


vendors@gov

View and Retrieve Paid Transactions User Guide

Learn how to view and retrieve paid transactions at Vendors@Gov

Note

- You can retrieve paid transactions with invoice date that is within the past **180 days**. Transactions that had passed 180 days will not be retrievable at the portal.
- Invoices which have been paid/rejected within the past 3 working days are flagged as  on the homepage.
- The status of invoices submitted to certain Statutory Boards¹ will remain as 'Processing' (i.e. will not be updated to Paid, even though they may be paid). To find out the updated status of your payment, please approach these agencies directly for assistance.

¹Board of Architects (BOA); Majlis Ugama Islam, Singapura (MUIS); Professional Engineers Board, Singapore (PEB); Singapore Labour Foundation (SLF); TOTE Board (TOTE BOARD).

1. View and Retrieve Paid Transaction

A Singapore Government Agency Website

AGD vendors@gov

Alternatively, you may click on the 'Paid' tab to view ALL paid transactions.

FAQs User Manuals Useful Resources Helpdesk Logout

Home >
E-Invoice >
Create E-Invoice
Upload Batch E-Invoices
Upload Attachment
View Invoicing Instructions >
Update Vendor Details >

453 All Invoices | 1 Draft | 430 Submitted | 5 Processing | 1 Approved | 3 Paid | 13 Rejected

Search Invoices | Export table to PDF | Export table to Excel

S/NO.	STATUS	INVOICE NO.	INVOICE DATE	CLIENT AGENCY	ACTIONS
1	Submitted	PTC-IN-001	16/08/2019	PTC01-Public Transport Council	[Icons]
2	Draft	DraftInvoice01	16/08/2019	BCA01-BCA Academy-Corp Serv/Admin	[Icons]
3	Submitted	NMOS2016/S/00	15/08/2019	FIN03-Police Force Pensions	[Icons]
4	Submitted	NMOS2016/S	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
5	Submitted	NMOS2016	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
6	Submitted	NMOS20/hsga	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
7	Submitted	NMO92ueh015	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
8	Submitted	NM83uhe15	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
9	Submitted	NM0015	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
10	Submitted	N87520/0015	15/08/2019	FIN02-AGD Pensions Branch	[Icons]
11	Processing	IN212	15/08/2019	CAB01-Cabinet Office	[Icons]
12	Submitted	IN212	15/08/2019	CAB01-Cabinet Office	[Icons]
13	Submitted	827119	15/08/2019	FIN02-AGD Pensions Branch	[Icons]

Search Invoices Modal:

The results of this search contain all related invoices and is not limited to those on the current status tab

Invoice ID: eg. SLA234127P

Invoice Date (invoices for last 180 days is available): eg. 01/01/2019 ↔ eg. 01/01/2019

Payment Reference (The 10 digit number in your in your statement starting eg.500XXXX): eg.500XXXX

Payment Date: eg. 01/01/2019 ↔ eg. 01/01/2019

Status: All Invoices

Search

Important Note:
In order to maintain a robust system for our users, invoices submitted before 17/02/2019 will not be stored in the system. We apologise for any inconvenience caused.

Step 1 – Login to Vendors@Gov portal.

For more information on how to login, please refer to '[Login and Registration User Guide](#)'.

Step 2 – The list of invoices which are within the past 180 days will be shown on the homepage.

Step 3 – Click on 'Search Invoices' and filter the paid transactions by payment reference/payment date/status.

Step 4 – To download the list of paid transaction(s), you may search for the paid transactions and click on 'Export table to PDF' or 'Export table to Excel'.

2. Generate Remittance Advice

You can generate remittance advice for payment that was **paid by Accountant General’s Department (AGD), excluding Ministry of Defence (MINDEF), Ministry Of Education (MOE) Schools and Singapore Police Force (SPF) transactions.** If you have received the payment directly from your client agency, please approach your client agency for the payment advice.

➤ To generate AGD’s remittance advice, click on one of the transactions at the search results.

453 All Invoices	1 Draft	430 Submitted	5 Processing	1 Approved	3 Paid	13 Rejected				For bulk actions only	

S/NO.	STATUS	INVOICE NO.	INVOICE DATE	CLIENT AGENCY	CURRENCY	INVOICE AMOUNT	PAYMENT REF	PAYMENT DATE	PAYMENT AMOUNT	ACTIONS
New 1	Paid	SBInv-RemitTo-01	14/08/2019	SCF01-Sch Cluster East 2	SGD	629.28	2012201612	14/08/2019	591.64	
New 2	Paid	SBInv-RemitTo-01	14/08/2019	SCF01-Sch Cluster East 2	SGD	629.28	2012201612	14/08/2019	591.64	
3	Paid	MN016	15/04/2019	MOE01-MOETEST	SGD	2,999.00	000121	25/07/2019	144,991.10	

Invoices which have been paid/rejected within the past 3 working days are flagged as 'New'

➤ Click on ‘View Remittance Format’ to view the remittance advice.

