

Get Connected - Join the PCORE Community



Join the PCORE Community of Practice! The PCORE Community of Practice (also known as The North Carolina Procurement Community of Resources & Engagement) brings together procurement professionals and stakeholders to share knowledge, collaborate on challenges, and learn about emerging trends and best practices. Professionals from state agencies, local governments, higher education institutions, and other public entities are welcome to join. Sign up today by completing the [PCORE Community of Practice Registration Form](#).

Procurement Tip - Add Approvers the Right Way

Need to add an approver to a purchase requisition? In NC eProcurement, manual approvers can be added to the approval flow, but there's one important step to remember: **submit the purchase requisition before adding any manual approvers**. Following this process helps ensure the approval workflow functions as expected and avoids unnecessary delays. For additional guidance, refer to the [Creating Purchase Requisitions: Guided Buying](#) and [Creating Purchase Requisitions: Expert View](#) job aids.

Statewide Term Contracts

8014B Promotional Items
The North Carolina Department of Administration's Division of Purchase & Contract has established a new statewide term contract [8014B Promotional Items](#). This is a mandatory statewide term contract for state agencies, departments, institutions, universities and community colleges, unless exempted by North Carolina general statute. The contract term is July 1, 2026, through June 30, 2029. If you have any questions related to this contract, contact ian.m.fox-castro@doa.nc.gov.

4215A Dental Products and Services
The NC eProcurement team is excited to announce that a Punchout catalog has been connected for statewide term contract 4215A Dental Products and Services. The Punchout catalog has been added in Guided Buying under the Dental Products and Services tile, and can be accessed in Expert View by searching for "Henry Shein Inc Punchout" on the catalog tab.

Enhance Your Procurement Skills



The Division of Purchase & Contract and NC eProcurement offer a variety of training and professional development opportunities throughout the year. Course information and learning resources are available through the North Carolina Procurement Academy (NCPA) in the [Procurement Information Portal \(PIP\)](#). If you do not currently have access to PIP, please submit a [Procurement Information Portal Access Request](#).

The following instructor-led, eProcurement classes are available and require registration through the NC Learning Center.

Date	Training Class
September 24	NC eProcurement Basic Requester

Be sure to visit the [Training Opportunities](#) page regularly for new courses. If a live course does not fit your schedule, there's a wide variety of self-paced [training materials](#) and videos available to help you build your procurement knowledge at any time during your professional journey.

We look forward to seeing you in class!

This newsletter is sent to EPLite users and is produced bimonthly by NC eProcurement to provide valuable information to procurement professionals working within state government.

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