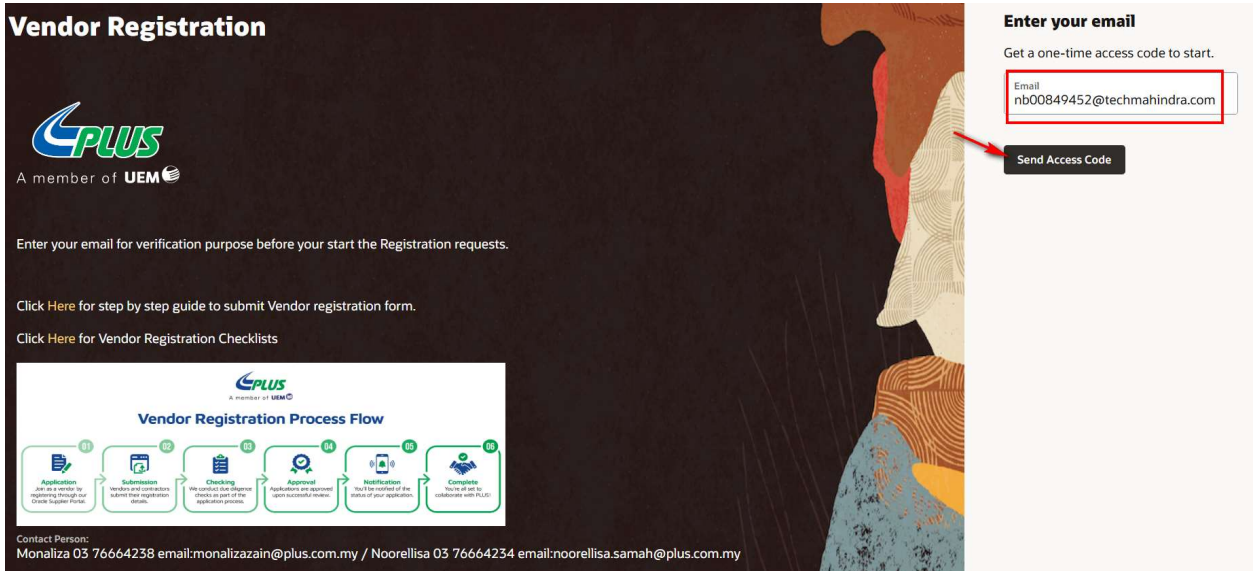


# *Quick* Reference *Guide*

1. Go to Registration Link. Enter email address and click on **Send Access Code**



**Vendor Registration**

PLUS  
A member of UEM

Enter your email for verification purpose before your start the Registration requests.

[Click Here](#) for step by step guide to submit Vendor registration form.

[Click Here](#) for Vendor Registration Checklists

**Vendor Registration Process Flow**

- Application** - As a vendor, register through the Online Supplier Portal.
- Submission** - Vendor and contractors submit their registration details.
- Checking** - We conduct due diligence check as part of the application process.
- Approval** - Applications are approved upon successful review.
- Notification** - You'll be notified of the status of your application.
- Complete** - You'll be able to transact with PLUS.

