



The Source NC E-Procurement Newsletter

January 2018 Edition

Notification of Upcoming NCAS New Vendor Process Change

The Office of the State Controller (OSC) is in the process of implementing changes for adding new vendors to the North Carolina Accounting System (NCAS). The new process will entail the requirement of a Substitute W-9 prior to allowing vendors to be paid from the NCAS.

OSC is projecting a launch date for this new process in the March 2018 timeframe (the exact date is to be determined).

NC E-Procurement vendors will complete the Substitute W-9 Form and submit it to the agency they are doing business with. Upon receipt, the Substitute W-9 will be submitted by authorized agency personnel to an OSC SharePoint site. A member of the OSC Support Services Team will notify the authorized personnel at the agency when the vendor has been added to the NCAS. Once the vendor is added, they become eligible to receive payments from North Carolina state agencies.

Be on the lookout for more information pertaining to this new process in the February newsletter.

New Release: Updates to the NC eVP Public Vendor Search Tool

Updates to the North Carolina electronic Vendor Portal (eVP) Public Vendor Search Tool were made on January 18, 2018. The Public Vendor Search Tool was updated to return exact matches first for search results and to allow sorting across all results returned, rather than on a single page. Additionally, to align with state data handling policies, users will be unable to search for vendors using a Federal Tax ID number. Users will still be able to search by vendor name and customer number, along with all other existing search criteria fields. For any questions or assistance with using the Public Vendor Search Tool, please contact the NC E-Procurement Help Desk at 888-211-7440, opt. 1, or by email at ephelpdesk@its.nc.gov.

State Term Contract Announcements

Statewide Term Contract 490A The Division of Purchase & Contract developed a new [Statewide Term Contract 490A- Nikon Microscopes](#) in conjunction with NASPO ValuePoint (contract # 16000234-3) to provide a full line of biological and research microscopes through Nikon Instruments Inc. This is a convenience contract, which may be used by state departments, agencies, higher education institutions as well as non-mandatory state agencies and other eligible entities. The term of this contract is January 1, 2018 through January 2, 2020. If you have any questions related to this contract, contact Grant Braley at (919) 807-4519 or grant.braley@doa.nc.gov.

Statewide Term Contract 465B The Division of Purchase & Contract developed a new [Statewide Term Contract 465B](#) in conjunction with NASPO ValuePoint (contract # OK-SW-300) to provide automatic external defibrillators (AEDs) and accessories. This contract is a mandatory contract, which shall be used by state departments, agencies, higher education institutions as well as non-mandatory state agencies and other eligible entities. The term of this contract is January 15, 2018 through October 3, 2018. If you have any questions related to this contract, contact Grant Braley at (919) 807-4519 or grant.braley@doa.nc.gov.

P&C's Training Roundup

The Division of Purchase & Contract (P&C) offers various training courses related to procurement throughout the year. Please see below for a list of upcoming trainings. For further course details and registration instructions, please refer to the [2018 course catalog](#).

DATE	COURSE TITLE	LOCATION	FACILITY & ADDRESS
1/23-25	NC Procurement	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111- E
1/30	Customizing Solicitation Templates	Raleigh	Wildlife Resources Commission 1751 Varsity Drive
2/7	E-Procurement	Raleigh	Wake Tech Public Education Campus 321 Chapanoke Road, Room 1401
2/8	E-Quote	Raleigh	Wake Tech Public Education Campus 321 Chapanoke Road, Room 1401
2/15	Specification Writing	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E

Follow-Up

This newsletter was sent to all NCAS users.

Questions about information covered in this newsletter? Send an email to ephelpdesk@its.nc.gov