



Welcome
to
Vendor Portal System



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1. VENDOR REGISTRATION

a) VENDOR HOMEPAGE

This is the link for the vendor registration and vendor login:

<https://vms.bernas.com.my/Views/Vendor/Login.aspx>

BERNAS
PADIBERAS NASIONAL BERHAD
(295514-U)

Welcome to Vendor Portal System

Vendor Portal System

User ID

Password

By Company

[Forget Password](#) [Register](#) [Sign In](#)

For enquiries please contact us as below:
Registration Process
MOHAMAD IZUAN BIN MAT ZALY
Email: izuan.zali@bernas.com.my
Contact Phone: 03-55657772
System and Technical Issues
Email: vms@bernas.com.my

[User Manual - English Version](#)
[User Manual - Bahasa Malaysia Version](#)

Best viewed in desktop computer or laptop with Google Chrome, Internet Explorer 8 and above, Mozilla Firefox

b) TERMS AND RULES

BERNAS
PADIBERAS NASIONAL BERHAD

VENDOR APPLICATION FORM BORANG PENDAFTARAN VENDOR

Please take note of the following terms and rules before proceed with the BERNAS vendor registration.
Sila ambil perhatian pada syarat-syarat & peraturan berikut sebelum membuat pendaftaran sebagai vendor BERNAS.

The forms must be completed in full and to strictly follow the format stipulated herein.
Permohonan yang tidak lengkap atau tidak menepati format borang ini tidak akan diterima.

1. GENERAL INFORMATION/ MAKLUMAN AM

1.1 Vendor shall undertake and warrant that all data and information submitted in this application is true and correct.
Vendor bertanggungjawab untuk memastikan semua maklumat yang diberikan adalah betul dan tepat.

1.2 The registration fee and renewal fee is currently being waived by BERNAS. (Waived until further notice)
Yuran bagi pendaftaran baru dan pembaharuan kini dikecualikan oleh BERNAS. (Dikecualikan sehingga notis selanjutnya)

Read through the terms and conditions. Click "Next" button to proceed.

[Next](#) [Back](#)

Please take note on the following **Terms and Rules**:

1. GENERAL INFORMATION

1.1 Vendor shall undertake and warrant that all data and information submitted in this application is true and correct.

1.2 The registration fee and renewal fee is currently being waived by BERNAS. (Waived until further notice)

c) **REGISTRATION**
LOGIN DETAILS

The screenshot shows a registration form with the following fields and callouts:

- Title:** * (Mandatory) - Dropdown menu with "Mr." selected. Callout: "Reminder: Fill in all the mandatory fields which are indicated by *"
- First Name:** * (Mandatory) - Text input with "KEN". Callout: "Key in your email address which you will be using this to login the system"
- Last Name:** * (Mandatory) - Text input with "LEE". Callout: "Key in your email address which you will be using this to login the system"
- Email Address:** * (Mandatory) - Text input with "kenlee@kenleeconstruction.com". Callout: "Key in your email address which you will be using this to login the system"
- Confirm Email Address:** * (Mandatory) - Text input with "kenlee@kenleeconstruction.com". Callout: "Re-enter your email address"
- Mobile Number:** * (Mandatory) - Text input with "0178905561". Callout: "Key in your password (Case Sensitive)"
- Mobile Number 2:** - Text input with "0178934556".
- Password:** * (Mandatory) - Password input with "*****". Callout: "Key in your password (Case Sensitive)"
- Confirm Password:** * (Mandatory) - Password input with "*****". Callout: "Re-enter your password"

Buttons: Register (blue), Cancel (red)

VENDOR DETAILS

The screenshot shows the 'Vendor Details' form with the following fields and callouts:

- Incorporation Details:**
 - Type of Incorporation: Private Ltd / SDN BHD
 - Registration No. (Example: 789512-M): 700654-U (Callout: Key in your SSM registered Business Registration No.)
 - Incorporation Date: 03-Jan-2011 (Callout: Select the Incorporation Date from the calendar)
 - Country of Incorporation: Malaysia
- Business Information:**
 - Business Name: KEN LEE CONSTRUCTION SDN BHD (Callout: Key in your SSM registered Business Name)
 - Registered Address: BLOCK A1, JLN PUJ 4, WISMA FRIMA (Callout: Arrange the address in 3 lines)
 - Business Address: 32, UNIT 1A, JLN HARAPAN (Callout: Arrange the address in 3 lines)
 - State: Selangor (Callout: Select the "State" from dropdown selection)
 - City: PETALING JAYA
 - PostCode: 47301
 - Phone Number: 073447860
 - Fax Number: 073447862
 - Contact Person: MR KEN
 - Designation: MANAGER
 - Mobile Number: 0139006754
 - Email: contact@kenleeconstruction.com
 - Extension Number: 120
 - Website: www.kenleeconstruction.com
 - Billing and Payment Currency: MYR
- Bank Details:**
 - Section: Bank Details (Maklumat Bank)
 - Action: Add (Callout: Click "Add" button to add the primary bank details *this is mandatory)
 - Table Headers: Payment Bank, SWIFT Code, Bank Account Name, Bank Account No
 - Status: Currently no line in item list
- Branch Details:**
 - Section: Branch Details (Maklumat Cawangan)
 - Note: *Please fill in only the branches that deal/have transaction with BERNAS and payment needs to be transact into the branch with different bank account
 - Action: Add (Callout: Click "Add" button to add a branch *this is NOT mandatory)
 - Table Headers: Name, Address, City, State, Postcode, Country, Contact Person, Email Address, Phone Number, Fax Number, Mobile Number
 - Status: Currently no line in item list
- Buttons:** Register, Cancel

VENDOR DETAILS-BANK POPUP

Payment Bank Detail:
Maklumat Bank

Payment Bank: *
Bank Pembayaran CIBM BANK BERHAD Select the Payment Bank from the drop down selection

SWIFT Code/IBG BIC Code: *
Kod SWIFT/Kod IBG BIC CIBBMYKL SWIFT code will be populated based on the payment bank that you selected

Bank Account Name: *
Nama Akaun Bank KEN LEE WI WEI

Bank Account No.: *
Nombor Akaun Bank 1345008938

Bank Address:
Alamat Bank 12,
JLN P.JU 1/3,
AMAN SURIA, PETALING JAYA Arrange the address in 3 lines

Save Cancel

VENDOR DETAILS-BRANCH POPUP

Branch Detail:
Maklumat Cawangan

Branch Name: *
Nama Cawangan KEN LEE CONSTRUCTION BRANCH JB Key in the Branch Name. 2 branches should not use the same name