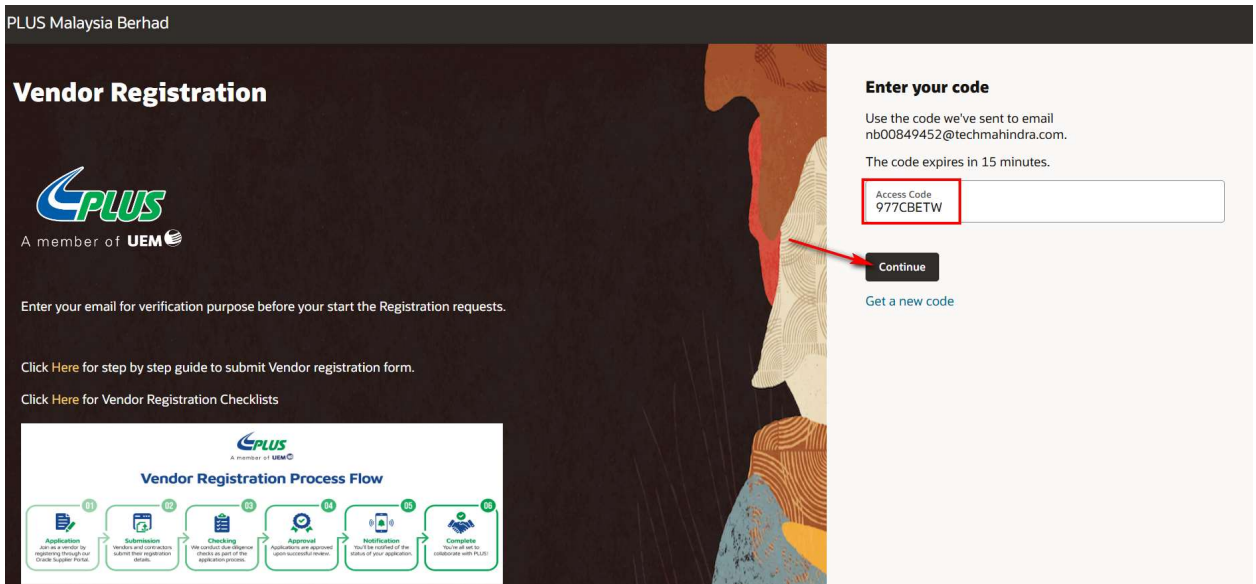
Contact Person:  
Monaliza 03 76664238 email:monalizazain@plus.com.my / Noorellisa 03 76664234 email:noorellisa.samah@plus.com.my

**Enter your email**  
Get a one-time access code to start.

Email  
nb00849452@techmahindra.com

**Send Access Code**

2. After getting the code, enter the code in the access code field. Click **Continue** button to continue.



PLUS Malaysia Berhad

**Vendor Registration**

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A member of UEM

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**Vendor Registration Process Flow**

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- Complete** - You'll be able to transact with PLUS.

**Enter your code**  
Use the code we've sent to email nb00849452@techmahindra.com.  
The code expires in 15 minutes.

Access Code  
977CBETW

**Continue**

[Get a new code](#)

- At **Company Details** page, enter the company name under Company field, Company Registration Number, Tax Registration No, Organization Type, Supplier Type and Attachment. Then click on Continue button.

PLUS Malaysia Berhad

Vendor Registration

### Company Details

1 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

Company: Malaysia

Website:

Country: Malaysia

Company Registration No/SSM No: 24355436466

Tax Registration Number: 123456

D-U-N-S Number:

Organization Type: Corporation

Supplier Type: Supplier

Note to Approver:

Attach tax, insurance, and other relevant documents Required

Cancel Save **Continue**

- At **Contacts** page, enter the contact information details: Name, email, Job Title, Mobile No, Country. Tick Yes if the contact requires user account and admin contact.

Vendor Registration

### Contacts

2 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

**Contact 1**

Enter contact details. Registration communications will be sent to this contact.

First Name: Nuralina

Last Name: Badrol

Email: @techmahindra.com

Job Title:

Country: MY

Mobile: +60

Country: MY

Phone: +60

Ext:

Country: MY

Fax: +60

Is this an administrative contact?  Yes  No  
Administrative contact will receive general communications from us.

Does this contact need a user account?  Yes  No  
User accounts will provide online access to supplier transactions and self-service tasks.

What user roles does this contact need?  
Assign at least 1 user role to specify the responsibilities of the contact.

Supplier Self Service Administrator

Supplier Bidder

Supplier Self Service Clerk

UEM Supplier Accounts Receivable Specialist

UEM Supplier Sales Representative

UEM Supplier Customer Service Representative

5. At bottom of page, click on **Continue** button to continue to the Address section.

Email: nuralinabadrol@gmail.com      Mobile: +60 17 934 6384

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**Is this an administrative contact?**  Yes  No  
Administrative contact will receive general communications from us.

