



康樂及文化事務署
LEISURE AND CULTURAL SERVICES DEPARTMENT

本署檔號：
Our Ref.:

申請成為康樂及文化事務署經營餐飲、零售或停車場業務商戶的表格
**APPLICATION FORM FOR INCLUSION
AS THE LEISURE AND CULTURAL SERVICES DEPARTMENT'S SERVICE PROVIDERS
OPERATING CATERING, RETAIL OR CARPARK BUSINESSES**

請填妥本申請表格並郵寄至以下地址：

This form should be completed in full and submitted by mail to the following address:

新界沙田排頭街 1 至 3 號
康樂及文化事務署總部 7 樓
康樂及文化事務署管理組
合約小組 2

Contracts Unit 2, Management Section,
Leisure and Cultural Services Department
7/F, Leisure and Cultural Services Headquarters,
1-3 Pai Tau Street,
Sha Tin, New Territories

第一部—公司資料 PART I—COMPANY INFORMATION

1.	公司名稱： Name of Company:	
2.	地址： Address(es): (a) 總辦事處： Main Office: (b) * 分公司： * Branch:	電話號碼： Tel. No.: 圖文傳真號碼： Fax No.: 電郵地址(如適用)： E-mail Address (if applicable):
3.	業務性質： Nature of Business:	
4.	現時的業務已經營多久？ How long has your current business been in operation?	

第二部—組織及職員資料 PART II—ORGANISATION AND STAFF INFORMATION

1.	公司成員： Members of Company: 姓名 Name (a) *常務董事： *Managing Director: (b) *董事(請提供最多兩名董事)： *Director(s) (please provide no more than two names): (c) *所有人／東主(請提供最多兩名所有人／東主)： *Owner(s)/Proprietor(s) (please provide no more than two names): (d) 合夥人(請提供最多兩名合夥人)： Partner(s) (please provide no more than two names):
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* 請刪去不適用者 Delete where appropriate

第四部——聲明 PART IV —DECLARATION

本人謹代表上述公司，申請成為康樂及文化事務署的服務供應商。如蒙接納，上述公司可應邀投標營運本表格第三部所列的項目類別。本人明白，若蓄意提供虛假資料，即會喪失申請資格，而即使申請已獲批准，也會即時從供應商名單除名。

I hereby apply, on behalf of the abovementioned Company, for inclusion as the Leisure and Cultural Services Department's service provider. Upon successful application the Company may in future accept invitations to tender for operating the business type(s) set out in Part III of this form. I understand that any wilful submission of false information will result in immediate disqualification, and in such a circumstance the Company will be removed from the List of Suppliers forthwith despite successful application.

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)
(Company Chop)

免責聲明
Disclaimer

- (a) 康樂及文化事務署(康文署)備存的經營餐飲、零售及停車場業務商戶名單(名單)只用作通訊用途(如適用)。該名單或康文署就提供營運業務發出的招標通知(通知)並不賦予名單上的商戶任何權利或期望，也不令致香港特別行政區政府(政府)須負上任何責任。政府不會向商戶作出任何陳述、申述或保證(明示或默示)，指該等通知或其中任何通知不受干擾、及時提供、安全可靠或不會出錯。就公開招標而言，商戶應瀏覽載於政府憲報及康文署網站的招標公告。

The List of Service Providers Operating Catering, Retail and Carpark Businesses (the List) maintained by the Leisure and Cultural Services Department (LCSD) is intended for mailing purposes (where applicable) only. Neither the List nor the LCSD's notifications of tender invitation for the provision of business operations (Notifications) shall give rise to any right or expectation on the part of the Service Providers on the List (Service Providers) or any obligation on the part of the Government of the Hong Kong Special Administrative Region (Government). The Government makes no statement, representation or warranty (express or implied) to Service Providers that the Notifications or any of them will be uninterrupted, timely, secure, or error free. For open tenders, Service Providers should read the tender notices published on the Government Gazette or the website of the LCSD.

- (b) 不論在任何情況下，政府均無須因為任何商戶未能或延遲接收任何以電子或其他方式傳送的通知，或任何商戶在任何時間從名單上除名所引致或與此有關的任何損失或損害(包括但不限於直接、間接、特殊、附帶或衍生的損失、利潤損失、業務中斷、商業資料損失或其他金錢損失)而對任何商戶負上法律責任，即使康文署已得知可能有該等損失或損害，不論是因為合約或侵權法，或任何其他法律或衡平法引致。

The Government shall not in any event be liable to any Service Providers for any loss or damage whatsoever arising out of or in relation to any failure or delay in receiving any Notifications (whether transmitted by

electronic means or otherwise) or removal of any Service Providers from the List at any point of time, including but not limited to direct, indirect, special, incidental or consequential damages, damages for loss of profits, business interruption, loss of business information, or other pecuniary loss, even if the LCSD has been advised of the possibility of such loss or damage, whether in contract or tort, or on any other legal or equitable grounds.

- (c) 康文署發給商戶的任何通知或其他通訊，不論商戶實際上是否收到，(i)如以郵遞發出，均當作於發送日期(香港時間)的下一個香港營業日收到；(ii)如以傳真或電郵發出，均當作於發出時收到。

Any Notifications or other communications from the LCSD to Service Providers shall be deemed to be received, (i) if sent by post, the next business day in Hong Kong immediately after the date of despatch (Hong Kong time); and (ii) if sent by fax or email, when despatched, regardless of whether Service Providers have actually received such Notifications or communications (as the case may be).

- (d) 本免責聲明中英文本如有差異，則以英文本為準。

In the event of any discrepancy between the Chinese and English versions of this Disclaimer, the English version shall prevail.