

HAECO eProcurement System

Instruction of Password Reset in Vendor Portal

1. Access Vendor Portal with: directly to <https://vendorportal.haeco.com>
2. Click into “Forgot Password?”



HAECO

供應商平台
Vendor Portal

供應商登入 Vendor Login

用戶編號 User ID

密碼 Password

登入 Login

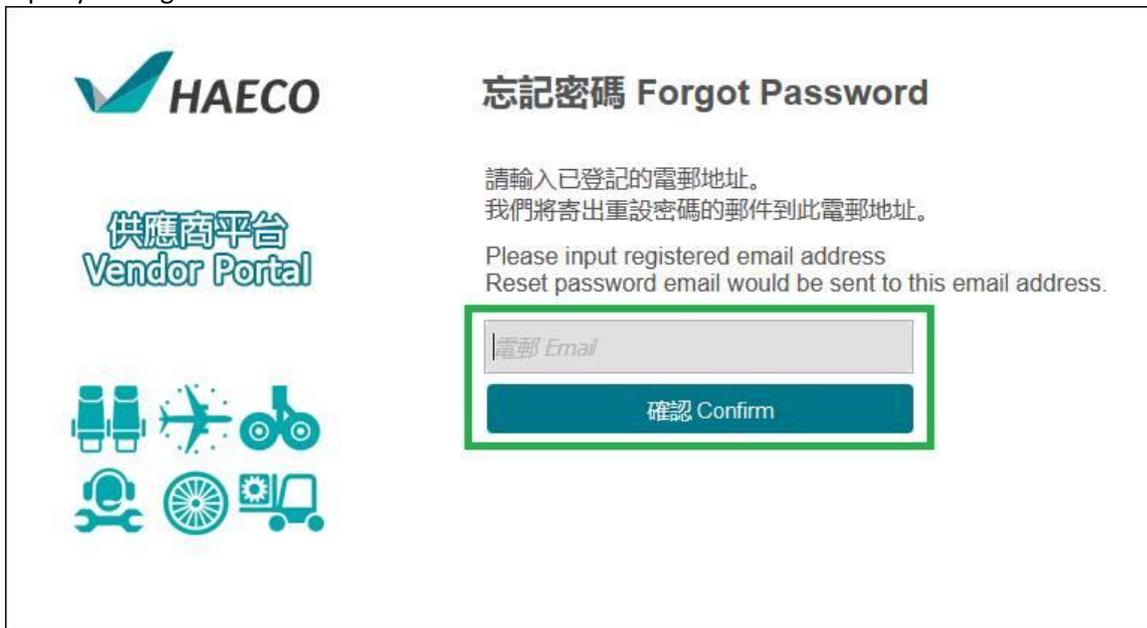
忘記密碼? [Forgot password?](#)

供應商註冊 Vendor Registration

還未登記? 請按以下繼續:
Not registered yet? Click this to proceed:

登記 Register

3. Input your registered email address and click “Confirm”



HAECO

供應商平台
Vendor Portal

忘記密碼 Forgot Password

請輸入已登記的電郵地址。
我們將寄出重設密碼的郵件到此電郵地址。

Please input registered email address
Reset password email would be sent to this email address.

電郵 Email

確認 Confirm

4. After Confirmed, if Email address could be found, below message would be shown and Reset Password email would be sent.



5. If Email address could not be found, below message would be shown and please kindly verify the inputted email address.



6. You would receive Reset of Password email. Click the link in the email to access to the reset password screen.

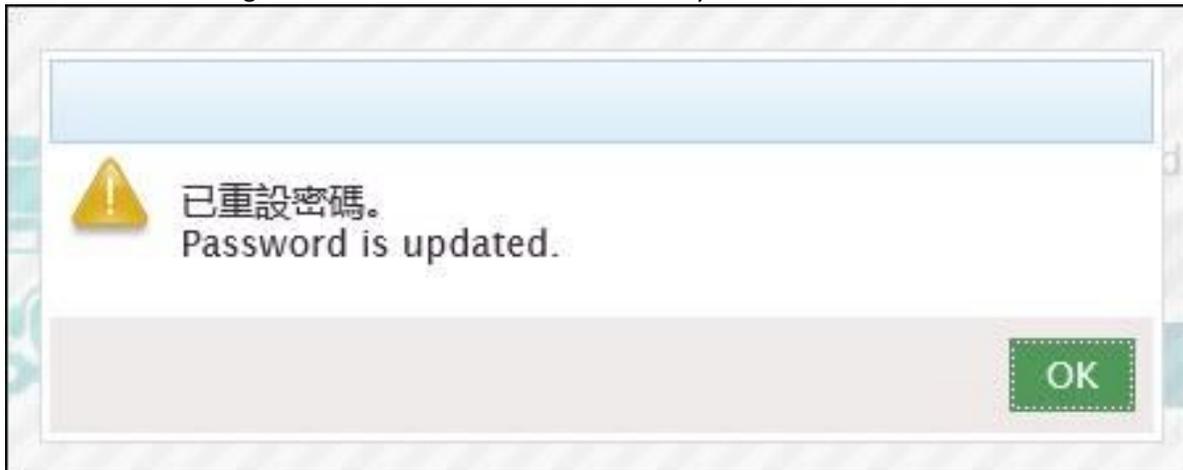


7. Input the new password and click “Reset”



The screenshot shows the HAECO Vendor Portal password reset interface. On the left, there is the HAECO logo and the text '供應商平台 Vendor Portal' with several icons representing different services. The main content area is titled '重設密碼 Reset Password'. It contains two input fields: the first is labeled '密碼 Password' and the second is labeled '確認密碼 Confirm Password'. Below the second input field is a '重設 Reset' button. The entire form area is highlighted with a green border.

8. Confirmation message would be shown if reset successfully



9. Input your User ID and Password and click “Login”, then you will be able to access ePS Vendor Portal.

The screenshot shows the HAECO Vendor Portal interface. On the left, there is the HAECO logo and the text '供應商平台 Vendor Portal'. Below this are several icons representing different services: two people, an airplane, a tractor, a person with a headset, a wheel, and a truck. On the right, there is a '供應商登入 Vendor Login' section with a green border. It contains two input fields: '用戶編號 User ID' and '密碼 Password', followed by a '登入 Login' button. Below the login section is a link for '忘記密碼? Forgot password?'. Underneath that is the '供應商註冊 Vendor Registration' section, which includes the text '還未登記? 請按以下繼續:' and 'Not registered yet? Click this to proceed:', followed by a '登記 Register' button.

10. Then you will be able to access ePS Vendor Portal.

 **HAECO** 電子採購平台 ePS Portal

Vendor Info	RFQ	PO	GRN	ePayment
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