

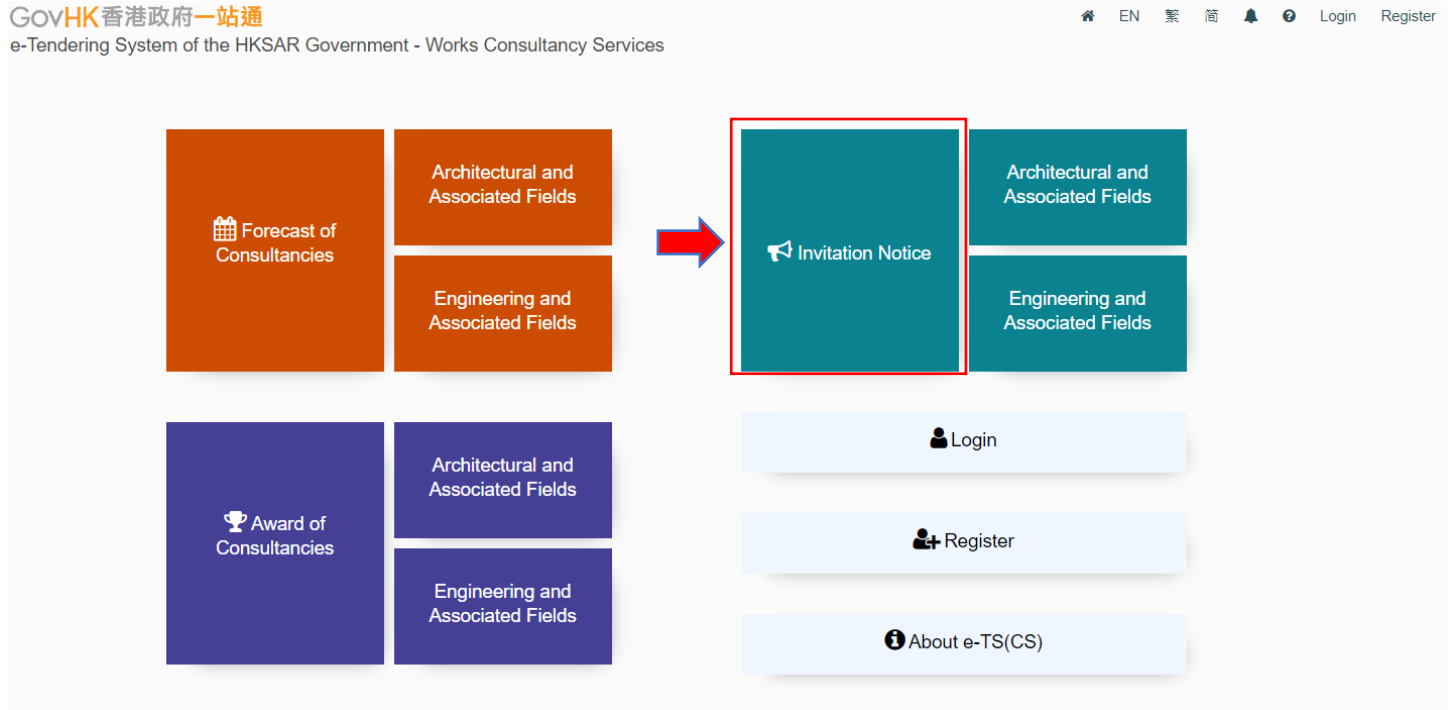
View Invitation and Download Invitation Document

- 1. View Invitation**
 - a. For non-registered**
 - b. For Registered Users**
- 2. Download Invitation Document**

