



GUIDELINE FOR PAYMENT THROUGH ONE COMMON BILLING SYSTEM (OCBS)

Vendor Registration

- Vendors are required to register by submitting a completed Online Payment Registration Form One Common Billing System (OCBS).
- All necessary company / individual details must be accurately filled in and necessary documents are attached.
- Completed forms shall be emailed to tdd.finance@tourism.gov.bn for further process.

Bill Generation

- Upon successful registration, the department will generate a bill based on the agreed charges or fees.
- A payment reference and amount will be provided to the vendor through e-mail.

Payment via OCBS

- Payment can be made **at the One Common Billing System (OCBS) portal**, accessible through <https://ocbs.mofe.gov.bn>.
- Vendors shall search for the generated bill using the reference number provided, and proceed with payment using the available online methods.
- Once payment is completed, vendors must email the payment receipt to tdd.finance@tourism.gov.bn for acknowledgement and further process.