Country: *
Negara Malaysia

State: *
Negeri Johor

City: *
Bandar JOHOR BAHRU

PostCode: *
Poskod 81600

Office Address: *
Alamat Pejabat 78,
JLN GAYA 2,
ULU TIRAM Arrange the address in 3 lines

Contact Person: *
Nama Orang Yang Boleh Dihubungi MISS MICHELLE Key in the main contact person for this branch

Email Address: *
Alamat Emel michelle@gmail.com

Phone Number: *
Nombor Telefon 074590219

Fax Number:
Nombor Faks 074590218

Mobile Number:
Nombor Telefon Simbit 0196373547

Payment Bank: *
Bank Pembayaran CIBM BANK BERHAD Select the Payment Bank from the drop down selection

SWIFT Code/IBG BIC Code: *
Kod SWIFT/Kod IBG BIC CIBBMYKL SWIFT code will be populated based on the payment bank that you selected

Bank Account Name: *
Nama Akaun Bank MICHELLE TAN SIEW SIEW

Bank Account No.: *
Nombor Akaun Bank 2393900000

Bank Address:
Alamat Bank LOT 9,
JLN MURNI,
TAMAN MURNI, TEBRAU Arrange the address in 3 lines

Save Cancel

BUSINESS DETAILS

BUSINESS DETAILS-SHAREHOLDER POPUP

LICENCE & REGISTRATION PARTICULARS

LICENCE & REGISTRATION PARTICULARS-CIDB POPUP

Sub Category Code	Sub Category Specialization
<input checked="" type="checkbox"/> B01	IBS: Prefabricated concrete system
<input type="checkbox"/> B02	BS: Steel frame system
<input type="checkbox"/> B03	Restoration and conservation
<input type="checkbox"/> B04	General building works
<input type="checkbox"/> B05	Piling works
<input type="checkbox"/> B06	Concrete repair works
<input type="checkbox"/> B07	Interior decoration
<input type="checkbox"/> B08	Water proof material installation
<input type="checkbox"/> B09	Landscaping
<input type="checkbox"/> B10	Internal pipeline installation

LICENSE & REGISTRATION PARTICULARS-MOF POPUP

Ministry Of Finance
Kementerian Kewangan

Main Category:* 01 - Writing And reading materials
Katagori Utama

Sub Category:* 01 - Writing and Reading Materials
Katagori Sub

Sub Item Category Code	Sub Item Category Name
<input type="checkbox"/> 010101	Reading Materials Published In Other Countries
<input checked="" type="checkbox"/> 010102	Reading Materials

Save Cancel

LICENSE & REGISTRATION PARTICULARS-OTHER LICENSE & REGISTRATION POPUP

Registration With Government Bodies/Public Sectors/Private Sectors
Pendaftaran dengan Badan-badan Berkanun Kerajaan / Sektor-sektor Awam / Sektor-sektor Swasta

Organization:* PUSAT KHIDMAT KONTRAKTOR
Organisasi

Registration No:* 100037480
No. Pendaftaran

Expiry Date:* 31-Dec-2019
Tarikh Tamat

Remarks: (Max 300 characters)*
Catatan: (Max 300 huruf)
key in additional information here

Save Cancel

FINANCIAL BACKGROUND

Section	Current / Semasa	Fixed / Tetap	Total / Jumlah
Paid up Capitals: <i>Modal Berbayar</i>	100,000.00		
Authorized Capitals: <i>Modal Dibenarkan</i>	60,000.00		
ASSET(A): <i>ASET(A)</i>			
Current: <i>Semasa</i>	50,000.00	Fixed: <i>Tetap</i>	20,000.00
			Total: <i>Jumlah</i>
			70,000.00
LIABILITIES(B): <i>LIABILITI(B)</i>			
Current: <i>Semasa</i>	30,000.00	Fixed: <i>Tetap</i>	10,000.00
			Total: <i>Jumlah</i>
			40,000.00
NETT WORTH(A-B): <i>NILAI BERSIH(A-B)</i>			
Current: <i>Semasa</i>	20,000.00	Fixed: <i>Tetap</i>	10,000.00
			Total: <i>Jumlah</i>
			30,000.00

This is the sum of the Current and Fixed Asset

This is the sum of the Current and Fixed Liabilities

This is the sum of the Current and Fixed Nett Worth

PLEDGE

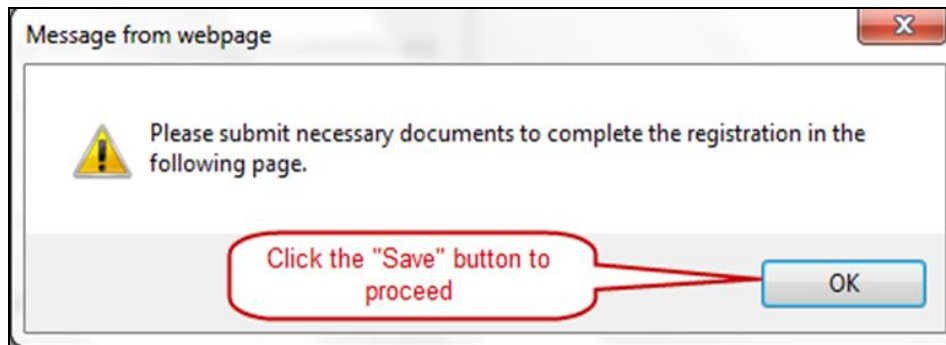
Section	Agreement
Privacy Policy <i>Polisi Privasi</i>	<input checked="" type="checkbox"/>
Business Partner Code of Conduct <i>TataKelakuan Rakan Niaga</i>	<input checked="" type="checkbox"/>
Declaration <i>Pengisytiharan</i>	<input checked="" type="checkbox"/>

Tick the checkbox after you read and agree with the terms and conditions.

Tick the checkbox after you read and agree with the terms and conditions.

Tick the checkbox after you read and agree with the term and conditions.