1. View Invitation

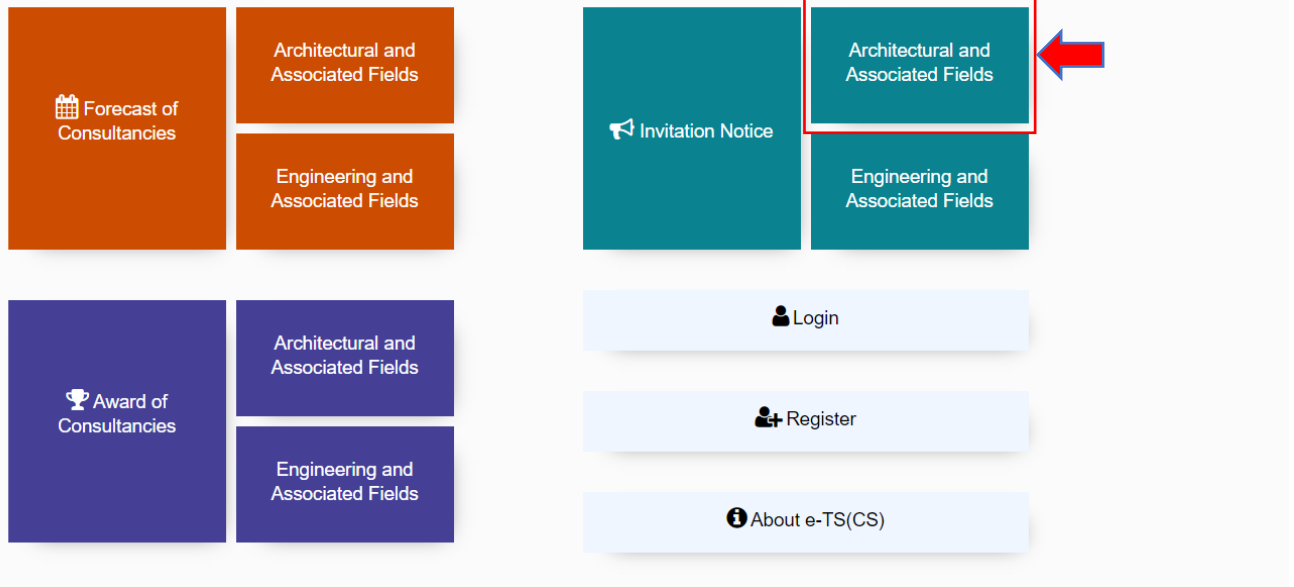
For non-registered

Step 1 – Launch the e-Tendering System (Works Consultancy Services), “e-TS(CS)”, and click “**Invitation Notice**” to view all the Invitation Notice.

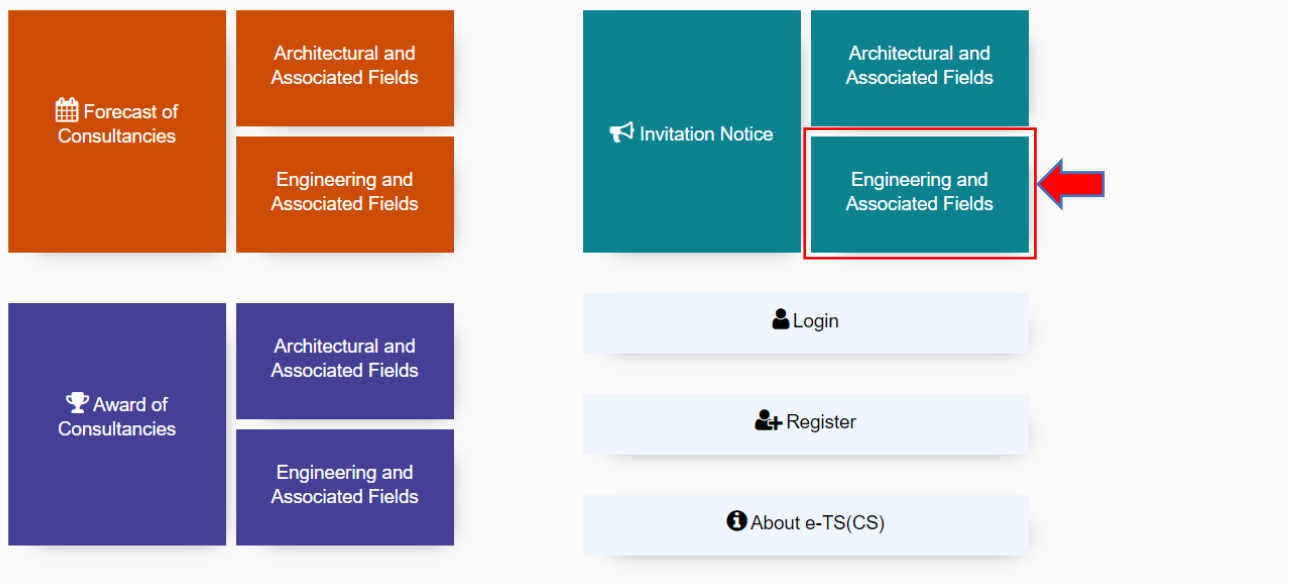


Step 1.1 – To view the Invitation Notice of Architectural and Associated Fields only, click “**Architectural and Associated Fields**” next to the “**Invitation Notice**” in the home page.

