

Qualified Supplier Registration Manual

Procurement Department Supplier Management Section

VER. 12.2.Cez

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※ The procedure after selection a renewal item is the same as the “New/Re-registration” procedure, so please refer to p.9 ~ p.17.

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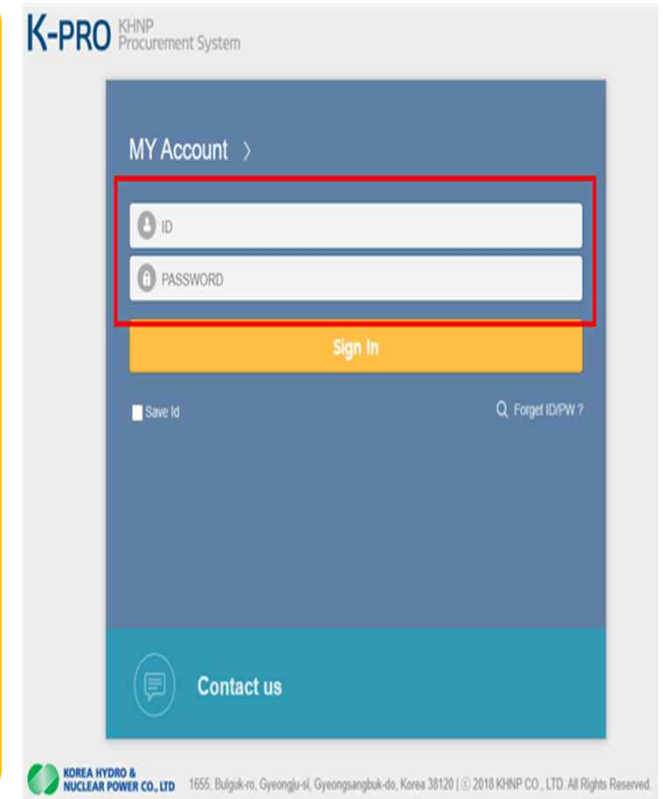
1

**Before
Registering**

✓ Access the System

Overseas Supplier

- ① Contact the person in charge in each field(see p. 31)
- ② The person in charge will reply after issuing the ID
- ③ E-commerce(K-pro)
login(<https://ebiz.khnp.co.kr/loginCzech.do>)



I can't access the system!

- ✓ Internet Explorer 11 or higher is required. (Other browsers such as Chrome and Edge can be used, but errors may occur.)
- ✓ Close all open Internet windows, reconnect, log in, and click 'Supplier Management System'
- ✓ After a certain period of time, the connection expires. Log in again to e-commerce (K-pro).

✓ About the System Menu

Czech Information

Informační centrum pro ČR

- ▶ **Notice** ✖ Oznámení
 - ✓ Check the latest information
- ▶ **Registration Procedure** Registrační proces
 - ✓ View the qualification registration process
- ▶ **Guideline & Procedure** ✖ Pokyny & postupy
- ▶ **Contact** Kontakt
 - ✓ Contact Info. Of evaluator
- ▶ **Form List** Seznam formulářů
 - ✓ Registration-related template(Reference Only)
- ▶ **Information Check** Kontrola informací
 - ▶ **User Information** Informace pro uživatele
 - ✓ Check & edit company information
 - ▶ **Item Information** Informace o položkách
 - ✓ Checking items & specifications
 - ▶ **Search Linked Items** Propojené položky
 - ✓ Auxiliary Equipment/Spare Parts/Equipment repair

(Czech Republic-only)Application

Žádost (pouze pro ČR)



- ▶ **Application** ✖ Žádost o registraci (nová...
 - ✓ New/Re-registration/Renewal/Change
- ▶ **Application progress status** Stav podané žádosti
 - ✓ Check, Edit and Delete 'saved' applications
 - ✓ Edit and Delete 'Returned' applications
- ▶ **Evaluation progress status** Stav postupu hodnocení
 - ✓ Check the status of the evaluation progress
 - ✓ Request for withdrawal of evaluation
- ▶ **Certificate Issue** Vydání registračního cert...
 - ✓ Print registration certificate(5 items at a time)
 - ✓ Not allowed to print as a file(pdf)

Procurement Information

Vyhodnocovací nabídka

- ✓ Move to e-commerce home (ebiz.khnp.co.kr)

✓ About the registration classification

Žádost o registraci (nová / opětovná / obnovení / změna) ★

Item work	All	Operational category	All
Item name		Item code	
Including expired qualified items	☐	CGID Status	☐

Search
Reset
⬆

⌕ ⌵ ⬇ ⬆ New/Re-Registration ▾ Renewal Change periodic evaluation on management sector

