



SINO GROUP
信和集團

eTender System
Supplier User Manual

For SINO GROUP

Version 3.0

Document Change Record

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3.0	RFT	6-14	Nov 2023

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1. System Requirements

1.1 SINO eTender System

<https://sino-dev-etender.com/>

Sino eTender System should be used with the browser listed below on these Operating Systems:

- Windows 8, 8.1, 10, 11
- MacOS X 10.15

Sino eTender System should be used with the below Internet Browsers (Minimum Version):

- Chrome (Version 96)
- Safari (Version 15)
- Edge (Version 96)

Users need to ensure their browsers' versions are the same or higher than the above stated.

1.2 System Timeout Setting

Session timeout: 15mins

If users remain idle in Sino eTender System for 15mins, users will be logged out from the system automatically.

***Whenever the word "Supplier" is used, it shall mean "Contractor and/or Supplier"**

2. New Registration

2.1 Create New Account

You will receive an invitation email (below please find the sample email) from Sino e-Tender System with Online Authorization Code

Dear Sir/Madam,

We received your application to register as an approved Contractor/Supplier in Sino Development eTender System. Please complete the company information and submit for SINO approval. You will receive an email when your application is approved.

Please note that your principal account and five additional sub-accounts have been set up, the details of which are set out below.

User ID:
<user_id_0> (Principal Account) Registered E-mail Address: luna3@dummy.com
<user_id_1> (Sub-account) Not registered
<user_id_2> (Sub-account) Not registered
<user_id_3> (Sub-account) Not registered
<user_id_4> (Sub-account) Not registered
<user_id_5> (Sub-account) Not registered

Please follow below steps to activate your user account and create your own password.

Step 1: Open Internet Browser and log onto <https://sino-etender.com/en/index.aspx>
Step 2: Click "Supplier" in the Login page.
Step 3: Click the link under Account Activation.
Step 4: Enter the User ID and the registered email address.
Step 5: Enter the Verification Code. The Verification code already sent to your registered email.
Step 6: Set own Password.

Note: Before you start to activate your sub-account, please log in your principal account and provide a valid email address to the sub-account. Should you have any For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com For other general query, please contact dev-etender@sino.com

Yours Sincerely,
Sino Development eTender System
This email was generated automatically by the system. Please do not reply.

Please consider the environment before printing this e-mail.
Confidential Caution: This email and its attachment are intended solely for the addressee(s) and contain information that is confidential and may be legally privileged. If you are not the intended recipient, any disclosure, copying, distribution or any use of it and/or its attachment(s) is prohibited and may be unlawful. In such case you should destroy this email and all attachment(s) transmitted with it and kindly notify the sender by reply email. Internet communications cannot be guaranteed to be timely, secure, error or virus-free. No liability is accepted by Sino Group and the sender for any loss and damage for the content of this email, or for the consequences of any actions taken on the basis of the information provided, or as a result of transmission of this email.

Development eTender System



Login	eTender System
▶ Procurer	This eTender System ("eTender System") is hosted by Sino and its subsidiaries ("Sino", "we", "us" or "our").
▶ Admin	This eTender System is subject to our Terms of Use ("Terms of Use"), Privacy Policy Statement ("Privacy Policy Statement"), this Disclaimer and any other terms and conditions issued by sino in relation to the use of the eTender System (collectively referred to as "this Agreement"). Your use of this eTender System signifies your acceptance of this Agreement, as well as your agreement to be bound by them. You must not use the eTender System if you do not agree to be bound by and accept this Agreement in its entirety. Should you have any operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com . For other general query, please contact dev-etender@sino.com . Working hours of support team: Monday to Friday (except Hong Kong Public Holidays) from 9:00 am to 6:00 pm (Hong Kong Local Time).
▶ Supplier*	
▶ Support	

*Whenever the word "Supplier" is used, it shall mean "Contractor and/or Supplier"

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Click "Click here to on-line registration"
Supplier

New Supplier

New Registration

- Register as Sino's approved supplier, you can download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs.

[Click here to On-line Registration Form](#)

Account Activation

- Further complete the registration process if you have received the notice message from Sino

[Click here to activate your account](#)

Registered Supplier

Login

- View and/or download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs

- Update your company profile

[Click here to login](#)

Reset Password

- Forgot Password

- Reset password every 90 days

[Click here to reset password](#)

Read the “Acceptance of Terms of Use” carefully

Click “Accept”

Supplier > Login > Declaration

Declaration

You acknowledge and agree to the following terms:

- You declare that your company holds a valid business registration, or equivalent, at the time of submission of RFQ/RFT document(s), and you shall provide a valid certificate to Sino for updating master record via the eTender System if expired.
- You shall update SINO immediately if any information of your company has been changed, and confirm that the information provided in the eTender System is accurate and most updated.
- You confirm and accept the [Terms of Use](#) and [Privacy Policy Statement](#).

Sino will review your company's business portfolio regularly. Sino reserves the right to disqualify your status of being our registered supplier of Sino without any prior notice and without any compensation, if Sino considers, in its sole discretion, that your company is no longer eligible.

By clicking the "Accept", it signifies your acceptance of the above declarations, the Terms of Use, the Privacy Policy Statement and your agreement to be bound by them in the eTender System.

Accept

Decline

Click “Accept”

Complete the General Information & Primary Contact sections

Note: Primary Contact information will be used for Principal Account

Click "Submit"

General Information

Company Name	<input type="text"/>	(English)
	<small>(The company name must be exactly the same as the full legal name shown on your company's most up-to-date incorporation documents, such as your business registration certificate, certificate of incorporation or any equivalent documents, in terms of spelling, special characters and spacing. Unmatched company name will result in re-registration instead of amendment.) (Company name must be in English. Only letters, numbers and special characters on the keyboard are accepted.)</small>	
	<input type="text"/>	(Chinese)
	<input type="text"/>	(Abbreviation)
Address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Country/Region	Hong Kong ▾	
Telephone	(Hong Kong (+852) ▾) <input type="text"/>	
Company E-mail Address	<input type="text"/>	
Company Web Site	<input type="text"/>	
Company Registration Document	BR ▾ No. : <input type="text"/> <small>(For HK BR, Only first 8-digit of BR number is required. e.g. 12345678 - 000 - 001)</small>	
	<input type="button" value="選擇檔案"/> <input type="button" value="未選擇任何檔案"/>	
	<small>(The filename extension should be pdf, doc, docx, xls, xlsx, pptx, ppt, txt, rtf, html, tiff, bmp, jpg, jpeg, gif, png, epsf, dwg, dxf, ai, eml. 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 ")".)</small>	

Primary Contact

First Name	<input type="text"/>
Last Name	<input type="text"/>
Job Title	<input type="text"/>
Telephone	(Hong Kong (+852) ▾) <input type="text"/>
Fax No.	(Hong Kong (+852) ▾) <input type="text"/>
E-mail Address	<input type="text"/>

*Note: Company name is limited to 200 characters

An email with account User ID (Principal & Sub-Accounts) is sent to the registered email address

Dear Sir/Madam,

We received your application to register as an approved Contractor/Supplier in Sino Development eTender System. Please complete the company information and submit for SINO approval. You will receive an email when your application is approved.

Please note that your principal account and five additional sub-accounts have been set up, the details of which are set out below.

User ID:

<user_id_0>	(Principal Account)	Registered E-mail Address: luna3@dummy.com
<user_id_1>	(Sub-account)	Not registered
<user_id_2>	(Sub-account)	Not registered
<user_id_3>	(Sub-account)	Not registered
<user_id_4>	(Sub-account)	Not registered
<user_id_5>	(Sub-account)	Not registered

Please follow below steps to activate your user account and create your own password.

- Step 1: Open Internet Browser and log onto <https://sino-etender.com/en/index.aspx>
- Step 2: Click "Supplier" in the Login page.
- Step 3: Click the link under Account Activation.
- Step 4: Enter the User ID and the registered email address.
- Step 5: Enter the Verification Code. The Verification code already sent to your registered email.
- Step 6: Set own Password.

Note: Before you start to activate your sub-account, please log in your principal account and provide a valid email address to the sub-account. Should you have any For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com For other general query, please contact dev-etender@sino.com

Yours Sincerely,

Sino Development eTender System

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

Please consider the environment before printing this e-mail.

Confidential Caution: This email and its attachment are intended solely for the addressee(s) and contain information that is confidential and may be legally privileged. If you are not the intended recipient, any disclosure, copying, distribution or any use of it and/or its attachment(s) is prohibited and may be unlawful. In such case you should destroy this email and all attachment(s) transmitted with it and kindly notify the sender by reply email. Internet communications cannot be guaranteed to be timely, secure, error or virus-free. No liability is accepted by Sino Group and the sender for any loss and damage for the content of this email, or for the consequences of any actions taken on the basis of the information provided, or as a result of transmission of this email.

