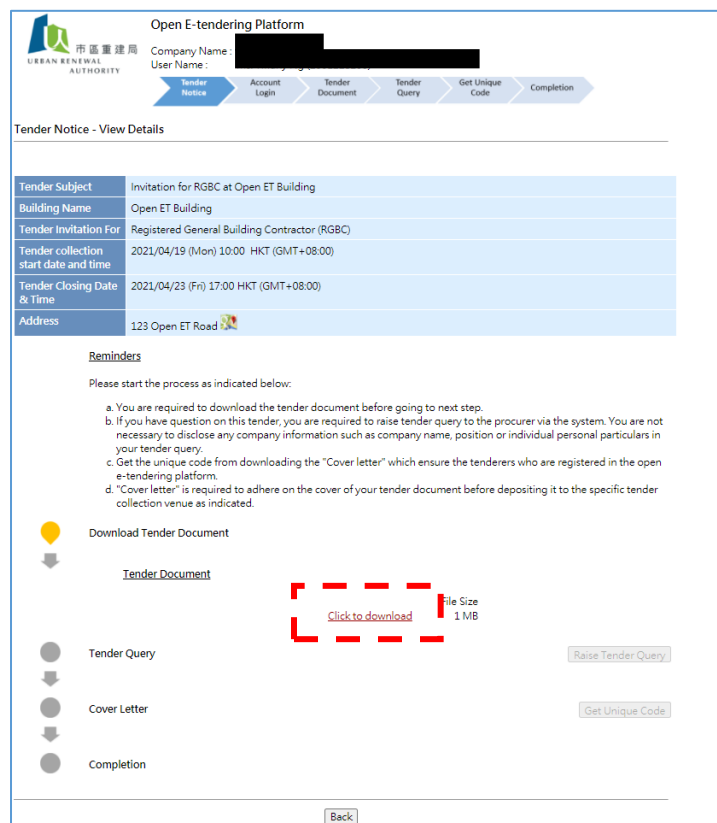
Tender Notice Account Login Tender Document Tender Query Get Unique Code Completion

Search - Result (Record 1 - 2 of 2)

Tender Subject	Building Name and Address	Tender Closing Date & Time
1. 招聘更換食水喉管建商	ABC Building Cyberport	2021/05/07 (Fri) 09:00
2. Invitation for RGBC at Open ET Building	Open ET Building 123 Open ET Road	2021/04/23 (Fri) 17:00

Keyword: Search on Results

- 7) Click the “Click to download” to download the tender document for preparation.



Open E-tendering Platform

市區重建局 URBAN RENEWAL AUTHORITY

Company Name: [Redacted]
User Name: [Redacted]

Tender Notice Account Login Tender Document Tender Query Get Unique Code Completion

Tender Notice - View Details

Tender Subject	Invitation for RGBC at Open ET Building
Building Name	Open ET Building
Tender Invitation For	Registered General Building Contractor (RGBC)
Tender collection start date and time	2021/04/19 (Mon) 10:00 HKT (GMT+08:00)
Tender Closing Date & Time	2021/04/23 (Fri) 17:00 HKT (GMT+08:00)
Address	123 Open ET Road

Reminders

Please start the process as indicated below:

- You are required to download the tender document before going to next step.
- If you have question on this tender, you are required to raise tender query to the procurer via the system. You are not necessary to disclose any company information such as company name, position or individual personal particulars in your tender query.
- Get the unique code from downloading the "Cover letter" which ensure the tenderers who are registered in the open e-tendering platform.
- "Cover letter" is required to adhere on the cover of your tender document before depositing it to the specific tender collection venue as indicated.