New/RE-registration

- New : If the item you wish to register has never been registered
- Re-registration :When re-applying after the expiration date(after expiration)

Renewal

- When re-applying before the expiration date(before expiration)

Change

- When major or minor changes specified in the **procedures** occur

※ *Changes must be reported within a month!*

Qualified supplier management system > Information > Guideline & Procedure



2

**New/
Re-
registration**



New/Re-Registration

※ Overseas suppliers must change the language at the top to English before applying to open the English application

The screenshot displays the KHNPP Supplier Management System interface. The top navigation bar includes a search bar, a session timer (01:59:45), and a language dropdown menu set to 'čeština'. The main content area is titled 'Informační centrum pro Žádost (pouze pro ČR)'. A sidebar on the left lists navigation options: 'Žádost (pouze pro ČR)', 'Žádost o registraci (nová / opětovná / obnovení / změna)', 'Stav podané žádosti', 'Stav postupu hodnocení', and 'Vydání registračního cert...'. The main area shows a search form with fields for 'Item work', 'Item name', 'Including expired qualified items', 'Operational category', 'Item code', and 'CGID Status'. A dropdown menu is open, showing options: 'New/Re-Registration', 'Renewal', 'Change', and 'periodic evaluation on management sector'. Below the search form, there is a table with columns: 'Item work', 'Agent Y/N', 'Operational category', 'Item code', 'Item name', and 'Initial registration on date'. The 'New/Re-Registration' dropdown menu is highlighted with a yellow box and a yellow arrow pointing to it. The 'Application form' tab is also highlighted with a yellow box. The steps are numbered 1 through 5, indicating the sequence of actions to follow.

- ① Application/Progress/Issue
- ② Application(New/Re-registration/Renewal/Change)
- ③ Click 'New/Re-registration'
- ④ Select Item/Service
- ⑤ Select 'Application form' tab

Please read before applying!

- ✓ Please be sure to check the latest procedures
- ✓ Please change the language to English before applying(It's not allowed to change after saving)
- ✓ Documents downloaded from 'Form List' are for reference only(Cannot be used)
- ✓ You can check, edit or delete in 'Application Progress Status>Not Sent'
- ✓ Required forms are loaded only after completing and saving the Application form

✓ Fill out the application form

→ All red markers must be filled in to be saved

Registration application [Auxiliary Equipment] ★

Application(New/Re-registration/Renewal/Change) < (Czech Republic-only) Application < Home

Save Close

Application form Form and attached documents

Information

Application number		Application category	New
Supplier name	TEST Vendor	Chief Executive Officer	Test
Supplier name (English)	* TEST Vendor(E)	Chief Executive Officer (English)	* Test
Business registration number		Corporation number	
Representative email	* test@khn.co.kr	Supplier code	105015
Operational category	* Czech Republic		

For overseas supplier, enter 00000 for the postal code.
If you are a domestic supplier, please note that if you do not write the factory address in English, it will not appear in English on the English registration certificate.

Head office address

Postal code	* 00000	TEL	* 00000
Address	* bulguk-ro	FAX	*
	gyeongju		

Factory address

Postal code	*	TEL	*
Address	*	FAX	*

✓ Basic Information

- If Supplier / CEO name ≠ Current one
 - See p.20
- Enter company representative e-mail

✓ Headquarters address

- Enter an address that can be proven by official documents / include the country name

✓ Factory Address

- If there are multiple factories, separate them with '/' or ','
(Enter only the factories that produce the item you are applying for)
ex) P1:...../P2: or P1:.....,P2:

※ * required forms are loaded only after completing and saving the Application form

✓ Fill out the application form

Registration application [Auxiliary Equipment] ★ Save Close

Application form Form and attached documents **1**

Company History

Original Company Name Date of establishment

☐ Same as current company name

Current Company Name **2**

Change history Results : 1 Add

3	Delete	Former Company Name	Changed Company Name	Change Reason	Detail of Change Reason	Date of Change
		Changed Company Name	Same as current company name			

4

Korean Branch or Agent

Company Name Person in charge

Chief Executive Officer Officer Contact

Postal code TEL

Address FAX

Person in charge of registration

Name Department

Position E-mail

Mobile Phone Number FAX

Phone number

Employees

Company size documentary evidence

Total personnel	0	Executives	
Office personnel	0	Technical personnel	0
Manufacturing personnel	0	Quality personnel	0

✓ Company History

- ① Enter 'Original Company Name' and 'Date of establishment'
- ② Click 'Add' in change history
- ③ Enter detailed information related to the change
- ④ If there is no change in company name, check 'Same as current company name'

✓ Korean Branch or Agent

→ Required information for contact person in charge at domestic agency/branch office, etc.

