

Technical specification

Deployment, requests, sourcing, vendors, orders, payables, the supplier portal, security, data and service for asasii procure.

Deployment

Where it runs	The organisation's own cloud account or data centre
Installed by	idataraya, who installs it, hardens it and keeps it current
Keys, backups and data	Held by the organisation's team
Consoles	Requests for staff and approvers, procurement, payables for finance, and the supplier portal

Requests and approvals

Requests	Catalogue and free-text requests against a budget line, showing the budget left this year
Approval chain	Shown before the request is submitted
Approval matrix	Limits by amount, category and entity; a second approver above the threshold; written justification for direct negotiation
Delegation	Time-boxed and logged
Inbox	Each request with its justification, lines and the budget after approval; works on a phone

Sourcing and tenders

Methods	Three quotes, RFQs and open tenders, run on a closing date
Confidentiality	Quotes and tenders encrypted until the closing time and opened together
Evaluation	Committee members declare conflicts before they score; technical and commercial envelopes scored separately; every score on the record
Public notice	A tender notice page for companies not yet registered

Vendors

Qualification	SSM registration, LHDN TIN and SST registration checked
Bank verification	The bank account confirmed with a RM 1.00 penny test

Certificates	A vendor with an expired certificate cannot be awarded or paid until it is renewed
Vendor record	Registration, TIN, bank verification, certificates, performance and the ESG questionnaire; Bumiputera status and MOF registration held where reported

Orders, receiving and contracts

Orders	Issued from the award and acknowledged by the vendor in the portal
Receiving	Confirmed by the requester, with partial and over delivery handled and a photo kept
Works contracts	Contractor and consultant packages, variation orders, certification, progress claims and retention
Accruals	From receiving, posted to the ledger at month end

Payables

Matching	Supplier e-invoices matched three-way to the order and the receipt; exceptions queued for a person with the resolution path
Payment runs	DuitNow and IBG files built, sent and acknowledged
Foreign vendors	Invoices in the vendor's currency, withholding tax by income type and treaty, CP37 and imported-service SST
MyInvois	A register of received and self-billed e-invoices
Measures	Matched first time, days to pay and discounts taken, measured monthly

The supplier portal

Brand	Under the organisation's brand; suppliers register with the organisation
Registration	SSM, TIN, bank and certificates, with expiring documents chased by the portal
Work	Quote on RFQs, submit sealed tenders, acknowledge orders, submit e-invoices and watch them match
Remittance	What was paid, what was withheld and why, with the e-invoice reference
Fees	No supplier-side fee to quote, acknowledge or invoice

Security

Sign-in	Single sign-on with the organisation's identity provider and MFA on every console
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Segregation of duties	The person who raises cannot approve, the person who awards cannot receive, and the person who matches cannot release the run
Audit trail	Every action recorded with the previous value, kept for seven years

Data and integration

Personal data	Supplier and staff data stay in the organisation's own environment, under the Personal Data Protection Act 2010
Export	Every record exports on request
API	Documented; the organisation's finance system, asasii ledger or a third party can raise requests, read orders and submit invoices

Service

Response	Severity-based response times, measured monthly
Monitoring	Continuous, from within the organisation's environment
Backup	A drilled backup and restore
Supplier onboarding	Run by idataraya, so procurement starts with a clean vendor master
Agreement	One yearly fee covering software updates, the customisations made for you, monitoring, response and restoration targets, statutory updates and supplier onboarding. Hosting stays with the organisation

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