



BUILDSPACE EPROJECT

Registration Form
to be mapped

Procurement User / Admin

Powered by:



GLOBAL PCK SOLUTIONS SDN BHD (973124-T)

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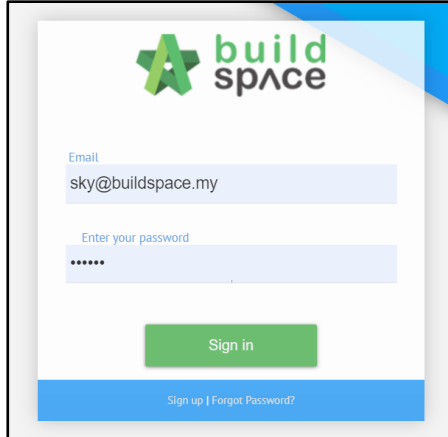
Website: www.BuildSpace.my

Last updated: 23/5/2021

Registration Form to be mapped to Vendor Group x Business Entity Type

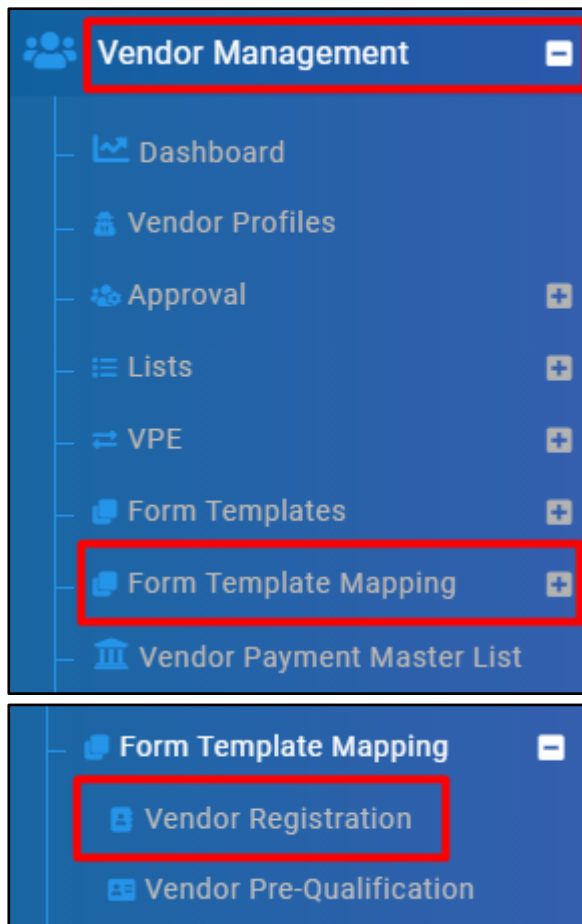
Note: User Type and Business Entity Type been created. The Registration Form shall also be approved.

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

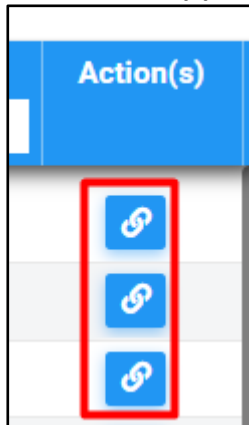


The screenshot shows the BuildSpace login interface. At the top left is the BuildSpace logo, which consists of a green star icon and the text 'build space'. Below the logo is an email input field containing 'sky@buildspace.my'. Underneath is a password input field with the placeholder text 'Enter your password' and a masked 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 Template Mapping”**. Click **“Vendor Registration”**.



3. Under **Action(s)**, click “**Link Form**”.



4. **Tick** the form and click “**Save**”.

A screenshot of a "Link Form" dialog box. The dialog has a title bar with "Link Form" and a close button. It contains a table with two columns: "Form Name" and "Revision". The table lists several forms, each with an unchecked checkbox in the "Form Name" column. The checkboxes are highlighted with a red rectangular box. Below the table is a pagination control with buttons for "First", "Prev", "1", "2", "Next", and "Last". At the bottom right of the dialog, there are two buttons: "Save" and "Close". The "Save" button is highlighted with a red rectangular box.

Form Name	Revision
filter column...	filter column...
<input type="checkbox"/> Registration	1
<input type="checkbox"/> Contractor	Original
<input type="checkbox"/> Contractor Main	Original
<input type="checkbox"/> Consultant	1
<input type="checkbox"/> SDP Sample Form	Original
<input type="checkbox"/> VRF - CONTRACTOR (April 2021)	Original

First Prev 1 2 Next Last

Save Close