✓ Person in charge of registration

→ Contact Information for registration

✓ Employees

→ Accurately enter company size and workforce status

→ All red markers must be filled in to be saved

continue → 10

✓ Fill out the application form

Registration application [Auxiliary Equipment] ★

Application form Form and attached documents

Item to be registered Results : 0 Add

Delete	Item code	Item name	Quality rank	Operational category	CGID Status	Essential Certificate			Status of certificate possession	Automated
						Necessary or not	ASME	KEPIC		Presented
☒	C215C	Snubbers	Q	Nuclear power		필수인증서여부	✓	NS		M

Item list

Item list

Item work Auxiliary Equipment Operational category Nuclear power

Item name Item code

Search

Reset

Selection

Item to be registered

Delete	Item code	Item name	Quality rank	Operational category	CGID Status	Essential Certificate			Status of certificate possession	Automated
						Necessary or not	ASME	KEPIC		Presented
☐	C215C	Snubbers	Q	Nuclear power		필수인증서여부	✓	NS		M

Financial Information Results : 2 Amount unit 1K USD (\$) Add

Delete	Year	Total asset	Capital	Total equity	Total liabilities	Liquid liability	Liquid asset	Net Profit	Net Sales
☐	2021	1,111,111.00	111,111.00	11,111.00	111,111.00	11,111.00	1,111.00	11,111,111.00	11,111,111.00
☐	2020	111,111,111.00	11,111.00	1,111.00	1,111.00	1,111.00	1,111.00	11,111,111.00	1,111,111.00

✓ Add application Items

- ① Item to be registered -> Click 'Add'
- ② Enter the item name or code
- ③ Click 'Search'
- ④ Click the item checkbox
- ⑤ Click 'Selection' ※ When applying for multiple items, repeat ③-⑤
- ⑥ Click 'Close'
- ⑦ Enter details for each item (refer to next page)

※ I can't find the item or grade I want to apply for!!!
Check if the same item exists in "Application/progress/issue>Application Progress Status>Not sent"

✓ Financial Information

- Enter financial Information for the last two years
- Automatically reflected in Application Form

✓ Save application

Registration application [Auxiliary Equipment] ★

Application form Form and attached documents

Click! Save Close

- Make sure you fill out all required information and save it
- Additionally, Item-specific details are required
- Save location : Application/progress/issue>Application Progress Status>Not sent'

✓ Enter application item details

Item to be registered

>	☐	Item code	Item name	Quality rank	Operational category	CGID Status	Essential Certificate			Status of certificate possession
							Necessary or not	ASME	KEPIC	
		C215A	ASME III Shop Fabricated Pipe su	Q	Nuclear power		✓	NS	MN	2

Automatic application of related item		Registered NUPIC	Registered CANPAC	Contract or manufacturing in progress		Category of application by item
Presence of related item	Registration application for related item			Purchase contract or manufacturing in progress	No. of notice of tender, No. of contract	
✓	0/5					New

Results : 1 Add

A. CGID Status

Commercial Grade Item Dedication(CGID) (Nuclear Only)

CGID is an acceptance process undertaken to provide reasonable assurance that a commercial grade item to be used as a basic component.

B. Essential Certificate ✖ Auxiliary Equipment Only

Refer to 'Attachment 8.50' in the Auxiliary Equipment procedure

C. Status of certificate possession

Enter required/other certificate such as KEPIC, ASME, ISO, etc.

D. Related Item

Application is possible if a related item exists with the applied item

E. NUPIC/CANPAC

Check if Nuclear Procurement Issues Corporation (NUPIC) or CANDU Procurement Advisory Committee(CANPAC)

F. Contract of manufacturing in progress

If a purchase/production is in progress, enter the bid notice or contract number



Form and attached documents

After filling out the 'application form' tab and saving, the form will appear in the 'form and attached documents'!

Registration application [Auxiliary Equipment] ★

Application Progress Status < Application/progress/issue < Home

Save Send the application form Delete Close

Application form

Form and attached documents

Reset

Form information

Results : 5

	Operational category	Quality rank	Form classification	Form name	Web Form	Download	Upload	Upload Y/N	Edited Date
>	Nuclear power	ALL	공급업체 등록신청서	APPLICATION FOR REGISTRATION	1	2	3		
2		A	품질보증 요건별 대비표	QA Manual Check List					
3			품질보증 요건별 대비표	QA Manual Check List(Detail)					
4		Q	품질보증 요건별 대비표	QA Manual Check List					
5			품질보증 요건별 대비표	QA Manual Check List(Detail)					

Supporting documents attached

Results : 15

	Attached document name	Attached file	Documents Detail	Remark (English)	Upload Date
>	Official document for registration application	0		Attention : CEO of KHNP / C.C. : Vice president of Procurement Department, G	
2	Financial statement	4		Financial statement included Balance Sheet(B/S) or Credit Report(D&B Report,	

① Web Form

- ✓ ② or ③ are not required when entering the web form

② Download

- ✓ Enter all blanks in the downloaded file
- ※ If the file does not open, update Adobe Reader.

