



# 申請「中小企業市場推廣基金」所須的「貿發網採購」 屏幕截圖樣本

## 1. 公司簡介頁 — 公司名稱、公司資料及聯絡資料

The screenshot shows the 'Company Profile' page for 'HKTDC Demo Company'. The page layout includes a header with the HKTDC logo and 'hktcdc.com Sourcing 貿發網採購'. Below the header is a navigation bar with 'Home', 'Introduction', and 'Products/Services'. The main content area is divided into three sections:

- Company Overview:** Features a profile picture of a clothing store, the company name 'HKTDC Demo Company', location '香港', and business type '批發商'. It includes buttons for 'Contact Supplier' and 'Follow', and a 'Average Response Time' field.
- Company Information:** A table listing key details:
 

業務性質:	批發商
所在地:	香港
成立年份:	2010
主要分銷:	文具, 建築配飾, 服裝/成衣, 雜貨用品, 鞋襪及配飾
主要市場:	中國內地, 東南亞, 臺灣, 香港
員工人數:	51 - 100
品牌:	XYZ
- Image:** A large image of a white garment with a black 'MOCKUP' size tag. The tag lists sizes XS, S, M, L, XL and 'FOLLOW US' with social media icons.

Red arrows point to the navigation bar and the 'Introduction' link.

The screenshot shows the 'Contact Information' page for 'HKTDC Demo Company'. The page layout includes the same header and navigation bar as the previous screenshot. The main content area features a 'Contact Information' section with the following details:

聯絡人:	ChanMary小姐
職銜:	Manager
公司地址:	Wan Chai Queen's Road East Wu Chung House 30/F
國家/地區:	香港



## 2. 公司產品 / 服務頁 — 產品 / 服務

The screenshot displays the 'Products/Services' page on the hktdc.com Sourcing platform. The header includes the HKTDC logo and 'hktdc.com Sourcing 貿發網採購'. A search bar contains the text '您在找什麼?'. The main content area is divided into a sidebar and a main product grid. The sidebar for 'HKTDC Demo Company' lists '香港' (Hong Kong) and '批發商' (Wholesaler), with buttons for '聯絡供應商' (Contact Supplier) and '關注' (Follow). The main grid shows three product listings: 'White Wide Pants', 'Leather Pump Heels', and 'Black Leather Zip-on Jacket', each with a '聯絡' (Contact) button. A large watermark '貿發網' is overlaid on the page.

