

THE SOURCE

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 V
QUOTE PUNCHOUT CATALOG
SOURCING
BIDDING
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NC eProcurement Bi-Monthly Newsletter February 2023 Edition

This edition includes an eVP announcement, tips and tricks, new statewide term contract information, and upcoming training.

CHANGE IS COMING TO THE ELECTRONIC VENDOR PORTAL

The new electronic Vendor Portal (eVP) will integrate functionality from eVP, IPS and NC BIDS into one efficient platform to optimize the way state purchasers and vendors do business. Among other improved functions, the new eVP will include:

- Enhanced public vendor search features.
- Vendor electronic response capability in eVP.
- Updated, online HUB and NCSBE certification processes.

Visit the [eVP updates](#) page to learn more and stay in the loop.



TIPS & TRICKS: SELECTING COMMODITY CODES

The state of North Carolina uses the UNSPSC commodity code system, a standardized system of numbers that categorizes items, for goods and services being purchased. When creating a non-catalog requisition, users must select a six-digit commodity code, which can be found by searching through NC eProcurement or by using the [UNSPSC Commodity Code Search](#). UNSPSC commodity codes cover a wide range of goods and services and if you are purchasing something for the first time, it may take effort to identify the appropriate code. This is particularly true for service orders. Here are some common service codes (usually start with a 7, 8 or 9) with examples to help clarify when to use them:

- 721029 Facility maintenance and repair services (e.g., asbestos treatment, floor cleaning)
- 781018 Road cargo transport (e.g., shipping and transportation of goods)
- 801315 Lease and rental of property or building (e.g., modular units for schools)
- 801618 Office equipment rental or leasing services (e.g., copier leases)
- 911018 Clothing rental (e.g., uniform rentals)

Note: When creating a non-catalog order for goods, an additional line item may need to be added to the cart to cover the cost of shipping and handling.

For additional information and resources on how to select the correct commodity codes, visit the [Selecting Commodity Codes](#) page.

STATEWIDE TERM CONTRACTS ANNOUNCEMENTS

Statewide Term Contract 4616A Traffic Control Devices

The North Carolina Department of Administration (NC DOA) Division of Purchase & Contract (P&C) has established a new Statewide Term Contract [4616A Traffic Control Devices](#). This is a multi-vendor mandatory contract for state agencies, departments, institutions, universities, and community colleges - unless exempted by North Carolina General Statute. Additionally, non-mandatory entities, including schools and local governments, that are allowed by North Carolina General Statute may use this contract. The contract term is January 1, 2023, through December 31, 2027. If you have any questions related to this contract, contact Bahaa Jizi at 984-236-0218 or bahaa.jizi@doa.nc.gov.



Statewide Term Contract 2210B Grounds Maintenance Equipment

The North Carolina Department of Administration (NC DOA) Division of Purchase & Contract (P&C) has established a new Statewide Term Contract [2210B Grounds Maintenance Equipment](#). This is a multi-vendor mandatory contract for state agencies, departments, institutions, universities, and community colleges - unless exempted by North Carolina General Statute. Additionally, non-mandatory entities, including schools and local governments, that are allowed by North Carolina General Statute may use this contract. The contract term is February 1, 2023, through January 31, 2028. If you have any questions related to this contract, contact Kayla Glenn at 984-236-0258 or kayla.glenn@doa.nc.gov.

TRAINING ROUNDUP



The Division of Purchase & Contract (P&C) and NC eProcurement offer various training courses related to procurement throughout the year.

These online classes are generally available via the [NC Learning Center](#) without registration:

- Introduction to Procurement (ITP)
- Request for Proposals (RFP) Development and Evaluation
- Specification Writing (SW)

To register for the following NC eProcurement class, see [How to Register](#).

DATE	COURSE TITLE
03/02/23	NC eProcurement EPLite Basic Requester Training

Visit the NC eProcurement [Course List](#) periodically for training classes from the NC eProcurement team. In the case that our virtual courses are not available, or your schedule does not allow you to attend a session, please see our extensive self-learning materials on our [Training](#) page.

We look forward to (virtually) seeing you!