Click "Register" button to proceed with the registration



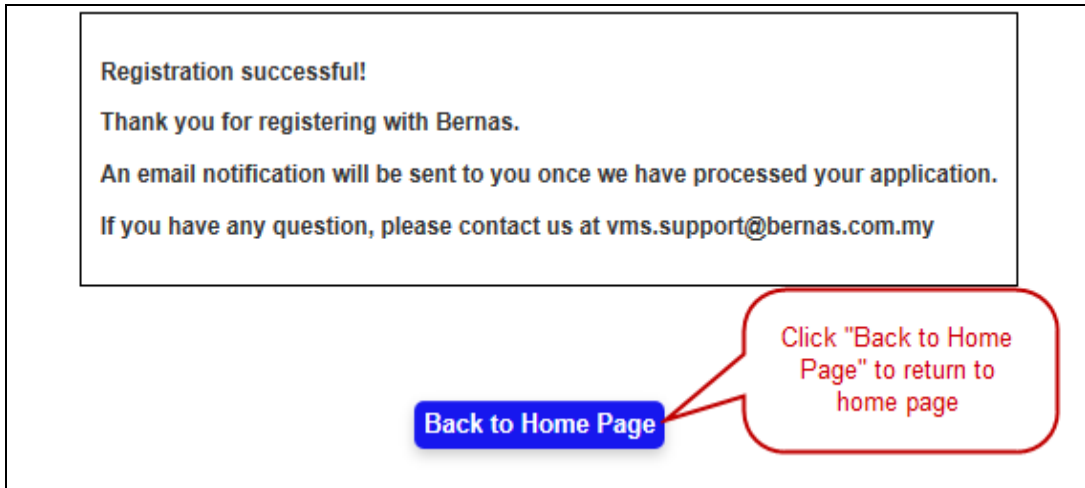
VENDOR ATTACHMENTS

After you filled in all the details in above steps, you will need to submit all the necessary documents to BERNAS to complete the registration process.

Note: Please check your attachments carefully before you submit them for BERNAS approval.

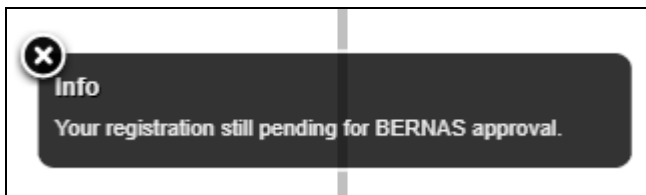
The screenshot shows the 'Attachment' tab in the Vendor Management System. It lists various mandatory attachments for different company types. A callout 'a' points to an 'Attach' button for miscellaneous documents. Callout 'b' points to the 'Attach' buttons for mandatory documents. A callout 'c' points to the 'Submit' button at the bottom. A modal window titled 'Form 9/ Form 13:' is open, showing a file upload interface with 'Browse...' buttons and an 'Upload' button. Callouts 1, 2, and 3 explain the steps: 1. Click 'Browse' to browse for your file, 2. Specify a filename for your file, and 3. Click 'Upload' to upload your file.

The screenshot shows a 'Message from webpage' dialog box with a warning icon and the text: 'Your registration will be sent to BERNAS for approval.' Below the message is an 'OK' button. A callout bubble points to the 'OK' button with the text: 'Click "OK" to finish the registration and your registration is pending for BERNAS approval'.



You will not be able to login the system until BERNAS has enrolled you as a vendor. You will receive an email notification that you are being enrolled as BERNAS vendor if you are being enrolled successfully.

If you attempt to login before BERNAS staff enrolled you as BERNAS vendor, you will see the following message:



Note: If you did not receive any email notification from BERNAS within 7 working days, please contact BERNAS directly to confirm further.

Once BERNAS staff has enrolled you, you will receive an email notification and will be able to login the system.

You can login to the system using following link:

<https://vms.bernas.com.my/views/vendor/login.aspx>



2. VENDOR PROFILE MANAGEMENT

a) VENDOR PROFILE

VIEW PROFILE

Welcome JAMES LOGISTIC
Logout

Vendor Portal

Home

Search any keywords here Advanced search

RFQ Inbox Interest Inbox History Inbox Q&A Inbox

0 record(s) Refresh List

Rows per page: 10

RFQ No.	Description of Material/Service	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
No record found!								

Status Company Profile
Product Listing
View Project Assessment
Print Certificate
View Invoice
Notifications

Click the "Company Profile" to view your profile

Login Details Vendor Details Business Details Licence & Registration Particulars Financial Background Attachment

Click different tab to view your profile

Title: *Gelaran*

First Name (eg:John for John Oliver Twist): JAMES
Nama Pertama (contoh: Musa utk Musa Bin Osman)

Last Name (eg:Oliver Twist for John Oliver Twist): LEE
Nama Keluarga (contoh: Osman utk Musa Bin Osman)

Email Address: JAMESLEE@HMAIL.COM
Alamat Emel

Mobile Number: 01789000554
Nombor Telefon Bimbit

Mobile Number 2:
Nombor Telefon Bimbit 2

Edit Change Password Back

EDIT PROFILE

The screenshot shows the 'EDIT PROFILE' form with the following fields and callouts:

- Title:** * Mr. (dropdown menu)
- Gelaran**
- First Name (eg: John for John Oliver Twist):** * JAMES
- Nama Pertama (contoh: Musa utk Musa Bin Osman)**
- Last Name (eg: Oliver Twist for John Oliver Twist):** * LEE
- Nama Keluarga (contoh: Osman utk Musa Bin Osman)**
- Email Address:** JAMESLEE@HMAIL.COM
- Alamat Emel**
- Mobile Number:** * 01789000554
- Nombor Telefon Bimbit**
- Mobile Number 2:**
- Nombor Telefon Bimbit 2**

Callouts:

- 1. Edit the information that you want, for example: mobile number (points to the Mobile Number field)
- 2. Click "Save" to edit profile (points to the Save button)

CHANGE PASSWORD

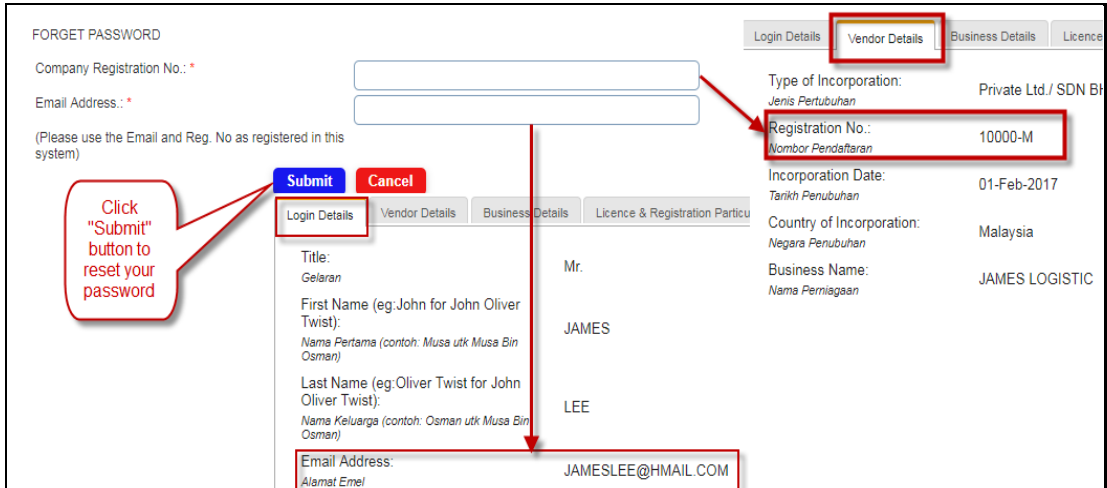
The screenshot shows the 'CHANGE PASSWORD' form with the following fields and callouts:

- Old Password:** *
- New Password:** *
- Re-type New Password:** *

Callouts:

- 1. Click "Change Password" to change your login password (points to the Change Password button)
- 2. Click "Confirm" to change your password (points to the Confirm button)

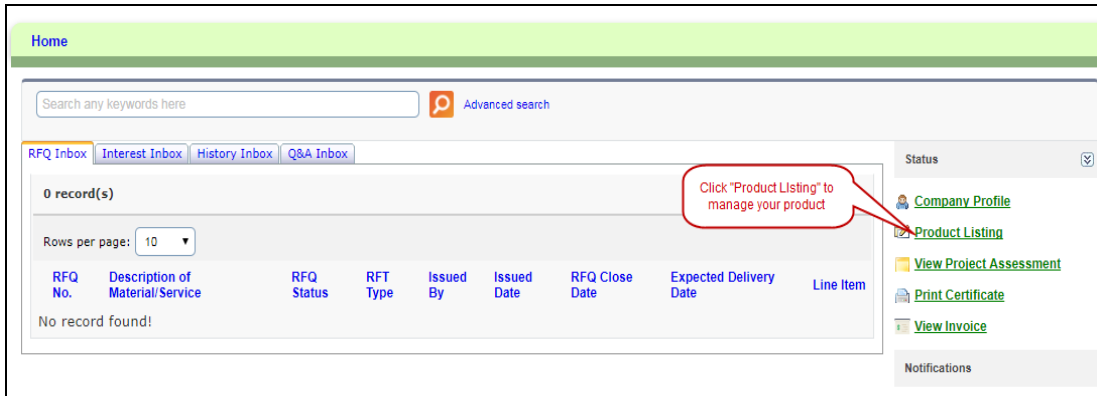
FORGOT PASSWORD



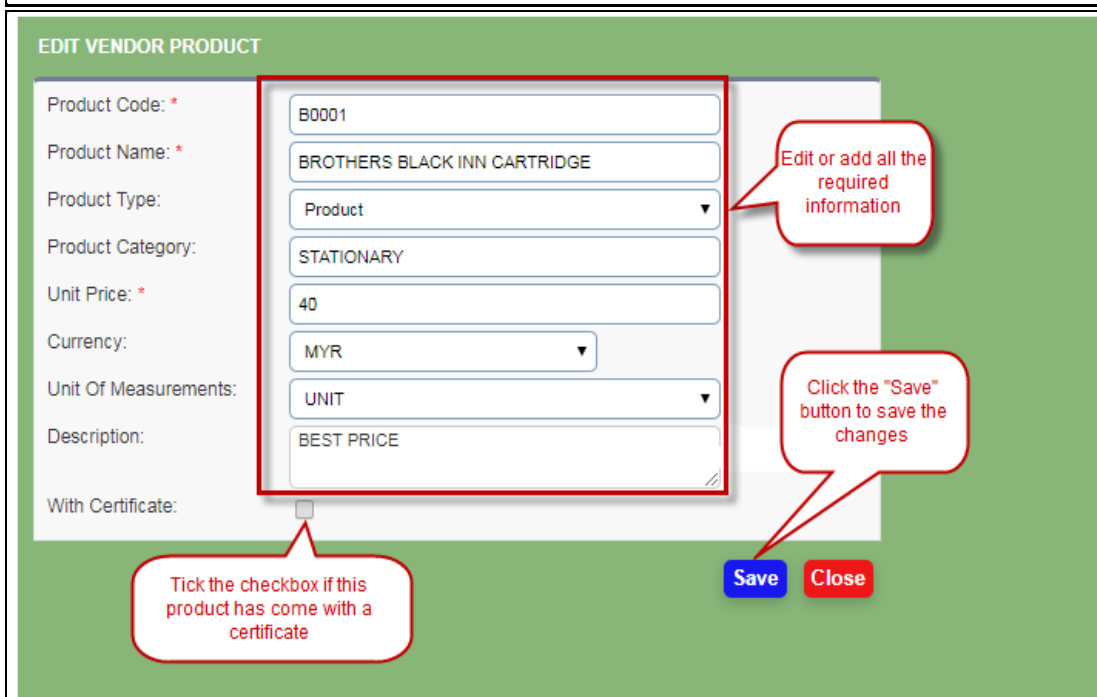
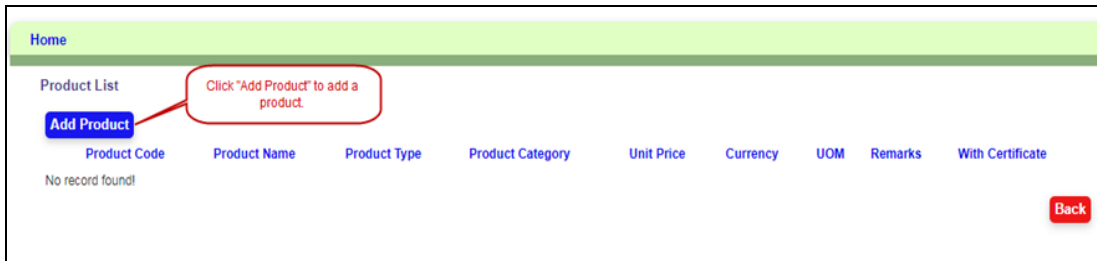
An email will be sent to you and you will be able to reset your password by clicking on the link provided.

b) PRODUCT MANAGEMENT

You can advertise your product by adding a product in the product listing page.



