

Government Vendor Portal (GVP)

**SUBMIT SUPPLIER SELF-
REGISTRATION REQUEST FORM
- L - OVERSEAS VENDOR**

User Role: Vendor (Supplier)

Platform: **GVP**

T-Code: **N/A**



 <https://tafis.gov.bn>  tafis.ppp@mofe.gov.bn

 741 9444 / 747 9444 / 743 5444 / 746 1444 / 744 4077 / 744 4577

BACKGROUND INFORMATION

- Overseas Vendors must complete the Supplier Self-Registration Request Form to start the onboarding process.
- Once the form is approved, the Overseas Vendor must create an account and complete the Supplier Registration Questionnaire in the system.

1 **TAFIS**

Supplier Self-Registration Request Form

Important Instructions for Supplier Registration

Please note that the registration process consists of **TWO** steps:

Step 1: Complete the Registration Request Form(Current step – You are about to fill out the registration request form. Please remember, submitting this form does not complete your registration.)

Step 2: Once the registration request is approved by MOFE, you will receive an email to create an Ariba Business Network Account and fill in the remaining details to submit your registration. These details will go through an additional approval process, and once fully approved, you will be eligible to receive purchase orders.

[Please click here for more help.](#)

Important note on Bank Key: In the next phase of the registration, you will be asked to enter bank key along with other bank details .Please check the link for your bank key . If Bank key is not present in this list please email to tafis.ppp@mofe.gov.bn to receive your bank key [Bank Key list](#)

I confirm that I have read and understood the registration process details provided in point-1 and I agree to proceed with the next steps as outlined. *

General Supplier Information

a) Overseas Vendor **must complete** the Supplier Self-Registration Request Form to proceed.

2

Vendor Identification Information

Vendor registration office Location. Please enter Local only if your registered office is located in Brunei *

Local
Overseas

Kindly select your company's country. *

a) Under the **Vendor Identification Information** section, select **Overseas**.

3

Additional Information

Registering for Department (please select all if your business is related to all departments) ? *

All

All x

a) Click **All**.

NOTE: This would link the company to all ministries in Brunei Darussalam.

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- a) Enter **Bank Details** accordingly.
- b) For **SWIFT CODE & Bank Key**, it can be found at the TAFIS GVP website.
- Link: www.tafis.gov.bn > References > Bank Key.
- c) Click **Submit**.

NOTE: Kindly email tafis.ppp@mofe.gov.bn for further assistance.

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- Once the request form has been submitted, the Vendor will receive an Email and will need to wait for the Treasury Department's Vendor Unit of the Ministry of Finance and Economy (MOFE) of Brunei Darussalam to **approve the request**.
- a) A reminder that the process is **not yet completed**.
- b) **Next steps** that need to be noted down for overseas vendors.