

# THE SOURCE

February 2026

STATE DEPARTMENT STATE BRANCH  
LOCAL GOVERNMENT CITY COUNTY  
COMMUNITY COLLEGE PUBLIC SCHOOL  
**NORTH CAROLINA ePROCUREMENT PURCHASE**  
ONLINE SHOPPING STATEWIDE TERM CONTRACT  
ELECTRONIC VENDOR PORTAL HUB CERTIFIED VENDOR  
QUOTE PUNCHOUT CATALOG  
PURCHASE ORDER  
SOURCING  
BIDDING  
BUY

---

## Changing/Canceling NC eProcurement Orders

All changes and cancellations to NC eProcurement purchase orders must be initiated in the financial system of the entity that created the order (Colleague, SunPac, etc). If the change or cancellation is initiated in NC eProcurement, it will cause an error.

The following errors occurred while sending Purchase Order [REDACTED] on Tue Feb 10 11:23:38 PST 2026.

Error Number 1:  
ERPPushFailPurgeStateERPPushFailTimeCreatedERPPushFailTimeUpdatedERPPushFailBaseId Error Code =  
Error Line Number =  
Error Distribution Number =  
Error Message = Cancellation must be initiated in your ERP

**Note:** If the change order or cancellation is initiated in NC eProcurement by mistake, an error will display in the comment section.

To resolve the error, log into NC eProcurement and select the **undo change** button on the most recent version of the requisition. After undoing the change, initiate the change or cancellation from your financial system.

---

## Upcoming Conferences

It's almost conference season. The NC eProcurement team will be sending representatives to several conferences this year:

- **North Carolina Procurement Excellence and Knowledge Conference (NC PEAK)** on **March 31 – April 1** at the McKimmon Conference & Training Center in Raleigh. The NC eProcurement team will host multiple sessions.
- **North Carolina Association of Community College Business Officials (NC ACCBO)** on **April 20 – 22** at the Embassy Suites, Cary, NC. We will be hosting a session on eVP for procurement users (solicitations, award, bid tabulation, etc).

Please plan to attend one of our sessions!

---

## Statewide Term Contracts

### **7818A Fleet Card Services**

The North Carolina Department of Administration's Division of Purchase and Contract has established a new statewide term contract [7818A Fleet Card Services](#). 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 November 24, 2025, through December 31, 2027. If you have any questions related to this contract, contact [carter.biggs@doa.nc.gov](mailto:carter.biggs@doa.nc.gov) or call 984-236-0261.

### **8014A Pharmaceutical Distribution Services**

The North Carolina Department of Administration's Division of Purchase and Contract has established a new statewide term contract [8014A Pharmaceutical Distribution Services](#). This is a mandatory statewide term contract for state departments, most state agencies, and by state higher education institutions, unless exempted by North Carolina general statute. The contract term is November 1, 2025, through July 31, 2026. If you have any questions related to this contract, contact [ian.m.fox-castro@doa.nc.gov](mailto:ian.m.fox-castro@doa.nc.gov) or call 984-236-0211.

### **4213A Medical Products Distribution**

The NC eProcurement team is excited to announce that a Punchout catalog has been connected for statewide term contract 4213A Medical Products Distribution. The Punchout catalog has been added in Guided Buying under the Medical, Laboratory Supplies and Equipment tile, and can be accessed in Expert view by searching for "Medline Industries, LP Punchout" on the catalog tab.

### **4110B Basic Laboratory Supplies & Equipment**

The NC eProcurement team is excited to announce that a Punchout catalog has been connected for statewide term contract 4110B Basic Laboratory Supplies & Equipment. The Punchout catalog has been added in Guided Buying under the Medical, Laboratory Supplies and Equipment tile, and can be accessed in Expert view by searching for "CAROLINA BIOLOGICAL SUPPLY CO. Punchout" on the catalog tab.

---

## Training Roundup

The Division of Purchase and Contract and NC eProcurement provide a full range of training and professional development offerings throughout the year.

Offerings available include North Carolina procurement and contract management certifications, stand-alone courses, job aids, and on-demand trainings.

More information about NC Procurement Academy's (NCPA) offerings can be found in the [Procurement Information Portal \(PIP\)](#). To request access, visit the [Procurement Information Portal Access Request](#) page.

The following NC eProcurement classes also require registration in the NC Learning Center. For help with registration, see the [NCPA Help Center](#) (PIP access required).

<b>Date</b>	<b>Training Class</b>
February 25	NC eProcurement EPLite Basic Requester
May 7	NC eProcurement EPLite Basic Requester
May 7	NC eProcurement Approver Plus
May 14	NC eProcurement Collaborative Requisition
May 14	eVP Procurement User Workshop

Be sure to check the [course list](#) periodically for additional training classes. If courses are unavailable or don't suit your schedule, you can find extensive self-learning materials, on our [Training](#) page. Remember to check out the [Training Videos](#) page too!

We look forward to (virtually) seeing you!

---

*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](mailto:ephelpdesk@its.nc.gov).*

---

325 North Salisbury Street, Raleigh, NC 27603