**Does this contact need a user account?**  Yes  No  
User accounts will provide online access to supplier transactions and self-service tasks.

**What user roles does this contact need?**  
Assign at least 1 user role to specify the responsibilities of the contact.

Supplier Self Service Administrator

Supplier Bidder

Supplier Self Service Clerk

UEM Supplier Accounts Receivable Specialist

UEM Supplier Sales Representative

UEM Supplier Customer Service Representative

**+ Add Another Contact**

Last updated 3 minutes ago

Cancel    Save    Continue

2 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

6. At **Addresses** section, enter the Address Name and Address Details.

## Addresses

Enter at least one address.

**Address 1** 🗑

Address Name: MAIN-P

**What's this address used for?** Select at least 1 purpose.

Receive Purchase Orders   
  Receive Payments   
  Bid on RFQs

Country/Region: Malaysia

Address Line 1: \_\_\_\_\_    Address Line 2: Paroi    Address Line 3: Paroi

Post Code: 70400    City: Seremban    State: Negeri Sembilan

Email: \_\_\_\_\_@gmail.com    Country: MY    Phone: \_\_\_\_\_    Ext: \_\_\_\_\_

Country: MY    Fax: \_\_\_\_\_

**Which contacts are associated to this address?**

Nuralina Badrol

\_\_\_\_\_2@techmahindra.com

3 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

7. Once completed, click on **Continue** button to proceed to Business Classification

Address Line 1: N

Address Line 2: Paroi

Address Line 3: Paroi

Post Code: 70400

City: Seremban

State: Negeri Sembilan

Email: nuralinabadrol@gmail.com

Country: MY

Phone: +6

Ext:

Country: MY

Fax:

Which contacts are associated to this address?

Nuralina Badrol  
@techmahindra.com

Nuralinalala badroll  
nuralinalalabadrol@gmail.com

[+ Add Another Address](#)

Last updated 16 minutes ago

Cancel Save **Continue**

3 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications**
- Bank Accounts
- Products and Services
- Questionnaire

8. At **Business Classification** screen, enter Supplier Business Classification details and click on **Continue** button to proceed.

### Business Classifications

Enter at least one business classification or select none applicable.

Business classification 1 🗑️

Classification: Supplier

Subclassification:

Certifying Agency: CIDB

Other Certifying Agency:

Certificate Number:

Certificate Start Date: 05/03/2025 📅

Certificate End Date: 31/03/2026 📅

Notes:

Attach current certificates and supporting documents

**Drag and Drop**

Select or drop files here.

4 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications**
- Bank Accounts
- Products and Services
- Questionnaire

9. At **Bank Account** screen, enter the Country, Bank, Bank Branch, Account Number & Account Holder Name.

Vendor Registration

### Bank Accounts

Enter at least one bank account.

Bank account 1 🗑️

Country: Malaysia

Bank: CIMB Investment Bank Berh

Bank Branch: Malaysia

Account Number: 1

Currency:

Account Type:

Account Holder: Diamonds

**+ Add Another Bank Account**

Last updated 3 minutes ago

Cancel Save **Continue**

5 | 7

- Contacts
- Addresses
- Business Classifications
- Bank Accounts**
- Products and Services
- Questionnaire

10. At **Supplier Product and Services** tab, select the category accordingly and click on Continue button to continue to Questionnaire screen.