Click "Next"

Supplier > Registration > Details Of Supplier & Contact Information

Thank you for submitting your application for supplier registration on our eTender system. The User IDs of Principal Account and five (5) Sub-Accounts have been set up and sent to your email address. In order to complete the registration process, you will need to activate your accounts and provide the further information requested.

Please click "Next" button to create the password of Principal Account.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com. For other general query, please contact dev-etender@sino.com.

Next

Enter New Password for the Account twice

Click "Submit"

Supplier > Registration > Create Password

* Required Field

User Information

User ID	9010130310
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and special characters.) (Password will expire after 90 days.)
Re-input New Password *	<input type="password"/>

Submit

Reset

Click "Login"

Supplier > Registration > Create Password

Thank you for activating your user account. Please log onto your Principal Account to complete and submit the application form for getting into Sino's Supplier List.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com. For other general query, please contact dev-etender@sino.com.

Login

2.2 Submit Application Form for Approval

Login to system

Select "Application Form" from Menu

Click "Edit" to complete the Application Form

After completion of Application Form, click "Submit to Sino"

Application Form for being Sino's registered supplier

Please complete the Company Profile and submit it for Sino's approval.

* Required Field

General Information

Edit

Company Name *	USER MANUAL 112401	(English) (Chinese) (Abbreviation)
Mother Company		
Address *	Hong Kong	(English) (Chinese)
Country/Region *	Hong Kong	
Telephone *	(852) 12378985	
Company E-mail Address *	usermanual112401@ctl.com	
Company Web Site		

Primary Contact

First Name *	Jocce
Last Name *	Chan
Job Title *	BA
Primary Contact E-mail Address *	usermanual112401@ctl.com
Telephone *	(852) 84921563
Mobile No.	(852)
Fax No.	(852)

Company Background

Edit

Year of Establishment *	
Company Director *	
Previous Company Name English	
Previous Company Name Chinese	
Year of Change	
Company Registration Document *	BR - 12748950 Expiry Date - Click to download
Completed Job Reference for the Past 5 Years *	
Organization Chart *	
Copy of licenses	
Change of Name Certificate	
Certificate of Registration of Overseas Companies	
Annual Return with Companies Registry for the Past 3 Years	
Annual Return - Certificate of no change	
Notification of First Secretary and Director	
Pre-Qualification Questionnaire/Other Attachment	
Procurement Category *	

Contractor/Supplier Code of Conduct *

Edit

I/we understood the requirements of Contractor / Supplier Code of Conduct of Sino Group and declare and abide by the Code of Conduct.

Sustainable Procurement Policy *

Edit

I/we understood the requirements of Sustainable Procurement Policy of Sino Group and agreed to improve environmental performance.

Biodiversity Policy *

Edit

I/we understood the requirements of Biodiversity Policy of Sino Group and agreed to adhere the policy.

Sustainability Management *

Edit

No Policies Submitted.

Submit to Sino

Read and agree the “Acknowledgement”

Click “Submit for Review”

Application Form for being Sino's registered supplier

Acknowledgement

You hereby acknowledge and fully understand the [Terms of Use](#) and [Privacy Policy Statement](#). You also declare that the information provided in this registration form is true and correct that best reflects the current business situation of your company.

On behalf of SALLY HOTEL

Name : Chan Sakky
Job Title : Project Manager
Tel. No. : 99990000
Date : 2022/08/13

[Submit for review](#)

[Back](#)

Your profile will be submitted for SINO review. Email notification will be sent to the registered email address after the review process complete

3. Supplier Login

Visit <https://sino-dev-etender.com/en/index.aspx>

Click "Supplier"

Development eTender System



Login	eTender System
▶ Procurer	This eTender System ("eTender System") is hosted by Sino and its subsidiaries ("Sino", "we", "us" or "our").
▶ Admin	This eTender System is subject to our Terms of Use ("Terms of Use"), Privacy Policy Statement ("Privacy Policy Statement"), this Disclaimer and any other terms and conditions issued by sino in relation to the use of the eTender System (collectively referred to as "this Agreement"). Your use of this eTender System signifies your acceptance of this Agreement, as well as your agreement to be bound by them. You must not use the eTender System if you do not agree to be bound by and accept this Agreement in its entirety. Should you have any operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com . For other general query, please contact dev-etender@sino.com . Working hours of support team: Monday to Friday (except Hong Kong Public Holidays) from 9:00 am to 6:00 pm (Hong Kong Local Time).
▶ Supplier*	
▶ Support	

*Whenever the word "Supplier" is used, it shall mean "Contractor and/or Supplier"

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Click "Click here to login" under "Registered Supplier"

New Supplier

New Registration

- Register as Sino's approved supplier, you can download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs.

[Click here to On-line Registration Form](#)

Account Activation

- Further complete the registration process if you have received the notice message from Sino

[Click here to activate your account](#)

Registered Supplier

Login

- View and/or download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs

- Update your company profile

[Click here to login](#)

Reset Password

- Forgot Password

- Reset password every 90 days

[Click here to reset password](#)

Read and accept Declaration

Supplier > Login > Declaration

Declaration

You acknowledge and agree to the following terms:

- You declare that your company holds a valid business registration, or equivalent, at the time of submission of RFQ/RFT document(s), and you shall provide a valid certificate to Sino for updating master record via the eTender System if expired.
- You shall update SINO immediately if any information of your company has been changed, and confirm that the information provided in the eTender System is accurate and most updated.
- You confirm and accept the [Terms of Use](#) and [Privacy Policy Statement](#).

Sino will review your company's business portfolio regularly. Sino reserves the right to disqualify your status of being our registered supplier of Sino without any prior notice and without any compensation, if Sino considers, in its sole discretion, that your company is no longer eligible.

By clicking the "Accept", it signifies your acceptance of the above declarations, the Terms of Use, the Privacy Policy Statement and your agreement to be bound by them in the eTender System.

Accept

Decline

Enter User ID and Password

Click "Login"

Supplier > Login

* Required Field

User ID *

Password *

Login

Close

4. Account Management

4.1 Create/Disable Sub-Accounts

Login to the system with Principal Account

Select "Setting" > "Change User Information" from Menu

User Name : Manual Supplier (2002053220)

Home	Search	Application Form	Setting	Download	Logout
Change User Information			Change User Information		
			Change Password		

* Required Field

Enter details for any of the Sub-Accounts and Check "Enable"

To disable Sub-Account, uncheck "Enable"

Click "Save"

Change User Information

* Required Field

Principal Account

Principal Account ID	9010130310
First Name *	<input type="text" value="Sakky"/>
Last Name *	<input type="text" value="Chan"/>
Job Title *	<input type="text" value="Project Manager"/>
Tel No. *	<input type="text" value="(Hong Kong (+852)) 99990000"/>
Fax No.	<input type="text" value="(Hong Kong (+852))"/>
Mobile No.	<input type="text" value="(Hong Kong (+852))"/>
E-mail Address *	<input type="text" value="sallyhotel@dummy.com"/>

1st Sub-Account

Sub-Account ID	9010130311	Enable	<input checked="" type="checkbox"/> (Please make sure to click 'Enable' button to activate this sub-account for access)
First Name *	<input type="text" value="sub account"/>		
Last Name *	<input type="text" value="one"/>		
Job Title *	<input type="text" value="tester"/>		
Tel No. *	<input type="text" value="(Hong Kong (+852)) 99991111"/>		
Fax No.	<input type="text" value="(Hong Kong (+852))"/>		
Mobile No.	<input type="text" value="(Hong Kong (+852))"/>		
E-mail Address *	<input type="text" value="subacc1@dummy.com"/>		

⋮

4.2 Activate Sub-Account

Note: The same procedure is needed if the email address of any existing account is changed.

Visit <https://sino-dev-etender.com/en/index.aspx>

Development eTender System



Login	eTender System
▶ Procurer	This eTender System ("eTender System") is hosted by Sino and its subsidiaries ("Sino", "we", "us" or "our").
▶ Admin	This eTender System is subject to our Terms of Use ("Terms of Use"), Privacy Policy Statement ("Privacy Policy Statement"), this Disclaimer and any other terms and conditions issued by sino in relation to the use of the eTender System (collectively referred to as "this Agreement"). Your use of this eTender System signifies your acceptance of this Agreement, as well as your agreement to be bound by them. You must not use the eTender System if you do not agree to be bound by and accept this Agreement in its entirety. Should you have any operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com . For other general query, please contact dev-etender@sino.com . Working hours of support team: Monday to Friday (except Hong Kong Public Holidays) from 9:00 am to 6:00 pm (Hong Kong Local Time).
▶ Supplier*	
▶ Support	

*Whenever the word "Supplier" is used, it shall mean "Contractor and/or Supplier"

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Click "Click here to activate your account"
Supplier

New Supplier

New Registration

- Register as Sino's approved supplier, you can download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs.