ADD PRODUCT/EDIT PRODUCT

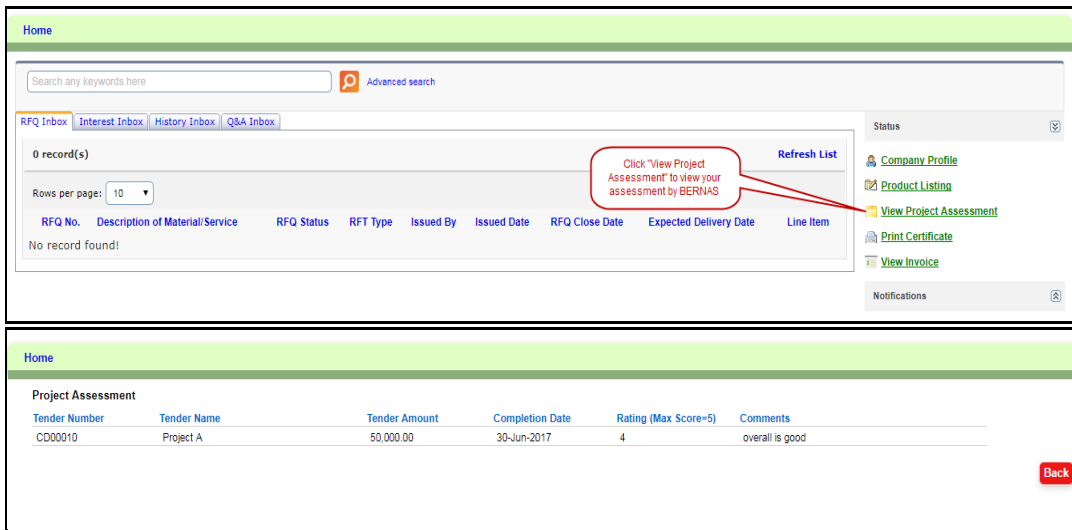


DELETE PRODUCT



c) PROJECT ASSESSMENT

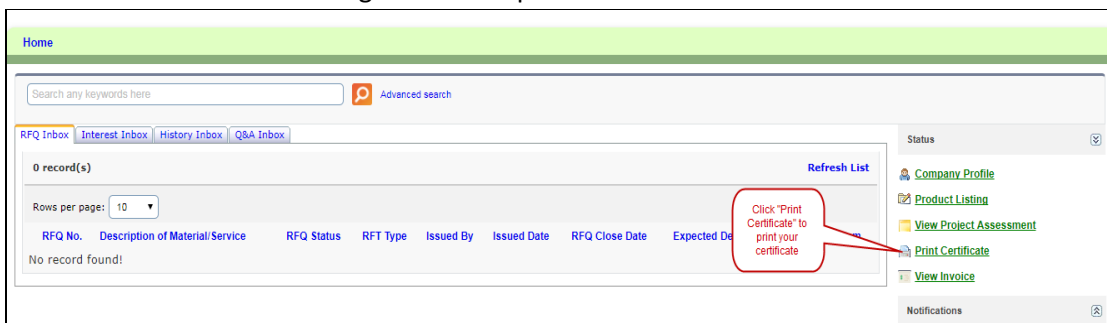
VIEW PROJECT ASSESSMENT



d) VENDOR CERTIFICATE

PRINT CERTIFICATE

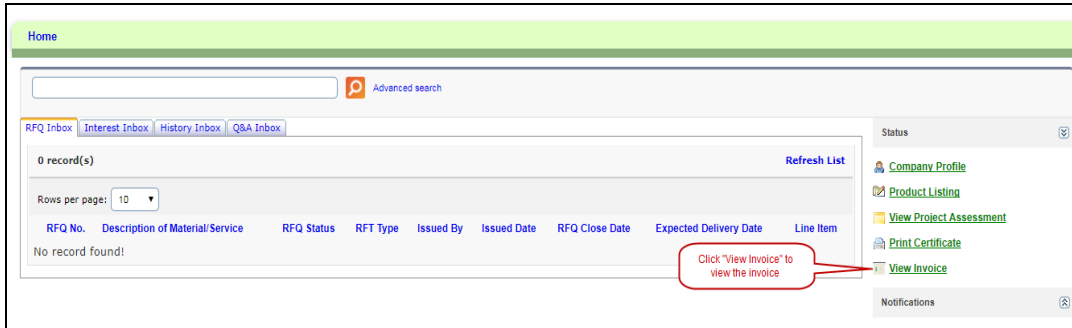
The vendor certificate will be generated in pdf format.



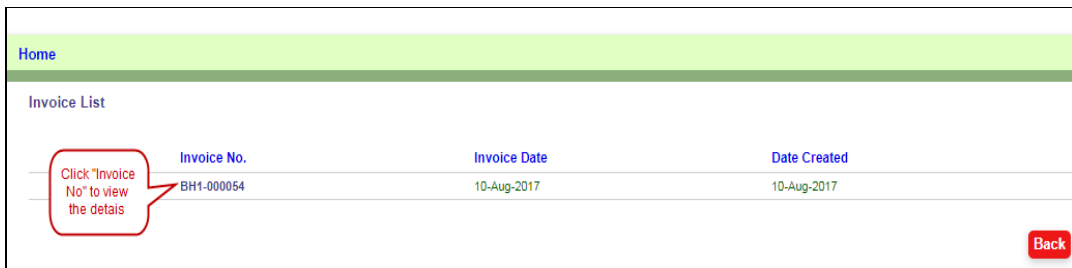
e) INVOICE

- The invoice function is remained so that the vendor can view back the payment history.

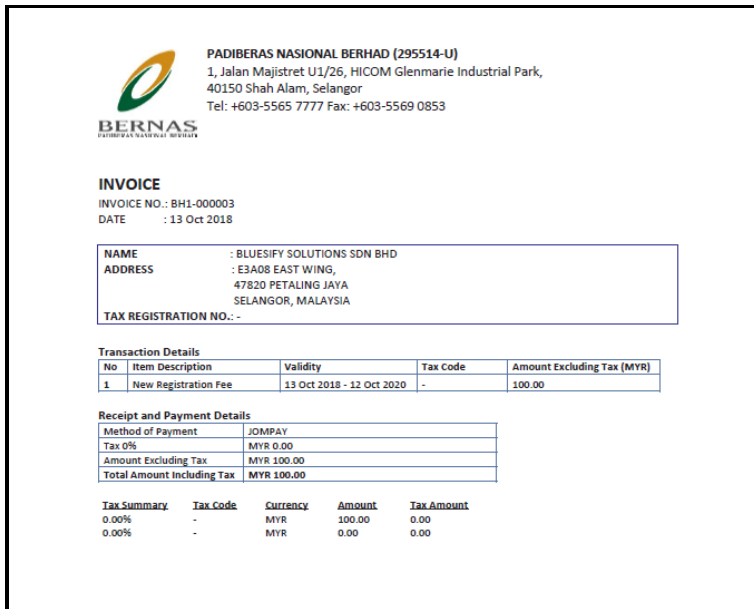
VIEW INVOICE



VIEW INVOICE DETAILS



You will see the invoice open in new window and is generated in pdf format.



