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EXPRESSWAYS

TOWNSHIP & PROPERTY DEVELOPMENT

ENGINEERING & CONSTRUCTION

ASSET & FACILITY MANAGEMENT











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Vendor Registration (0/7)



What you need to do?

Step 1a: Go to www.plus.com.my

Step 1b : Go to Join Us and select Be Our Vendor. Then click on Registration.

Note: a. Best view in Mozzila, Chrome & Internet Explorer b. Note: Then, fill in the registration form request to register your company with PLUS



Vendor Registration (1/7)

What you need to do?

Step 2a: In the first section "Company Details", fill in company details

Step 2b: Enter your company's point of contact information

Step 2c: Click "Next" to go to section 2 "Contacts"

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|---|-------------------------------------|---------------------|--------------------|----------|-----------|----------------------------|---------------|--------------------------|---------------|----------------|-------------|-----------|
| | | | Company Details | Contacts | Addresses | Business Classification | Bank Accounts | Products and Services | Questionnaire | Review | | |
| Register Supplier: C | ompany Details | | | | | | | arran - 6,040.4 | | | | Back Negt |
| | * Company | Jacob Snd Bhd | | | | | | | | Tax Country | Malaysia | |
| | * Tax Organization Type | Corporation | ~ | | | | | | | Taxpayer ID | AS0192345-P | |
| | * Supplier Type | Suppler 🔽 | | | | | | | Tax Registr | ation Number | | |
| | Corporate Web Site | | | | | | | | No | te to Approver | | |
| | Attachments | Note + | | | | | | | | | | |
| Additional Information | | | | | | | | | | | | |
| Auditional mormation | | * Invition Company | UEM PULIS | | | | | | | | | |
| | | | | | | | 1000 | | | | | |
| Your Contact Informa Enter the contact information for | DON communications regarding thi | a registration. | | | | | | | | | | |
| | | | | | | | | | | | | |
| | Purst Name | Jacob | | | | | | | | | | |
| | Cast Name | incoh manifishe een | | | | | | | | | | |
| | * Confirm Email | jacob maa@abc.com | | | | | | | | | | |
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| | | | 0 | 0 | 3 | (4) | (6) | (0) | (7) | (1) | | |
| | | | Company | Contacts | Addresses | Business | Bank Account | Products and | Questionnaire | Review | | |
| Register Supplier: C | company Details | | Details | | | Classification | | Services | | | | Back Negt |
| | | | | | | | | | | | | |
| | * Company | Jacob Snd Bhd | 1001 | | | | | | | Tax Country | Malaysia | |
| | Tax Organization Type | Corporation | * | | | | | | 75 20039 | Taxpayer ID | AS0192345-P | |
| | * Supplier Type | Suppler | | | | | | | Tax Registr | ation Number | | |
| | Corporate sveo site | Nota de | | | | | | | No | te to Approver | | |
| | | | | | | | | | | | | |
| Additional Information | | | | | | | | | | | | |
| | | * Inviting Company | UEM PLUS | | | | • | | | | | |
| Your Contact Informa | tion | | | | | | | | | | | |
| Enter the contact information fo | r communications regarding th | a registration. | | _ | | | | | | | | |
| | * First Name | Jacob | | | | | | | | | | |
| | * Last Name | Маа | | 2h | | | | | | | | |
| | * Email | jacob maa@abo.com | | 20 | | | | | | | | |
| | * Confirm Email | jacob mas@abc.com | | T. | | | | | | | | |
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Vendor Registration (2/7)



What you need to do?

Note: The contact entered in section 1 "Company Details" will be populated

Step 3a: Click on "+" to create additional contact

Step 3b: Click on "Edit" if the contact details need to be edited

Step 3c: Click "Next" to go to section 3 "Addresses"

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| | | | | Company | Contacts | Addresses | Business |
| Register Supplier: Con | tacts | | | Details | | | Classificatio |
| togiotor o applion. o on | | | | | | | |
| Enter at least one contact. Actions ▼ View ▼ Format ▼ | + Create 3a | X Delete | Freeze | Detach | 🚽 Wrap | | |
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| Maa, Jacob | | | | | | | |
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| | | | | Details | Contacts | Addresses | Classificatio |
| Register Supplier: Con | tacts | | | | | | |
| Enter at least one contact. | | | | | | | |
| Actions 🔻 View 🔻 Format 🔻 | 🕂 Create 📝 Edit | 2 | Freeze | Detach | 🚽 Wrap | | |
| Name | | | | | | | |
| Maa, Jacob | | | | | | | |
| Columns Hidden 7 | | | | | | | |
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Vendor Registration (3/7)

Screenshots



What you need to do?

