

## 政府採購招標契約範本重要名詞中英對照表

項目	名詞	英譯
<b>(一)</b>	<b>契約範本 <i>Model Contract</i></b>	
<b>I</b>	<b>契約文件及效力 <i>The Contract Documents and their Effectiveness</i></b>	
1	財物	Property
2	勞務	Service
3	工程	Construction Work
4	採購契約	Procurement Contract
5	採購	Procurement
6	招標文件	Tender Documentation
7	投標文件	Tender
8	投標須知	Instructions to Tenderers
9	機關	Entity
10	審標	Evaluation of Tender
11	廠商	Contractor/Supplier
12	核准	Approval
13	準用	To Apply Mutatis Mutandis
<b>II</b>	<b>履約標的 <i>The Subject of Contract</i></b>	
14	標的	Subject/Object
15	技術規格	Technical Specification
<b>III</b>	<b>契約價金之給付 <i>The Payment of the Contract Price</i></b>	
16	(契約)價金	Contract Price/Contract Value
17	單價	Unit Price
<b>IV</b>	<b>契約價金之調整 <i>Adjustment of the Contract Price</i></b>	
18	減價收受	Acceptance with Price-reduction
<b>V</b>	<b>契約價金之給付條件 <i>Terms of Payment</i></b>	
19	預付款	Advance Payment
20	補助機關	Granting Entity
21	期限	Time-limit
22	政府採購法施行細則	Enforcement Rules of the Government Procurement Act
23	主管機關	Responsible Entity

24	代金	Fee in Substitute/Substitute Fee
25	政府電子採購網	Government e-Procurement System
26	投訴(提出申訴)	File a Complaint
27	政風機構(單位)	Anti-corruption Office
28	上級機關	Superior Entity
29	採購稽核小組	Control Unit
30	政府採購法	Government Procurement Act
31	分包契約	Subcontract
VI	稅捐 Tax	
32	營業稅	Business Tax
33	自然人	Natural Person
VII	履約期限 Time-limit for Contract Performance	
34	安裝	Installation
35	工作天(日)	Working Day
36	日曆天	Calendar Day
37	軍事採購	Military Procurement
38	不可抗力	Force Majeure
VIII	履約管理 Management of Contract Performance	
39	統包	Turn-key Contract/Design-Build Contract
40	轉包	Contract Assignment
41	分包	Subcontracting
42	分包廠商	Subcontractor
43	沒收	Forfeit
44	要求損害賠償	Claim for Damages
45	轉包廠商	Assignee
IX	履約標的品管 Quality Control of the Subject of Contract	
46	品管	Quality Control
47	分段查驗	Inspection by Segment
X	保險 Insurance	
48	保險單	Insurance Policy
XI	保證金/擔保 Guarantee Bond/Guarantee	
49	履約保證金	Performance Bond
50	還款保證金	Refund Bond

51	保固保證金	Warranty Bond
52	差額保證金	Price Difference Bond
53	孳息	Interest
54	支票	Check
55	本票	Promissory Note
56	保付支票	Certified Check
57	定期存款單	Certificate of Time Deposit
58	押標金保證金暨其他擔保作業辦法	Regulations for Bid Bond, Guarantee Bond, and Other Guarantees
59	郵政匯票	Postal Money Order
60	無記名政府公債	Bearer's Government Bond
61	質權	Pledge (of Right)
62	優良廠商	Outstanding Supplier
63	全球化廠商	Globalized Supplier
XII	<b>驗收 The Inspection and Acceptance</b>	
64	驗收	Inspection and Acceptance/Final Acceptance
65	部分驗收	Partial Acceptance
66	驗收人	Inspector
67	主驗人	Chief Inspector
68	結算驗收證明書	Certificate of Settlement and Acceptance
XIII	<b>保固 Warranty</b>	
69	保固期	Warranty Period
XIV	<b>遲延履約 Delay of Contract Performance</b>	
70	逾期違約金	Amount of Liquidated Damages for Delay
XV	<b>權利及責任 Rights and Responsibilities</b>	
71	社會利益	Social Benefits
72	得標廠商	Winning Tenderer
XVI	<b>契約變更及轉讓 Amendment and Transfer of the Contract</b>	
73	公司法	Company Act
74	契約變更	Contract Amendment/Change of Order
75	議價	Price Negotiation
XVII	<b>契約終止解除及暫停執行 Termination, Rescission or Suspension of Contract</b>	
76	契約終止	Termination of Contract
77	契約解除	Rescission of Contract

78	偽造文件	Forge a Document
79	變造文件	Alter a Document
80	公共利益	Public Interests
81	賄賂	Bribe
82	佣金	Commission
83	仲介費	Brokerage
84	後謝金	Kickback
85	溢價	Over-valued
XVIII	<b>爭議處理 Dispute Settlement</b>	
86	採購申訴審議委員會	Complaint Review Board for Government Procurement (CRBGP)
87	異議	Protest
88	申訴	Complaint
89	調解	Mediation
90	仲裁	Arbitration
91	仲裁機構	Arbitration Institution
92	民事訴訟	Civil Procedures
93	法院	Court
XIX	<b>其他 Miscellaneous</b>	
94	巨額採購	Large Procurement
(二)	<b>投標須知範本 <i>Model Instructions to Tenderers</i></b>	
95	購買	Purchase
96	租賃	Lease
97	定製	Customized Made
98	公告金額	Threshold for Publication
99	查核金額	Threshold for Supervision
100	共同供應契約	Inter-entity Supply Contract
101	投標廠商資格與特殊或巨額採購認定標準	Standards for Qualifications of Tenderers and Determination of Special or Large Procurement
102	委託機關	Entrusting Entity
103	需求單位	Requesting Unit
104	使用單位	Using Unit
105	承辦採購單位	Procuring Unit

106	專業服務	Professional Service
107	技術服務	Technical Service
108	資訊服務	Information Service
109	比價	Price Competition
110	中央機關未達公告金額採購招標辦法	Tendering Regulations of Central Government Entities for Procurement of a Value Not Reaching the Threshold for Publication
111	政府採購協定	Agreement on Government Procurement (GPA)
112	門檻金額	Threshold Values
113	差別待遇	Differential Treatment
114	外國廠商參與非條約協定採購處理辦法	Regulations Governing the Participation of Foreign Suppliers in the Procurement Not Subject to Any Treaties or Agreements
115	共同投標	Joint Tendering
116	投標截止日期	Deadline for Tendering
117	替代方案	Alternative Offer
118	投標文件有效期	Validity Period of the Tender
119	資格審查	Qualification Evaluation
120	合格廠商名單	Permanent List of Qualified Suppliers
121	金融機構	Financial Institution
122	銀行之書面連帶保證	Bank's Written Joint and Several Guarantee
123	小額採購	Small Procurement
124	基本資格	Basic Qualification
125	特殊採購	Special Procurement
126	特定資格	Specific Qualification
127	預算	Budget
128	底價	Government Estimate
129	工地主任	Field Director
130	工地負責人	Site Manager
131	專任工程人員	Full-time Engineer
132	安全衛生人員	Safety and Health Personnel
133	同等品	Equivalent
134	利益衝突	Conflicts of Interest

135	投標標價清單	Price List of the Tender
136	投標廠商聲明書	Statement of the Tenderer