



BUILDSPACE EPROJECT

Prepare list of
Reputable Developers

Procurement User / Admin

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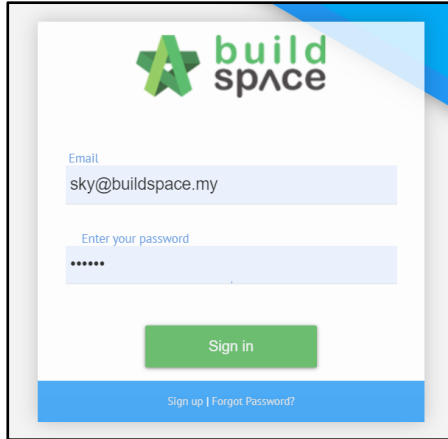
Website: www.BuildSpace.my

Last updated: 23/5/2021

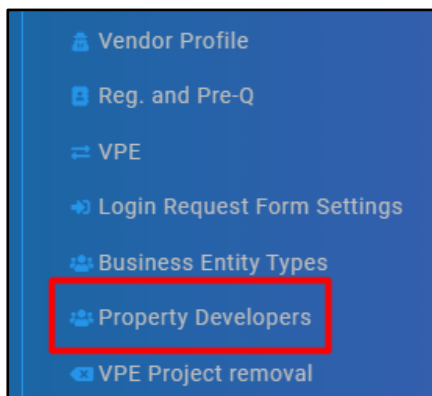
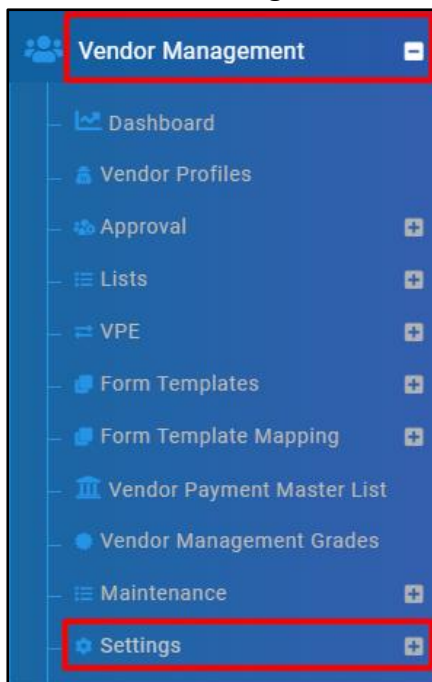
Prepare list of Reputable Developers for the vendor to select (in Project Track Record)

Note: Please make sure the spelling and name are PROPERLY as it cannot be amended after save.

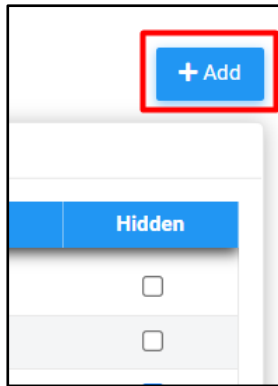
1. Login in as **Procurement User/Admin**.



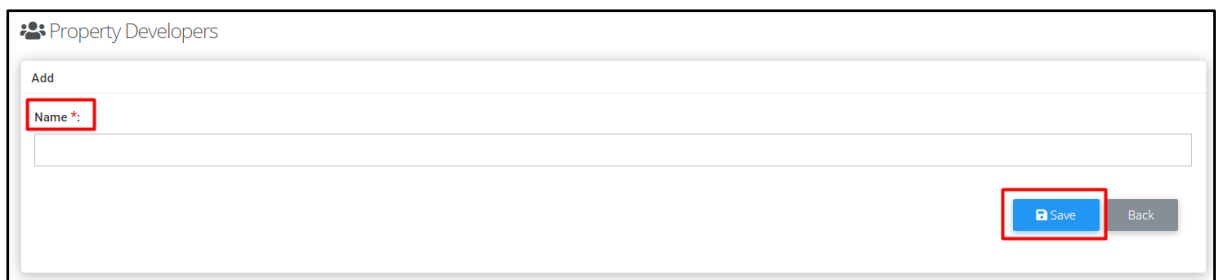
2. Click **“Vendor Management”** and then click **“Settings”**. Click **“Property Developers”**.



3. Click **"Add"**.



4. Input **Name** and click **"Save"**.



5. Tick **Hidden** if such Business Entity shall not display out.