Download Tender Document

Tender Document Click to download File Size 1 MB

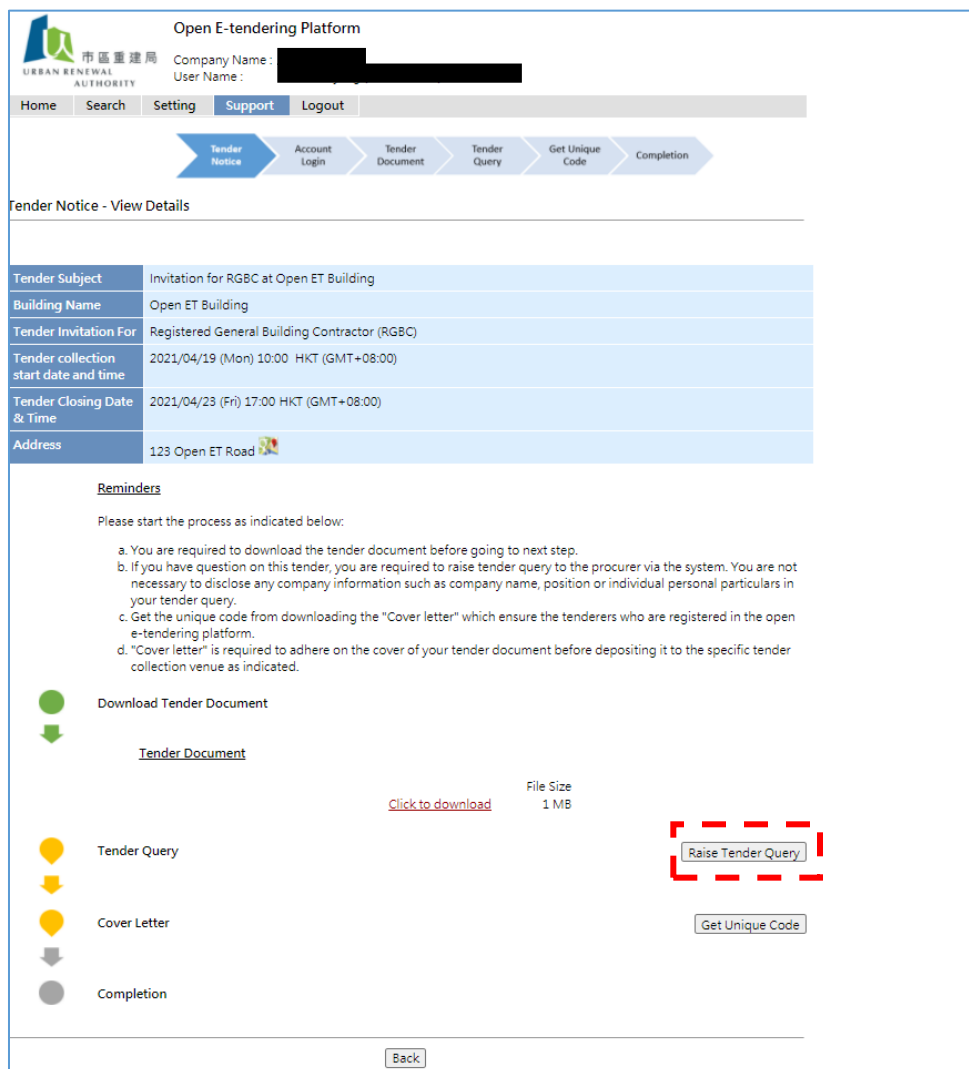
Tender Query

Cover Letter

Completion

D) Raise tender query

- 1) You are allowed to raise tender query to the procurer if you have any question on the tender document.
- 2) All tender query and the reply from the procurer are made via Open e-tendering platform in order to keep the tenderers' identity anonymous until tender opening. The tenderers are recommended not to disclose any information by any form of showing your identity.
- 3) Select the "Raise Tender Query" .



The screenshot displays the 'Open E-tendering Platform' interface. At the top, it shows the user's company name and user name, along with navigation tabs for Home, Search, Setting, Support, and Logout. A progress bar indicates the current step is 'Tender Query', with other steps including Tender Notice, Account Login, Tender Document, Get Unique Code, and Completion.

Tender Notice - View Details

Tender Subject	Invitation for RGBC at Open ET Building
Building Name	Open ET Building
Tender Invitation For	Registered General Building Contractor (RGBC)
Tender collection start date and time	2021/04/19 (Mon) 10:00 HKT (GMT+08:00)
Tender Closing Date & Time	2021/04/23 (Fri) 17:00 HKT (GMT+08:00)
Address	123 Open ET Road