③ Upload

- ✓ Enter and upload the file downloaded in ②(not scanned file)
(Cannot upload other than the file downloaded in ②)
- ✓ Scan the file containing the signature and upload it as a supporting documents

④ Supporting documents attached

- ✓ For details on each document, refer to the 'Guide to submission documents by item and service' in the notice

※ For hydro/pumping water, upload the scan file in ③ (Upload)



Application Completed



Registration application [Auxiliary Equipment] ★

Application form

Form and attached documents

Save

Send the application form

Delete

Close

1

2

Reset

Form information

Results : 5

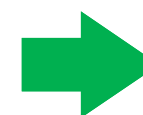
	Operational category	Quality rank	Form classification	Form name	Web Form	Download	Upload	Upload Y/N	Edited Date
>	Nuclear power	ALL	공급업체 등록신청서	APPLICATION FOR REGISTRATION					
2		A	품질보증 요건별 대비표	QA Manual Check List					
3			품질보증 요건별 대비표	QA Manual Check List(Detail)					
4			품질보증 요건별 대비표	QA Manual Check List					
5		Q	품질보증 요건별 대비표	QA Manual Check List(Detail)					

① Save

- Make sure you fill out all required items in the 'Application Form' and save
- Check whether the file in 'Form and attached documents' has been uploaded properly and save
- You can check, edit or delete in 'Application Progress Status>Not Sent'

② Send application form

- Complete the application form, upload the attached documents, and send the application form
- Modifications cannot be made after sending



Application Completed



Edit/Delete/Send saved application form

Supplier Management System Informační centrum pro ČR Žádost (pouze pro ČR) Vyhodnocovací nabídka

Žádost (pouze pro ČR) < es x Žádost o registraci (nová / opětovná / obnovení / změna) x informace o položkách x Propojené položky x Seznam formulářů x Kontakt x Pokyny & pos < > ≡ ≡ ≡

Stav podané žádosti ★

Not sent (21) Return (0) Withdrawal from evaluation (3)

Send the application form (1) → Under review (0) → Request for evaluation (0) → Being evaluation (0) → Complete Evaluation (0)

Application number	Operational category	Application category	Item work	Agent Y/N	Representative item name	Number of item to be applied	Date of application	Progress status	Return/Recall history	Evaluation
202500440	5	1	1		AUXILIARY TRANSFORMERS(Non-	1		CreateProgress		
202400144	1	1	1		해수전해설비용 양극	1		CreateProgress		
202300110	1	1	3		PIPE	1		CreateProgress		

Registration application [Auxiliary Equipment]

Application form Form and attached documents

Form information

Operational category	Quality rank	Form classification	Form name
>	ALL	공급업체 등록신청서	APPLICATION FOR REGISTRATION
2	A	품질보증 요건별 대비표	QA Manual Check List
3		품질보증 요건별 대비표	QA Manual Check List(Detail)
4		품질보증 요건별 대비표	QA Manual Check List
5	Q	품질보증 요건별 대비표	QA Manual Check List(Detail)

- ① Application/progress/issue
- ② Application progress status
- ③ Click on 'Not sent'
- ④ Click on application Number
- ⑤ Edit/Delete and send the application form

Please read before applying!

- ✓ If there is an unsent (in progress) item, you cannot select the same item in Application form. Please edit and submit or delete it in 'Application Progress Status' and then apply.
- ✓ Documents you have created and saved can be checked in 'Application Progress Status'
- ✓ After editing the application, you must click 'Send the Application Form'



Edit/Send returned application form

The screenshot shows the 'Informační centrum pro ČR' (Information Center for CR) interface. A sidebar on the left contains navigation links: 'Žádost (pouze pro ČR)', 'Žádost o registraci (nová / opětovná / obnovení / změna)', 'Informace o položkách', 'Propojené položky', 'Seznam formulářů', 'Kontakt', 'Pokyny & pos', and 'Vydání registračního cert...'. The main area displays 'Stav podané žádosti' (Status of submitted application) with a flowchart. The flowchart starts with 'Not sent (21)', leading to 'Send the application form (1)', then 'Under review (0)', 'Request for evaluation (0)', 'Being evaluation (0)', and finally 'Complete Evaluation (0)'. A 'Return (0)' box is highlighted with a red arrow pointing to the 'Request for evaluation' step. A 'Withdrawal from evaluation (3)' box is also present. Below the flowchart is a table of applications with columns: Application number, Operational category, Application category, Item work, Agent Y/N, Representative item name, Number of item to be applied, Date of application, Progress status, Return/Recall history, and Evaluation. The first row is highlighted with a red box and a red arrow pointing to the 'Application number' column.

