



The Source NC E-Procurement Newsletter

July 2018 Edition

Update: Upcoming NCAS New Vendor Process Change

On Monday, July 16, 2018, the North Carolina Office of the State Controller (NC OSC) implemented the Substitute W-9 Initiative for pilot entries. Please be on the lookout for more information from OSC and your leadership about this process change. To access the OSC Substitute W-9 form, click [here](#).

Tips & Tricks: Public View

Did you know that you can view State Term Contract pricing without logging into NC E-Procurement? NC E-Procurement has a Public View page that allows anyone to search NC E-Procurement catalogs, providing access to the description, vendor, commodity code, and pricing information for each contract item currently loaded into the catalogs.

Follow the instructions below to access Public View.

1. Go to eprocurement.nc.gov.
2. Click 'State Term Contract Catalog Search' from the menu on the left hand side of the page.

Welcome to NC E-Procurement!

NC E-Procurement provides an innovative, cost-saving, and efficient method of purchasing. NC E-Procurement allows government entities to aggregate their purchases to obtain better prices from suppliers. Additionally, NC E-Procurement allows greater visibility into statewide procurement information, allowing the State to negotiate better term contract savings.

NC E-Procurement provides suppliers with increased access to markets without additional supplier marketing efforts, a single point of access for North Carolina government organizations, a faster and more efficient method for quoting (eQuote), and increased order accuracy through receipt of electronic orders with a consistent purchase order format. Overall, NC E-Procurement can help realize processing, marketing, and administrative cost savings.

E-Procurement Statistics
as of July 15, 2018

Purchase Orders (PO) Issued	5,897,644
Total PO Value	\$40,750,677,774
Total Vendors	36,199
Total Purchasing Users	12,415
Purchasing Entities Using System	160

3. Search for any item listed in the catalog to find details on it.



For additional assistance, please contact the NC E-Procurement Help Desk at 888-211-7440, option 1, or by email at ephelpdesk@its.nc.gov.

Catalog News

Statewide Term Contract 630A, Interior/Exterior Paint

Did you know about the updates to STC 630A catalogs? Previously, purchases could not be made from the Sherwin Williams punch-out catalog when using Internet Explorer, but this issue has been resolved and now you can purchase from the punch-out catalog in all browsers. In addition, Ennis Paint Inc. and PPG Architectural Finishes Inc. offer standard line item catalogs. For more information on this contract, you can reference [P&C's website](#), or contact the contract administrator [Bahaa Jizi](#) at 919-807-4520.

P&C's Training Roundup

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

DATE	COURSE TITLE	LOCATION	FACILITY & ADDRESS
8/2	E-Procurement	Raleigh	Wake Tech Public Safety Education Campus 321 Chapanoke Road Room 1401
8/6-8	RFP Development and Evaluation	Statesville	Mitchell Community College 701 W. Front Street
8/9	Contract Administration and Monitoring	Statesville	Mitchell Community College 701 W. Front Street
8/21	E-Procurement	Raleigh	Wake Tech Public Safety Education Campus 321 Chapanoke Road Room 1401
8/22	EQuote	Raleigh	Wake Tech Public Safety Education Campus 321 Chapanoke Road Room 1401

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.

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