3. RFQ (REQUEST FOR QUOTATION)

a) OVERVIEW ON THE RFQ FUNCTIONS

The screenshot shows the RFQ Overview page. Callouts explain the following:

- RFQ INBOX:** New RFQ waiting for you to accept or reject.
- HISTORY INBOX:** RFQ which status is closed or rejected by you.
- INTEREST INBOX:** RFQ which status is processing and accepted by you.
- Q&A INBOX:** Chat History between you and BERNAS staff.
- NOTIFICATION:** A shortcut to inform you on the following:
 1. New RFQ is issued
 2. RFQ is due to close
 3. RFQ is being closed
 4. BERNAS Staff has notified you
 5. BERNAS Staff sent you a chat message
 *Note: You can click on the link to get directed automatically to the RFQ.

RFQ No.	Description of Material/Service	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
17-07-00045-RFQ-219	ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000 ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000	Pending for action	RFQ-Direct Nego	ids admin	11-Aug-2017	27-Jul-2017	04-Aug-2017	2

b) SEARCH FUNCTION

The first screenshot shows the search process:

1. Key in your searching keyword example: search "17-07-00045" in the RFQ Inbox
2. Click this button to begin search

The second screenshot shows the search results:

Search result is appeared here

RFQ No.	Description of Material/Service	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
17-07-00045-RFQ-219	ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000 ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000	Pending for action	RFQ-Direct Nego	ids admin	11-Aug-2017	27-Jul-2017	04-Aug-2017	2

c) ADVANCED SEARCH FUNCTION

Search any keywords here Default search

RFQ Issued Date: To Expected Delivery Date: To
 RFQ Close Date: To Questionnaire Created Date: To

ADVANCED SEARCH
 You can filter the RFQ by:
 1. RFQ Issued Date
 2. RFQ Close Date
 3. Expected Delivery Date
 4. Questionnaire Created Date

RFQ Inbox | Interest Inbox | History Inbox | Q&A Inbox

2 record(s)

Rows per page: 10

RFQ No.	Description of Material/Service	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
17-07-00016-RFQ-100	ZNMYNTAUNIT002, STATIONARY	Pending for action		ids admin	11-Aug-2017	31-Jul-2017	31-Jul-2017	1
17-07-00045-RFQ-219	ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000 ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000	Pending for action	RFQ-Direct Nego	ids admin	11-Aug-2017	27-Jul-2017	04-Aug-2017	2

Click this button to search after you select your searching criteria

d) ACCEPT RFQ

Home [Shortcut to go to Homepage](#)

Search any keywords here Advanced search

RFQ Inbox | Interest Inbox | History Inbox | Q&A Inbox

2 record(s)

Display RFQ No.

This shows that you have 2 RFQs in the inbox

Display RFQ Status

Display the staff who issued the RFQ

Display the issued date for the RFQ

Display the close date for the RFQ

Display the no. of items for the RFQ

RFQ No.	Description of Material/Service	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
17-07-00016-RFQ-100	ZNMYNTAUNIT002, STATIONARY	Pending for action		ids admin	11-Aug-2017	31-Jul-2017	31-Jul-2017	1
17-07-00045-RFQ-219	ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000 ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000	Pending for action	RFQ-Direct Nego	ids admin	11-Aug-2017	27-Jul-2017	04-Aug-2017	2

Click the RFQ No. to view the RFQ details

Is RFT or RFQ

Display the expected delivery date for the RFQ

ATTACHMENT LIST

Here is the section to display the attachment attached by BERNAS staff. Click the item to download or view the attachment

RFQ Header

RFQ No: 17-07-00016-RFQ-100
 Expected Delivery Date: 31-Jul-2017
 RFQ Close Date: 31-Jul-2017

RFQ will close on this date

Here lists the item/items requested by the BERNAS staff

No	Item Code	Item Name	Description	Item Category	Requested Quantity
1	ZNMYNTAUNIT002	STATIONARY	A4 PAPER	ZNT	10.00 UNIT

Click "Accept" button to accept this RFQ

Accept Reject Back

The RFQ that you accepted will be moved into Interest Inbox

RFQ Inbox | Interest Inbox | History Inbox | Q&A Inbox

1 record(s)

Rows per page: 10

RFQ No.	Description of Material/Service	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
17-07-00016-RFQ-100	ZNMYNTAUNIT002, STATIONARY	Waiting for information		ids admin	11-Aug-2017	31-Jul-2017	31-Jul-2017	1

This is the RFQ that you accepted. You may click the RFQ No. to update the information

e) REJECT RFQ

Home

ATTACHMENT LIST Refresh

RFQ Header

RFQ No: 17-07-00045-RFQ-219
 Expected Delivery Date: 04-Aug-2017
 RFQ Close Date: 27-Jul-2017

Click "Reject" button to reject this RFQ

No	Item Code	Item Name	Description	Item Category	Requested Quantity
1	ZAMYNTAUNIT043	EQUIPMENT LESS THAN RM1000	Paper Shredder - Dino Plus	ZFA	1.00 UNIT
2	ZAMYNTAUNIT043	EQUIPMENT LESS THAN RM1000	White Board (4' x 3')	ZFA	2.00 UNIT

Accept Reject Back

Reject RFQ

Reason:* out of stock

1. Key in the reason that you want to reject

OK Cancel

2. Click "OK" to confirm the rejection

Click "Cancel" to back to previous screen

Search any keywords here Advanced search

RFQ Inbox Interest Inbox History Inbox Q&A Inbox

1 record(s) Refresh List

Rows per page: 10

RFQ No.	Description of Material/ Service	RFQ Status	RFT Type	Closed By	Closed Date	Issued By	Issued Date	Line Item
17-07-00045-RFQ-219	ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000 ZAMYNTAUNIT043, EQUIPMENT LESS THAN RM1000	Rejected	RFQ-Direct Nego			ids admin	11-Aug-2017	2

The RFQ that you rejected will be moved into this inbox

Click the RFQ No. to view the details

Status of the RFQ is "Rejected"

f) UPDATE RFQ (QUOTATION)

Home - Shortcut to go to Homepage

Search any keywords here **Advanced search**

RFQ Inbox | **Interest Inbox** | History Inbox | Q&A Inbox

1 record(s)

