



**Office of the
Accountant General Pakistan Revenues, Islamabad
AGPR Complex, G - 8 / 4, Islamabad.**

VENDOR CREATION & UPDATION FORM FOR FIRM / COMPANY / BUSINESS

Personal Information of Company / Firm / Business Owner

| S.No | Company Name / Title | No. of Owners | Name of Owner(s) | Owner's CNIC | Business Address / Phone No. | Company Status |
|------|----------------------|---------------|------------------|--------------|------------------------------|----------------|
| | | | | | | |
| | | | | | | |

Information for Creation of Vendor Number

| S.No. | Cost Center / DDO Code | Name of Owner / Vendor | Bank Name | Bank Branch & Branch Code | Bank Account Number / IBAN Number | National Tax Number (NTN) | Sale Tax Registration Number (STRN) | Vendor Number allotted by AGPR, Islamabad |
|-------|------------------------|------------------------|-----------|---------------------------|-----------------------------------|---------------------------|-------------------------------------|---|
| | | | | | | | | |
| | | | | | | | | |

Check List (Documents Required)

1. One attested copy of this form
2. Attested Copy of CNIC (Owner's)
3. Original Letterhead request by Firm
4. Attested Copy of National Tax Number (NTN)
5. Attested Copy of General Sale Tax (GTS) Certificate
6. Attested Copy of Taxpayer Online Verification (From FBR Website)

Signature with Name, Date and Stamp of DDO
(It is certified that all information is correct and original record has been verified)

Note: You may check the status of Vendor Updation / Creation on this website under the heading of Online Services "<http://www.agpr.gov.pk>"