

本處檔號：

Our Ref:



漁農自然護理署

AGRICULTURE, FISHERIES & CONSERVATION DEPARTMENT

供應商註冊申請書

Application Form for Registration as AFCD Supplier

請詳細填寫本申請書及交回：

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

九龍長沙灣道三零三號

長沙灣政府合署五樓

物料供應組

漁農自然護理署署長收

Director of Agriculture, Fisheries and Conservation,

Supplies Section, 5/F, Cheung Sha Wan Government Offices,

303 Cheung Sha Wan Road,

Kowloon, Hong Kong.

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

1.	公司名稱： Name of Company:	
2.	地址： Address(es): (1) 總公司： Office: (2) 電子郵件(如適用): E-mail (if applicable):	電話號碼： Tel. No.: 圖文傳真號碼： Fax No.:
3.	業務種類： Nature of business:	
4.	經營現今業務多久？ How long in present business:	

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: <div style="text-align: right;">姓名 Name</div> (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): *將不適用者刪去 (Delete where inappropriate)
2.	聘用職員總數： Total number of persons employed:

3. 獲授權回答有關投標 / 合約等問題的負責人：

Persons to contact on matters relating to tenders/contracts:

姓名 *Name(s)*職位 *Official Capacity*電話號碼 *Tel. No.***第三部 —— 業務狀況及證明文件 PART III — BUSINESS ACTIVITIES AND DOCUMENTS**

1. 貴公司所供應的貨品 / 服務：

Goods / services which your company can supply:

(i) 詳細列明所供應的貨品 / 服務：

Detailed list of goods / services:

(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.

(iii) 請夾附兩份(如印文本)有關目錄及詳細的說明書，供本署參閱。

Please attach two sets (for hardcopy) of relevant catalogues and descriptive literature for consideration.

(註：如空位不足，請另紙列出)

(Note : If space is not sufficient, please use separate sheet)

2. 請一併寄交下列文件副本各一份，給本署參考和存照：
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.

第四部 —— 證明 PART IV — CERTIFICATION

本人謹代表上述公司，申請註冊為漁農自然護理署供應商。
I apply on behalf of the Company to register as an AFCD supplier.

簽署：_____
Signature

姓名 (正楷)：_____
Name in block letters

職銜：_____
Designation

(公司印鑑)
(Space for company chop)

日期：_____
Date:

備 註

NOTES FOR GUIDANCE

資料用途

Purpose of Collection

填報在此表格內的個人資料，會供政府用以審批有關註冊成為漁農自然護理署供應商的申請，以便本處日後向註冊供應商發出招標書。

The personal data provided by means of this form will be used by the Government for consideration on the application for AFCD supplier registration for tender invitation.

資料轉介

Transfer of Data

本署可能會向其他政府部門披露你填報在此表格內的個人資料。

The personal data you provide by means of this form may be disclosed to other government departments.

索閱個人資料**Access 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.

查詢**Enquiries**

如查詢此表格內的資料，包括查閱途徑及修訂資料，請與下述人員聯絡：

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

漁農自然護理署

個人資料私隱主任

地 址：九龍長沙灣道三零三號

長沙灣政府合署五樓

漁農自然護理署

Personal Data Privacy Officer
Agriculture, Fisheries and Conservation Department
5/F, Cheung Sha Wan Government Offices,
303 Cheung Sha Wan Road,
Kowloon, Hong Kong.

電 話：二一五零 六六六六

Tel: 2150 6666

傳 真：二三一一三七三一

Fax: 2311 3731