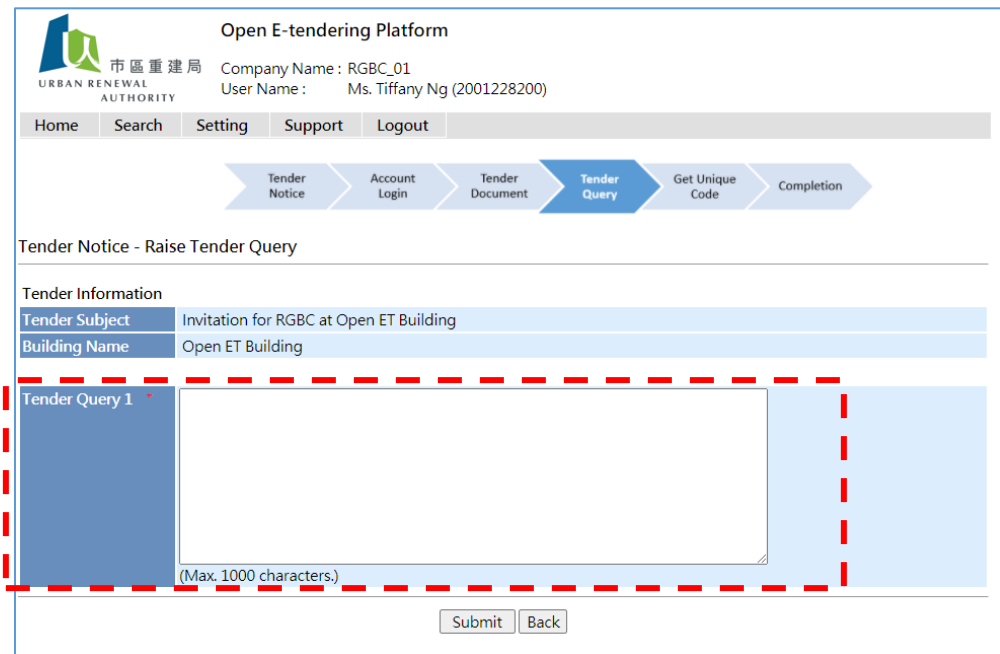
Reminders

Please start the process as indicated below:

- a. You are required to download the tender document before going to next step.
- b. If you have question on this tender, you are required to raise tender query to the procurer via the system. You are not necessary to disclose any company information such as company name, position or individual personal particulars in your tender query.
- c. Get the unique code from downloading the "Cover letter" which ensure the tenderers who are registered in the open e-tendering platform.
- d. "Cover letter" is required to adhere on the cover of your tender document before depositing it to the specific tender collection venue as indicated.

The interface includes a vertical progress indicator on the left with steps: Download Tender Document (green), Tender Query (yellow), Cover Letter (yellow), and Completion (grey). A 'Click to download' link is provided for the Tender Document (1 MB). A 'Raise Tender Query' button is highlighted with a red dashed box, and a 'Get Unique Code' button is visible below it. A 'Back' button is located at the bottom of the page.

- 4) Write your question that you want to ask the procurer for the tender document and click “submit”. You are advised not to disclose any information regarding the identity of your company, e.g. company name.



Open E-tendering Platform

市區重建局 URBAN RENEWAL AUTHORITY Company Name : RGBC_01 User Name : Ms. Tiffany Ng (2001228200)

Home Search Setting Support Logout

Tender Notice Account Login Tender Document **Tender Query** Get Unique Code Completion

Tender Notice - Raise Tender Query

Tender Information

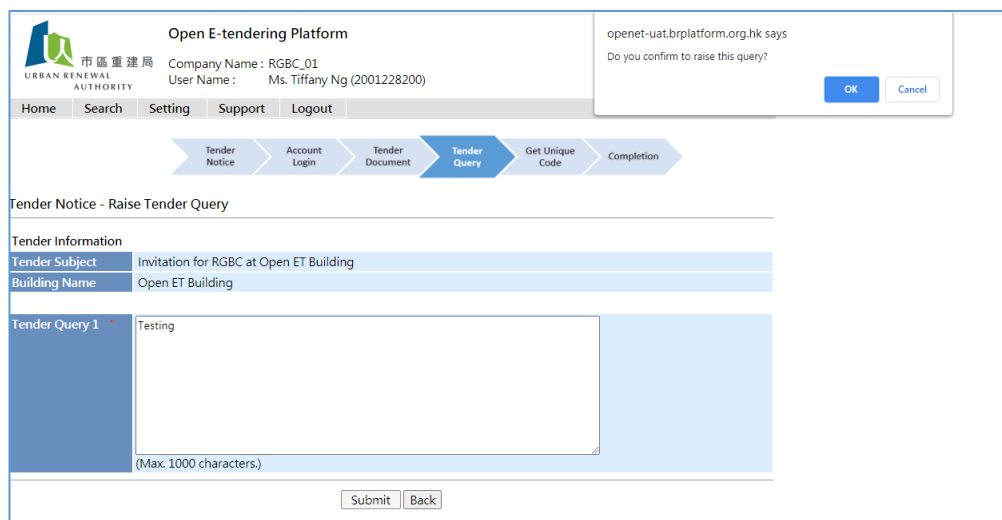
Tender Subject	Invitation for RGBC at Open ET Building
Building Name	Open ET Building

Tender Query 1 *

(Max. 1000 characters)

Submit Back

- 5) Pop-up message to remind you for confirmation.



Open E-tendering Platform

市區重建局 URBAN RENEWAL AUTHORITY Company Name : RGBC_01 User Name : Ms. Tiffany Ng (2001228200)

Home Search Setting Support Logout

Tender Notice Account Login Tender Document **Tender Query** Get Unique Code Completion

Tender Notice - Raise Tender Query

Tender Information

Tender Subject	Invitation for RGBC at Open ET Building
Building Name	Open ET Building

Tender Query 1 *

Testing

(Max. 1000 characters)