e-Tendering System (Works Consultancy Services)



Step 1.2 – To view the Invitation Notice of Engineering and Associated Fields only, click “**Engineering and Associated Fields**” next to the “**Invitation Notice**” in the home page.



Step 2 – The Invitation Notices published will be displayed.

Step 3 – Click the row to select the Invitation Notice.

e-Tendering System (Works Consultancy Services)

- If the status in column <E-Service> is <Yes>, <View Details of Invitation Notice> page will be shown → **Step 4**
- If the status in column <E-Service> is <No>, it will be re-directed to the webpages of the corresponding procuring department for details.

Invitation Notice

Points to Note
The System publishes invitation notices of works related consultancy services.

« < 1 / 66 > » [1 - 6 / 395]

| Procuring Bureau / Department | Field of Consultancy Agreement | Invitation Date | Closing Date and Time | Agreement No. | Agreement Title | Type of Invitation | Status | E-Service |
|-------------------------------------|------------------------------------|------------------------------------|--|--------------------|--|-----------------------------|----------|-----------|
| Water Supplies Department | Engineering and Associated Field | 28 July 2023 (Hong Kong Time) | 04 October 2024 12:00 Noon (Hong Kong Time) | CE D2023/0728 (DA) | 20230728_EA_D | Technical and Fee Proposals | On-going | Yes |
| Architectural Services Department | Architectural and Associated Field | 28 September 2023 (Hong Kong Time) | 01 March 2024 12:00 Noon (Hong Kong Time) | 28092023_3.5.2 | 3.5.2 Consultant - Submit Proposal (T&F) | Technical and Fee Proposals | On-going | Yes |
| Environmental Protection Department | Engineering and Associated Field | 21 July 2023 (Hong Kong Time) | 29 February 2024 12:00 Noon (Hong Kong Time) | CE 52/2023 (BB) | UAT-EPD-Preparer 2-4-2 | Technical and Fee Proposals | On-going | No |
| Architectural Services Department | Architectural and Associated Field | 24 August 2023 (Hong Kong Time) | 27 February 2024 12:00 Noon (Hong Kong Time) | 2.6.3_20230824 | Batch 2 - 2.6.3 Scenario 2 TestCase | Expression of Interest | On-going | Yes |

Step 4 – <View Details of Invitation Notice> page is shown

Step 5 – Click “Download Invitation Document”, the Login Page will be shown. Login your account or click “Register” to process.

e-Tendering System (Works Consultancy Services)

Login

Business Email Address
eppcs.admin@ogcio.gov.hk

Password


[Forgot Password?](#)

[Register Account](#)

[Activate Sub-account](#)

Please enter the Validation characters as shown in box below (letters are case insensitive):

RJ7u

R J 7 u 

If you cannot see the characters above clearly, please click [Regenerate](#) to get another set of characters.

[Login](#)

For Registered Users

Step 1 – Login to the e-Tendering System (Works Consultancy Services). <My Invitation> page will be shown.

Step 2 – View the List of Invitation Notice.

Step 2.1 – Click radio buttons [Note 1](#) to view

- i) the list of invitation notices that the registered user has been invited
- ii) new information issued by procuring departments
- iii) invitation documents that the registered user has downloaded or collected
- iv) proposals that the registered user has submitted
- v) all Invitation Notices listed above

Step 2.2 – Click “[View Invitation Notice](#)”, <View Details of Invitation Notice> page of the concerned Invitation will be shown → **Step 3**.

My Invitation

EOI/T&F Invited New Information Issued Downloaded/Collected Documents Submitted Proposals All Invitation Notices

[Points to Note](#)
List of Invitations that you have been invited by the procuring bureau/department via e-TS(CS).