Display RFQ No. 10

You can find the RFQ that you accepted and requires update in this Interest Inbox

Display RFQ Status

Display the staff who issued the RFQ

Display the issued date for the RFQ

Display the close date for the RFQ

Display the no. of items for the RFQ

This shows that you have 1 RFQ in the inbox

RFQ No.	De	RFQ Status	RFT Type	Issued By	Issued Date	RFQ Close Date	Expected Delivery Date	Line Item
17-07-00016-RFQ-100	ZNMYNTAUNIT002, STATIONARY	Waiting for information		ids admin	11-Aug-2017 3:34:07	31-Jul-2017	31-Jul-2017	1

Click the RFQ No. to view the RFQ details

Is RFT or RFQ

Display the expected delivery date for the RFQ

Vendor Portal | Welcome JAMES LOGISTIC Logout

Attachments (Maximum of 5 files with 5 MB each)

* is mandatory

Choose File No file chosen

Choose File No file chosen

Choose File No file chosen

Upload Close

You are only allowed to attachment document, image, pdf or zip files. File name can't contain any of the following characters: + | / : * ? < >

1. Click "Choose File" button to browse and upload your document. You may upload a maximum of three attachments at the same time and not more than 5MB for each file.

2. You must specify the filename for the attachment

3. Click "Upload" button to upload the attachment(s).

Attachment uploaded by BERNAS staff will be displayed here

RFQ Header

RFQ No: 17-07-00016-RFQ-100

Expected Delivery Date: 31-Jul-2017

RFQ Close Date: 31-Jul-2017

VENDOR ATTACHMENT LIST

1. Click "Attach" button to attach document if any

QUOTATION DETAIL

Quotation Reference Number: 2033099

Payment Term: 3 months

Transportation and Delivery Charge: 0

Currency: MYR

Description: best price

2. Fill in the information *is mandatory field

3. Click "Save" button to save the quotation details once you key in/edit the information

No	Item Name	Item Category	Requested Quantity	Quantity Available	Unit Price	GST Tax(%)	GST Amount	Validity Period	Remarks	Total
1	STATIONARY	A4 PAPER	ZNT	10.00 UNIT	0.00 UNIT	0.00	0.00	0.00		0.00
SubTotal Excl. GST										0.00
Total GST										0.00
SubTotal Incl. GST										0.00
Transportation Charge										0.00
Grand Total										0.00

4. Click the item name to update the information for the selected item

ENQUIRY LIST

Add a question here

Post Message

STATUS TRAIL LIST

8/11/2017 5:43:55 PM RFQ accepted by JAMES LOGISTIC.

Refresh

EDIT QUOTATION DETAIL

VENDOR ATTACHMENT LIST ⌵

Attach

1. Click "Attach" button to attach document if you wish to attach a document for this item

Item Name:	STATIONARY
Description:	A4 PAPER
Item Category:	ZNT
Requested Quantity:	10.00

This is the Item requested by BERNAS staff.

Quantity Available: *	<input type="text" value="5"/>
Unit Price: *	<input type="text" value="8.9"/>
GST Tax(%):	<input type="text" value="6"/>
Validity Period:	<input type="text" value="3 months"/>
Warranty:	<input type="text" value="no"/>
Remarks:	<input type="text" value="best price"/>

2. Fill in the necessary information *is mandatory field

Save
Close

3. Click "Save" button to save the changes

Click "Close" button to close this popup without saving the details

QUOTATION DETAIL

Quotation Reference Number:

Payment Term: *

Transportation and Delivery Charge:

Currency: *

Description: *

Here is the details of your updated item

Save

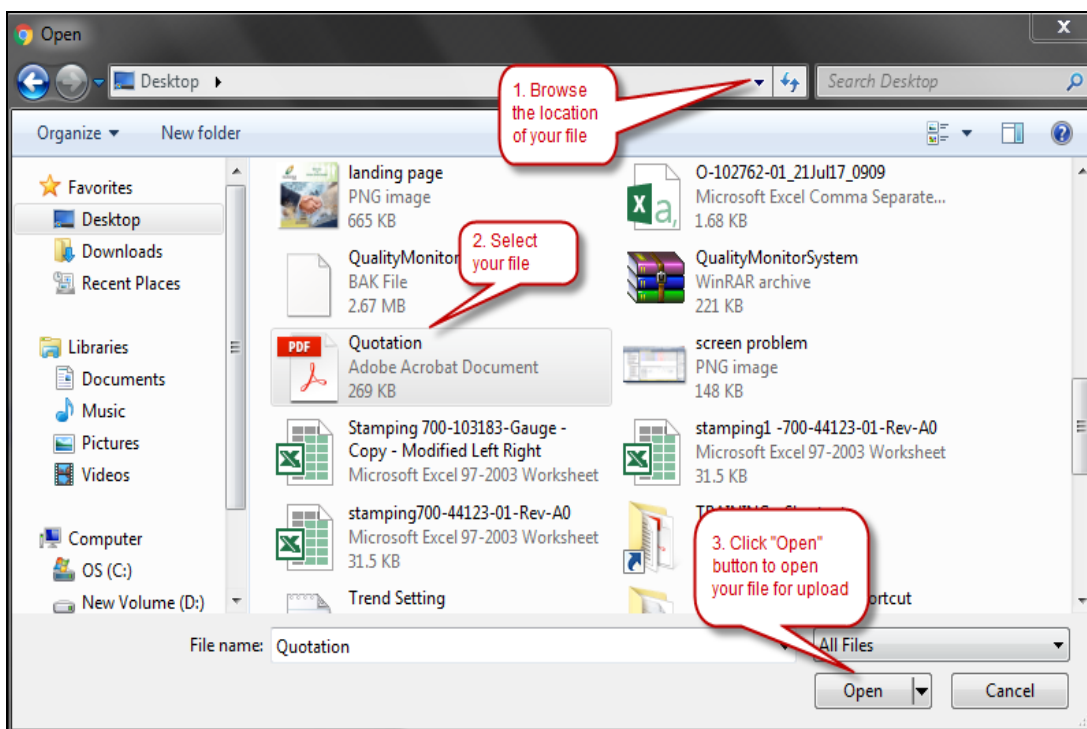
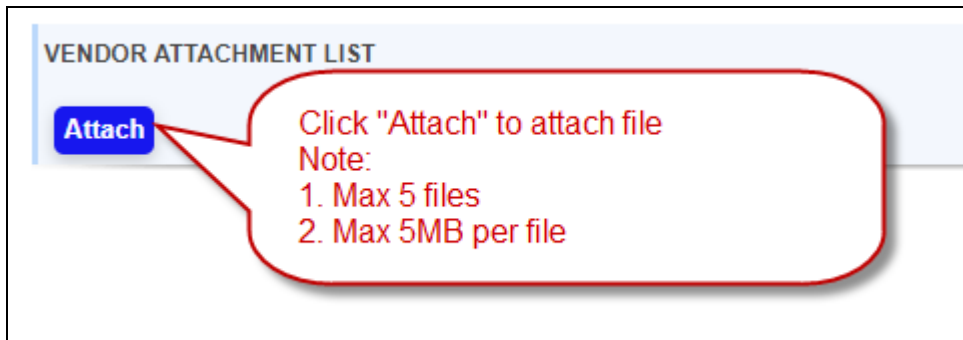
No	Item Name	Description	Item Category	Requested Quantity	Quantity Available	Unit Price	GST Tax(%)	GST Amount	Validity period	Remarks	Total
1	STATIONARY	A4 PAPER	ZNT	10.00 UNIT	5.00 UNIT	8.90	6.00	2.67	3 months	best price	47.17
SubTotal Excl. GST											44.50
Total GST											2.67
SubTotal Incl. GST											47.17
Transportation Charge											0.00
Grand Total											47.17

