



# E-Pak Acquisition & Disposal System (EPADS 2.0)

## Account Opening Form (Non Procuring & Procuring Agency)

### 1. Personal Information

\* First Name(s) :

\* Last Name :

\* CNIC :

Procuring Agency  Non Procuring Agency

#### ! Note

**Procuring Agency:**

User who can initiate and perform procurement activities for his office.

**Non Procuring Agency:**

User who can view procurement activities of his subordinate procuring agencies but cannot initiate or perform procurement activities.

### 2. Contact Information

\* Official Email :

\* Mobile no : +92

Official Phone no :

#### ! Note

Please provide an official email address. If your Ministry/Division/Department does not have an official domain, please create an email ID using services such as Google or Yahoo etc.  
e.g **deputydirector.ppra@gmail.com**

### 3. Official Information

\* Ministry/Division/Department :

\* Next Higher Officer (Name & Designation) :

\* Designation of the user of this account :

\* Name of Office/Procuring Agency :

\* Source of Funds :  Government  
 Self Owned

DDO Code :

#### ! Note

DDO code is mandatory only for Procuring Agencies which receives their payments through **AGPR**.

#### 4. Address Information

\* Capital/Province :

\* District :

\* Division :

\* Tehsil :

\* Office Address :

#### Special Instructions:

- The fields with an asterisk (\*) are mandatory fields.
- Provide complete Information on the prescribed account opening forms.
- EPADS Version 2.0 allows only one account per CNIC, official email ID, & cell phone number.
- Accounts to be opened in a hierarchical manner as per departmental hierarchy.
- Review all information carefully before submitting the form.

**I acknowledge that the information provided above is true, complete, and accurate.**

Date : \_\_\_\_\_

Signature : \_\_\_\_\_