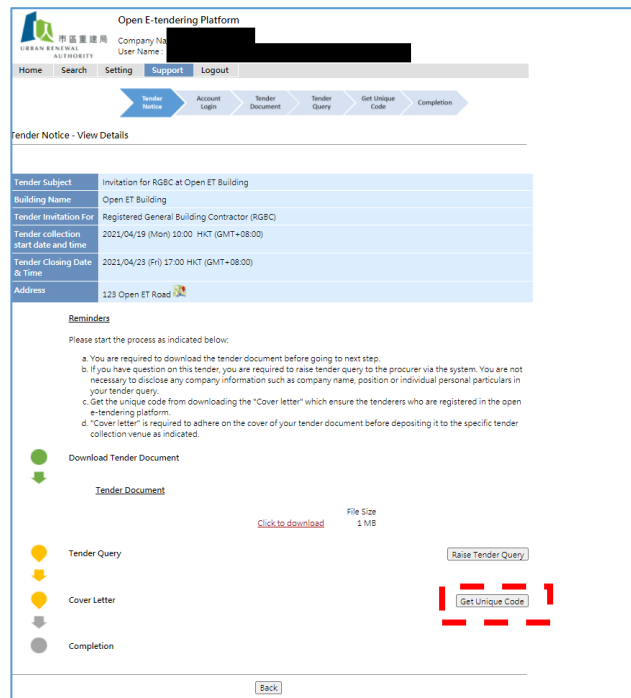
Submit Back

openet-uat.brplatform.org.hk says
Do you confirm to raise this query?
OK Cancel

- 6) Email will be sent to the procurer for their answer. When the procurer has uploaded the reply against your tender query, email will also be sent to you for notification.

E) Prepare for tender submission

1) Please click the “Get Unique Code” to download the cover letter for submission.



Open E-tendering Platform

URBAN RENEWAL AUTHORITY 市區重建局

Company Name: [REDACTED]
User Name: [REDACTED]

Home Search Setting Support Logout

Tender Notice Account Login Tender Document Tender Query **Get Unique Code** Completion

Tender Notice - View Details

Tender Subject	Invitation for RGBC at Open ET Building
Building Name	Open ET Building
Tender Invitation For	Registered General Building Contractor (RGBC)
Tender collection start date and time	2021/04/19 (Mon) 10:00 HKT (GMT+08:00)
Tender Closing Date & Time	2021/04/23 (Fri) 17:00 HKT (GMT+08:00)
Address	123 Open ET Road

Reminders

Please start the process as indicated below:

- You are required to download the tender document before going to next step.
- If you have question on this tender, you are required to raise tender query to the procurer via the system. You are not necessary to disclose any company information such as company name, position or individual personal particulars in your tender query.
- Get the unique code from downloading the "Cover letter" which ensure the tenderers who are registered in the open e-tendering platform.
- "Cover letter" is required to adhere on the cover of your tender document before depositing it to the specific tender collection venue as indicated.

Download Tender Document

Tender Document File Size 1 MB

[Click to download](#)

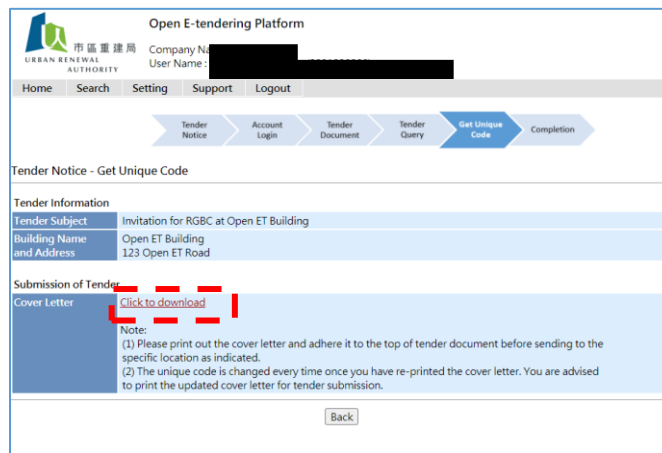
Tender Query [Raise Tender Query](#)

Cover Letter [Get Unique Code](#)

Completion

[Back](#)

2) Click “Click to download” to download the cover letter.



Open E-tendering Platform

URBAN RENEWAL AUTHORITY 市區重建局

Company Name: [REDACTED]
User Name: [REDACTED]

Home Search Setting Support Logout

Tender Notice Account Login Tender Document Tender Query **Get Unique Code** Completion

Tender Notice - Get Unique Code

Tender Information

Tender Subject	Invitation for RGBC at Open ET Building
Building Name and Address	Open ET Building 123 Open ET Road

Submission of Tender

Cover Letter [Click to download](#)

Note:

- Please print out the cover letter and adhere it to the top of tender document before sending to the specific location as indicated.
- The unique code is changed every time once you have re-printed the cover letter. You are advised to print the updated cover letter for tender submission.

[Back](#)

3) The basic information of the tender is shown on the cover letter.

