



Vendor Confirmation,
Declaration and Submission

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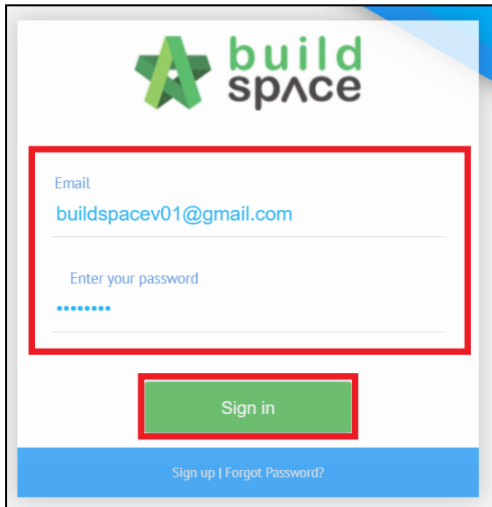
3-2 Jalan SU 1E, Persiaran Sering Ukay 1
Sering Ukay, 68000 Ampang, Selangor, Malaysia
Tel :+603-41623698 Fax :+603-41622698
Email: info@pck.com.my
Website: www.BuildSpace.my

(BuildSpace Version 3.4)

Last updated: 20/05/2021

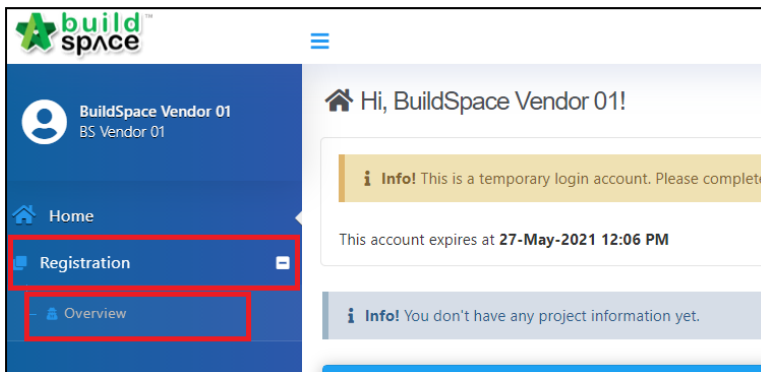
Vendor Confirmation, Declaration and Submission

1. Login to BuildSpace



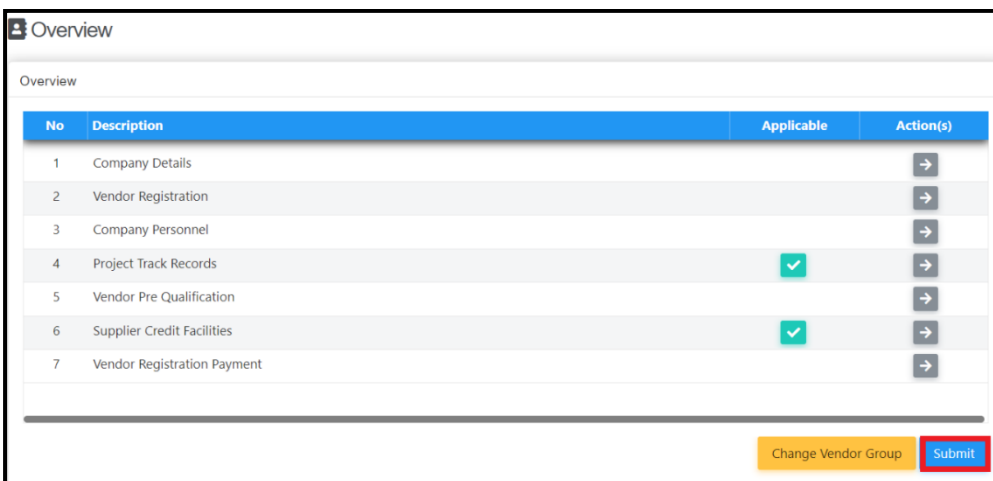
The screenshot shows the BuildSpace login page. The BuildSpace logo is at the top. Below it, there is a red-bordered box containing the email field with the text "Email" and "buildspacev01@gmail.com", and a password field with the text "Enter your password" and a series of dots. Below the password field is a green "Sign in" button. At the bottom of the page, there are links for "Sign up" and "Forgot Password?".

2. Click "Registration" and Click "Overview"



The screenshot shows the BuildSpace dashboard. The left sidebar has a blue background and contains the BuildSpace logo, a user profile for "BuildSpace Vendor 01", and navigation links for "Home", "Registration", and "Overview". The "Registration" and "Overview" links are highlighted with red boxes. The main content area shows a greeting "Hi, BuildSpace Vendor 01!" and two information boxes: one stating "This is a temporary login account. Please complete" and another stating "This account expires at 27-May-2021 12:06 PM".

3. Click "Submit"



The screenshot shows the "Overview" page. It features a table with the following data:

No	Description	Applicable	Action(s)
1	Company Details		→
2	Vendor Registration		→
3	Company Personnel		→
4	Project Track Records	✓	→
5	Vendor Pre Qualification		→
6	Supplier Credit Facilities	✓	→
7	Vendor Registration Payment		→

At the bottom right of the table, there are two buttons: "Change Vendor Group" and "Submit".

4. Tick "I Confirm" and Click "Submit"



The screenshot shows a confirmation form. It contains a text box with the text "I/we declare all the details submitted are true by the time this application is submitted." Below this text box is a checked checkbox labeled "I confirm". To the right of the form, there are two buttons: "Submit" and "Back".

Vendor will receive submission email notification once submitted.