Vendor Registration

### Products and Services

🔍 Search by category or description

3 selected View Selected Clear Selected

Category	Description
<input type="checkbox"/> 25172500-Tires and tire tubes	Tires and tire tubes
<input type="checkbox"/> 25172600-Vehicle trim and exterior covering	Vehicle trim and exterior covering
<input checked="" type="checkbox"/> 25172601-Automotive trim	Automotive trim
<input type="checkbox"/> 25172604-Vehicle	

Last updated 2 minutes ago

Cancel Save **Continue**

6 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services**
- Questionnaire

11. At **Questionnaire** screen, answer the following questions.

### Questionnaire

Please answer all questions in all section and attach related documents as required. Failed to do so, may restrict you to move to next questions. If you have any concerns or require further clarification on the questionnaire, please email to monalizazain@plus.com.my. or khatijahsudin@plus.com.my or vendormanagement@plus.com.my. Thank you.

[View attachments](#)

**Bumiputra Status** Board of Directors Compliance Financial Capabilities for Suppliers T >

Section 1 of 6

1. Is your company registered as Bumiputra with Ministry of Finance (MOF) / Ministry of Work (MOW) / Ministry of Entrepreneur Development (MEDAC) / CIDB or any recognized agencies ?

Please select the appropriate value and attach proof  
Required

- a. BUMIPUTERA
- b. NON-BUMIPUTERA

Required

[Add Attachments \(1\)](#)

2. Are majority of Board of Directors are Bumiputra?

Please select the appropriate value and attach proof  
Required

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire**

12. Once the Bumiputra Status is completed, click on **Next Section** button.

- a. Bumiputera
- b. Non-Bumiputera

Required

[Add Attachments \(1\)](#)

4. Are financial management / affairs controlled by Bumiputra?

Please select the appropriate value and attach proof  
Required

- a. Bumiputera
- b. Non-Bumiputera

Required

[Add Attachments \(1\)](#)

End of Section 1 of 6

[Previous Section](#) [Next Section](#)

Last updated 2 minutes ago

Cancel Save **Submit**

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire**

13. At **Board of Directors** screen, answer the questions of Board of Directors details.

Vendor Registration

## Questionnaire

Please answer all questions in all section and attach related documents as required. Failed to do so, may restrict you to move to next questions. If you have any concerns or require further clarification on the questionnaire, please email to monalizazain@plus.com.my, or khatijahsudin@plus.com.my or vendormangement@plus.com.my. Thank you.

[View attachments](#)

Bumiputra Status  **Board of Directors**  Compliance  Financial Capabilities for Suppliers  T >

Section 2 of 6

5. Are you okay to share the proof for the details you are sharing?  
Required

a. Yes  
 b. No

6. Enter the name of Board of Director 1  
First Board of Director  
Required

[Add Attachments \(0\)](#)

7 | 7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

14. Once Board of Directors details are completed, click on the **Next Section** button.

17. Enter the IC (or Passport for Foreigner) of the Board of Director 6  
This is corresponding to the Board of Director 6

18. Enter the name of Board of Director 7  
Seventh Board of Director

19. Enter the IC (or Passport for Foreigner) of the Board of Director 7  
This is corresponding to the Board of Director 7

End of Section 2 of 6

[Previous Section](#) [Next Section](#)

