Product Requirements Updates

Updates – 11/08/2025

• Contractor section: Change 'Payments Received' to 'Advance Payments Received'.

• Contractor section: Under 'My Invoices', change 'Project' column label to 'Contract'; enable filtering by contract name.

• Login/Admin: No sign-up option; set up custom URLs for Agencies/MoF/AG logins.

• Agency section: Add multiple filter and sort buttons to every column under 'Pending', 'Approval', and 'Rejected' invoice tabs.

Updates – 02/07/2025

General Updates
• Logo and colour scheme of platform to be amended with OA advance Logo and colours.

Contractor Portal
Sign-up Page
• The Bank Details section should be moved from the sign-up process to the onboarding process.

Onboarding Window
• The onboarding window should be updated with an onboarding questionnaire (list of required details included in the PRD) before the required documents are uploaded.
• Some of the documents requested to be uploaded shouldn't be made mandatory: Memorandum or Articles of Association, License, Public Procurement Authority Certificate

New Invoice Submission Window
• Adding a contract name as mentioned in the PRD
• Invoice amount - the issue of checking coding when entering the numbers. If a comma is added in-between numbers, it is printed as "." in the summary section, changing the value of the figure inputted.
• The document upload section shouldn't have an onboarding document list on there. Documents should be an invoice, award contract, interim payment certificate, etc (refer to PRD)
• On the summary page, the contractor should have the ability to select between multiple bank accounts added. The contractor should be able to add multiple bank accounts

My Invoices Window

- Invoice Management table - Change "Amount" to "Invoice Amount", "Advance" to "Advance Amount".
- Advances/Payments
- Making changes to the names of the row; outstanding payment - outstanding advance payments, total advance payment.
- Taking off the "Repayments Made" tile from the metrics

Agency Portal

List of Agencies

- There should be a selectable list of agencies before the sign-in section pops up.
- The sign-up section should be sign-in not sign-up, agencies can reset details when they sign-in.

Dashboard

- "Invoices Requiring Immediate Action" section should not have quick approvals, just review. Refer to PRD on what the approval process should look like.

Invoices Sections

- Having invoices grouped according to projects with project tabs that can be expanded or collapsed.
- Payments Window
- Refer to the Payout section in the PRD. Should hold data on payouts from OA to contractors and payouts from specific agencies to OA.

MoF Portal

Invoice Approval section

- MoF should not be involved in the invoice approval process. Take metrics or tabs that are related to this.
- Metrics and tabs should be focused on allocations that MoF to agencies OA engages.
- Refer to PRD

Other

- For the MoF and AG portals, merge the reporting and analytics tabs.

OA Portal

- Create an OA Portal. Refer to PRD.