[Click here to On-line Registration Form](#)

Account Activation

- Further complete the registration process if you have received the notice message from Sino

[Click here to activate your account](#)

Registered Supplier

Login

- View and/or download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs

- Update your company profile

[Click here to login](#)

Reset Password

- Forgot Password

- Reset password every 90 days

[Click here to reset password](#)

Enter User ID and Registered Email Address of the Sub-Account

Click "Next"

Supplier > Account Activation

* Required Field

User ID *	<input type="text" value="9010130311"/>
Registered E-mail Address *	<input type="text" value="subacc1@dummy.com"/> <small>(The e-mail address must be matched user ID registered in Sino Development eTender System.)</small>

An 8-digit Online Authorization Code will be sent to the Registered Email Address

Click "Next"

Supplier > Account Activation

Online Authorization Code has been sent to subacc1@dummy.com. Please click "Next" button below and enter the Online Authorization Code and complete the activation of your user account.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com. For other general query, please contact dev-etender@sino.com.

Dear Sir/Madam,

Please enter this online authorization code to activate the account and create your own password.

Online Authorization Code : 31576449

Enter the Online Authorization Code

Click "Next"

Supplier > Account Activation > Input Online Authorization Code

Online Authorization Code has been sent to the e-mail address provided by you. Please enter the Authorization Code to complete the registration and activate the supplier account.

- Online Authorization Code is 8 characters long.
- Online Authorization Code will expire after 30 minutes or use.

* Required Field

User Information

User ID	9010130311
Registered E-mail Address	subacc1@dummy.com
Online Authorization Code *	<input type="text"/>

Click "Next"

Supplier > Account Activation > Input Online Authorization Code

Please click "Next" button and proceed to create your user account password.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com.
For other general query, please contact dev-etender@sino.com.

Next

Enter New Password twice

Click "Submit"

Supplier > Account Activation > Create Password

* Required Field

User Information

User ID	9010130311
Registered E-mail Address	subacc1@dummy.com
New Password *	<input type="password" value="....."/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and special characters.) (Password will expire after 90 days.)
Re-enter Password *	<input type="password" value="....."/>

Submit

Reset

The Sub-Account is activated

Click "Login"

Supplier > Account Activation > Create Password

Thank you for activating your user account. Please log into your Principal Account to complete and submit the application form for Inclusion in eTs if you have not done yet.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com.
For other general query, please contact dev-etender@sino.com.

Login

4.3 Change Account Details

Login to system

Select “Setting” > “Change User Information” from Menu

Modify information as necessary

Click “Save”

Change User Information

* Required Field

Principal Account

Principal Account ID	9010130310
First Name *	<input type="text" value="Sakky"/>
Last Name *	<input type="text" value="Chan"/>
Job Title *	<input type="text" value="Project Manager"/>
Tel No. *	<input type="text" value="(Hong Kong (+852)) 99990000"/>
Fax No. *	<input type="text" value="(Hong Kong (+852))"/>
Mobile No. *	<input type="text" value="(Hong Kong (+852))"/>
E-mail Address *	<input type="text" value="sallyhotel@dummy.com"/>

***Note: After changing email address, user will need to use “Account Activation” function to activate the account**

4.4 Change Password

Login to system

Select “Setting” > “Change Password” from Menu

Enter New Password twice

Click “Submit”

Change Password

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

* Required Field

User Information

User ID	9010130310
Registered E-mail Address	sallyhotel@dummy.com
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and special characters.) (Password will expire after 90 days.)
Re-enter Password *	<input type="password"/>

Submit

4.5 Forgot / Reset Password

Visit <https://sino-dev-etender.com/en/index.aspx>

Click "Supplier"

Development eTender System



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Support	

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Click "Click here to reset the password"
Supplier

New Supplier

New Registration

- Register as Sino's approved supplier, you can download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs.

[Click here to On-line
Registration Form](#)

Account Activation

- Further complete the registration process if you have received the notice message from Sino

[Click here to activate your
account](#)

Registered Supplier

Login

- View and/or download Request for Quotation (RFQ)/Request for Tender (RFT) documents and/or to submit RFQs/RFTs

- Update your company profile

[Click here to login](#)

Reset Password

- Forgot Password

- Reset password every 90 days

[Click here to reset
password](#)

Enter User ID & Registered Email Address

Click "Next"

Supplier > Reset Password

* Required Field

User ID *	<input type="text" value="9010130310"/>
Registered E-mail Address *	<input type="text" value="sallyhotel@dummy.com"/> <small>(The e-mail address must be matched user ID registered in Sino Development eTender System.)</small>

Next

An email with Online Authorization Code is sent to the Registered Email Address

Dear Sir/Madam,

Please enter this online authorization code to unlock or reset password.

Online Authorization Code: 76295367

Click "Next"

Supplier > Reset Password

Online Authorization Code has been sent to sallyhotel@dummy.com. Please click "Next" button below and enter the Online Authorization Code and complete the activation of your user account.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com. For other general query, please contact dev-etender@sino.com.

Next

Enter the Online Authorization Code

Click "Next"

Supplier > Reset Password > Input Online Authorization Code

Online Authorization Code has been sent to the e-mail address provided by you. Please enter the Authorization Code to complete the registration and activate the supplier account.

* Required Field

User Information

User ID	9010130310
Registered E-mail Address	sallyhotel@dummy.com
Online Authorization Code *	<input type="text" value="76295367"/>

Next

Click "Next"

Supplier > Reset Password > Input Online Authorization Code

Please click "Next" button and proceed to create your user account password.

For operational and technical issue encountered whilst using this system, please send email to sino-support@e-tendering.com.
For other general query, please contact dev-etender@sino.com.

Next

Enter New Password twice

Click "Submit"

Supplier > Reset Password

* Required Field

User Information

User ID	9010130310
Registered E-mail Address	sallyhotel@dummy.com
New Password *	<input type="password"/> (8-16 characters) (Your password should be case sensitive and composed of random letters, digits and special characters.) (Password will expire after 90 days.)
Re-enter Password *	<input type="password"/>

Submit

Press "Login"

Supplier > Reset Password

The password has been set.

Login

5. Change Company Information

Login to system with Principal Account or Sub-account
Select “Setting” > “Change Company Info” from Menu
Click “Edit” under the section where changes are necessary
Change of company Information

Please complete the Company Profile and submit it for Sino's approval.

* Required Field

General Information

Edit

Company Name *	SALLY HOTEL	(English) (Chinese) (Abbreviation)
Mother Company		
Address *	123 sally road tst, hk	(English) (Chinese)
Country/Region *	Hong Kong	
Telephone *	(852) 25801111	
Company E-mail Address *	sallyhotel@dummy.com	
Company Web Site	sallyhotel.com	

Click “Submit to Sino”

Submit to Sino

Read and agree the “Acknowledgement”

Click “Submit for Review”

Change of company Information

Acknowledgement

You hereby acknowledge and fully understand the [Terms of Use](#) and [Privacy Policy Statement](#). You also declare that the information provided in this registration form is true and correct that best reflects the current business situation of your company.

On behalf of SALLY HOTEL

Name : Chan Sakky
Job Title : Project Manager
Tel. No. : 99990000
Date : 2022/08/13

Submit for review

Back

Your profile will be submitted for Sino review. Email notification will be sent to the registered email address after the review process is complete

6. RFQ or RFT Notice

For Supplier invited for RFQ/RFT only.

You will receive an invitation email (below please find the sample email) from Sino Development eTender System

Notification and Invitation of Request for Quotation (RFQ) (Q2022/0089/1111 - test)

Dear Sir/Madam,

Please be informed that the Request for Quotation (RFQ) for the test has been issued. For more information, please log onto the Sino Development eTender System. If you are not interested, please click the "Decline" button.

=====

Request for Quotation (RFQ) Information
RFQ Reference : Q2022/0089/1111
RFQ Title : test
RFQ Issue Date & Time: 2022/12/02
RFQ Closing Date & Time: 2023/12/06 14:30:00 HKT (GMT+08:00)

=====

If you have any questions, please contact the following person:
Name: luna
Telephone: 12345678
Email: luna@dummy.com

Yours Sincerely,
Sino Development eTender System

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

Login to system

Select "Search" > "RFQ" or "RFT"

Enter filtering criteria if necessary

Click "Submit"

Home	Search	Setting	Support	Download	Logout
------	---------------	---------	---------	----------	--------

RFQ

RFQ - Search

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

Ref	<input type="text"/>
Issue Date	YYYY ▼ MM ▼ DD ▼ to YYYY ▼ MM ▼ DD ▼
Closing Date	YYYY ▼ MM ▼ DD ▼ to YYYY ▼ MM ▼ DD ▼
Keyword	<input type="text"/> (Subject)
Sort by	Ref ▼

Click "ref" to view RFQ/RFT Notice details if Supplier is invited.

