EPADS Registration Guide (Step-by-Step)

e-Pak Acquisition & Disposal System — https://epads.gov.pk

GUIDE — Ye aik step-by-step guide hai, official EPADS document nahi. EPADS par registration aur bidding ke liye hamesha https://epads.gov.pk par di gayi latest hidayat ko follow karein.

EPADS kya hai?

EPADS (e-Pak Acquisition & Disposal System) PPRA ka online system hai — poori khareedari ka cycle, planning se lekar contract close hone tak. Yahan government tenders publish hote hain aur bidders bidding documents download karke online bid submit kar sakte hain. Rule 18(1) ke mutabiq, PKR 200,000 se zyada ke tenders EPADS aur PPRA website par publish karna lazmi hai.

EPADS kis ko chahiye?

- Har wo supplier / contractor / firm jo government tenders mein hissa lena chahta hai.
- Procuring agencies bhi EPADS par apne tenders publish karti hain.

Registration se pehle — documents tayyar rakhein

- Company / firm ka NTN certificate.
- GST registration (jahan applicable ho).
- CNIC — authorised person ka.
- Company ka letterhead aur authorised person ka authorisation letter.
- Active email address aur mobile number (OTP / verification ke liye).
- PEC registration (works / construction ke liye, jahan applicable ho).

Registration ke steps

Step 1: https://epads.gov.pk kholein aur “Register” / “Sign Up” par click karein.

Step 2: Firm / company ki tafseel bharein — naam, NTN, address, contact details.

Step 3: Authorised person ki tafseel aur email / mobile number dein.

Step 4: Email par aane wala verification link / OTP se account verify karein.

Step 5: Required documents upload karein (NTN, GST, CNIC, authorisation letter).

Step 6: Account approve hone ka intezar karein — approval ke baad login kar sakte hain.

Step 7: Login karke apna profile mukammal karein (categories, business type, etc.).

Bid dhoondhna aur submit karna

- Login ke baad “Active Tenders” / search se apni category ke tender dhoondhein.
- Tender kholkar bidding documents download karein aur tamam sharaait parhein.
- Bid tayyar karke EPADS par upload karein — deadline se pehle.
- Bid security / bid security declaration ki tafseel bidding document ke mutabiq dein.
- Submission ke baad acknowledgement / receipt save karke rakhein.

Ahem nukaat

- Deadline ke baad submit ki gayi bid qabool nahi hoti — aakhri din ka intezar na karein.
- Apna password aur OTP kisi se share na karein.
- EPADS ki fees ya charges ke baare mein latest maloomat sirf epads.gov.pk se lein.