Application number	Operational category	Application category	Item work	Agent Y/N	Representative item name	Number of item to be applied	Date of application	Progress status	Return/Recall history	Evaluation
202500440	5	1	1		AUXILIARY TRANSFORMERS(Non-	1		CreateProgress		
202400144	1	1	1		해수전해설비용 양극	1		CreateProgress		
202300110	1	1	3		PIPE	1		CreateProgress		

The screenshot shows the 'Registration application [Auxiliary Equipment]' form. It has a 'Save' button and a 'Send the application form' button. Below the buttons is a 'Form information' table with columns: Operational category, Quality rank, Form classification, and Form name. The table contains 5 rows of data.

Operational category	Quality rank	Form classification	Form name
>	ALL	공급업체 등록신청서	APPLICATION FOR REGISTRATION
2	A	품질보증 조건별 대비표	QA Manual Check List
3		품질보증 조건별 대비표	QA Manual Check List(Detail)
4	Q	품질보증 조건별 대비표	QA Manual Check List
5		품질보증 조건별 대비표	QA Manual Check List(Detail)

① Application/progress/issue

② Application progress status

③ Click on 'Return'

④ Click on application Number

⑤ Edit/Delete and send the application form

Please read before applying!

- ✓ If there is an unsent (in progress) item, you cannot select the same item in Application form. Please edit and submit or delete it in 'Application Progress Status' and then apply.
- ✓ Documents you have created and saved can be checked in 'Application Progress Status'
- ✓ After editing the application, you must click 'Send the Application Form'



Request for Withdrawal from evaluation

Supplier Management System Informační centrum 1 Žádost (pouze pro ČR) Vyhodnocovací

HOME Registrační proces x Žádost o registraci (nová / opětovná / obnovení / změna) x Informace o položkách x

Stav postupu hodnocení < Žádost (pouze pro ČR) > Home

Žádost o registraci (nová...)

Stav podané žádosti

2 Stav postupu hodnocení

Vydání registračního cert...

Stav postupu hodnocení

Item work: All Application number: Search

Progress status: All Date of application: 2025/02/04 ~ 2025/08/04

4 New/Re-Registration Request for withdrawal

	Application number	Operational category	Application category	Item work	Agent Y/N	Representative item name	Number of items to be applied
1	202500440	5	1	1		AUXILIARY TRANSFORMERS(Non-	1
2	202400144	1	1	1		배수전해설비용 앙글	1
3	202300110	1	1	3		PIPE	1

Withdrawal from evaluation 9 철회요청 닫기

신청번호 5 202101118 업체철회요청여부

심사철회사유 *

심사철회사유 6

철회품목

Results : 3

	품목코드	품목명	철회여부
>	E225K	154KV CV Cable	N
2	J217C	Ultrasonic Type Level Switches &	N
3	E225W	345KV CV Cables	N

업체공문첨부

첨부파일 목록 : 1.업체명/공급자명, 2.심사철회요청 품목코드, 3.심사철회요청 사유

Add Delete

파일 이름 파일 크기

이곳을 더블클릭 또는 파일을 드래그 하세요.

- ① Application/progress/issue
- ② Application progress status
- ③ Select the application to withdraw
- ④ Click on 'Withdrawal from evaluation'
- ⑤ Select the 'Reason'
- ⑥ Enter detailed reason
- ⑦ Select withdrawal item
- ⑧ Attach official document
- ⑨ Click 'Request'(complete)

Select reason for withdrawal of evaluation (select 1 from 3 below)

- Detection of errors in important information: If there are errors in information such as company name, representative name, address, etc.
- Insufficient preparation of important documents : When requesting withdrawal due to insufficient documents required for review
- Etc : Cases that do not apply to the above 2 cases ※ Detailed reason is required

Enter detailed reason

When selecting Etc., detailed reason is required

Select withdrawal item

- Withdraw all items : Select all items
- Withdrawal of some items : Select only the relevant items

Attach an official documents

Attach an official document containing the withdrawal item code, reason, etc.