RFQ - Search Result (Record 1 - 1 of 1)

Expand All

Ref	Subject	Status	Issue Date	Closing Date
1. Q2022/0114/testboq1	testboq1	Issued	2022/12/13 (Tue)	2023/04/19 (Wed) 14:30

Keyword: Search on Results

Page: 1

OR

Click the corresponding system message from the system message table

System Message - Search Results (Record 1 - 1 of 1)

New Search

From	Subject	Received
1. Sino Development eTender System	Notification and Invitation of Request for Quotation (RFQ) (Q2022/0114/testboq1 - testboq1)	2022/12/13 14:03

Keyword: Search on Results

Page: 1

Click "View" in the system message to view RFQ/RFT Notice details

System Message - View

From	Sino Development eTender System	Received	2022/12/13 14:03
Subject	Notification and Invitation of Request for Quotation (RFQ) (Q2022/0114/testboq1 - testboq1)		
Message	<p>Dear Sir/Madam,</p> <p>Please be informed that the Request for Quotation (RFQ) for the testboq1 has been issued. For more information, please log onto the Sino Development eTender System. If you are not interested, please click the "Decline" button.</p> <p>=====</p> <p>Request for Quotation (RFQ) Information RFQ Reference : Q2022/0114/testboq1 RFQ Title : testboq1 RFQ Issue Date & Time: 2022/12/13 RFQ Closing Date & Time: 2023/04/19 14:30:00 HKT (GMT+08:00)</p> <p>=====</p> <p>If you have any questions, please contact the following person: Name: luna Telephone: 12345678 Email: luna@dummy.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

View Back

7. RFQ or RFT Documents

7.1 View RFQ or RFT information

View RFQ or RFT Notice of the RFQ/RFT

RFQ - Search Result (Record 1 - 1 of 1)

[Expand All](#)

Ref	Subject	Status	Issue Date	Closing Date
1. Q2022/0114/testboq1	testboq1	Issued	2022/12/13 (Tue)	2023/04/19 (Wed) 14:30

Download RFQ/RFT Documents under Documents section

RFQ - View Details

RFQ Information

Ref	Q2022/0052/wew
Subject	wewe
Issue Date	2022/10/27 (Thu) 15:30 HKT (GMT +08:00)
Closing Date	2023/11/06 (Mon) 14:30 HKT (GMT +08:00)
Details	

Document(s)

Document(s)	Description File	File Size
	sff Click to download	1 MB
BOQ	Description File	File Size
	sfs Click to download	27 KB

Response to Query

Query

[New](#)

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

[RFQ Submission](#) | [Back](#)

7.2 RFQ or RFT Revision by SINO

You will receive email and notification under eTender System after SINO issues a RFQ/RFT revision

Login to system you will see the system message notification and click into the message

2. Sino Development eTender System RFQ Revision No. (REV1) (Q2022/0119/1230 - usermanuel) 2023/01/03 17:27

System Message - View

From	Sino Development eTender System	Received	2023/02/07 14:28
Subject	RFQ Revision No. (REV1) (Q2022/0100/111 - 1111)		
Message	<p>Dear Sir/Madam,</p> <p>Further to our notification of Request for Quotation (RFQ) dated 2022/12/14, a RFQ Revision is issued. For more information and to access the RFQ Revision, please log onto the Sino Development eTender System.</p> <p>=====</p> <p>Request for Quotation (RFQ) Information RFQ Reference:Q2022/0100/111 RFQ Title: 1111 RFQ Issue Date: 2022/12/14 RFQ Closing Date & Time: 2023/03/20 14:30 HKT (GMT+08:00)</p> <p>=====</p> <p>If you have any questions, please feel free to contact the following person : Name: luna Telephone: 12345678 Email: luna@dummy.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

[View](#)

[Back](#)

Click "View" to view the RFQ/RFT Notice

Or

Search for RFQ/RFT Notice

RFQ - Search Result (Record 1 - 1 of 1)

Expand All

Ref	Subject	Status	Issue Date	Closing Date
1. Q2022/0114/testboq1 testboq1		Issued	2022/12/13 (Tue)	2023/04/19 (Wed) 14:30

Keyword:

Page: 1

You can download the latest revision document on the revision selection

RFQ - View Details

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)
Details	

Document(s)

Document(s)	Description File	File Size
	111 Click to download	301 KB
BOQ	Description File	File Size
	222 test Click to download	76 KB
	2 rename Click to download	76 KB
	test3 Click to download	76 KB

Revision

REV2 2023/01/10 14:10	Description File	File Size
	test3 Click to download	150 KB
	BOQ:	
	test3 Click to download	76 KB
REV1 2023/01/10 14:03	Description File	File Size
	1 Click to download	150 KB
	BOQ:	
	2 Click to download	76 KB

Query

New

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

RFQ Submission

Back

8. RFQ or RFT Query

8.1 Raise Query

Supplier can raise query 5 working days before the closing date of respective RFQ/RFT via eTender System
Login to system

View RFQ or RFT Notice

RFQ - Search Result (Record 1 - 1 of 1)

[Expand All](#)

Ref	Subject	Status	Issue Date	Closing Date
1. Q2022/0114/testboq1	testboq1	Issued	2022/12/13 (Tue)	2023/04/19 (Wed) 14:30

Keyword: Page: 1

Click "New" under Query section

Query

Upload Query document(s)

Click "Submit"

The SINO Contact Person of respective RFQ / RFT will receive your Query.

RFQ - Query - Create New

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1

Document(s)

Description	File	File Size
<input checked="" type="checkbox"/>	<input type="text"/> <input type="button" value="Choose File"/> No file chosen	

(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)
(The total document size for each upload is limited to 500 MB.)
(The filename extension should be .pdf, .doc, .docx, .xls, .xlsx, .pptx, .ppt, .txt, .rtf, .html, .tiff, .bmp, .jpg, .jpeg, .gif, .png, .epsf, .dwg, .dxf, .ai. 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 ")".)

8.2 View Response to Query

You will receive email and notification under Development eTender System after Sino issues a response to query

System Message - View

From	Sino Development eTender System	Received	2023/01/11 14:35
Subject	Response to Queries No. (TQ1) (Q2022/0114/testboq1 - testboq1)		
Message	<p>Dear Sir/Madam,</p> <p>Following the notification of RFQ on 2022/12/13, Sino has received RFQ queries from suppliers. Sino has prepared a Response to your queries. For more information and to access Sino's Response, please log onto the Sino Development eTender System.</p> <p>Request for Quotation (RFQ) Information =====</p> <p>RFQ Ref: Q2022/0114/testboq1 RFQ Title: testboq1 (English) RFQ Issue Date & Time: 2022/12/13 RFQ Closing Date & Time: 2023/04/19 14:30 HKT (GMT+08:00) =====</p> <p>If you have any questions, please feel free to contact the following person :</p> <p>Name: luna Telephone: 12345678 e-Mail: luna@dummy.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

[View](#) [Back](#)

Login to system

View RFQ or RFT Notice

RFQ - Search Result (Record 1 - 1 of 1)

[Expand All](#)

	Ref	Subject	Status	Issue Date	Closing Date
1.	Q2022/0114/testboq1	testboq1	Issued	2022/12/13 (Tue)	2023/04/19 (Wed) 14:30

Keyword: [Search on Results](#)

Page: 1

Download Response to Query under Response to Query section

RFQ - View Details

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)
Details	

Document(s)

Document(s)	Description	File	File Size
	111	Click to download	301 KB
BOQ	Description	File	File Size
	test	Click to download	76 KB
	rename	Click to download	76 KB
	test3	Click to download	76 KB

Revision

REV2 2023/01/10 14:10	Description	File	File Size
	test3	Click to download	150 KB
	BOQ:		
	test3	Click to download	76 KB
REV1 2023/01/10 14:03	Description	File	File Size
	1	Click to download	150 KB
	BOQ:		
	2	Click to download	76 KB

Response to Query

TQ1 2023/01/11 14:34	Description	File	File Size
	Demo	Click to download	150 KB

Query

[New](#)

2023/01/11 14:33	Description	File	File Size
	test	Click to download	150 KB

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

[RFQ Submission](#) | [Back](#)

Item	Description	\$	¢
1	WEST RAIL KAM SHEUNG ROAD STATION	BILL NO. 10.1	
2	PACKAGE ONE PROPERTY DEVELOPMENT	PHASE 1A RESIDENTIAL TOWERS	
3	AT LOT NO. 1040 IN D.D. NO. 103, YUEN LONG, N.T.	(PHASE 1A – TOWER 2, TOWER 3,	
4	SUPERSTRUCTURE MAIN CONTRACT	TOWER 5 AND TOWER 6)	
5		CONCRETE WORKS	
6			
7			
8			
21	Brought forward from Page B10.1/1	----	
22			
23	Brought forward from Page B10.1/2	12,256,000.00	
24			
25	Brought forward from Page B10.1/3	7,600.00	
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			
41			
42			
43			
44			
45			
46			
47			
48			
49			
50			
51			
52			
53	Total of Bill No. 10.1 Carried to Summary of Bill No. 10	12,263,600.00	
54			
55	10.1/SUM/ 1		

Page 1

To submit BOQ, the filled BOQ is required to be validated. After validation, a .offer file is generated for Supplier to submit for RFQ/RFT.