[20231027_AACSB testing with EOI_1](#)

| | |
|--|---|
| Consultancy Agreement No.: 20231027_AACSB testing with EOI_1 | Closing Date: 30 October 2023 12:00 Noon (Hong Kong Time) |
| Procuring Bureau/Department: Architectural Services Department | Document Downloaded Date and Time: Not Applicable |
| EOI/T&F: EOI | Status: On-going |

[View Invitation Notice](#)

Step 2.3 – Click “[Invitation Notice](#)” in the menu bar to view **ALL** invitation Notices published in e-TS(CS).

Step 2.4 – All the Invitation Notices published in e-TS(CS) will be listed.

e-Tendering System (Works Consultancy Services)

Step 2.5 – Click the row to select the invitation notice.

- If the status in column <E-Service> is <Yes>, <View Details of Invitation Notice> page will be shown → **Step 3**
- If the status in column <E-Service> is <No>, it will be re-directed to the webpages of the corresponding procuring department for details.

My Invitation Manage Account ▾ Forecast of Consultancies ▾ **Invitation Notice** Award of Consultancies

Invitation Notice

Points to Note
The System publishes invitation notices of works related consultancy services.

« < 1 / 66 > » [1 - 6 / 396]

| Procuring Bureau / Department | Field of Consultancy Agreement | Invitation Date | Closing Date and Time | Agreement No. | Agreement Title | Type of Invitation | Status | E-Service |
|-------------------------------------|------------------------------------|------------------------------------|--|--------------------|--|-----------------------------|----------|-----------|
| Water Supplies Department | Engineering and Associated Field | 28 July 2023 (Hong Kong Time) | 04 October 2024 12:00 Noon (Hong Kong Time) | CE D2023/0728 (DA) | 20230728_EA_D | Technical and Fee Proposals | On-going | Yes |
| Architectural Services Department | Architectural and Associated Field | 28 September 2023 (Hong Kong Time) | 01 March 2024 12:00 Noon (Hong Kong Time) | 28092023_3.5.2 | 3.5.2 Consultant - Submit Proposal (T&F) | Technical and Fee Proposals | On-going | Yes |
| Environmental Protection Department | Engineering and Associated Field | 21 July 2023 (Hong Kong Time) | 29 February 2024 12:00 Noon (Hong Kong Time) | CE 52/2023 (BB) | UAT-EPD-Preparer 2-4-2 | Technical and Fee Proposals | On-going | No |

Step 3 – <View Details of Invitation Notice> page is shown.

View Details of Invitation Notice

[Back to Invitation Notice](#) [Download Invitation Document](#) [Send Messages/Queries](#) [Submit T&F Proposals](#)

| | |
|-------------------------------|--|
| Consultancy Agreement No. | CE D2023/0728 (DA) |
| Procuring Bureau / Department | Water Supplies Department |
| Agreement Title | 20230728_EA_D |
| Type of Invitation | T&F Proposals |
| Invitation Date | 28 July 2023 (Hong Kong Time) |
| Closing Date and Time | 12:00 Noon on Friday, 04 October 2024 (Hong Kong Time) |

Note 1

| Filter | Description |
|--------------------------------|---|
| EOI/T&F Invited | <ul style="list-style-type: none"> The list of invitation notices that the users have been invited via the e-TS(CS) Invitation notices in any status (i.e. On-going / Closed / invitation Cancelled) will be included |
| New Information Issued | <ul style="list-style-type: none"> New information issued by the procuring departments that have not been read by the users Only invitation notices in on-going status will be displayed |
| Downloaded/Collected Documents | <ul style="list-style-type: none"> Invitation documents that the users have downloaded / collected Invitation notices in any status (i.e. On-going / Closed / invitation Cancelled) will be included |
| Submitted Proposals | <ul style="list-style-type: none"> Invitation notices that the users have submitted EOI / T&F Proposal Only invitation notices in Closed status will be included |
| All Invitation Notices | <ul style="list-style-type: none"> All the invitation notices in the above lists will be displayed |