COVER LETTER
(投標附信)

(A) TENDER FOR (招標項目)

Building name 樓宇名稱	Hillwood Court
Address 樓宇地址	Nos. 22-88 Hillwood court, Tsim Sha Tsui
Tender for 招標項目	Registered General Building Contractor (RGBC)
Tender collection start date 遞交標書開始日期及時間	2021/3/15, 10:00 HKT (GMT+08:00)
Tender closing date & time 截標日期及時間	2021/3/19, 17:00 HKT (GMT+08:00)

(B) UNIQUE CODE (獨立編號)

HKHLKeeLFLhdfLFSsgDeSOFH

(C) REMARKS (備註)

- 1) This "Cover letter" is generated by the system automatically.
此「投標附信」由系統自行編印。
- 2) Please put this "Cover Letter" to the tender document when submission of tender.
在遞交標書時，請將此「投標附信」夾附在投標文件中。
- 3) Please return the **hardcopy of tender document** to the designated tender collection box which is located at the following address:
請將印本標書文件交回以下指定地址的回標收集箱內。

XXXXXXX, Kowloon

~End~

Updated in March 2021 市區重建局 - 電子投標平台(公眾版)

Note:

- (1) Unique code is a record showing that you have registered consultant / contractor in Open e-tendering platform.
- (2) Unique code will be changed once you have repeated to download the cover letter. Please use the latest cover letter for tender submission.
- (3) Please submit your tender to the location as specified by the procurer.

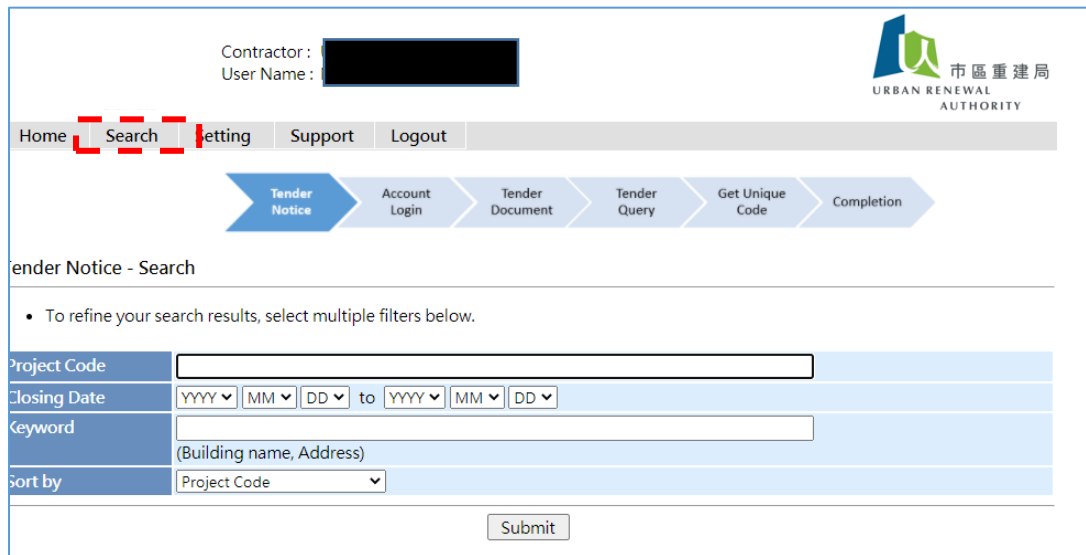
F) Tender submission

- 1) Put your completed tender document into the large envelope.
- 2) Adhere the cover letter at the front side of the above large envelop.
- 3) Deposit your tender to the location shown in the cover letter before tender closing data and time.

G) Others

1) Search the tender

You are allowed to find the tenders by search function. Click the “Search” from the top menu of homepage after login.



Contractor : [REDACTED]
User Name : [REDACTED]

Home **Search** Setting Support Logout

Tender Notice Account Login Tender Document Tender Query Get Unique Code Completion

Tender Notice - Search

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

Project Code

Closing Date YYYY MM DD to YYYY MM DD

Keyword
(Building name, Address)

Sort by Project Code

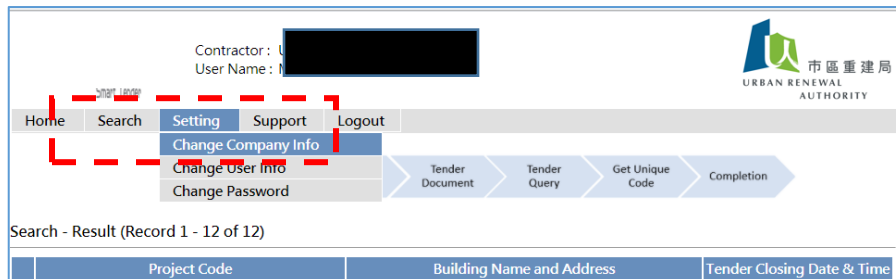
Submit

The tender can be searched by different scenario, e.g. project code, tender for and tender closing date.