Select “Download” from Menu

Download Supplier Verification Application (unless otherwise advised, it is only necessary to download it once for all SINO Development eTender System BOQ)

Home	Search	Setting	Support	Download	Logout
------	--------	---------	---------	-----------------	--------

Download

Program

Supplier Verification Application	Supplier Verification Application
Version	1.0.0.4

Unzip the download program

Run the program (Supplier Verification.exe)

 GemBox.Spreadsheet.WinFormsUtilities.xml	13/12/2022 14:04	XML Document
 GemBox.Spreadsheet.xml	13/12/2022 14:04	XML Document
 Microsoft.CSharp.dll	13/12/2022 14:04	應用程式擴充
 Model.dll	13/12/2022 14:04	應用程式擴充
 Model.pdb	13/12/2022 14:04	PDB 檔案
 ProcessLayout.dll	13/12/2022 14:04	應用程式擴充
 ProcessLayout.pdb	13/12/2022 14:04	PDB 檔案
 Supplier Verification.application	13/12/2022 14:04	Application Manifest
 Supplier Verification.exe	13/12/2022 14:04	應用程式
 Supplier Verification.exe.config	13/12/2022 14:04	CONFIG 檔案
 Supplier Verification.exe.manifest	13/12/2022 14:04	MANIFEST 檔案
 Supplier Verification.pdb	13/12/2022 14:04	PDB 檔案
 System.Configuration.dll	13/12/2022 14:04	應用程式擴充
 System.Data.DataSetExtensions.dll	13/12/2022 14:04	應用程式擴充

SINO
Supplier Verification Program - Login



User ID *

Password *

User ID and Password as the same as e-Procurement System

Login

Close

Version: 1.0.0.4

Select the completed BOQ and click "Start" to start validation

SINO - Supplier Verification Program



SINO
Supplier Verification Program

 **SINO GROUP**
信和集團

File :

* Only accept Excel format

System Message:

Progress:

Version: 1.0.0.4

If error is prompted, correct the fields accordingly

SINO - Supplier Verification Program

SINO Supplier Verification Program

SINO GROUP 信和集團

File : C:\Users\luna chang\Downloads\BOQ_Q2022-0114-testboq1_2022-12- Browse

* Only accept Excel format Start Export

System Message:

Data format checking:
Return Pass

Supplementary checking:
Supplementary Pass

Please fixed the following problem:
Worksheet: Return Please select value in cell H12.
Worksheet: Return Please select value in cell H13.

Process Finished.

Progress: 100 %

Version: 1.0.0.4

Once the BOQ is validated, a file with the extension (.offer) will be generated (in the same folder of BOQ)
The (.offer) file should be uploaded for submission

SINO
Supplier Verification Program

SINO GROUP
信和集團

File : C:\Users\luna chang\Downloads\BOQ_Q2022-0114-testboq1_2022-12- [Browse]

* Only accept Excel format [Start] [Export]

System Message:

Return Pass

Supplementary checking:
Supplementary Pass

No error checked.

The file is save as C:\Users\luna chang\Downloads\BOQ_Q2022-0114-testboq1_2023-01-11_16-23-03-654.offer
Please upload this file to the e-Procurement system.

Process Finished.

Progress: 100 %

Version: 1.0.0.4

*Note: .offer file is an encrypted file type that is used specifically in SINO Development eTender System RFQ/RFT proposals submission only.

9.2 Submission

Click “RFQ or RFT Submission” at the bottom

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)
Details	

Document(s)

Document(s)	Description File	File Size
	111 Click to download	301 KB

BOQ	Description File	File Size
	222 test Click to download	76 KB
	2 rename Click to download	76 KB
	test3 Click to download	76 KB

Revision

REV2 2023/01/10 14:10	Description File	File Size
	test3 Click to download	150 KB
	BOQ:	
	test3 Click to download	76 KB

REV1 2023/01/10 14:03	Description File	File Size
	1 Click to download	150 KB
	BOQ:	
	2 Click to download	76 KB

Response to Query

TQ1 2023/01/11 14:34	Description File	File Size
	Demo Click to download	150 KB

Query

New

2023/01/11 14:33	Description File	File Size
	test Click to download	150 KB

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

[RFQ Submission](#) | [Back](#)

Select “New” for Submission

Upload required documents

If a BOQ is provided, the filled BOQ must be verified before submission (.offer)

Enter Total Contract Sum (if required)

Enter user password

Read and agree Important Notes

Click “Submit”

BOQ version:

RFQ - Submission

Important Notes

(The filename extension should be .pdf, .doc, .docx, .xls, .xlsx, .pptx, .ppt, .txt, .rtf, .html, .tiff, .bmp, .jpg, .jpeg, .gif, .png, .epsf, .dwg, .dxf, .ai. 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 ")".)

* Required Field

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input checked="" type="radio"/> New <input type="radio"/> Decline
Pricing Proposal *	<input checked="" type="checkbox"/> <input type="button" value="Choose File"/> approval history1.png (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/> test3: <input type="button" value="Choose File"/> BOQ_Q2022-01...23-03-654.offer

User Password

Password *	<input type="password" value="....."/> (The user password is same as your login password.)
------------	---

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/01/11 16:25 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

Without BOQ version:

RFQ - Submission

Important Notes

(The filename extension should be .pdf, .doc, .docx, .xls, .xlsx, .pptx, .ppt, .txt, .rtf, .html, .tiff, .bmp, .jpg, .jpeg, .gif, .png, .epsf, .dwg, .dxf, .ai. 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 ")".)

* Required Field

RFQ Information

Ref	Q2022/0100/111
Subject	1111
Issue Date	2023/01/16 (Mon) 10:58 HKT (GMT +08:00)
Closing Date	2023/03/20 (Mon) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input checked="" type="radio"/> New <input type="radio"/> Decline
Pricing Proposal *	<input checked="" type="checkbox"/> <input type="button" value="Choose File"/> approval history1.png (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Currency *	HKD ▼
Total Contract Sum *	<input type="text" value="20000"/>

User Password

Password *	<input type="password" value="....."/> (The user password is same as your login password.)
------------	---

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/02/07 16:34 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

The below screen indicate that your submission was successfully transmitted to the system
You are strongly advised to save this screen as submission proof

RFQ - Submission

Your submission was successfully transmitted and submitted by the Closing Date.

The Upload 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: 1226

RFQ Ref.: Q2022/0114/testboq1

RFQ Title: testboq1

RFQ Closing Date & Time: 2023/04/19 14:30 HKT (GMT +08:00)

Upload Start Date & Time: 2023/01/11 16:26:51 HKT (GMT +08:00)

Upload End Date & Time: 2023/01/11 16:26:52 HKT (GMT +08:00)

Pricing Proposal:

approval history1.png

BOQ_Q2022-0114-testboq1_2023-01-11_16-23-03-654.offer

Note:

1. Please print this screen for your record.

[Back](#)

9.3 Decline RFQ or RFT Invitation

Please note that this step is irreversible, and supplier cannot participate in the RFQ/RFT after declining the invitation

Click “RFQ or RFT Submission”

RFQ - View Details

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)
Details	

Document(s)

Document(s)	Description	File	File Size
	111	Click to download	301 KB
BOQ	Description	File	File Size
	test	Click to download	76 KB
	rename	Click to download	76 KB
	test3	Click to download	76 KB

Revision

REV2 2023/01/10 14:10	Description	File	File Size
	test3	Click to download	150 KB
	BOQ:		
	test3	Click to download	76 KB
REV1 2023/01/10 14:03	Description	File	File Size
	1	Click to download	150 KB
	BOQ:		
	2	Click to download	76 KB

Response to Query

TQ1 2023/01/11 14:34	Description	File	File Size
	Demo	Click to download	150 KB

Query

[New](#)

2023/01/11 14:33	Description	File	File Size
	test	Click to download	150 KB

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

Submission Log

Submission Date	Action
2023/01/11 16:26	Submission (New)

[RFQ Submission](#) | [Back](#)

Select “Decline” for Submission

Select (and enter) the reason for declination

Enter user password

Read and agree to Important Notes

Click “Submit”

Important Notes

1. After submission, your subsequent submission for this contract will not be considered by Sino.

* Required Field

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input type="radio"/> New <input checked="" type="radio"/> Decline
Reason *	<input checked="" type="radio"/> Unable to meet the required time schedule. <input type="radio"/> Unable to meet the technical specification. <input type="radio"/> Others, <input type="text"/>

User Password

Password *	<input type="password"/> (The user password is same as your login password.)
------------	---

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/01/12 10:24 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

The below screen indicate that your submission was successfully transmitted to the system
You are strongly advised to save this screen as submission proof

RFQ - Submission

Your submission was successfully transmitted and submitted by the Closing Date.