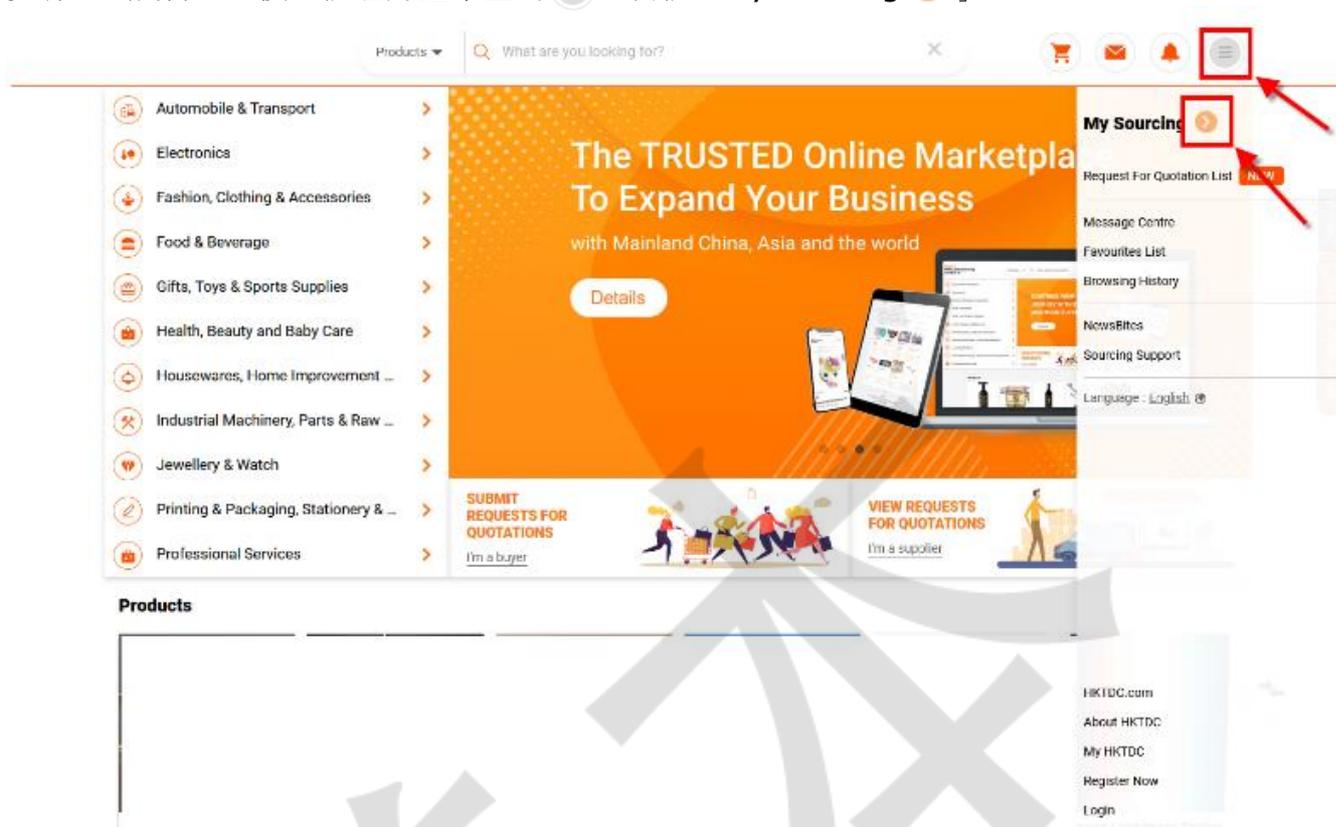


### 3. 推廣計劃訂購記錄 — 線上服務時間

步驟 1：請到 <https://sourcing.hktdc.com/>，按  然後登入。

The screenshot shows the hktcd.com Sourcing website. At the top right, there are icons for shopping cart, email, and notifications, followed by a menu icon (three horizontal lines) which is highlighted with a red box and a red arrow pointing to it. Below the menu icon is a search bar with the text "您在找什麼?". The main content area is divided into "BUYER" and "SUPPLIER" sections. The "BUYER" section has a "提交詢價單" (Submit Inquiry) button, and the "SUPPLIER" section has a "查看買家詢價" (View Buyer Inquiry) button. Below these are two rows of product listings, each with an image, title, and company name. On the right side, there is a "我的採購" (My Purchases) sidebar with options like "訂單列表" (Order List), "消息中心" (Message Center), "我的詢單" (My Inquiry), "採購記錄" (Purchase Record), "NewsBites", "採購詳情" (Purchase Details), and "請與 採購主任 洽" (Please contact the Procurement Officer). At the bottom right, there is a "登入" (Login) button, which is also highlighted with a red box and a red arrow. Below the main content area, there is a navigation bar with icons for shopping cart, email, notifications, and the menu icon. A red arrow points to the menu icon, which is also highlighted with a red box. To the right of the navigation bar, there is a vertical menu with the following items: "貿發網", "關於香港貿發局", "我的HKTDC", "馬上註冊", and "登入". The "登入" button is highlighted with a red box and a red arrow.

步驟 2：成功登入後，按右方選單上的 ☰，再按「My Sourcing」。



步驟 3：於左側導航列選擇「推廣計劃訂購記錄」。





步驟 4：截取「我的推廣計劃訂購記錄」頁面，包括你的推廣計劃的生效日期和到期日。

 **hktdc.com Sourcing**  
買發網採購

**我的推廣計劃訂購記錄**  
茂發香港公司

[聯絡銷售代表](#)

推廣計劃名稱	數量	訂購日期	生效日期	到期日	付款狀態	計劃狀態
標準計劃	1	-	2020年01月01日	2021年12月31日	已付款	合約期已過