➤ Click on the PDF or Print icon to save/ print the remittance advice.

Payment Details

Payment Date	Payment Type	Payment Amount	Payment Reference Number
25/07/2019	GIRO	SGD 144,991.10	000121
Payee Bank	Account Number	Payment Message	

GOVERNMENT OF SINGAPORE
ACCOUNTANT-GENERAL’S DEPARTMENT
 100 High Street
 #06-01 The Treasury
 Singapore 179434
 Fax : (65)63327678

Print
[View Remittance Advice](#)
[View Tax Invoice](#)

 NOTIFICATION OF PAYMENT TO YOUR BANK ACCOUNT THROUGH INTERBANK GIRO

3. E-Invoice Status in Vendors@Gov

Status	Description
Draft	<p>E-Invoices that are saved as 'Draft' are <u>not</u> submitted to your client agency.</p> <p><i><u>NOTE:</u> To submit the draft e-Invoice, please edit the e-invoice and click on 'Submit' instead of 'Save as Draft'. For more information, please refer to Manage E-invoice (Edit E-Invoice) User Guide.</i></p>
Submitted	<p>The E-Invoice is successfully submitted.</p>
Processing	<p>The E-Invoice is extracted to your client agency's financial system for processing.</p> <p><i><u>NOTE:</u> As there are some Statutory Boards (SBs) that do not provide status update to Vendors@Gov portal, the E-Invoice status will remain as '<u>Processing</u>' even after the E-Invoice has been paid or rejected at your client agency's financial system.</i></p> <p><i>As E-Invoices submitted at the Vendors@Gov portal are processed by your client agency, you should contact the liaison officer at your client agency to check on your e-invoice status if you do not receive the payment after the payment schedule date¹.</i></p>
Approved	<p>The E-Invoice has been approved by your client agency.</p> <p><i><u>NOTE:</u> The payment should be made to you on the payment schedule date¹.</i></p>

¹ The payment schedule date is calculated based on the payment term you have selected when submitting your E-Invoice. Example: If your e-invoice payment term is 30 days and the E-Invoice date is 1st June, your E-Invoice payment schedule date should be on 30th June.

3. E-Invoice Status in Vendors@Gov

Status	Description
Paid	<p>The E-Invoice has been paid.</p> <p><i><u>NOTE:</u> E-Invoice paid status will be interfaced to Vendors@Gov portal 2 working days before the actual payment date.</i></p> <p><i>Vendors who have registered an EFT bank account will receive the payment on the actual payment date before midnight. To check your e-invoice payment date, you may generate the remittance advice at Vendors@Gov portal.</i></p>
Rejected	<p>The E-Invoice has been rejected.</p> <p><i><u>NOTE:</u> Please contact the liaison officer at your client agency if you need further clarification on your e-invoice rejection reason.</i></p> <ul style="list-style-type: none"> <i>After your client agency has rejected your e-invoice at their financial system, please allow up to <u>2 working days</u> for e-invoice rejection status to update at the Vendors@Gov portal. You can only edit the rejected e-invoice for resubmission if the status of the e-invoice is shown as "Rejected" at the Vendors@Gov portal.</i> <i>Rejected e-invoices re-submission will <u>not</u> be applicable to e-invoices that are submitted to Statutory Boards that do not provide status update to Vendors@Gov portal, the E-Invoice status will remain as 'Processing' even after the E-Invoice has been paid or rejected at your client agency's financial system. Please create a new e-Invoice to re-submit the rejected e-invoice.</i> <i>You can only retrieve rejected e-Invoices for e-invoice date that are within 180 days. E-invoice that had passed 180 days will <u>not</u> be retrievable at the Vendors@Gov portal. Please create a new e-Invoice to re-submit the rejected e-invoice.</i>

¹ The payment schedule date is calculated based on the payment term you have selected when submitting your E-Invoice. Example: If your e-invoice payment term is 30 days and the E-Invoice date is 1st June, your E-Invoice payment schedule date should be on 30th June.

- END -