The Upload 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: 1227

RFQ Ref.: Q2022/0114/testboq1

RFQ Title: testboq1

RFQ Closing Date & Time: 2023/04/19 14:30 HKT (GMT +08:00)

Upload Start Date & Time: 2023/01/12 10:26:06 HKT (GMT +08:00)

Upload End Date & Time: 2023/01/12 10:26:08 HKT (GMT +08:00)

Note:

1. Please print this screen for your record.

10. Change of Submitted Proposal

10.1 Supplement

Supplier can submit additional documents for RFQ or RFT submission before closing time
Please note that both initial and additional submissions will be considered valid

*To replace previous submitted BOQ, please follow step under 10.2

Login to system

View RFQ or RFT Notice

Click “RFQ or RFT Submission” at the bottom

RFQ - View Details

RFQ Information

Ref	Q2022/0114/testboq1	
Subject	testboq1	
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)	
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)	
Details		

Document(s)

Document(s)	Description File	File Size
	111 Click to download	301 KB

BOQ

Description File	File Size
test Click to download	76 KB
rename Click to download	76 KB
test3 Click to download	76 KB

Revision

REV2 2023/01/10 14:10	Description File	File Size
	test3 Click to download	150 KB
	BOQ:	
	test3 Click to download	76 KB
REV1 2023/01/10 14:03	Description File	File Size
	1 Click to download	150 KB
	BOQ:	
	2 Click to download	76 KB

Response to Query

TQ1	Description File	File Size
2023/01/11 14:34	Demo Click to download	150 KB

Query [New](#)

Contact Person Information

#1 Name	luna	
#1 Tel. Number	12345678	#1 Fax. Number 12345678
#1 Email Address	luna@dummy.com	

Submission Log

Submission Date	Action
2022/12/13 14:07	Submission (New)

[RFQ Submission](#) | [Back](#)

Select “Supplement” for Submission Type

Upload required documents

Enter user password

Read and agree Important Notes

Click “Submit”

Important Notes

1. The total document size for each upload is limited to 500 MB.
2. The filename extension should be .pdf, .doc, .docx, .xls, .xlsx, .pptx, .ppt, .txt, .rtf, .html, .tiff, .bmp, .jpg, .jpeg, .gif, .png, .epsf, .dwg, .dxf, .ai.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input type="radio"/> Supersede <small>Note: By selecting it, your previous submission will be overwritten by this submission.</small> <input checked="" type="radio"/> Supplement <small>Note: By selecting it, this submission will be combined to your previous submission.</small> <input type="radio"/> Withdraw
Pricing Proposal	<input checked="" type="checkbox"/> <input type="button" value="Choose File"/> approval history1.png <small>(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)</small> <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>

User Password

Password *	<input type="password" value="*****"/> <small>(The user password is same as your login password.)</small>
------------	--

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/01/12 10:30 <small>(This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)</small>

The below screen indicate that your submission was successfully transmitted to the system.

You are strongly advised to save this screen as submission proof

RFQ - Submission

Your submission was successfully transmitted and submitted by the Closing Date.

The Upload 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: 1228

RFQ Ref.: Q2022/0114/testboq1

RFQ Title: testboq1

RFQ Closing Date & Time: 2023/04/19 14:30 HKT (GMT +08:00)

Upload Start Date & Time: 2023/01/12 10:32:15 HKT (GMT +08:00)

Upload End Date & Time: 2023/01/12 10:32:17 HKT (GMT +08:00)

Pricing Proposal:

approval history1.png

Note:

1. Please print this screen for your record.

Back

10.2 Supersede

Supplier can replace the original submission with new one before the submission deadline
Please note that all previous submissions will be replaced by new submission

Login to system

View RFQ or RFT Notice

Click "RFQ or RFT Submission" at the bottom

BOQ Version:

RFQ - View Details

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)
Details	

Document(s)

Document(s)	Description	File	File Size
	111	Click to download	301 KB
BOQ	Description	File	File Size
	test	Click to download	76 KB
	rename	Click to download	76 KB
	test3	Click to download	76 KB

Revision

REV2 2023/01/10 14:10	Description	File	File Size
	test3	Click to download	150 KB
	BOQ:		
	test3	Click to download	76 KB
REV1 2023/01/10 14:03	Description	File	File Size
	1	Click to download	150 KB
	BOQ:		
	2	Click to download	76 KB

Response to Query

TQ1 2023/01/11 14:34	Description	File	File Size
	Demo	Click to download	150 KB

Query

[New](#)

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

Submission Log

Submission Date	Action
2023/01/12 10:32	Submission (Supplement)
2022/12/13 14:07	Submission (New)

[RFQ Submission](#) | [Back](#)

Without BOQ Version:

RFQ Information

Ref	Q2022/0100/111
Subject	1111
Issue Date	2023/01/16 (Mon) 10:58 HKT (GMT +08:00)
Closing Date	2023/03/20 (Mon) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input checked="" type="radio"/> Supersede <small>Note: By selecting it, your previous submission will be overwritten by this submission.</small> <input type="radio"/> Supplement <small>Note: By selecting it, this submission will be combined to your previous submission.</small> <input type="radio"/> Withdraw
Pricing Proposal *	<input checked="" type="checkbox"/> Choose File approval history1.png (Please tick the checkbox for adding the files or untick the checkbox for removing the files.) <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/>
Currency *	HKD ▼
Total Contract Sum *	60000

User Password

Password * (The user password is same as your login password.)
------------	--

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/02/07 17:00 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

- Select "Supersede" for Submission Type
- Upload required documents
- Enter Total Contract Sum (if required)
- Enter user password
- Read and agree on Important Notes
- Click "Submit"

Important Notes

1. The total document size for each upload is limited to 500 MB.
2. The filename extension should be .pdf, .doc, .docx, .xls, .xlsx, .pptx, .ppt, .txt, .rtf, .html, .tiff, .bmp, .jpg, .jpeg, .gif, .png, .epsf, .dwg, .dxf, .ai.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input checked="" type="radio"/> Supersede <small>Note: By selecting it, your previous submission will be overwritten by this submission.</small> <input type="radio"/> Supplement <small>Note: By selecting it, this submission will be combined to your previous submission.</small> <input type="radio"/> Withdraw
Pricing Proposal *	<input checked="" type="checkbox"/> <input type="button" value="Choose File"/> approval history1.png <small>(Please tick the checkbox for adding the files or untick the checkbox for removing the files.)</small> <input type="button" value="Check All"/> <input type="button" value="Uncheck All"/> <input type="button" value="More Files"/> test3: <input type="button" value="Choose File"/> BOQ_Q2022-01...23-03-654.offer

User Password

Password *	<input type="password" value="....."/> <small>(The user password is same as your login password.)</small>
------------	--

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/01/12 10:33 <small>(This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)</small>

The below screen indicate that your submission was successfully transmitted to the system
You are strongly advised to save this screen as submission proof

RFQ - Submission

Your submission was successfully transmitted and submitted by the Closing Date.

The Upload 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: 1229

RFQ Ref.: Q2022/0114/testboq1

RFQ Title: testboq1

RFQ Closing Date & Time: 2023/04/19 14:30 HKT (GMT +08:00)

Upload Start Date & Time: 2023/01/12 10:34:56 HKT (GMT +08:00)

Upload End Date & Time: 2023/01/12 10:34:58 HKT (GMT +08:00)

Pricing Proposal:

approval history1.png

BOQ_Q2022-0114-testboq1_2023-01-11_16-23-03-654.offer

Note:

1. Please print this screen for your record.

[Back](#)

10.3 Withdraw

Supplier can withdraw from RFQ/RFT that is previously submitted before closing time

Please note that this action is irreversible. Supplier cannot participate in the RFQ/RFT after withdrawal

Login to system

View RFQ/RFT Notice

Click “RFQ or RFT Submission” at the bottom

RFQ - View Details

RFQ Information

Ref	Q2022/0114/testboq1	
Subject	testboq1	
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)	
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)	
Details		

Document(s)

Document(s)	Description File	File Size
	111 Click to download	301 KB

BOQ	Description File	File Size
	test Click to download	76 KB
	rename Click to download	76 KB
	test3 Click to download	76 KB

Revision

REV2	Description File	File Size
2023/01/10 14:10	test3 Click to download	150 KB
	BOQ: test3 Click to download	76 KB

REV1	Description File	File Size
2023/01/10 14:03	1 Click to download	150 KB
	BOQ: 2 Click to download	76 KB

Response to Query

TQ1	Description File	File Size
2023/01/11 14:34	Demo Click to download	150 KB

Query

[New](#)

2023/01/11 14:33	Description File	File Size
	test Click to download	150 KB

Contact Person Information

#1 Name	luna	
#1 Tel. Number	12345678	#1 Fax. Number 12345678
#1 Email Address	luna@dummy.com	

Submission Log

Submission Date	Action
2023/01/11 16:26	Submission (New)

[RFQ Submission](#) | [Back](#)

Select “Withdraw” for Submission Type

Select (and enter) the reason for withdrawal

Enter user password

Read and agree to Important Notes

Click “Submit”

RFQ - Submission

Important Notes

1. After submission, your subsequent submission for this contract will not be considered by Sino. Moreover, your submission made before this submission will also become void.