Updated just now

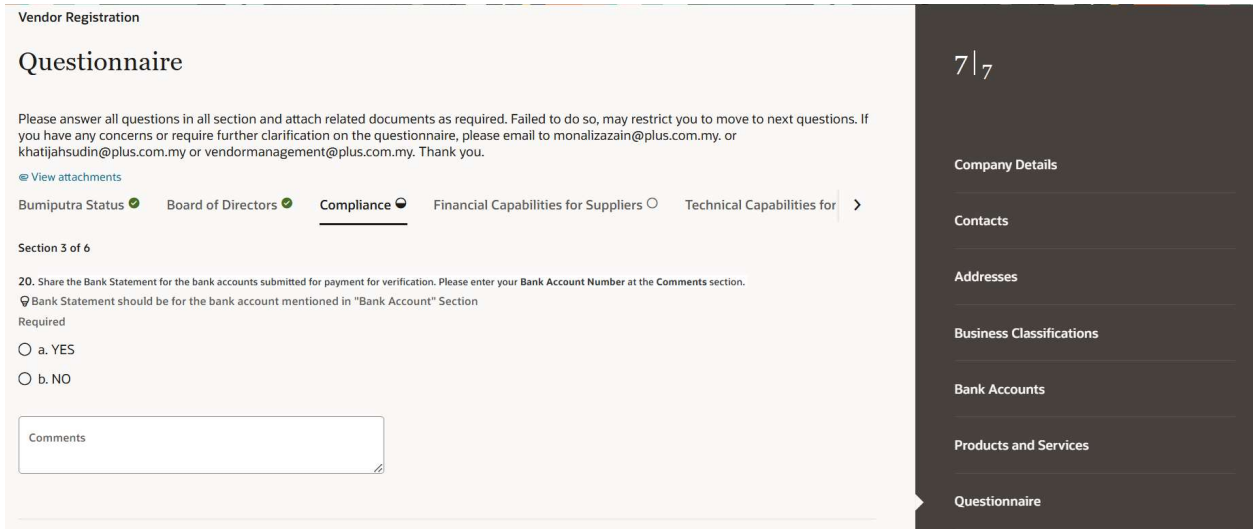
Cancel Save **Submit**

7 | 7

- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire



15. After BOD details questions screen, system will bring to the Compliance screen.



Vendor Registration

## Questionnaire

Please answer all questions in all section and attach related documents as required. Failed to do so, may restrict you to move to next questions. If you have any concerns or require further clarification on the questionnaire, please email to monalizazain@plus.com.my, or khatijahsudin@plus.com.my or vendormanagement@plus.com.my. Thank you.

[View attachments](#)

Bumiputra Status  Board of Directors  **Compliance**  Financial Capabilities for Suppliers  Technical Capabilities for  >

Section 3 of 6

20. Share the Bank Statement for the bank accounts submitted for payment for verification. Please enter your Bank Account Number at the Comments section.  
 ⚠ Bank Statement should be for the bank account mentioned in "Bank Account" Section  
 Required

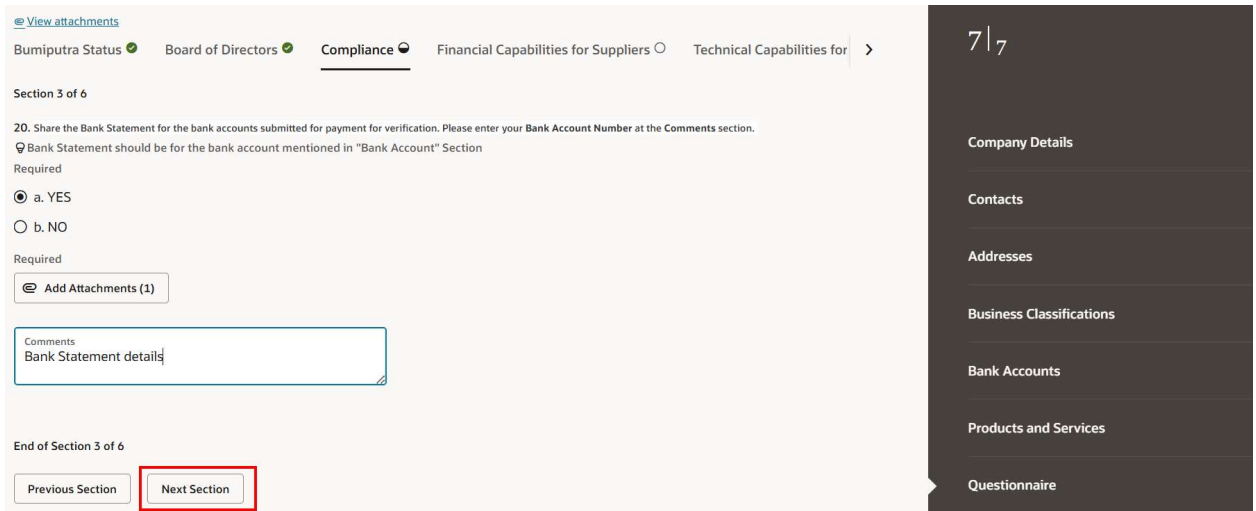
a. YES  
 b. NO

Comments

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

16. Once completed, click on **Next Section** button.



[View attachments](#)

