



# 中國香港手球總會

## HANDBALL ASSOCIATION OF HONG KONG, CHINA

致 公司負責人:

本會現誠意邀請 貴公司加入本會的供應商名單中，以便在進行採購時，向有關供應商發出報價邀請或投標通知。於申請過程中本會將不收取任何費用。如欲加入中國香港手球總會供應商名單，可填妥附件的申請表格並寄回以下地址辦理：

香港銅鑼灣掃桿埔大球場徑一號奧運大樓 2007 室

中國香港手球總會

本會會審核接獲的申請書。提交的證明文件經查證後，商號如獲本會接納，即可列入本會的供應商名單內。商號須提交有競爭力的標書及/或報價，以及在履行本會發出的訂單或合約時，保持良好的表現，才可繼續保留在該名單上。本會有權因應任何可能影響該商號資格的情況，對其作為本會供應商的資格作出評審。

此外，本會可隨時從供應商名單刪除任何一間商號，而事前無須作出通知和賠償。如有需要時，名單上的供應商會輪流獲邀就其提供的貨品或服務參加競投。

如有任何疑問或查詢，歡迎致電 2504 8119 與本會秘書處查詢。謝謝!

中國香港手球總會啟



## 中國香港手球總會供應商名單

### Handball Association of Hong Kong, China Supplier List

本會會審核接獲的申請書。提交的證明文件經查證後，商號如獲本會接納，即可列入本會的供應商名單內。商號須提交有競爭力的標書及/或報價，以及在履行本會發出的訂單或合約時，保持良好的表現，才可繼續保留在該名單上。本會有權因應任何可能影響該商號資格的情況，對其作為本會供應商的資格作出評審。

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Applications received will be processed by the Handball Association of Hong Kong, China (HAHKC). Subject to confirmation of their credentials, those firms that are found acceptable will be included in the HAHKC's supplier lists. To continue staying in these lists, suppliers have to demonstrate their abilities to offer competitive tenders/quotations and maintain satisfactory performance in connection with any order(s) or contract(s) which they have been awarded. HAHKC reserves the right to review the status of a firm as an HAHKC supplier in the light of any new information that may affect such status and remove a firm from the supplier lists at any time without prior notice and without compensation.

Invitations to bid for the supply of the category(ies) of goods or services will be issued by rotation to suppliers on the lists by rotation, as and when opportunities arise.



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### 供應商登記申請書 Application Form for Inclusion in the Supplier Lists

請詳細填寫本申請書及交回：

This form should be completed in FULL and returned to :-

中國香港手球總會

香港銅鑼灣掃桿埔大球場徑一號奧運大樓2007室

Handball Association of Hong Kong, China

Room 2007, Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong

#### 第一部 —— 公司資料 PART I — DETAILS OF THE COMPANY

1.	公司名稱 (中文) : Name of Company (English) :
2.	公司地址 (中文) : Office Address (English) :  電話號碼 <i>Tel. No.</i> : 圖文傳真號碼 <i>Fax No.</i> :  電郵地址 <i>E-mail Address</i> : 網址(如適用) <i>Website(if applicable)</i> :
2.	業務種類: Nature of business:

#### 第二部 —— 公司職員資料 PART II — ORGANIZATIONS AND STAFF

1.	獲授權回答有關投標／合約等問題的負責人: Contact Persons on matters relating to tenders/contracts:  姓名                      職位                      電話號碼                      圖文傳真號碼                      電郵地址 <i>Name(s)</i> <i>Official Capacity</i> <i>Tel. No.</i> <i>Fax No.</i> <i>E-mail</i>
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第三部 —— 業務狀況及證明文件 PART III — BUSINESS ACTIVITIES AND DOCUMENTS

<p>1.</p>	<p>貴公司所供應的貨品和有關服務: Goods and related services which your company can supply:</p> <p>(i) 請在以下空位列明所供應的貨品和有關服務: Please list out goods and related services in the following space:</p> <p>貨品和有關服務(見註1) <u>Goods and related services (see Note 1)</u></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>註 1: 如空位不足, 請另外加紙列出。 Note 1: If space is not sufficient, please use separate sheet.</p> <p>(ii) 倘若貴公司並非製造商, 請提供授權貴公司為代理商/分銷商的商號的名稱。 Please provide the name(s) of the principal(s) for whom you act as the accredited agent(s)/distributor(s) in case you are not the manufacturer.</p> <p>(iii) 請夾附有關提供的貨品或服務的目錄及詳細的說明書(如有的話), 以供本會參考。 Please attach the relevant catalogues and descriptive literature of the goods/services provided (if any) for reference.</p>
<p>2.</p>	<p>請一併寄交有效的商業登記證或同等文件的副本一份, 以供本會參考和存照: Please attach a copy of a valid Business Registration Certificate or equivalent documents for reference and record:</p>