* Required Field

RFQ Information

Ref	Q2022/0114/testboq1
Subject	testboq1
Issue Date	2022/12/13 (Tue) 14:03 HKT (GMT +08:00)
Closing Date	2023/04/19 (Wed) 14:30 HKT (GMT +08:00)

RFQ Submission

Submission Type *	<input type="radio"/> Supersede <small>Note: By selecting it, your previous submission will be overwritten by this submission.</small> <input type="radio"/> Supplement <small>Note: By selecting it, this submission will be combined to your previous submission.</small> <input checked="" type="radio"/> Withdraw
Reason *	<input checked="" type="radio"/> Unable to meet the required time schedule. <input type="radio"/> Unable to meet the technical specification. <input type="radio"/> Others, <input type="text"/>

User Password

Password *	<input type="password"/> (The user password is same as your login password.)
------------	---

Important Notes *	<input checked="" type="checkbox"/> Your submission must be completed by the Closing Date/Time, otherwise it will not be considered or accepted by Sino. It is your responsibility to ensure that you click the "Submit" button well in advance to allow for enough time for your submission to complete its transmission by the Closing Date/Time. We have no obligation to and shall not take into consideration any RFQ/RFP submissions that are not fully and successfully transmitted and received by us through the eTender System by the Closing Date/Time. By clicking "Submit" button, you acknowledge that you have received all RFQ/RFP Documents relating to this RFQ/RFP (including Addendum and Response to Queries if any) and have taken them into account in your submissions.
Reference Date / Time	2023/01/12 10:42 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)

The below screen indicate that your withdrawal request was successfully transmitted to the system
You are strongly advised to save this screen as submission proof

RFQ - Submission

Your submission was successfully transmitted and submitted by the Closing Date.

The Upload 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: 1230

RFQ Ref.: Q2022/0114/testboq1
RFQ Title: testboq1
RFQ Closing Date & Time: 2023/04/19 14:30 HKT (GMT +08:00)
Upload Start Date & Time: 2023/01/12 10:43:26 HKT (GMT +08:00)
Upload End Date & Time: 2023/01/12 10:43:27 HKT (GMT +08:00)

Note:

1. Please print this screen for your record.

11. Post Tender Addendum (PTA) / Post Tender Clarification (PTC) (For RFT)

11.1 Download & Respond to PTA / PTC

SINO may seek for PTA / PTC from supplier after the submission deadline and reviewing the submission document

Upon receiving notification email requesting PTA / PTC, Supplier to login to system

Click "View" to view the Tender Notice

System Message - View

From	Sino Development eTender System	Received	2023/11/24 14:15
Subject	PTA No. (PTA 1) (T2023/0150/112401 - USER MANUAL 3)		
Message	<p>Dear Sir/Madam,</p> <p>Further to your returned tender, please log onto the Sino Development eTender System for the details of the Post Tender Addendum. Please response on or before PTA closing date.</p> <p>Any late or incomplete reply or failure to submit the required documents as stated in this post tender addendum may result in the tenderer being disqualified.</p> <p>=====</p> <p>Request for Tender (RFT) Information</p> <p>RFT Ref: T2023/0150/112401 RFT Title: USER MANUAL 3 (English) RFT Title: (Chinese) RFT Issue Date & Time: 2023/11/24 11:30 HKT (GMT+08:00) RFT Closing Date & Time: 2023/11/24 12:05 HKT (GMT+08:00) RFT PTA Issue Date & Time: 2023/11/24 14:15 HKT (GMT+08:00) RFT PTA Closing Date & Time: 2024/04/16 00:00 HKT (GMT+08:00)</p> <p>=====</p> <p>If you have any questions, please feel free to contact the following person: Name: Mavis So Telephone: 21328359 Email: mavisso@sino.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

Download PTA / PTC file under corresponding section

Click "Response to PTA / PTC"

PTA				<input type="button" value="Response to PTA"/>
PTA 1 2023/11/24 14:02	Description	File	File Size	
	PTA Document	Click to download	31 KB	

Select the respective PTA / PTC

Enter the Revised Tender Price for PTA / PTC

Upload PTA / PTC document(s) (optional)

Enter user password

Click "Submit"

Important Notes

1. The total document size for each upload is limited to 500 MB.
2. The filename extension should be .pdf,.doc,.docx,.xls,.xlsx,.pptx,.ppt,.txt,.rtf,.html,.tiff,.bmp,.jpg,.jpeg,.gif,.png,.epsf,.dwg,.dxf,.ai.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

RFQ Information

Ref	T2023/0150/112401
Subject	USER MANUAL 3
Issue Date	2023/11/24 (Fri) 11:30 HKT (GMT +08:00)
Closing Date	2023/11/24 (Fri) 12:05 HKT (GMT +08:00)

Response to PTA

PTA *	<input type="text" value="[Please select]"/>
Currency *	<input type="text" value="HKD"/>
Best Offer/Confirmed Offer *	<input type="text"/>
Document	<input type="button" value="選擇檔案"/> 未選擇任何檔案

User Password

Password *	<input type="text"/>	(The user password is same as your login password.)
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Reference Date / Time *	2023/11/24 14:21 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)
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The below screen indicates that your response to clarification was successfully transmitted to the system

You are strongly advised to save this screen as submission proof

Tender - Response to PTA

Your submission was successfully transmitted.

Submission Ref: 2537

RFT Ref: T2023/0150/112401

RFT Title: USER MANUAL 3

Note:

1. Please print this screen for your record.

12. Negotiation

12.1 Download & Respond to negotiation

Sino may start the Negotiation through eTender System

Upon receiving notification email requesting to submit best offer, supplier login to system

Click “View” to review RFQ or RFT Notice

System Message - View

From	Sino Development eTender System	Received	2023/01/12 11:38
Subject	RFQ Negotiation Opening No. (Negotiation Opening 1) (Q2022/0093/111 - boq1)		
Message	<p>Dear Sir/Madam,</p> <p>Please note that a RFQ Negotiation Opening has been issued for the RFQ detailed below.</p> <p>For more information and to access the RFQ Negotiation Opening, please log onto the Sino eTS Website (UAT) to respond the RFQ Negotiation Opening.</p> <p>=====</p> <p>Request for Quotation (RFQ) Information RFQ Ref: Q2022/0093/111 RFQ Title: boq1 (English) RFQ Title: (Chinese) RFQ Issue Date & Time: 2022/11/15 RFQ Closing Date & Time: 2022/11/17 15:29 HKT (GMT+08:00)</p> <p>=====</p> <p>If you have any questions, please feel free to contact the following person: Name: luna Telephone: 12345678 Email: luna@dummy.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

[View](#) [Back](#)

Download Negotiation file under corresponding section

Click “Response to Negotiation Opening”

Negotiation Opening		Response to Negotiation Opening						
Negotiation Opening 1 2023/01/12 11:38	<table border="1"><thead><tr><th>Description</th><th>File</th><th>File Size</th></tr></thead><tbody><tr><td>Demo</td><td>Click to download</td><td>150 KB</td></tr></tbody></table>	Description	File	File Size	Demo	Click to download	150 KB	
Description	File	File Size						
Demo	Click to download	150 KB						

Enter Best offer/Confirmed offer

Upload documents (optional)

Enter user password

Read and agree on Important Notes

Click “Submit”

RFQ - Response to Negotiation Opening

Important Notes

1. The total document size for each upload is limited to 500 MB.
2. The filename extension should be .pdf,.doc,.docx,.xls,.xlsx,.pptx,.ppt,.txt,.rtf,.html,.tiff,.bmp,.jpg,.jpeg,.gif,.png,.epsf,.dwg,.dxf,.ai.
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

RFQ Information

Ref	Q2022/0093/111
Subject	boq1
Issue Date	2022/11/15 (Tue) 17:18 HKT (GMT +08:00)
Closing Date	2022/11/17 (Thu) 15:29 HKT (GMT +08:00)
Budget	\$20000

Response to Negotiation Opening

Negotiation Opening *	<input type="text" value="Negotiation Opening 1"/>
Currency *	<input type="text" value="HKD"/>
Best Offer/Confirmed Offer *	<input type="text"/>
Document *	<input type="button" value="Choose File"/> No file chosen

User Password

Password *	<input type="text"/>
------------	----------------------

(The user password is same as your login password.)