Bumiputra Status  Board of Directors  **Compliance**  Financial Capabilities for Suppliers  Technical Capabilities for  >

Section 3 of 6

20. Share the Bank Statement for the bank accounts submitted for payment for verification. Please enter your Bank Account Number at the Comments section.  
 ⚠ Bank Statement should be for the bank account mentioned in "Bank Account" Section  
 Required

a. YES  
 b. NO

Required

Comments  
 Bank Statement details

End of Section 3 of 6

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

17. At **Financial Capabilities for Suppliers**, answer the following questions for **Financial Capabilities**.

### Questionnaire

Please answer all questions in all section and attach related documents as required. Failed to do so, may restrict you to move to next questions. If you have any concerns or require further clarification on the questionnaire, please email to monalizazain@plus.com.my, or khatijahsudin@plus.com.my or vendormanagement@plus.com.my. Thank you.

[View attachments](#)

[tours](#) [Compliance](#) [Financial Capabilities for Suppliers](#) [Technical Capabilities for Suppliers](#) [Vendor Declaration](#)

Section 4 of 6

**21. Company equity/net worth**  
(Upload your current years full audit account report)

Please select the appropriate value  
Required

a. > RM1M  
 b. ≥ 500k to < 1M  
 c. ≥ 50k to < 500k  
 d. < 50k

**22. Current Financial Standing**  
(Upload your latest 3 months bank statement with ending balanced for each month)

Please select the appropriate value and attach proof  
Required

Cancel Save **Submit**

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

18. Once completed, click on **Next Section** at bottom of the page.

**23. Current Ratio**  
(Current Assets / Current Liabilities)

Please select the appropriate value  
Required

a. ≥ 1.0  
 b. < 1.0

**24. Company profitability status.**  
(Upload your latest 2 years full audit account report for corporation / private limited company)  
(Upload your latest 2 years full company balance sheet and profit & loss report for enterprise / individual company)

Please select the appropriate value and attach proof  
Required

a. Profit for the last 3 years  
 b. Profit for the last 2 years in last 3 years  
 c. Profit for the last 1 years in last 3 years  
 d. Loss for the last 3 years

Required

[Add Attachments \(1\)](#)

End of Section 4 of 6

[Previous Section](#) [Next Section](#)

Cancel Save **Submit**

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

## 19. System will bring to **Technical Capabilities for Suppliers.** Questionnaire

Please answer all questions in all section and attach related documents as required. Failed to do so, may restrict you to move to next questions. If you have any concerns or require further clarification on the questionnaire, please email to monalizazain@plus.com.my, or khatijahsudin@plus.com.my or vendormanagement@plus.com.my. Thank you.

[View attachments](#)

[sectors](#) ✔
[Compliance](#) ✔
[Financial Capabilities for Suppliers](#) ✔
[Technical Capabilities for Suppliers](#) ⌵
[Vendor Decla](#) ➤

Section 5 of 6

25. No. of years in Business

⚠ Please select the appropriate value and attach proof  
Required

- a. ≥ 10 years
- b. ≥ 5 to < 10 years
- c. < 2 years to < 5 years
- d. < 2 years

26. Form 9 / Form D / Form E  
(Certificate of Incorporation of Private Company / Company Registration Certificate from the SSM / Company Renewal of Registration Certificate from the Companies SSM)

⚠ Please select the appropriate value and attach proof  
Required

- a. Yes
- b. No

Required

7|7

Company Details

Contacts

Addresses

Business Classifications

Bank Accounts

Products and Services

Questionnaire

## 20. Once completed, click on **Next Section** button.

[Add Attachments \(1\)](#)