Click "Send" button to submit this RFQ to BERNAS after you updated all the required information

Send
Back

g) ATTACHMENT

UPLOAD ATTACHMENT



Attachments
(Maximum of 5 files with 5 MB each)

* is mandatory * Specify Filename

Choose File No file chosen

Choose File No file chosen

Choose File No file chosen

Upload **Close**

You are only allowed to attachment document, image, pdf or zip files
File name can't contain any of the following characters

Information
Attachment(s) uploaded successfully.

This is to notify your attachment is uploaded successfully

Click "Close" button to close this attachment popup

VENDOR ATTACHMENT LIST

quotation (269 KB)

Attach

Your file is attached

REMOVE ATTACHMENT

VENDOR ATTACHMENT LIST

quotation (269 KB)

Attach

Click the "x" button to remove the attachment

vms.bernas.com.my says:

Are you sure you want to remove this attachment?

OK **Cancel**

Click "OK" to confirm the remove of attachment

Click "Cancel" to cancel the remove of attachment

h) Q & A (QUESTIONS AND ANSWERS)

The screenshot shows the 'Home' page of the system with a search bar and navigation tabs for 'RFQ Inbox', 'Interest Inbox', 'History Inbox', and 'Q&A Inbox'. The 'Q&A Inbox' is selected, showing a table with one record. Callouts provide the following information:

- Q&A Inbox:** Display all the Q&A between you and BERNAS staff.
- Created By:** Display the staff who created the Q&A.
- Created Date:** Display the created date of the Q&A.
- Replies:** Indicate the number of replies.
- RFQ No:** Display the RFQ No.
- Q&A Title:** Click the Q&A title to view the Q&A details.

On the right side, there is a 'Status' dropdown menu, a 'Company Profile' section with links for 'Product Listing', 'View Project Assessment', 'Print Certificate', and 'View Invoice', and a 'Notifications' section with a message about a Request For Quotation.

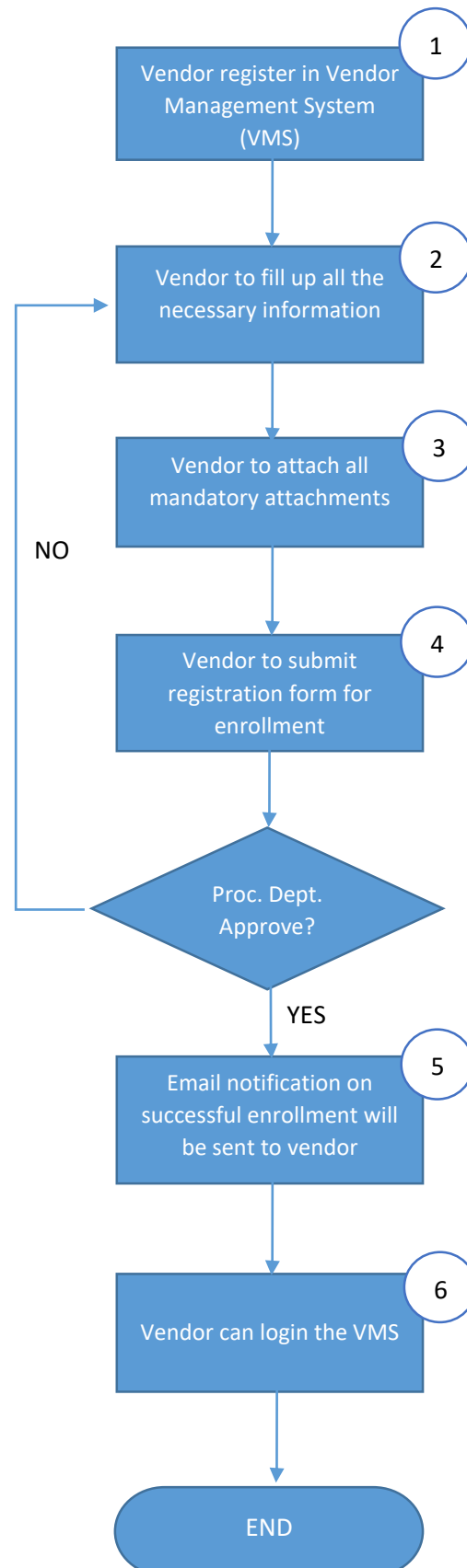
The screenshot shows an 'ENQUIRY' page for RFQ 17-07-00016-RFQ-100. The question is from MR JAMES: 'hello staff, are you interested to purchase more from us?'. A reply is from FATHUL HAKIM BIN SHOBRI: 'hi vendor, are you able to give discount if we purchase more units?'. A text input field contains the reply: 'hi staff, we can give additional 5 % if you purchase more than 10 units at once'. Callouts indicate the following actions:

1. Type your message here
2. Click "Reply" button to reply
3. Click "Back to RFQ" to return to previous page

This screenshot shows the same enquiry page, but now the reply from FATHUL HAKIM BIN SHOBRI is displayed above the question. A callout points to the reply with the text: 'Your replied message is displayed here'. The 'Write a reply' input field and 'Reply' button are still visible at the bottom.

4. APPENDIX

NEW VENDOR REGISTRATION FLOWCHART



VENDOR RFQ (REQUEST FOR QUOTATION) PROCESS FLOWCHART