2) Setting

2.1 Change company information

(1) Click it from the “Setting” at top menu of homepage after login.



Contractor : [REDACTED]
User Name : [REDACTED]

Home Search **Setting** Support Logout

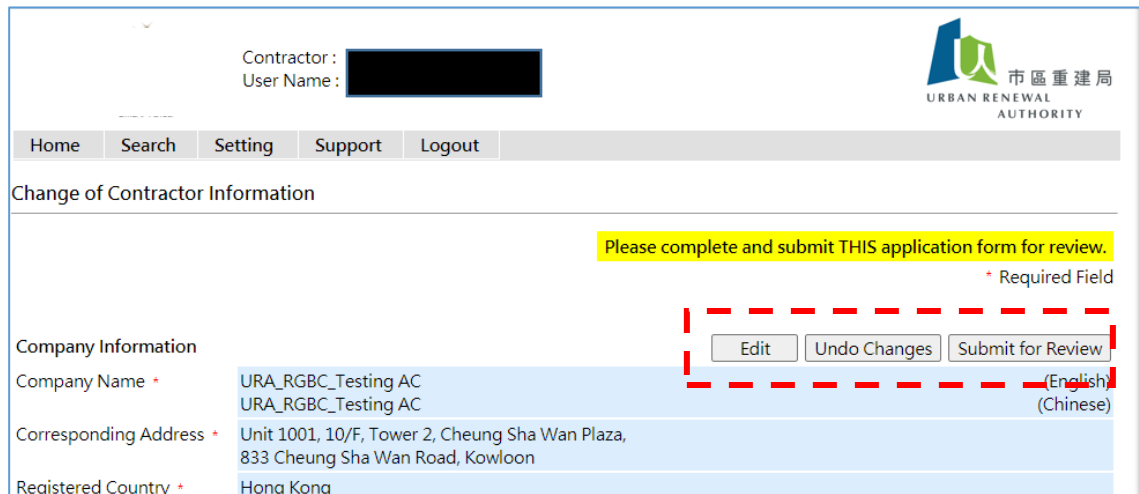
Change Company Info Change User Info Change Password

Tender Document Tender Query Get Unique Code Completion

Search - Result (Record 1 - 12 of 12)

Project Code	Building Name and Address	Tender Closing Date & Time
--------------	---------------------------	----------------------------

- (2) You are allowed to change the basic company information but approval is required after your confirmation. Please click “Edit” and change the details according to your preference. Then click “Submit for review” after completion. Click “Under Changes” to cancel the previous action.



Contractor : [REDACTED]
User Name : [REDACTED]

Home Search Setting Support Logout

Change of Contractor Information

Please complete and submit THIS application form for review. * Required Field

Company Information

Company Name * URA_RGBC_Testing AC (English)
URA_RGBC_Testing AC (Chinese)

Corresponding Address * Unit 1001, 10/F, Tower 2, Cheung Sha Wan Plaza,
833 Cheung Sha Wan Road, Kowloon

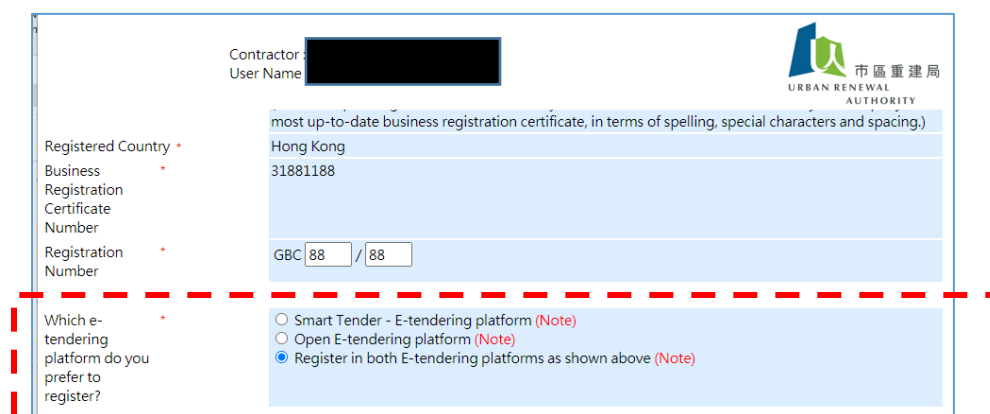
Registered Country * Hong Kong

Edit Undo Changes Submit for Review

Email alert will be sent to you for record. Upon review by URA, email notification will be given to confirm your changes.

- (3) Change preference on joining the e-tendering platform

For those who have registered in either Smart Tender – E-tendering platform or Open E-tendering platform but you have intention to join one of them that you have not yet registered, please click “Edit” to show your preference.



Contractor : [REDACTED]
User Name : [REDACTED]

Registered Country * Hong Kong

Business Registration Certificate Number * 31881188

Registration Number * GBC 88 / 88

Which e-tendering platform do you prefer to register?