3

Renewal



Renewal

※ Overseas suppliers must change the language at the top to English before applying to open the English application

① Application/Progress/Issue

② Application(New/Re-registration/Renewal/Change)

③ Select item work

④ Click search

⑤ Select the item you want to renew

⑥ Click Renewal

※ From now on, it's the same as 'New/Re-registration' (refer to p9-17).

Please read before applying!

- ✓ If you apply after your qualification has expired, apply as 'New/Re-registration' (refer to p.8)
- ✓ If there are any changes, apply for 'Renewal' after applying for 'Change' (refer to p.20)
- ✓ Please change the language to English before applying (It's not allowed to change after saving)
- ✓ You can check, edit or delete in 'Application Progress Status>Not Sent'
- ✓ Required forms are loaded only after completing and saving the Application form.

4

Change



Company name, address of company/factory, Representative

How to change of overseas supplier

KHNP e-commerce(K-pro) login
→ Supplier Management System

Edit and save company information in
『@Information → @Search → @User Information』

* Changes in company name take approximately 2hour

『@Application/progress/issue → @Application →
@Search → @Check the item → @Click 'Change'

Attach documents related to changes
and send application (refer to p.8~14)



If you need faster processing, please notify the person in charge by phone as soon as possible.

The screenshots illustrate the process of changing company information in the KHNP e-commerce system. The interface is in Korean, with English labels for key steps.

- Step a:** The top navigation bar shows "Informační centrum pro ČR" (Information center for the Czech Republic).
- Step b:** The left sidebar menu shows "Kontrola informací" (Information check) under the "Informace pro uživatele" (Information for user) section.
- Step c:** The "Company information search" form is displayed. It includes fields for "Supplier code" (105015), "Supplier name" (TEST Vendor), "Supplier name (English)" (TEST Vendor(E)), "Business registration number", "Country", "Head office address" (00000 bulguk-ro gyeongju), "Industry", "Date of establishment", "Company size", "Credit rating rank", "Chief Executive Officer" (Test), "Chief Executive Officer (English)" (Test), "Corporation number", "Representative email" (test@khnp.co.kr), "TEL" (00000), "FAX", "Business category" (해외구매), "Homepage" (rd0616@nate.com), and "Company type".
- Step d:** The "Application/progress/issue" section is selected in the top navigation bar.
- Step e:** The "Žádost o registraci (nov...)" (New registration application) option is selected in the left sidebar.
- Step f:** The "Search" button is clicked in the "Application(New/Re-registration/Renewal/Change)" form.
- Step g:** The "Change" button is clicked in the "Application(New/Re-registration/Renewal/Change)" form.
- Step h:** The "Change" button is clicked in the "Application(New/Re-registration/Renewal/Change)" form.

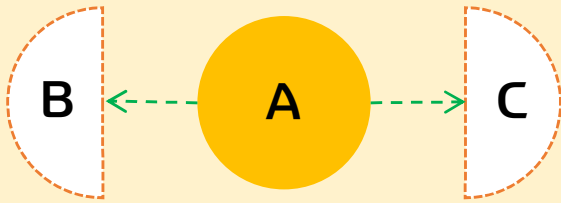
Item work	Agent Y/N	Operational category	Quality rank	Item code	Item name	Initial registration date
☒ Auxiliary Equipment		Nuclear power	A	E231	Electric Control &	2023/12/20
☐ Auxiliary Equipment		Nuclear power	A	J203	Seismic Monitorin	2023/12/20

❖ Documents to be submitted

- Company name/Representative/ Headquarters address
: Letter, official document that can confirm the changed information, etc
- Factory relocation/addition : Same as new application and submission documents(Excluding financial statements and bank letter) ※ On-site inspection required
- ※ Be sure to change the language to English at the top
- ※ You can check, edit or delete in "Application Progress Status>Not Sent"
- ※ Please apply within a month of any changes occurring

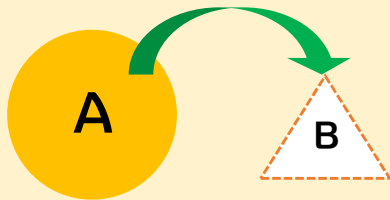
✓ Change of corporation(separation, merger, transfer, etc.)

