

# NC eProcurement

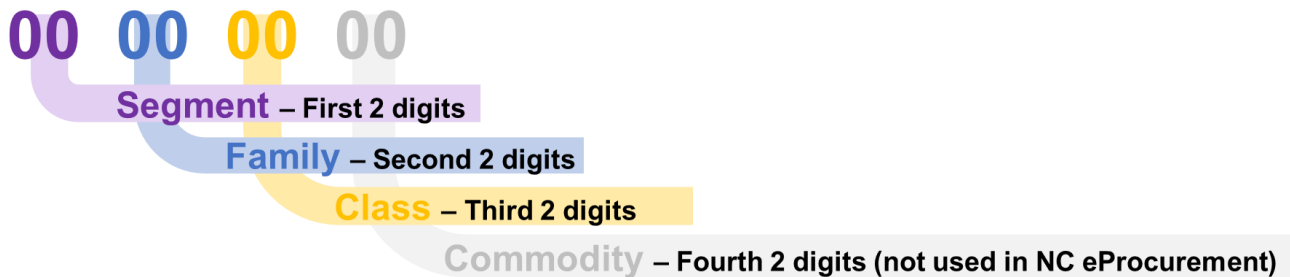
## Selecting a Commodity Code

In NC eProcurement, the system uses UNSPSC Commodity Codes to classify, track, and analyze state purchases. UNSPSC is an internationally accepted, open standard, public classification system that allows for business analysis of expenses and the creation of cost saving contracts. For more information regarding the UNSPSC Commodity Code classification, access the [UNSPSC website](#).

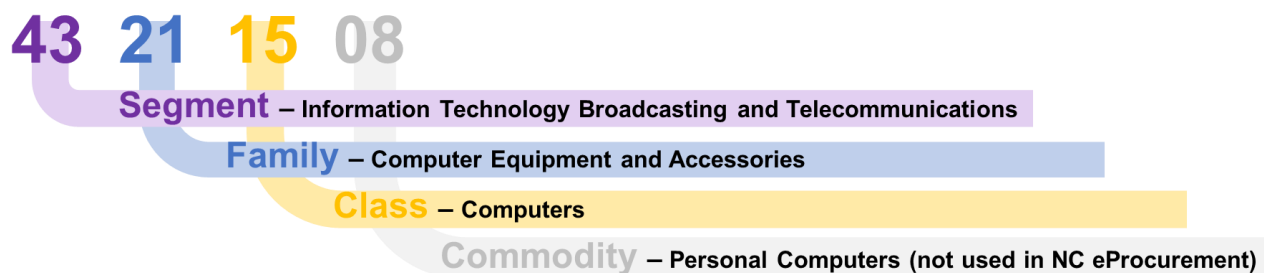
### I. Commodity Code Explanation

- A commodity code is a standard system of numbers that are used to identify the goods and services that are being purchased. Using standardized codes enables the State to determine the level of spend in various categories.
- NC eProcurement uses the UNSPSC Commodity Code system, which utilizes hierarchical groupings of numbers to identify and list commodities and services by categories and classes.

#### UNSPSC Commodity Code Structure



#### Example of UNSPSC Commodity Code Structure



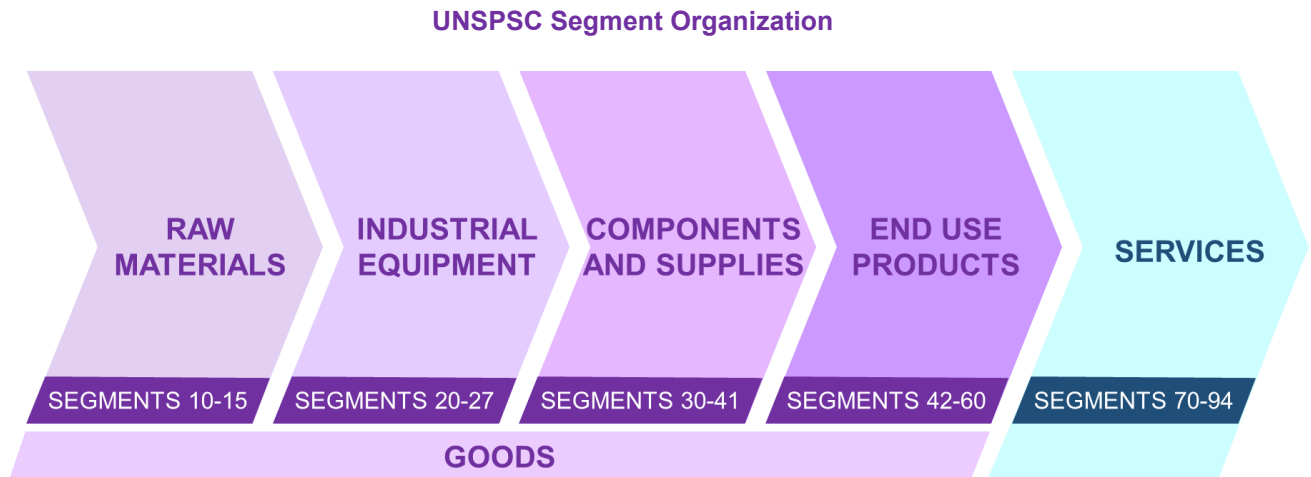
**Note:** The UNSPSC Commodity Codes listed on the UNSPSC website are specified to the eight-digit level (XX XX XX XX). Because NC eProcurement utilizes Commodity Codes specified up to the six-digit level, users should only select the first six-digit codes of the eight-digit commodity code describing the desired good or service (e.g. 43 21 15 ~~08~~).

For example, if the desired commodity is personal computers (with the commodity code 43211508) the class level code (432115) should be entered in NC eProcurement.

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- UNSPSC Commodity Codes are organized by segment into a logical sequence that reflects how value is progressively added to products. These segments are divided into goods and services. Goods are made up of UNSPSC Commodity Codes in the segments ranging from '10' through '60.' Services are made up of UNSPSC Commodity Codes in the segments ranging from '70' through '94.'



## II. Most Commonly Selected Commodity Codes

While there are thousands of options for UNSPSC Commodity Codes, some are selected much more frequently than others. The Top 20 Commodities chosen may be found below, beginning with the commodity code selected most often.

### Top 20 Commodities

| UNSPSC Commodity Code | UNSPSC Description                             |
|-----------------------|--|
| <b>601011</b>         | Electronic learning aids                       |
| <b>811122</b>         | Software maintenance and support               |
| <b>851016</b>         | Healthcare provider support persons            |
| <b>781018</b>         | Road cargo transport (Shipping)                |
| <b>141115</b>         | Printing and writing paper                     |
| <b>811116</b>         | Computer programmers                           |
| <b>441216</b>         | Desk supplies                                  |
| <b>441031</b>         | Printer and facsimile and photocopier supplies |
| <b>432116</b>         | Computer accessories                           |

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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  
PURCHASE ORDER  
SOURCING  
BIDDING  
BUY

|               |   |
|---------------|---|
| <b>721015</b> | Building maintenance and repair services              |
| <b>841015</b> | Development assistance                                |
| <b>601017</b> | Teacher resource materials                            |
| <b>471318</b> | Cleaning and disinfecting solutions                   |
| <b>811125</b> | Computer software licensing rental or leasing service |
| <b>861322</b> | Educational support services                          |
| <b>432115</b> | Computers   |
| <b>401615</b> | Filters   |
| <b>441220</b> | Folders and binders and indexes                       |
| <b>261117</b> | Batteries and cells and accessories                   |
| <b>491017</b> | Awards  |