Login Guide
Individuals (Singapore Citizens/ Permanent Residents)

Step 1: Login to Vendors@Gov Portal

1 *Click on the "**Individuals**" icon under Non-ACRA Registered Entities*

SingPass

2 *Enter your SingPass ID and SingPass. Click on "**Submit**" button*

SingPass ID	S1234567G	(Enter your Identification Number)
	e.g. S1234567G, G1234567G	
SingPass	••••••••	(8-24 characters, CASE-SENSITIVE)

Submit | Cancel | Change SingPass

Step 2: Click on "Create New Vendor" to update your details

Links

Home

My Account
- Change AGD Password
- Create New Vendor

Help
- View User Manuals
- View FAQs
- Contact Helpdesk

Useful References
- List of Approved Banks
- List of Factoring Companies
- List of Ministries / Statutory boards

Logout

Create New Vendor

This page allows you to create a vendor record so that you may submit e-invoices to Government agencies. Please note that invoices to MINDEF, DSTA and the local universities are submitted to them directly. The full list of available Government agencies can be viewed here: (https://app.vendors.gov.sg/UsefulReferences/MinStatuaryBoards.aspx).The Create E-invoice function will be available to you after your vendor record is approved. This will take around 3 working days

- registered entities, please key in your exact entity name as stated on the UEN website (www.uen.gov.sg)
- proprietors, the bank account provided should be registered under the Company's name
- uals, please key in your name as per your NRIC
- Please submit DCA form with the bank endorsement to AGD if you belong to any of the following groups:
  (i)   UEN type is others
  (ii) Your bank account is not with POSB, DBS, OCBC, UOB, FEB or Citibank

Vendor ID:	G5992960O
* Name :	
* GST Registered:	○ Yes ○ No
* GST Registration Number:	
* Address:	

Step 3 : Click on "Submit" button

Submit | Reset

Notes:
- The vendor name provided at Vendors@Gov must be **exactly the same** as per your NRIC. Commas should be **included**, while aliases (eg. hanyu pinyin names) should be **excluded**.
- The bank account provided at Vendors@Gov should be registered under your name.
- A hard copy of the Direct Credit Authorisation (DCA) form duly endorsed by the bank must be submitted to AGD if :
  a)   your bank account is **not** with DBS, POSB, UOB, OCBC, Far Eastern Bank or Citibank bank
  b)   you are registering with a joint account
- It will normally take 3 working days from receipt of the form to process your application. You will receive an email notification once your vendor record is approved, and you can proceed to submit e-invoices via Vendors@Gov.