Step 4a: Click on "+" to input address

Step 4b: Fill in the address details

Step 4c: Click on "Actions" to assign the contacts created in the previous section "Contacts" to this supplier address

Step 4d: Click "OK" after filling in the address details in this section

Step 4e: Click "Next" to go to section 4 "Business Classifications"

| | | | | | <u> </u> | | 8 | |
|--|---|---------------|--|----------------------------------|------------------------|----------|--|-------------------------------------|
| | | | | | Details | Contacts | Addresses | Classification |
| egister Sup | plier: Ado | dresses | | | | | | |
| iter at least one ad | ldress. | | | | | | | |
| Actions v View v | ▼ Format ▼ | + Create | | Freeze | Detach | | | |
| Address Name | • | Address | Edit Address: M | ain | | | | |
| Main | | No 145,ORR | | | | | | |
| Columns Hidden | 3 | | * Address N | ame Main | | | | * Address |
| | | | * Cou | ntry India | | • | | Purpose |
| | | | * Address Li | ne 1 No 145, Sa | arjapur Road | | | |
| | | | | | | | | |
| | | | | | | | | |
| ut Address: Main | | | | | | | | |
| * Address Name | Main | | * Addres | s 🗹 Ordering | | | | |
| * Country | India | • | Purpos | e 🗹 Remit to 🖌 RFQ or Bidding | | | | |
| * Address Line 1 | No 145, Sarjapur | Road | Phor | e 91 | | • | 998775566 | 1 |
| Address Line 2 | ORR | | Fa | x 91 | | • | | |
| * City or Town | bangalore | | * Ema | il jacob.maa@abc.co | m | | | |
| * Pin Code | 560078 | | | | | | | - |
| State | | | | | | | | |
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Vendor Registration (4/7)



What you need to do?

Step 5a: Select the Business Classification from the drop-down list

Step 5b: Fill in the corresponding fields

Step 5c: Check the box if none of the classification from the drop-down list are applicable

Step 5d: Click "Next" to go to section 5 "Bank Accounts"







Vendor Registration (5/7)



What you need to do?

Step 6a: Click on "+" to input bank details

Step 6b: Select the country and fill in the bank details required

Step 6c: Click "OK" after filling in the bank details in this section

Step 6d: Click "Next" to go to section 6 "Products and Services"



| Edit Bank Account | | | | |
|------------------------|----------------|------------|--------------------|-----------|
| * Country | Malaysia | • | IBAN | |
| Bank | Malaysia | MY | ^ - | |
| Branch | India | IN | | |
| Account Number | Afabaaistaa | AE | | |
| Additional Informa | Aland Jelande | AY | | |
| | Albania | AL | | |
| Account Name | Algeria | DZ | | 6 |
| Alternate Account Name | American Samoa | AS | ~ | |
| Account Suffix | Andorra | AD | | |
| Check Digits | Angola | AO | ~ | |
| Comments | < | | > | |
| comments | Search | | | |
| Note to Approver | | | | |
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Vendor Registration (6/7)



| What you need to do? | Screenshots |
|----------------------------------|--|
| Sten 7a: Click "Select and Add" | |
| to add the products/ services | \sim |
| | |
| Step 7b: Search by keywords | Company Contacts Ac Details |
| and add the product/ service to | Register Supplier: Products and Services |
| the list | |
| | Actions View V Format V Select and Add Commove III Freeze III Detach of Wrap |
| Step 7c: Click "OK" after adding | Category Name |
| the product/ service | No data to display. Select and Add: Products and Services |
| | ✓ Search |
| Step 7d: Click "Next" to go to | |
| section 7 "Questionnaire" | Select and Add: Products and Services X |
| | ∡ Search |
| | Category Name Description orane 7b |
| | Search Reset |
| | View v Format v 📳 Freeze 🚮 Detach 🗟 🍸 🏠 🖨 Wrap |
| | Select Category Name Description |
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| | Apply OK Cancel |
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