



BUILDSPACE EPROJECT

Submit created Vendor
Pre-Q Form for approval

Procurement User / Admin

Powered by:



GLOBAL PCK SOLUTIONS SDN BHD (973124-T)

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Email: info@pck.com.my

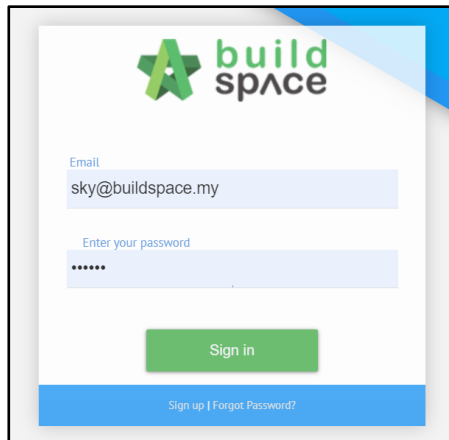
Website: www.BuildSpace.my

Last updated: 23/5/2021

Submit created Vendor Pre-Qualification Form for approval

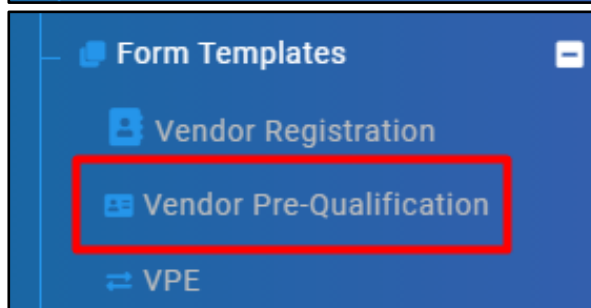
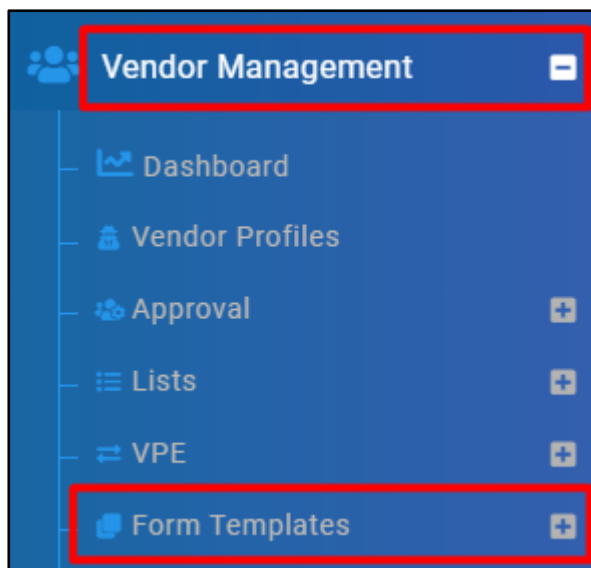
Note: Verifier assigned will get notified to approve the form.

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






The image shows the login page for Build Space. At the top left is the Build Space logo, which consists of a green star-like icon and the text "build space". Below the logo is an email input field containing "sky@buildspace.my". Underneath the email field is a password input field with the placeholder text "Enter your password" and a series of dots representing the password. A green "Sign in" button is positioned below the password field. At the bottom of the page, there are links for "Sign up" and "Forgot Password?".

2. Click **"Vendor Management"** and then click **"Form Templates"**. Click **"Vendor Pre-Qualification"**.



3. Select **Vendor Group**. Under **Action(s)**, click **Approval**.

No	Name
	Filter
1	Business Unit
2	Consultant
3	CONSULTANT (CONSTRUCTION)
4	Consultants (Construction)
5	Contractor
6	Contractors (Construction)
7	Finance

Template Form	Action(s)
	  

4. Select **Verifier**. If there is **more than One (1) Verifier**, click **Add Verifier**. Then, click **Submit for Approval**.

Select Verifiers:

None

None

Wong Shi Yin

Chiew Wei Jie

farahinn

Desmond Loi

Chris Volcano