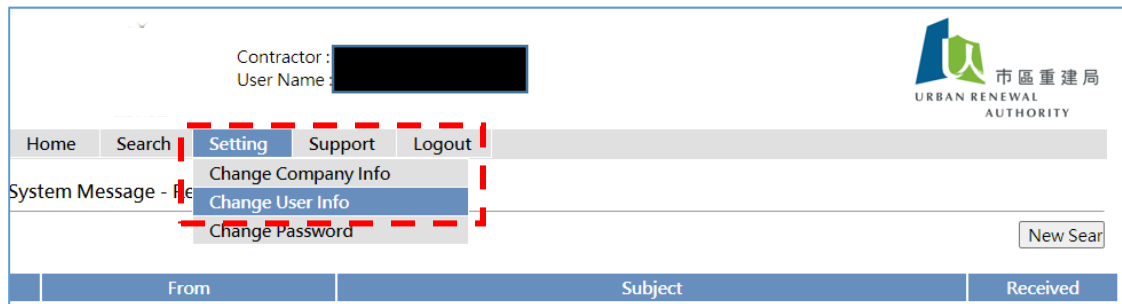
Smart Tender - E-tendering platform (Note)

Open E-tendering platform (Note)

Register in both E-tendering platforms as shown above (Note)

Please choose your preference on this page and “save”. From that moment, you will be given the tender invitation according to your selected e-tendering platform when tender is issued.

2.2 Change user info – Change of the details of principal and sub-account(s) and click “save” for confirmation.



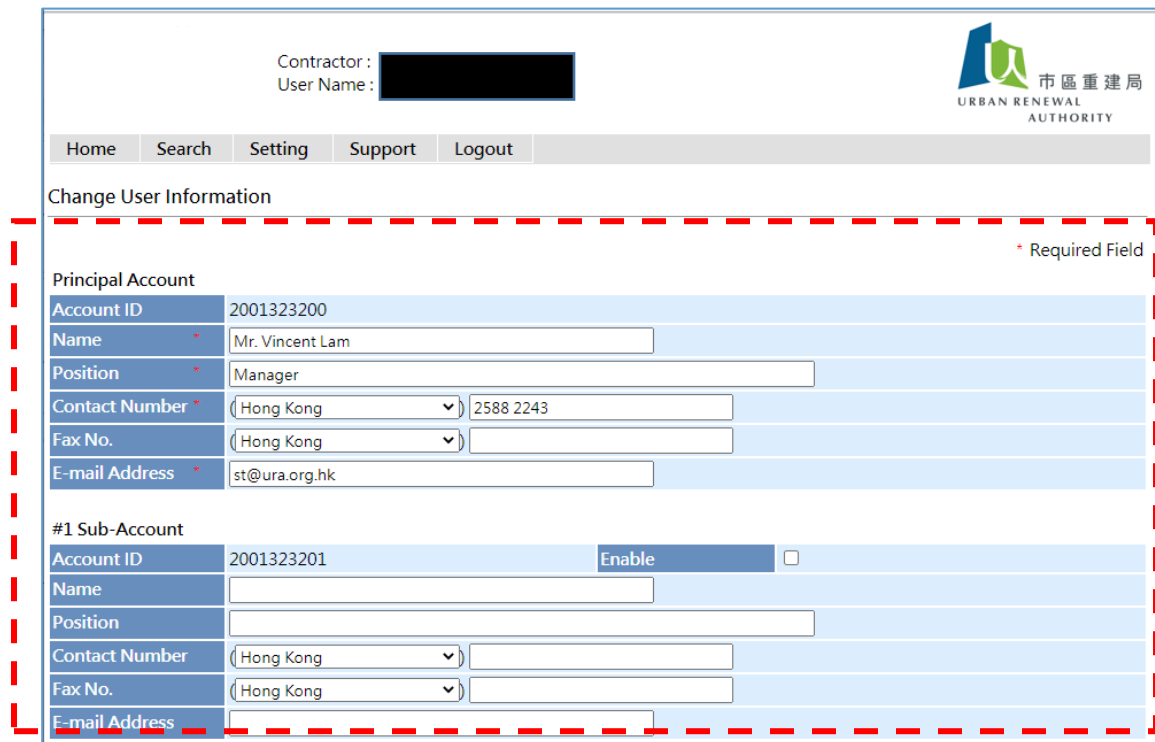
Contractor : [REDACTED]
User Name : [REDACTED]

Home Search **Setting** Support Logout

System Message - file Change Company Info
Change User Info
Change Password

New Sear

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



Contractor : [REDACTED]
User Name : [REDACTED]