❖ A split into Company B & C



- ① A: Application for change(delete item)
- ② B/C: New application

❖ A's division was separated into B



- ① A: Application for change(delete item)
- ② B: New application

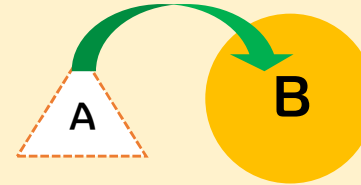
❖ A and B merge into company C



- ① A/B: Application for change(delete item)
- ② C: New application

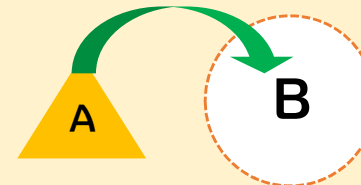
■ Qualified □ Unregistered

❖ A merges with Company B(B=Qualified)



- ① A: Nothing to do
- ② B: Application for change(add item)

❖ A merges with Company B(B=Unregistered)



- ① A: Application for change(delete item)
- ② B: New application

※ Make sure to call the person in charge before applying!

- If it takes a long time, please notify the person in charge as soon as possible.
- You can check detailed information on the documents to be submitted in 'Registration Application Document Guide'.
- If your business number changes, apply with the changed information
- Please report changes within a month of the change occurring.



Change of corporation(separation, merger, transfer, etc.)

How to apply(Change)

The screenshot shows the 'KHNP Supplier Management System' interface. The top navigation bar includes 'Informační centrum' and 'Žádost (pouze pro ČR)'. The left sidebar has 'Žádost o registraci (nová / opěťová / obnovení / změna)' selected. The main content area shows a 'Search' button and a table of items. A yellow box highlights the 'Change' button in the bottom navigation bar.

@Application/Progress/Issue → @Application → @Click Search
→ @Select item work → @Click Change

How to apply(New)

The screenshot shows the 'KHNP Supplier Management System' interface. The top navigation bar includes 'Informační centrum pro' and 'Žádost (pouze pro ČR)'. The left sidebar has 'Žádost o registraci (nová / opěťová / obnovení / změna)' selected. The main content area shows a 'New/Re-Registration' button highlighted with a yellow box.

① Application/Progress/Issue → ② Application → ③Click 'New/Re-registration' (refer to p.8~p.17)

❖ Documents to be submitted

- Change : Change application letter, business certificate, factory registration certificate + contracts related to company change, etc.
- New : Submit all documents+ contracts related to company change, etc.



Other changes

- **Required personnel change** : Change application letter, Documents regarding changes such as career verification documents

※ If it takes a long time, please notify the person in charge as soon as possible.

5

Qualified Application /Evaluation Status

✓ Application Progress Status

Supplier Management System Informační centrum pro ČR Žádost (pouze pro ČR) Vyhodnocovací nabídka

Žádost (pouze pro ČR) < es x Žádost o registraci (nová / opětovná / obnovení / změna) x Informace o položkách x Propojené položky x Seznam formulářů x Kontakt x Pokyny & pos < > Home

Stav podané žádosti ★ Inquiry

Not sent (21) Return (0) Withdrawal from evaluation (3)

Send the application form (1) → Under review (0) → Request for evaluation (0) → Being evaluation (0) → Complete Evaluation (0)

	Application number	Operational category	Application category	Item work	Agent Y/N	Representative item name	Number of item to be applied	Date of application	Progress status	Return/Recall history	Evaluation
>	202500440	5	1	1		AUXILIARY TRANSFORMERS(Non-	1		CreateProgress		
2	202400144	1	1	1		해수전해설비용 양극	1		CreateProgress		
3	202300110	1	1	3		PIPE	1		CreateProgress		

Please read before applying!

- ✓ If there is an unsent(in progress) item, you can't select the same item in 'Application'. Please edit and submit or delete it in 'Application Progress Status' and then apply.
- ✓ Documents you have created and saved can be checked in 'Application Progress Status'

- How to edit/delete/send saved applications : p/5
- Modify and resend the returned application : p/6
- How to request withdrawal of review(delete after sending application) : p/7

Not sent (21)

I have an application being filled out.
You can check, edit, send and delete the application

Send the application form (0)

The application has been sent to the responsible department

Under review (0)

The supervising department is reviewing the application

Request for evaluation (0)

The supervising department requested the review to each review department

Being evaluation (0)

The review department is reviewing

Return (0)

Your application has been returned.
Please refer to the reason for return, make corrections and resend

Complete evaluation (0)

All evaluation has been completed.
You can print out your qualification registration certificate





Evaluation Progress Status (Request for withdrawal)

유자력공급관리시스템
Supplier Management System

Informa 1 Application/progress/issue Procurement Information

Application/progress/issue

HOME Registration Process x Application/New/Re-registration/Renewal/Change x Application Progress Status x

Evaluation Progress Status

Application(New/Re-regis...
Application Progress Stat...
Evaluation Progress Sta...
Certificate issue
Renewal request for esse...
Inbox of evaluation relat...
Self evaluation of qualific...
Status of periodic evaluat...