33. Kindly select your company MSME criteria based on attachments provided.

⚠ Answer: 1 = Micro, 2 = Small, 3 = Medium, 4 = Non-SME

[Question attachments \(1\)](#)

Required

- a. 1
- b. 2
- c. 3
- d. 4

34. Please provide a Contractor/Vendor Profile from CIDB.

(If Any)

Required

CIDB

[Add Attachments \(1\)](#)

End of Section 5 of 6

[Previous Section](#)

[Next Section](#)

Last updated 4 minutes ago

Cancel

Save

Submit

7|7

Company Details

Contacts

Addresses

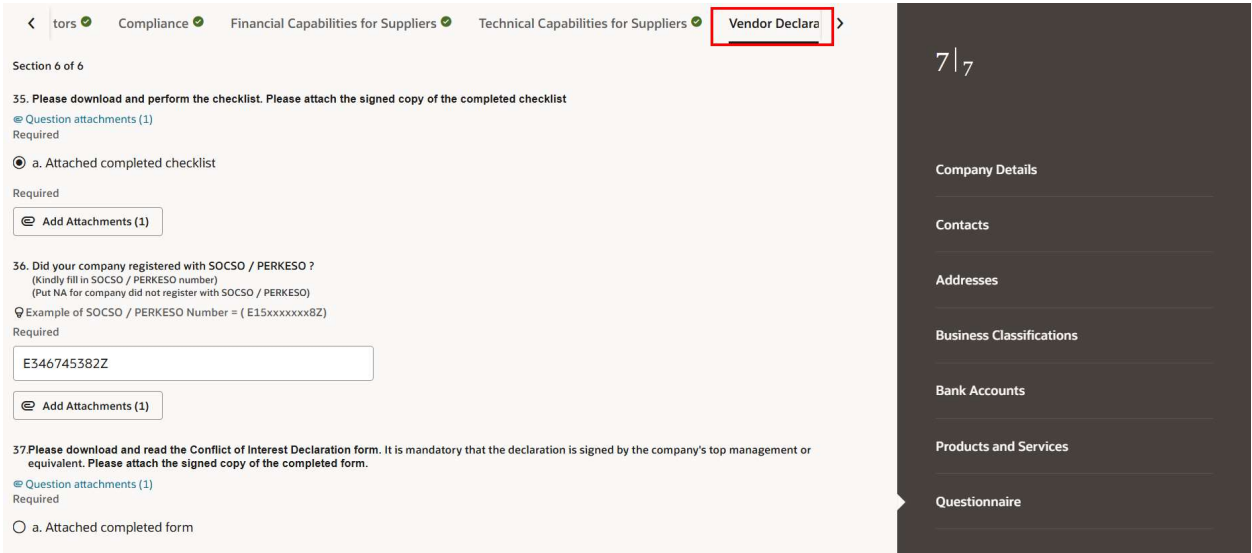
Business Classifications

Bank Accounts

Products and Services

Questionnaire

21. At **Vendor Declaration** screen, answer all the required questions and provide the attachments.



Navigation: < tors Compliance Financial Capabilities for Suppliers Technical Capabilities for Suppliers **Vendor Declara** >

Section 6 of 6

35. Please download and perform the checklist. Please attach the signed copy of the completed checklist

Question attachments (1)  
Required

a. Attached completed checklist

Required

Add Attachments (1)

36. Did your company registered with SOCSO / PERKESO ?  
(Kindly fill in SOCSO / PERKESO number)  
(Put NA for company did not register with SOCSO / PERKESO)  
Example of SOCSO / PERKESO Number = ( E15xxxxxx8Z)  
Required

E346745382Z

Add Attachments (1)

37. Please download and read the Conflict of Interest Declaration form. It is mandatory that the declaration is signed by the company's top management or equivalent. Please attach the signed copy of the completed form.