2. Download Invitation Document

For Registered Users

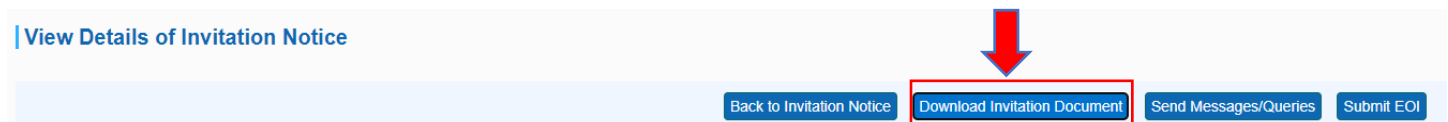
Only Registered Users that have been invited can download documents

Login to the e-Tendering System (Works Consultancy Services) and launch <View Details of Invitation Notice> page.

Step 1 – Click “**Download Invitation Document**” at the top of the page of <View Details of Invitation Notice> or scroll down to the section <Invitation Document>. (for the Invitation notices that are opening only)

Step 1.1 – (Scenario 1) The Procuring Bureau / Department invited the Registered User from (i) the List of Consultants of the Architectural and Associated Consultants Selection Board and/or (ii) the List of Consultants of the Engineering and Associated Consultants Selection Board and/or (iii) the List of Buildings Department Pre-Qualified Consultants

→ **Step 2**



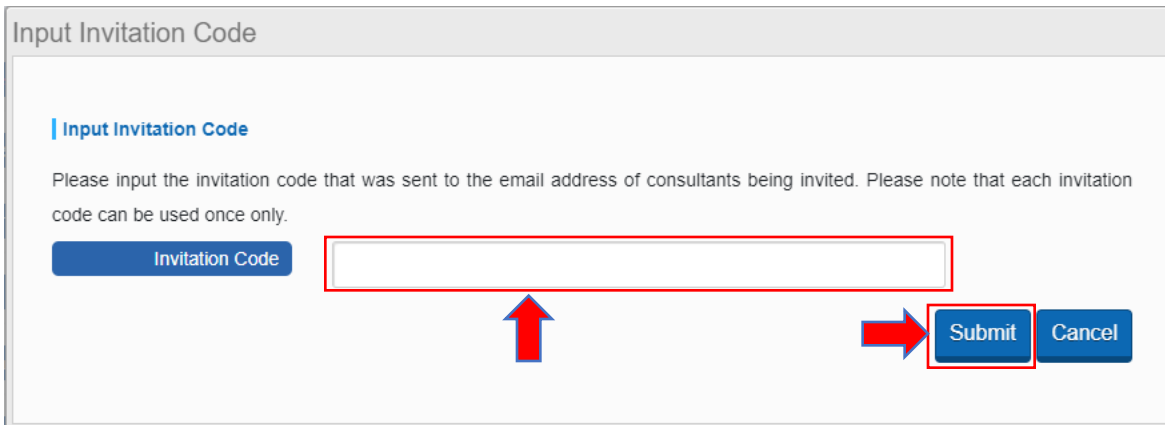
Step 1.2 – (Scenario 2) Procuring Bureau / Department invited the Registered User as a non-listed consultant

→ <Input Invitation Code> dialog is shown.

