### PROCEDURE FOR PURCHASING STANDARDS FROM THE UNBS WEBSTORE



## 1. Visit <u>https://webstore.unbs.go.ug//</u>

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	Welcome to UNBS We	bstore		Popular Standards			l
	Search Standards e.g. US EA	S 1:2011 or Standard Title	Q Search	Code of practice for hygiene in the food and drink manufacturing			l
	Categories » Food and Agriculture » Engineering Standards » Management System Standards » Chemicals And Consumer Product Standards Creat an account Access all Standards Store, Your Order Manage/Update your personal informat Sign or Register	Search By Status  Compulsory Standards Voluntary Standards Search in Full Standard	ds,	Labelling of pre-packaged foods US ISO 9001:2015 ***** Cauality management systems - Requirements US 47:2011 ***** Carbonated and non-carbonated soft drinks US EAS 12:2014 ***** Potable water US 62:2011 ***** Fruit juice drinks US 406:1995 ***** Standard specification for deep well hand pump (model U2) US EAS 13:2014 ***** Packaged natural mineral water - Specification			
	Whats New I		500gic play	US EAS 60:2013     ************************************			•

2. Register and create a personal account or Company account to purchase Uganda Standards

UGANDAN CLIENTS (HERE THE TAX IDENTIFICATION NUMBER-TIN IS A MUST)

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	Create y	our Account		
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Country	Uganda	(For Ugandans only) TIN	Tax Indentification Number	
Email Address	Email Address	Address	Enter Address	
Telephone	Telephone Number	Company Name	Company Name	
Password	Password	Confirm Password	Confirm Password	
	I Agree Terms & Conditions of Uganda National	Bureau of Standards		
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# INTERNATIONAL CLIENTS (HERE THE TAX IDENTIFICATION NUMBER-TIN IS NOT NEEDED)

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	Login Email Email address		New to UNBS Webstore ? Get Started Now. Its Fast and easy Create account			
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	Whats New !			۲. ۵		
	US 156-1:2017 Building limes - Part 1: Specificat Buy for UGX 20,000/=	US ISO 25760:2009 Gas cylinders - Operational procedu Buy for UGX 35,000/=	US ISO 22991: 2004 Gas cylinders - Transportable refil Buy for UGX 50,000/=	US ISO 21007-2:2015 Gas cylinders - Identification and Buy for UGX 60,000/=		

4. Search for a Uganda Standard (Keyword search, Standard No., Standard categories, popular standards, etc.). Here, you will view the Standard Number, Title, Scope and the Price of the Uganda Standard.

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Categories » Food and Agriculture » Engineering Standards » Management System Standards	Search By Status <ul> <li>Compulsory Standards</li> <li>Voluntary Standards</li> </ul>		Labelling of US ISO 90 Quality man US 47:207 Carbonated	pre-packaged food 001:2015 *** agement systems - 11 ***** and non-carbonate	s ★★★ Requirements d soft drinks		
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			Automotive USEAS4 Milled maize	gas oil (automotive 4:2011 ****	diesel) -Specification ක්		

- 5. Add to Cart
- 6. Continue to check out or go back to continue and shopping for other related Uganda Standards and make payment.

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### How to make Payments

### UGANDAN CLIENTS

The following steps must be followed during the billing and issuing of Bank Payment Advice Forms (BPAFs) to Clients to pay for UNBS services through URA e-platform:-

- 1. Log into URA Website/Home Page at <u>www.ura.go.ug</u>
- 1. Click Domestic Taxes

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- 2. Select Make a Payment
- 3. Select Click here to register a payment
- 4. Under Tax Head: Select **Other NTR**
- 5. Under Taxpayer Details: Enter your TIN (tax identification number): The other details will populate automatically.
- 6. Under Details of Other NTR Payments: Under Ministry/Department/Agency Select UGANDA NATIONAL BUREAU OF STANDARDS
- 7. Under Department: Select STANDARDS DEPARTMENT
- 8. Under Category: Select SALE OF STANDARDS under CATEGORY
- 9. Under TAX HEAD: Select STANDARDS
- 10. Under Fees Calculation: under Additional Fees if Applicable (in UGX): Enter the total amount you are required to pay
- 11. Under Payment Methods: MODE OF PAYMENT as highlighted below;

Online Payment Options (VISA, MasterCard, American Express, Union Pay, Mobile Money)

Payment Transfer Instructions (EFT, RTGS and Swift)

Other Payment Options (Cash, Cheque, Mobile Money, Demand draft, Point of Sale)

You can also view the list of banks authorized to collect URA Payments

- 12. Enter text from the given image
- 13. Click Accept and Register to register your payment
- 14. Reconfirm by clicking OK
- 15. Print 2 copies of the Bank Payment Advice Form

# **INTERNATIONAL CLIENTS**

### DEPOSIT THE DOLLAR EQUIVALENTS ON THE UNBS DOLLAR ACCOUNT (PLEASE NOTE THAT THE SYSTEM WILL AUTOMATICALLY CALCULATE THE DOLLAR EQUIVALENT ACCORDING TO THE PREVAILING BANK OF UGANDA RATE AND ALL RELATED BANK CHARGES)

## Bank Details:

Title:Uganda National Bureau of StandardsBank:Standard Chartered (U) Ltd, UgandaBranch:Speke RoadSwift Network:SCBLUGKAAccount No.8702012826300

# 7. Confirm your order

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	How to make Payments ? Order Details						
	Name : Maurice Musuga Email Address : maurice.musuga	@unbs.go.ug	Date : 13th March , 2018 Address : bweyos, Ugand	la _			
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- 8. Proceed to the bank to make payment
- 9. Upon payment, log in, check my orders and upload the payment slip of send the Payment Reference Number (PRN).

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	PO - 0206	14th March, 2018	Maurice Musuga	50,000/=	Received	Upload Payment Proof	۲	

10. After Payment is confirmed, a licensed copy of purchased Uganda Standard(s) will be sent to the client's email address provided at registration.