Reference Date / Time *	2023/01/12 11:48 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)
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The below screen indicate that your withdrawal request was successfully transmitted to the system. You are strongly advised to save this screen as submission proof.

RFQ - Response to Negotiation Opening

Your submission was successfully transmitted.

Submission Ref: 1233

RFQ Ref.: Q2022/0093/111

RFQ Title: boq1

Note:

1. Please print this screen for your record.

13. Works Order / Confirmation Order (RFQ)

13.1 Download & Respond to Works Order / Confirmation Order

Sino may issue Works order / Confirmation order to supplier after the RFQ submission deadline and reviewing the RFQ submission

Upon receiving notification email requesting on Works order / Confirmation order, Supplier login to system
Click "View" to review RFQ details

System Message - View

From	Sino Development eTender System	Received	2023/01/12 11:07
Subject	Confirmation Order/Work Order (Q2022/0118/boq3 - testbug3)		
Message	<p>Dear Sir/Madam,</p> <p>Please be informed that your quotation has been accepted and a Confirmation Order/Work Order has been issued for the RFQ detailed below. Please log onto the Sino Development eTender System to download and sign back it.</p> <p>=====</p> <p>Request for Quotation (RFQ) Information RFQ Ref: Q2022/0118/boq3 RFQ Title: testbug3 (English) RFQ Title: (Chinese) RFQ Issue Date & Time: 2022/12/13 RFQ Closing Date & Time: 2022/12/13 17:14 HKT (GMT+08:00)</p> <p>=====</p> <p>If you have any questions, please feel free to contact the following person: Name: luna Telephone: 12345678 Email: luna@dummy.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

[View](#) [Back](#)

RFQ Information

Ref	Q2022/0118/boq3	
Subject	testbug3	
Issue Date	2022/12/13 (Tue) 17:11 HKT (GMT +08:00)	
Closing Date	2022/12/13 (Tue) 17:14 HKT (GMT +08:00)	
Details		

Document(s)

Document(s)	Description File	File Size
11	Click to download	362 KB

Revision

REV1	Description File	File Size
2022/12/13 17:13	111 Click to download	301 KB

Response to Query

TQ1	Description File	File Size
2022/12/13 17:12	aaa Click to download	504 KB

Query

Clarification

Clarification 1	Description File	File Size
2022/12/13 17:22	111 Click to download	719 KB

Negotiation Opening

Negotiation Opening 1	Description File	File Size
2022/12/13 17:19	qqq Click to download	504 KB

Works Order / Confirmation Order

Return of signed Works Order / Confirmation Order

2023/01/12 11:05	Description File	File Size
	demo Click to download	150 KB

Contact Person Information

#1 Name	luna		
#1 Tel. Number	12345678	#1 Fax. Number	12345678
#1 Email Address	luna@dummy.com		

Submission Log

Submission Date	Action
2022/12/14 12:08	Response to Negotiation Opening
2022/12/14 12:07	Response to Clarification
2022/12/13 17:25	Response to Clarification

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Download works order/confirmation order file under Works Order / Confirmation Order
Click "Return of signed Works Order / Confirmation Order"

Works Order / Confirmation Order

Return of signed Works Order / Confirmation Order

2023/01/12 11:05	Description File	File Size
	demo Click to download	150 KB

Select the respective Works Order / Confirmation Order
Upload Response to Works Order / Confirmation Order
Enter user password
Click "Submit"

RFQ - Return of signed Works Order/Confirmation Order

Important Notes

(The filename extension should be .pdf, .doc, .docx, .xls, .xlsx, .pptx, .ppt, .txt, .rtf, .html, .tiff, .bmp, .jpg, .jpeg, .gif, .png, .epsf, .dwg, .dxf, .ai. 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 ")".)

* Required Field

RFQ Information

Ref	Q2022/0065/123
Subject	test1520
Issue Date	2022/10/31 (Mon) 15:29 HKT (GMT +08:00)
Closing Date	2022/11/03 (Thu) 15:46 HKT (GMT +08:00)

Return of signed Works Order/Confirmation Order

Document *	<input type="button" value="Choose File"/> RFQ approval FI... information.pdf
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User Password

Password *	<input type="password" value="....."/> (The user password is same as your login password.)
------------	---

Reference Date / Time *	2023/02/15 11:59 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)
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The below screen indicate that your withdrawal request was successfully transmitted to the system
You are strongly advised to save this screen as submission proof

RFQ - Return of signed Works Order/Confirmation Order

Your submission was successfully transmitted.

Submission Ref: 1242

RFQ Ref: Q2022/0065/123

RFQ Title: test1520

Note:

1. Please print this screen for your record.

14. Notice of Acceptance (NOA) / Letter of Award (LOA) (RFT)

14.1 Download & Respond to NOA / LOA

Sino may issue NOA and LOA to supplier after the submission deadline of RFT and reviewing the submission document

Upon receiving notification email requesting NOA / LOA, Supplier login to system

Click "View" to review RFT notice

System Message - View

From	Sino Development eTender System	Received	2023/11/07 14:15
Subject	Notice of Award (T2023/0124/1010 - Testing 1010)		
Message	<p>Dear Sir/Madam,</p> <p>Please note that a Notice of Award has been issued for the Tender detailed below.</p> <p>For more information and to access the Notice of Award, please log onto the Sino Sino Development eTender System Website.</p> <p>Tenderer: Standard Refrigeration & Eng. Co., Ltd.</p> <p>Upload Date:</p> <p>=====</p> <p>Tender Information</p> <p>Tender Ref: T2023/0124/1010 Tender Title: Testing 1010 (English) Tender Title: (Chinese) Tender Issue Date: 2023/10/10 15:40 HKT (GMT+08:00)</p> <p>=====</p> <p>If you have any questions, please feel free to contact the following person :</p> <p>Name: Jocelyn Chan Telephone: 90123456 e-Mail: Jocelynml_Chan@ctil.com</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

Download NOA / LOA file under NOA / LOA section

Click "Return of signed Notice of Acceptance / Letter of Award"

Notice of Acceptance

2023/11/07 14:15	Description File	File Size
	NOA Click to download	31 KB

Select the respective NOA / LOA

Upload Response to NOA / LOA

Enter user password

Click "Submit"

RFT - Return of signed Notice of Acceptance

Important Notes

1. The total document size for each upload is limited to 500 MB.
2. The filename extension should be .pdf
3. All file names must be in English.
4. Only the following characters are accepted (a-z, A-Z, 0-9), underscore "_", full stop ".", hyphen "-", ampersand "&", left parenthesis "(" and right parenthesis ")".

* Required Field

Tender Information

Ref	T2023/0124/1010
Subject	Testing 1010
Issue Date	2023/10/10 (Tue) 15:41 HKT (GMT +08:00)
Closing Date	2023/10/10 (Tue) 16:04 HKT (GMT +08:00)

Return of signed Notice of Acceptance

Document *	<input type="button" value="選擇檔案"/> 未選擇任何檔案
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User Password

Password *	<input type="text"/> (The user password is same as your login password.)
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Reference Date / Time *	2023/11/24 15:22 (This clock shows the Hong Kong time (GMT +8:00) and it is for reference only.)
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The below screen indicate that your withdrawal request was successfully transmitted to the system

You are strongly advised to save this screen as submission proof

RFT - Return of signed Notice of Acceptance

Your submission was successfully transmitted.

Submission Ref: 2539

Tender Ref: T2023/0124/1010

Tender Title: Testing 1010

Note:

1. Please print this screen for your record.

15. Regret Letter

15.1 Receiving notification email of regret letter

Upon receiving notification email of regret letter, Supplier to login to system

System Message - View

From	Sino Development eTender System	Received	2023/01/12 11:29
Subject	Regret Letter (Q2022/0118/boq3 - testbug3)		
Message	<p>Dear Sir/Madam,</p> <p>Thank you for your RFQ Submission in respect of the RFQ detailed below. Sino Cards Limited has carefully evaluated your RFQ Submission but we regret to inform you that on this occasion your were unsuccessful.</p> <p>=====</p> <p>Request for Quotation (RFQ) Information RFQ Reference:Q2022/0118/boq3 RFQ Title: testbug3 RFQ Issue Date: 2022/12/13 RFQ Closing Date & Time: 2022/12/13 17:14 HKT (GMT+08:00)</p> <p>=====</p> <p>The time and effort that you have put into this RFQ Submission are greatly appreciated and we look forward to your continued interest in future business opportunities with Sino Cards Limited.</p> <p>Yours Sincerely, Sino Development eTender System</p> <p>This email was generated automatically by the system. Please do not reply.</p>		

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