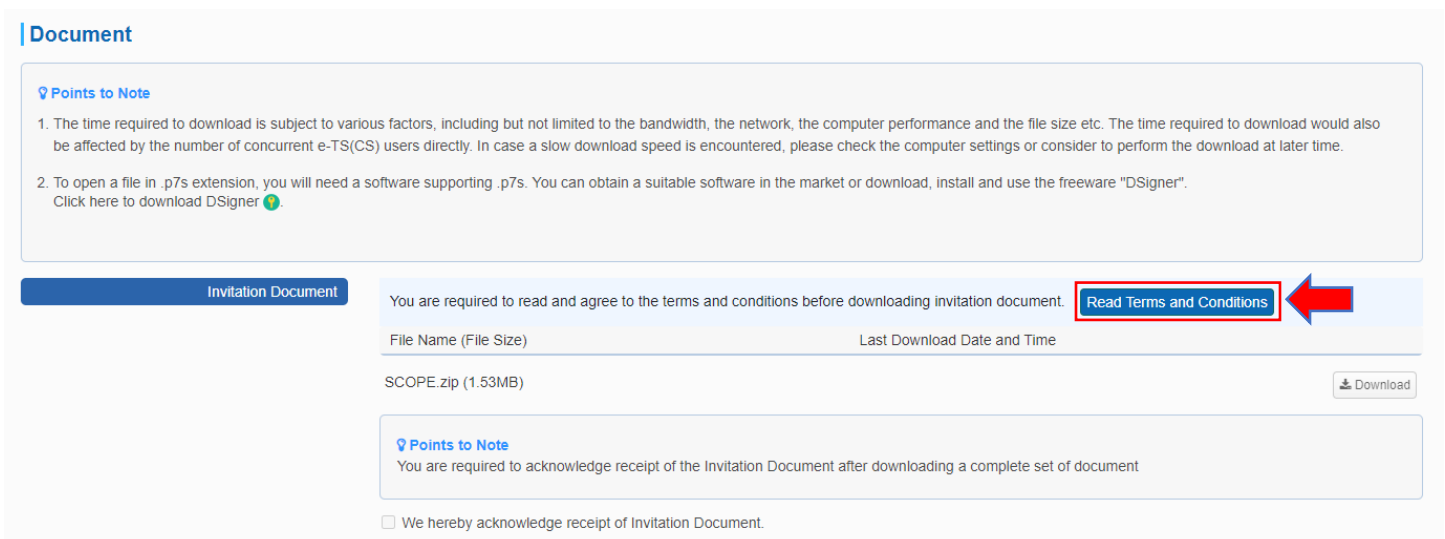
e-Tendering System (Works Consultancy Services)

Step 1.3 – Input the Invitation Code which can be found in the invitation email that has been sent to the business email address of your account.

Step 1.4 – Click “**Submit**” to proceed.



Step 2 – Click “**Read Terms and Conditions**” and a dialogue will pop up.



Step 3 – 3 steps are included in the dialog.

- Read Terms and Conditions (Note: You have already accepted the same set of terms and conditions during account registration)
- Download Licence Conditions
- Agree on the Licence Conditions / Exit (Note: Only those users who agree to the Licence Conditions can download the invitation document)

Step 4 – Read the Terms and Conditions.

Step 5 – Click “**Download Licence Conditions**” to download and read Licence Conditions.

Step 6 – Agree to Licence Conditions / Exit

e-Tendering System (Works Consultancy Services)

- If you agree to the Licence Condition, click “**Agree to Licence Conditions**” to proceed → **Step 7**.
- If you DO NOT agree to the Licence Condition, click “**Exit**”.

Step 1

Terms and Conditions

You are requested to read the following terms and conditions carefully.

THE e-Tendering System (Works Consultancy Services)

TERMS AND CONDITIONS OF USE AND PARTICIPATION

The Government provides this e-Tendering System (Works Consultancy Services) and related services subject to your compliance with the following terms and conditions (the "Participation T&C"). Please read them carefully. The use of the e-TS(CS) shall be governed by these Participation T&C. By accessing the e-TS(CS) Website, you signify your unconditional acceptance of these Participation T&C. The Government is entitled to revise any Participation T&C at any time without giving prior notice to any person. You are responsible for reviewing the Participation T&C posted on this website regularly for any revisions. The Chinese translation of this document is for reference only. In the event of any conflict or inconsistency between the English text and the Chinese translation of

You have accepted the above terms and conditions during account registration.

Step 2

Download Licence Conditions

Step 3

Agree to Licence Conditions or Exit

Step 7 – Click “**Download**” to download Invitation Documents, Addendum, Response to Queries, Letters if any.

Step 8 – If the procuring Bureau / Department requires acknowledgement, click the **checkbox** to acknowledge the receipt of the invitation document.

Invitation Document

You are required to read and agree to the terms and conditions before downloading invitation document. [Read Terms and Conditions](#)

| File Name (File Size) | Last Download Date and Time |
|-----------------------|-----------------------------|
| SCOPE.zip (1.53MB) | |

[Download](#)

Points to Note

You are required to acknowledge receipt of the Invitation Document after downloading a complete set of document.

We hereby acknowledge receipt of Invitation Document.