



Our Ref:

## 香港電台供應商申請書 Application Form for Inclusion in the RTHK Supplier Lists

請詳細填寫本申請書及交回：

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

九龍旺角道 1 號旺角道壹號商業中心 21 樓  
物料供應組  
助理物料供應主任(一)收

或電郵至: chengcma@rthk.hk

Supplies Office,  
21/F, One Mongkok Road Commercial Centre, One  
Mongkok Road,  
Kowloon  
(Attn.: Assistant Supplies Officer (1))  
or via email: chengcma@rthk.hk

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

1.	公司名稱： Name of Company:	
2.	總公司名稱(如有)： Name of Head Office (if any):	
3.	地址： Address: 電子郵件(如適用)： E-mail (if applicable): 網址(如適用)： Website (if applicable):	電話號碼： Tel. No.: 圖文傳真號碼： Fax No.:
4.	業務種類： Nature of business:	
5.	經營現今業務多久？ How long in present business?	
6.	#已登記成為 P-card 供應商？ 是 Yes <input type="checkbox"/> #Registered as a P-card Supplier? 否 No <input type="checkbox"/>  若貴公司希望成為 P-card 供應商，請自行聯絡以下銀行作出申請： To register as a P-card Supplier, please call the hotlines as below for registration: 匯豐銀行(HSBC) : 2969 9888 (按 press 1, 5) 花旗銀行(Citibank) : 2962 7701 (按 press 1, 8)	

# 請在適當空格加上  Please tick  as appropriate

P-card = 政府採購卡

### 第二部 —— 公司組織及職員資料 PART II — ORGANIZATIONS AND STAFF

1.	公司成員： Members of organization:	姓名 Name
(1)	*常務董事： Managing Director:	
(2)	*董事(不超過兩名)： Directors (not more than two names are required):	
(3)	*東主(不超過兩名)： Proprietors (not more than two names are required):	
(4)	*合夥人(不超過兩名)： Partners (not more than two names are required):	
	請在適當空格加上別號	

2.	聘用職員總數： Total number of persons employed:			
3.	獲授權回答有關投標／合約／報價等問題的負責人： Persons to contact on matters relating to tenders / contracts / quotations:  <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">姓名 <i>Name(s)</i></td> <td style="width: 33%; text-align: center;">職位 <i>Official Capacity</i></td> <td style="width: 33%; text-align: center;">電話號碼 <i>Tel. No.</i></td> </tr> </table>	姓名 <i>Name(s)</i>	職位 <i>Official Capacity</i>	電話號碼 <i>Tel. No.</i>
姓名 <i>Name(s)</i>	職位 <i>Official Capacity</i>	電話號碼 <i>Tel. No.</i>		

**第三部 —— 業務狀況及證明文件 PART III — BUSINESS ACTIVITIES AND DOCUMENTS**

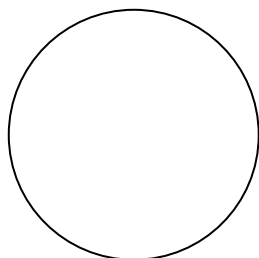
1.	<p>貴公司所供應的貨品或/及服務： Goods or/and services which your company can supply/ provide:</p> <p>(i) 詳細列明所供應的貨品或/及服務，並注明貨品或/及服務的分類，如 G0301 放大器，詳情已列於網頁上： Please list the details of goods or/ and services with sub-category number, such as G0301 Amplifier. For detailed information, please refer to the <a href="#">List of Products Categories of Goods and Services for RTHK</a> at RTHK website:</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) 請夾附一份(如印文本)有關目錄及詳細的說明書，供本台參閱。 Please attach one set (for hardcopy) of relevant catalogues and descriptive literature for consideration.</p> <p style="text-align: center;">(註：如空位不足，請另紙列出) (Note : If space is not sufficient, please use separate sheet)</p>
----	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

2. 請一併寄交下列文件副本各一份，給本台參考和存照：  
Please attach the following documents for reference and record:

- (a) 有效的商業登記證。  
A copy of a valid Business Registration Certificate.
- (b) 公司簡介及年報。  
Company profile and annual report.
- (c) 公司紀律守則 (如有的話)。  
Code of conduct (if any).

#### 第四部 —— 證明 PART IV — CERTIFICATION

本人謹代表上述公司，申請登記成為香港電台供應商。  
I apply on behalf of the Company for inclusion in the RTHK Supplier Lists.



(公司印鑑)  
(Space for company chop)

簽署: \_\_\_\_\_  
*Signature*

姓名 (正楷): \_\_\_\_\_  
*Name in block letters*

職銜: \_\_\_\_\_  
*Designation*

日期: \_\_\_\_\_  
*Date*

#### 第五部 —— 同意 PART V — CONSENT

茲根據《非應邀電子訊息條例》(香港法例第 593 章)第 5 條，本人向香港電台(港台)給予同意，以接收發自港台符合商業電子訊息定義的電子訊息。

I hereby give consent to Radio Television Hong Kong (RTHK) under section 5 of the Unsolicited Electronic Messages Ordinance (Cap.593) for receiving electronic messages falling within the definition of commercial electronic messages from RTHK.

本人明白，本人可給予港台明確指示，撤回或變更是項同意。

I understand that I may withdraw or vary this consent at any time by expressly advising RTHK.

機構(如電子地址的登記用戶為機構的話): \_\_\_\_\_  
Organization (if the registered user of the electronic address(es) is an organization)

姓名: \_\_\_\_\_  
*Name*

簽署: \_\_\_\_\_  
*Signature*

日期: \_\_\_\_\_  
*Date*