(註: 如空位不足, 請另紙列出)  
(Note : If space is not sufficient, please use separate sheet)



第四部 —— 證明 PART IV — CERTIFICATION

1. 本人謹代表上述公司，申請登記成為中國香港手球總會供應商，可接受投標邀請書，就供應本表格第三部所列物料及有關服務參加競投。本人明白倘若故意在本表格內提供任何虛假資料，可使本人喪失申請資格，即使申請已獲批准，也會被即時除名。

I apply on behalf of the Company for inclusion as a Handball Association of Hong Kong, China supplier for receiving invitations to tender/quotation for goods and related services listed in Part III of this form. I understand that any wilful submission of false information by means of this form will result in my disqualification and, in such case, I will be removed from the list forthwith despite successful application.

2. 本人謹代表上述公司同意接受由中國香港手球總會發出之以下商業電子訊息。本人明白本公司日後可以書面通知中國香港手球總會撤回同意接受商業電子訊息。

I on behalf of the Company give consent to receive the following selected kinds of commercial electronic messages sent by all formations and units of the Handball Association of Hong Kong, China with immediate effect. I understand that my Company can withdraw any given consent to receive the selected kinds of commercial electronic messages by informing the Handball Association of Hong Kong, China in writing.

(請選擇 Please tick as appropriate)

項目 Item	種類 Description	接受 Yes	不接受 No
(a)	傳真訊息 Fax message	<input type="checkbox"/>	<input type="checkbox"/>
(b)	電子郵件 Email	<input type="checkbox"/>	<input type="checkbox"/>

3. 本人謹代表上述公司已閱讀及明白有關的申請指引及免責聲明。

I on behalf of the Company have read and understand the Guidance Notes and Disclaimer on Application for Inclusion in the Handball Association of Hong Kong, China Supplier Lists.

簽署  
Signature :

姓名（正楷）  
Name in Block Letters :

職銜  
Designation :

電話號碼  
Tel. No. :

圖文傳真號碼  
Fax No. :

日期  
Date :

（公司印鑑）  
(Space for company chop)



# 中國香港手球總會

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### 備 註

### NOTES FOR GUIDANCE

#### 資料用途

#### Purpose of Collection

填報在此表格內的個人資料，會供用以審批有關登記成為中國香港手球總會供應商的申請，以便中國香港手球總會日後向已登記的供應商發出招標通知。

The personal data provided by means of this form will be used by the Handball Association of Hong Kong, China for consideration on the application for inclusion in the Handball Association of Hong Kong, China Supplier Lists for tender notification.

#### 索閱或改正個人資料

#### Access to or Correction of Personal Data

根據個人資料(私隱)條例附表1原則第6項第18及22段，你有權索閱或修訂個人資料，包括索取此表格內填報的資料的副本。

You have the right of access and correction with respect to personal data as provided for in sections 18 and 22 Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

#### 重新評審供應商的資格

#### Review of Suppliers' Status

本會有權因應任何可能影響貴公司資格的新資料，對貴公司作為中國香港手球總會供應商的資格作出評審。此外，本會可隨時從供應商名單刪除貴公司，而事前無須作出通知和賠償。

Our Association reserves the right to review your company status as a Handball Association of Hong Kong, China supplier in the light of any new information that may affect such status and remove your company from the Supplier Lists at any time without prior notice and without compensation.

#### 查詢

#### Enquiries

如查詢此表格內的資料，包括查閱途徑及修訂資料，請與下列聯絡：

Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to:

中國香港手球總會

香港銅鑼灣掃桿埔大球場徑一號奧運大樓2007室

電話: 2504 8119

傳真: 2577 5570

Handball Association of Hong Kong, China

Room 2007, Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong

Tel: 2504 8119

Fax: 2577 5570