\_\_\_\_\_\_\_\_\_\_*[Kop Surat SKPD]*\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Watansoppeng, ………………………………………. | | | |
| Nomor :  Sifat :  Lampiran :  Perihal : | 1 (satu) berkas  **Permintaan *User ID* dan *Password* PPK** | Yth | Kepada  Kepala Bagian Pengadaan Barang/Jasa Sekretariat Daerah Kab.Soppeng  di -  Watansoppeng |
|  |  |  |
|  |  | | |
|  | Sehubungan dengan pelaksanaan Pengadaan Barang/Jasa pada …………………*[Nama SKPD]*………………… Kabupaten Soppeng Tahun Anggaran 2021, dimana pemilihan penyedia barang/jasanya dilaksanakan secara elektronik (*e-Tendering, e-purchasing*) yang difasilitasi oleh Layanan Pengadaan Secara Elektronik.  Berkenaan hal tersebut, demi kelancaran proses Pengadaan Barang/Jasa dimaksud, kami meminta bantuan untuk memperoleh *User ID* dan *Password* **Pejabat Pembuat Komitmen** (PPK)pada LPSE Kabupaten Soppeng, dan untuk melengkapi persyaratan, terlampir kami sampaikan:   1. Formulir Permintaan *User ID* dan *Password*; 2. Fotocopy SK Pengangkatan dan Penetapan PPK;   Demikian disampaikan, atas perhatian dan kerjasama yang baik diucapkan terima kasih. | | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **KEPALA SKPD** | | |
|  |  | | |
|  |  | | |
|  |  | | |
|  |  | | |
|  |  | ***[Nama]…………………………*** |  |
|  |  | *[Pangkat]………………………* |  |
|  |  | *[Nip]…………………………..* |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | **FORMULIR PERMINTAAN *USER ID* DAN *PASSWORD***  **PEJABATPEMBUAT KOMITMEN (PPK)**  **PADA LPSE KABUPATEN SOPPENG** | | | | | | |
| **SATUAN KERJA PERANGKAT DAERAH (SKPD)** | | | | | | | | | |
| **KODE SKPD** | | **Nama SKPD** | | |  | | | | |
|  | | **Alamat** | | |  | | | | |
| **Kode Pos** | | |  | | | | |
| **Telepon** | | |  | | | | |
| **Faximile** | | |  | | | | |
| **Kontak Personal** | | |  | | | | |
| **PPK** | | | | | | | | | |
| **SK PENGANGKATAN /PENETAPAN PEJABAT** | | **Nomor** | | |  | | | | |
| **Tanggal** | | |  | | | | |
| **Berlaku s/d Tanggal** | | |  | | | | |
|  | |  | | |  | | | | |
| **Nama PEJABAT** | |  | | | | | | | |
| **NIK** | |  | | | | | | | |
| **NIP** | |  | | | | | | | |
| **Alamat** | |  | | | | | | | |
| **Pangkat/Gol.** | |  | | | | | | | |
| **Jabatan** | |  | | | | | | | |
| **Nomor HP** | |  | | | | | | | |
| **e-mail** | |  | | | | | | | |
|  |  |  | |  |  | | | | |
|  |  |  | |  | Watansoppeng, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
|  |  |  | |  | **KEPALA SKPD** | | | | |
|  |  |  | |  | **...........................** | | | | |
|  |  |  | |  |  | | | | |
|  |  |  | |  |  | | | | |
|  |  |  | |  |  | | | | |
|  |  |  | |  |  | | | | |
|  |  |  | |  |  | | | | |
|  |  |  | |  |  |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*[Nama]*** |  |  |
|  |  |  | |  |  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*[Pangkat]* |  |  |
|  |  |  | |  |  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*[Nip]* |  |  |
|  |  |  | |  |  |  |  |  |  |

\*\* Akan dikirim ke email PP/PPK masing -masing

\*\* Silahkan mengubah password standar jika sudah Aktif