Item work All Application number Progress status All Date of application 2023/09/04 ~ 2024/03/04 Search Reset

New/Re-Regist 4 Request for withdrawal

	Application number	Operational category	Application category	Item work	Agent Y/N	Representative item name	Number of item to be applied
8	202201093	Nuclear power	New	inance Constr		관통부 및봉재 정비공사	1
	202201028	Nuclear power	New	inance Constr		발전 사용후연료저장조 예폭시라	1

- ① Application/progress/issue
- ② Evaluation progress status
- ③ Select the application
- ④ Click 'Request for withdrawal'
- ⑤ Select reason for withdrawal
- ⑥ Detailed reason for withdrawal
- ⑦ Select withdrawal item
- ⑧ Attach of official document
- ⑨ Click 'Request for withdrawal'

Withdrawal from evaluation

9 Request for withdrawal Close

Application number 201901097 Your request for withdrawal ☒

Reason 5

Detailed Reason 6

7 Withdrawal Item Results : 1

	Item code	Item name	Withdrawal(Y/N)
>	101(A)	PIPE	N

Your company's official letter

8 The contents of the letter: 1. company name 2. Item code 3. Reason for withdrawal

Add

FileName FileSize

Double-click here or drag the file

Select reason for withdrawal (select 1 from the 3 below)

- Detection of errors in important information: If errors in important information (Company name, representative name, address, etc.) are discovered
- Insufficient preparation of important documents: When the documents required for evaluation are insufficient
- Other: Cases that do not apply to the above 2 items※ Detailed reason is required

Detailed reasons for withdrawal of evaluation

When selecting other, detailed reason is required.

Select withdrawal item

- Withdrawal all items : Select all items
- Withdrawal of some items: Select only the relevant items

Attach an official document

A document containing the items for withdrawal of evaluation, reason for the request etc.

6

**Issuing the
registration
Certificate**



Issuance of registration Certificate

Supplier Management System Informační centrum pro ČR Žádost (pouze pro ČR) Vyhodnocovac

HOME Registrační proces Žádost o registraci (nová / opětná / obnovení / změna) Informace o položkách

Vydání registračního certifikátu

Item work: All Receipt number: Issue number: Issue date: 2024-02-04 ~ 2025-08-04

Search Reset

	Receipt number	Date of application	Issue number	Issue date	Item work	Agent Y/N	Application category
5	202301216	2024/01/09	202400259	2024/01/23	Finance Constr	N	Change
6	202301215	2023/12/27	202301242	2023/12/29	Finance Constr	N	Change
7	202301212	2023/12/25	202400201	2024/01/02	Spare Parts	Y	Ne

Results : 3

	Item work	Operational category	Item code	Item name	Quality rank	CGID	Component production	Heavy-water Reactor(wolsung #1~#4)
7	✓ Spare Parts	Nuclear power	250(Q)	P/T INSTRUMENTATION	Q	Y		
	✓ Spare Parts	Nuclear power	269(Q)	TRANSDUCER	Q	Y		
3	✓ Spare Parts	Nuclear power	295(Q)	SENSORS	Q	Y		

Korean English Output

- ① Application/Progress/Issue
- ② Certificate issue
- ③ Enter issue date
- ④ Click 'Search'
- ⑤ Select the relevant certificate
- ⑥ Select Korean/English
- ⑦ Select item
- ⑧ Click 'Output'

- ✓ The certificate can be issued after all evaluation is completed.
- ✓ If the review is complete but you can't see the certificate, ask the person in charge to issue a certificate
- ✓ If your certificate has expired, it will not be searched.(Need to check issuance date)
- ✓ The certificate can't be printed as a file.(pdf, etc.)
- ✓ [The certificate can only display 5 items per page. If there are more than 5, You can select 5 items at a time and print them.](#)

7

FAQ

✓ Frequently Asked Questions

Qualified supplier registration

I finished filling out the application, but where is it saved?

It is saved in 'Application/progress/issue-Application progress status-Not sent'.

The item I was trying to apply for suddenly disappeared.

If there are items for the same item, it is impossible. Please check 'Application/progress/issue-Application progress status-Not sent'.

I can't open the registration application.

Update Adobe reader.(The registration application must be a certain version or higher of Adobe reader is required)

An error message occurs when uploading the registraton application.

1. If the file name has changed,
2. If the file is not downloaded from the form information,
3. You clicked the 'Download' button multiple times, or
4. In case of scanned file In case like the above, you myst download and fill out again, Please be careful!

Contact Info.



New business items

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