

In This Issue:

- Function Highlights in Phase 2
- Findings for Sharing
- Technical Tips
- Upcoming Seminars

Welcome to this issue of GovProcurement Newsletter. The e-Procurement System Phase 1 has been launched in end September 2009. The Phase 2 e-services of the e-Procurement System has been rolled out and you can now enjoy the full functions brought by the system.

Function Highlights in Phase 2

The e-submission function is launched in end March 2010. You can submit quotation via the e-Procurement System in response to invitation. You can also save your travelling time for submitting paper quotation. Just follow simple steps and you can submit quotation anytime, anywhere.

Step 1 - Prepare Quotation

The screenshot shows the 'Prepare Quotation' page. It displays the invitation details: Invitation to Quotation No. 0209-0003, Subject Matter: Network Tools Installation, Issue Date: 02 Mar 2010, Closing Date: 10 Dec 2010, and Issuing Office: 00-00. The 'Item Details' table has columns for Item No., Description, Qty / Unit, Response, and Currency. One item is listed: '1 Network Tools Installation' with a response of 'OK' and currency 'HKD'.

Fill in the quotation details.

Step 2 - Confirm Quotation

The screenshot shows the 'Confirm Quotation' page. It includes the same invitation details as Step 1. Below the details, there is a 'Confirm Quotation' section with a 'Submit Quotation' button. A warning message at the bottom states: 'You have read, understood and agreed with all the terms set out in the Invitation Terms and Conditions, the Quotation Documents and these submission envelopes. You are hereby offering to supply the goods in the quantities and/or services for the services period as specified in this Invitation to Quotation or the prices quoted by you in this Quotation Documents in accordance with all other changes and subject to the Quotation Documents (if any) and Quotation to Quotation, and the Invitation Terms and Conditions.'

Confirm quotation details and choose authentication method, i.e. digital certificate or secret code.

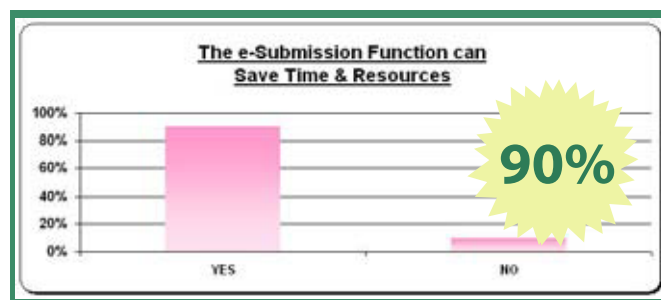
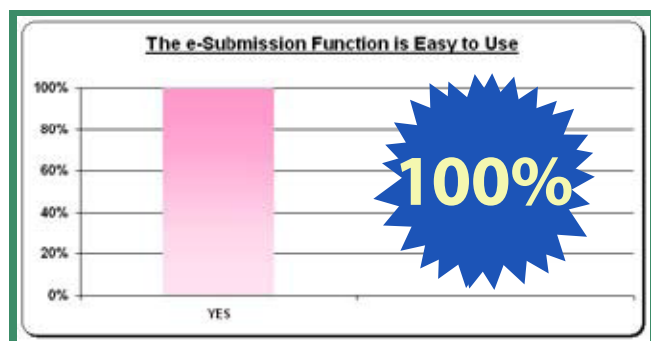
Step 3 - Acknowledgment

The screenshot shows the 'Acknowledgment' page. A message states: 'Submission Status: Your proposal has been submitted successfully.' Below this, it shows the invitation details: Invitation to Quotation No. 0209-0003, Department: Immigration Department, Issue Date: 02 Mar 2010, and End Submission Date & Time: 02 Mar 2010 10:20. There is a 'Cancel To File' section and a 'Mark value:' field.

You can save or print the acknowledgement for record purpose.

Findings for Sharing

In December 2009, we had conducted focus groups for suppliers in order to get their initial feedback on the e-services provided in Phase 1 and the new e-submission function.



Technical Tips

- 1) You can enjoy a more secure online environment by using digital certificate to submit quotations.
- 2) You can upload supplementary documents up to 12MB for each quotation during the quotation preparation.
- 3) You can always save a copy of the quotation summary for retention during quotation submission.

Upcoming Seminars

In order for you to get familiar with the Phase 2 features, seminars will be conducted in coming months and you will be invited to join nearer the time.

Enquiry

Tel: 8107 0608 Fax: 2907 0755 Email: epmgmtoff@ogcio.gov.hk