Home Search Setting Support Logout

Change User Information

* Required Field

Principal Account

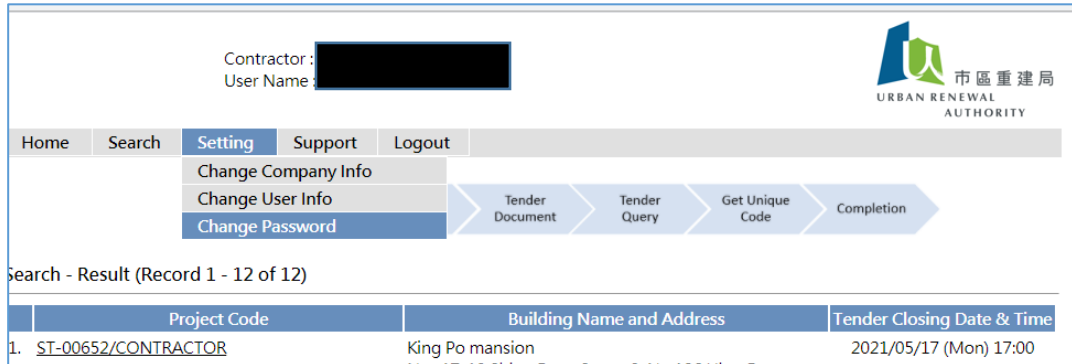
Account ID	2001323200
Name *	Mr. Vincent Lam
Position *	Manager
Contact Number *	(Hong Kong) 2588 2243
Fax No.	(Hong Kong)
E-mail Address *	st@ura.org.hk

#1 Sub-Account

Account ID	2001323201	Enable	<input type="checkbox"/>
Name			
Position			
Contact Number	(Hong Kong)		
Fax No.	(Hong Kong)		
E-mail Address			

2.3 Change password

- (1) Change the password by clicking “change password” at top menu of homepage after login.



Contractor : [REDACTED]
User Name : [REDACTED]

Home Search **Setting** Support Logout

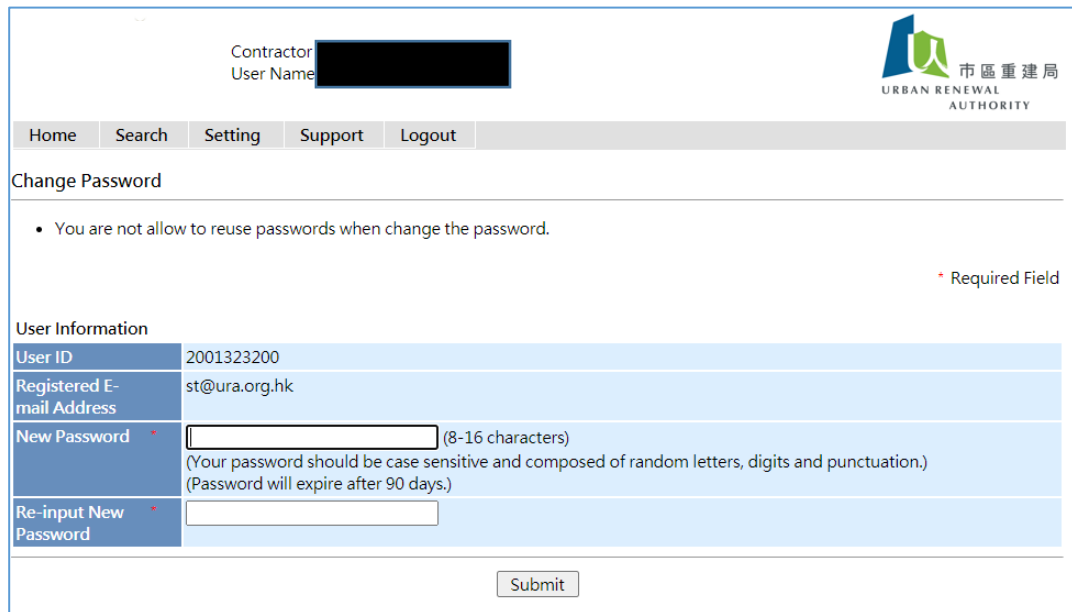
Change Company Info
Change User Info
Change Password

Tender Document Tender Query Get Unique Code Completion

Search - Result (Record 1 - 12 of 12)

	Project Code	Building Name and Address	Tender Closing Date & Time
1.	ST-00652/CONTRACTOR	King Po mansion Nos 17-19 Chiu Fong Street & Nos 106-110 Fong	2021/05/17 (Mon) 17:00

- (2) Key in your new password as preferable under the requirements as stated.



Contractor : [REDACTED]
User Name : [REDACTED]

Home Search Setting **Support** Logout

Change Password

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

* Required Field

User Information

User ID	2001323200
Registered E-mail Address	st@ura.org.hk
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and punctuation.) (Password will expire after 90 days.)
Re-input New Password *	<input type="password"/>

Submit

- (3) Change of password is required in every 90 days. You are forced to change the password when login if you did not do it by your own within the above timeframe.

~END~