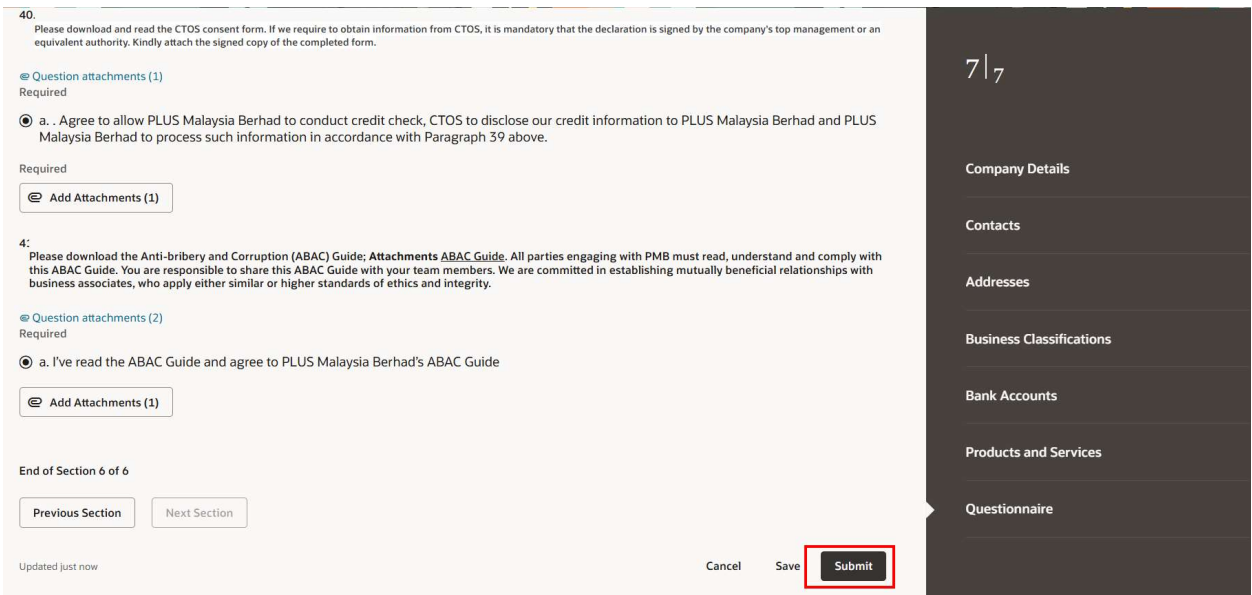
Question attachments (1)  
Required

a. Attached completed form

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

22. Once all questions are completed, click on **Submit** button to Submit the Registration.



40. Please download and read the CTOS consent form. If we require to obtain information from CTOS, it is mandatory that the declaration is signed by the company's top management or an equivalent authority. Kindly attach the signed copy of the completed form.

Question attachments (1)  
Required

a. Agree to allow PLUS Malaysia Berhad to conduct credit check, CTOS to disclose our credit information to PLUS Malaysia Berhad and PLUS Malaysia Berhad to process such information in accordance with Paragraph 39 above.

Required

Add Attachments (1)

41. Please download the Anti-bribery and Corruption (ABAC) Guide; Attachments ABAC Guide. All parties engaging with PMB must read, understand and comply with this ABAC Guide. You are responsible to share this ABAC Guide with your team members. We are committed in establishing mutually beneficial relationships with business associates, who apply either similar or higher standards of ethics and integrity.

Question attachments (2)  
Required

a. I've read the ABAC Guide and agree to PLUS Malaysia Berhad's ABAC Guide

Add Attachments (1)

End of Section 6 of 6

Previous Section Next Section

Updated just now

Cancel Save **Submit**

7|7

- Company Details
- Contacts
- Addresses
- Business Classifications
- Bank Accounts
- Products and Services
- Questionnaire

23. You will get a notification after the Registration requests is submitted for approval:

