

# NC E-Procurement @ Your Service

SunPac Fall Conference

November 2011

- Introduction
- General Statistics
- Ariba Buyer Upgrade
  - Background & Benefits
  - Key Objectives
  - Timeline
  - New Features & Functionality
  - NCID Interface
  - Training Approach
- System Demo – Ariba Buyer 9r1
- Questions & Answers

- 234 different NC entities now use E-Procurement
  - 30 state agencies
  - 16 institutions and hospitals
  - 58 community colleges
  - 115 K-12 local school systems (LEAs) – partial usage
  - 15 local governments – partial usage
- Over 15,000 NC users
- Over 65,000 registered vendors
- Over 3.5 Million purchase orders issued
- ~ \$21 Billion in spending processed through the system
- ~ 500 electronic catalogs representing 140 Statewide Term Contracts available to users

The Department of Administration initiated a Procurement Transformation project upon direction from Governor Beverly Perdue's Budget Reform and Accountability Commission (BRAC) and the 2010 General Assembly.

The Procurement Transformation Project included an assessment of the State's current procurement technology environment and presented options for improvement. This included a recommendation to upgrade the current E-Procurement System to the Ariba 9r1 platform.

### ***Rationale:***

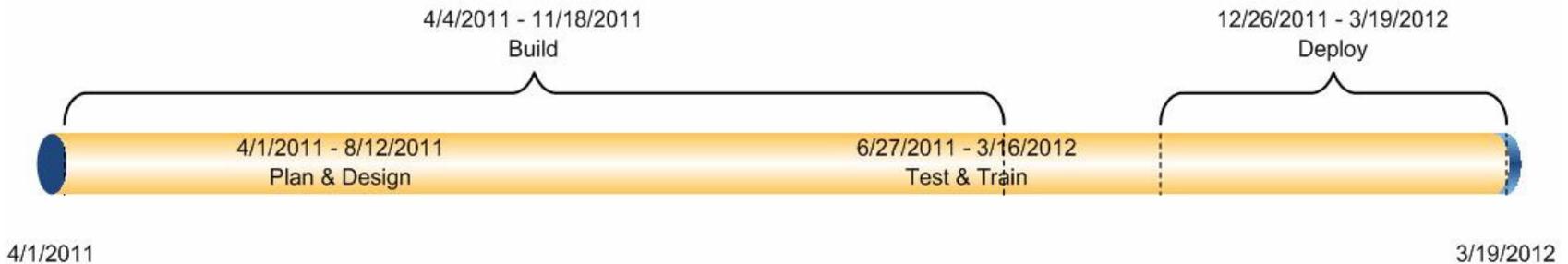
- The current system is meeting the majority of the core procurement needs, with the exception of a few areas (e.g. catalog search) that can be addressed in the upgrade.
- This recommendation best leverages existing technology investment, including the interface to NCAS, NC OpenBook as well as interface to community colleges and LEA's
- Upgrading the current system, as opposed to doing a full-scale replacement, allows the State to focus effort and resources on addressing more strategic areas such as reporting and contract management.

The Ariba Buyer Upgrade Project provides an opportunity to improve the NC E-Procurement application, driving increased user satisfaction and compliance with minimal disruption to the interface.

The upgrade provides opportunities for:

- **Workflow optimization** to increase requisition process efficiency while maintaining required accountability.
- **Reviewing existing customizations to the COTS software** with a focus on replacing them with out of the box functionality in 9r1 where possible.
- **Improving catalog functionality** to provide better catalog adoption and search.
- **Using NCID** to streamline login authentication process for E-Procurement users.
- **National Institute of Government Purchasing (NIGP) Commodity Code Update** to provide users the opportunity to more appropriately classify their purchases, offering increased insight and better spend visibility and reporting options<sup>5</sup>

The upgrade will take place over the course of 11 months, with a focus on key objectives, maintaining compatibility with existing system interfaces, and facilitating a smooth user transition.



- Completed the design phase and reviewed 70 comprehensive functional and technical designs with multiple State representatives from various agencies.
- Developed over 1,200 detailed test conditions for validating system functionality.
- Currently executing the first of three system test passes. Over 85% of the conditions defined for this system test pass have been executed with a 90% pass rate.
- Currently in the final stages of development, with over 90% of development activities complete.

The Ariba Buyer Upgrade project will provide new features and functionality to make purchasing processes easier for all users, including:

- Dashboard Style Home Page
  - Easy access to Unified Search, My Documents, and To Do content
- New “To Do” Content Portal
  - Gives quick visibility to required actions
- Standard Folders Replaced
  - Items moved to Dashboard
- Personal Folders Replaced with “My Labels”
  - Users can tag favorite documents, using keywords, to be retrieved using the Unified Search content screen
- Requisitioning made easier
  - No more wizards, select the item you need and add it to your cart

- **Catalog Enhancements**
  - Stem searches finds words that contain part of the specified search word (e.g. “battery” will search for “battery” and “batteries”)
  - Fuzzy search returns exact and highly relevant matches even though search argument words and spellings may not exactly match
  - Side-by-side catalog item comparison
- **Enhanced History Tab**
  - Provides an audit trail for edits and deletion of comments and attachments
- **Set Tax Rate by Entity**
  - The team will work with each entity to identify and set a default tax rate, specific to their entity

Single point of administration and control for simplified management and standardized processes for the State, agencies, end users, and customer applications.

### **Changes for the Users**

- Users will now log in to E-Procurement leveraging their NCID user ID and password.
- Management of that user account will now be performed in NCID (e.g. forgot password or password changes).
- E-Procurement User Maintenance eForm requires NCID.
- E-Procurement will display new, custom error messages depending upon the results returned by NCID and refer users to the appropriate channels for assistance.

### **Communication & Training Efforts**

- Educate stakeholders and users of the transition to leverage NCID user IDs and passwords to access E-Procurement
- Targeted communication and training efforts for agency security administrators
- Included in the Stakeholder Readiness Checklist & Communications
- Organization creation, validation, and sign-off of user mappings will be needed

The Ariba Buyer Upgrade Project provides an opportunity to update to the most recent NIGP Commodity Code structure.

- The NIGP Commodity Codes currently in use today have not been updated since 2001
- There are over 1,800 commodity code changes between the original version and the current version
- New codes provide classifications for modern categories and recycled identifications
- Using new codes provides better spend classification which helps the State in its strategic sourcing initiatives
- The NCEP upgrade Team has assessed the impacted interface systems and is working with each affected system

Training for the new features and functionality will be available to all users to enable a smooth and successful transition to the new platform. Stakeholder readiness activities include a strategy and framework to effectively gauge the readiness of impacted organizations and employees for the upgrade.

- Agency Readiness Communications & Plans
- “What’s New Training”
- Updated Job Aids
- Webex Sessions
- Dedicated training environment

# System Demo



A R I B A\* SPEND MANAGEMENT

Home | Help | Logout

Welcome NCAS Requestor 17-2 (WILD)

Home
Procurement

Create
Search
Manage
Recent
Preferences

### Home Dashboard

Configure Tabs
Refresh Content

**Common Actions**

**Create**

- eRequisition
- AddressMaintenance
- UserMaintenance

**Manage**

- Receive
- Reports

**To Do**

ID	Date ↓	From	Status	Title	Required Action
No items					

**Search**

**Catalog**

Keywords:

**Search**

- Travel Profile
- eRequisition
- Direct Order
- ERP Order
- Purchase Order
- More...

**AGRICULTURAL EQUIPMENT, SUPPLIES & CHEMICALS (331)**

**BUILDING MATERIALS, MAINTENANCE (3)**

**CLOTHING & TEXTILE ITEMS (9)**

**FURNITURE (OFFICE, EDUCATIONAL AND HEALTH CARE) (1085)**

**OFFICE EQUIPMENT & SUPPLIES/PAPER/PRINTING (1236)**

**POLICE & SAFETY EQUIPMENT**

**SERVICES (CONTRACTUAL & CONSULTANT) (597)**

**More Categories ...**

**News**

Company news content has not been configured by your system administrator.

**Recently Viewed**

- PR89-V2 Untitled Requisition
- PR88 Retest-...t Code needed
- PR44 Best Seller Item 1
- PR12 0001-G ...d Non-Catalog

**My Documents**

ID	Title	Date ↓	Status
PR92	0001-H verification	10/21/2011	Ordering
PR90	SCEN12	10/21/2011	Ordered

**Home Dashboard**

 Configure Tabs
  Refresh Content

**Common Actions**

**Create**

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- AddressMaintenance
- UserMaintenance

**Manage**

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- Reports

**To Do**

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 <a href="#">PR90</a>	SCEN12	10/21/2011	Ordered
 <a href="#">PR89-V2</a>	Untitled Requisition	10/21/2011	Ordered
 <a href="#">PR88</a>	Retest-Gov Acct Code needed	10/21/2011	Composing



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### Home Dashboard

Configure Tabs
Refresh Content

**Common Actions**

**Create**

- [eRequisition](#)
- [AddressMaintenance](#)
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**Manage**

- [Receive](#)
- [Reports](#)

**To Do**

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**AGRICULTURAL EQUIPMENT, SUPPLIES & CHEMICALS (331)**

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- [PR12 0001-G ...d Non-Catalog](#)


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Welcome NCAS Requestor 17-2 (WILD)

Create Search Manage Recent Preferences

**Refine your results**

**Keyword**

- enlarg (68)
- copier (65)
- size (64)
- minolta (63)
- konica (63)
- max (62)
- esp (61)
- copy (58)
- finisher (58)
- rental (55)
- reduc (55)
- surge (53)
- protector (53)
- cap (52)
- multi (49)
- pos (47)
- supplies (46)
- seg (46)
- total (42)
- lcc (40)
- Show All ...

**Category**

- 204-76: Printers, ... (1)
- 204-77: Printers, ... (26)
- 207-72: Printer ... (1)
- 207-72: Printer ... (1)
- 425-94: Work ... (2)
- 600-38: Copy ... (82)
- 640-66: Recycled ... (1)
- 645-21: Bond Paper ... (2)
- 645-30: Carbonless ... (4)

**Supplier**

**PR117: Untitled Requisition**
🛒 **Items: 0** **Total: \$0.00000 USD**
[Summary](#) [Exit](#)

Add items to your requisition from the catalog or from your favorites groups. You can also enter details for non-catalog items.

**Catalog Home**

Catalog ▾   [Options](#)

Contract ID:

Your search path: Catalog > "pape"

119 items found

Show: 20 | 50 | 100 results per page    Sort By: [Relevance](#) | [Price](#) | [Best selling](#) | [Name](#)    View: [Details](#) | [Thumbnails](#)

Page 1 ▾ ▶

**Paper, Bond, Recycled 100%, White, Boise Aspen ...**

**\$48.45 USD**

Qty:

[Add to Favorites](#)

Supplier: [B.W. Wilson Paper Company Incorporated - TEST](#)

Supplier Part #: 054922  
Term Contract: 645A  
Available in: **10** Day(s)



Paper, Bond, Recycled 100%, White, Boise Aspen 100, 8 1/2x11, 20#, 5000/Ctn, 92 Brightness, 100% Post Consumer Fiber, 100% Environmentally Responsible, Processed Chlorine Free, Laser Guaranteed, Ream Wrapped, FSC Certified

---

**Towels, paper, natural, 9.25"x10.25", Georgia ...**

**\$13.75 USD**

Qty:

[Add to Favorites](#)

Supplier: [SOUTHEASTERN PAPER GROUP NC](#)

Supplier Part #: 51075  
Term Contract: 640A  
Available in: **5** Day(s)



16



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Home **Procurement**

Welcome NCAS Requestor 17-2 (WILD)

Create Search Manage Recent Preferences

**Refine your results**

**Keyword**

- enlarg (68)
- copier (65)
- size (64)
- minolta (63)
- konica (63)
- max (62)
- esp (61)
- copy (58)
- finisher (58)
- rental (55)
- reduc (55)
- surge (53)
- protector (53)
- cap (52)
- multi (49)
- pos (47)
- supplies (46)
- seg (46)
- total (42)
- lcc (40)
- Show All ...

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- 645-21: Bond Paper ... (2)
- 645-30: Carbonless ... (4)

**Supplier**

**PR117: Untitled Requisition**

Items: 0 Total: \$0.00000 USD Summary Exit

Add items to your requisition from the catalog or from your favorites groups. You can also enter details for non-catalog items.

**Catalog Home**

Catalog  Search Options Create Non-Catalog Item

Contract ID:

Your search path: Catalog > "paper"

119 items found Show: 20 | 50 | 100 results per page Sort By: [Relevance](#) | [Price](#) | [Best selling](#) | [Name](#) View: [Details](#) | [Thumbnails](#)

Add to Cart Compare Add to Favorites

Page 1

<p><b>Paper, Bond, Recycled 100%, White, Boise Aspen ...</b></p> <p>\$48.45 USD</p> <p>Qty: <input type="text" value="1"/></p> <p><span>Add to Cart</span> <span>Add to Favorites</span></p>	<p>Supplier: <a href="#">B.W. Wilson Paper Company Incorporated - TEST</a></p> <p>Supplier Part #: 054922 Term Contract: 645A Available in: 10 Day(s)</p>  <p>Paper, Bond, Recycled 100%, White, Boise Aspen 100, 8 1/2x11, 20#, 5000/Ctn, 92 Brightness, 100% Post Consumer Fiber, 100% Environmentally Responsible, Processed Chlorine Free, Laser Guaranteed, Ream Wrapped, FSC Certified</p>
<p><b>Towels, paper, natural, 9.25"x10.25", Georgia ...</b></p> <p>\$13.75 USD</p> <p>Qty: <input type="text" value="1"/></p> <p><span>Add to Cart</span> <span>Add to Favorites</span></p>	<p>Supplier: <a href="#">SOUTHEASTERN PAPER GROUP NC</a></p> <p>Supplier Part #: 51075 Term Contract: 640A Available in: 5 Day(s)</p> 



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Home | Help | Logout

Welcome NCAS Requestor 17-2 (WILD)

Home Procurement

Create Search Manage Recent Preferences

**Supplier**

- AMERICAN SEATING ... (4)
- B.W. Wilson Paper ... (6)
- BLANKENSHIP ... (8)
- CALICO INDUSTRIES ... (329)
- Equote Punchout (1)
- IKON OFFICE ... (267)
- KRUEGER ... (94)
- LEXMARK ... (1142)
- MINOLTA CORPORATION ... (299)
- North Carolina ... (16)
- SHI International ... (2)
- SOUTHEASTERN PAPER ... (1)
- techline ... (639)
- Tiffany Industries/ ... (340)
- XEROX CORPORATION (575)

**Language**

English (3723)

**Favorites**

- Recent Choices -

### PR106: Untitled Requisition

Items: 0 Total: \$0.00000 USD Summary Exit

Add items to your requisition from the catalog or from your favorites groups. You can also enter details for non-catalog items.

**Catalog Home** Browse By: [Categories](#) | [Suppliers](#)

Catalog  Search [Options](#)

Contract ID:

**AGRICULTURAL EQUIPMENT, SUPPLIES & CHEMICALS** (331)

665-24: Bags and Liners, Plastic: Garbage Can Liners, Janitor Cart Liners, Linen Hamper Liners, Litter Bags, Polyethylene Bags, etc. (331)

**BUILDING MATERIALS, MAINTENANCE** (3)

510-00: LAUNDRY TEXTILES AND SUPPLIES (3)

**CLOTHING & TEXTILE ITEMS** (9)

CLOTHING AND APPAREL (9)

**FURNITURE (OFFICE, EDUCATIONAL AND HEALTH CARE)** (1085)

420-00: FURNITURE: CAFETERIA, CHAPEL, DORMITORY, HOUSEHOLD, LIBRARY, LOUNGE, SCHOOL (12)

425-94: Work Stations, Modular, Systems Furniture (1073)

**OFFICE EQUIPMENT & SUPPLIES/PAPER/PRINTING** (1236)

OFFICE EQUIPMENT AND SUPPLIES (1234)

PAPER AND PAPER PRODUCTS/PLASTICS (2)

**POLICE & SAFETY EQUIPMENT**

680-12: Belts, Cases, Holsters, Scabbards, etc. (1)

**SERVICES (CONTRACTUAL & CONSULTANT)** (597)

918-28: Computer Hardware Consulting (5)

920-31: Installation of Computers, Peripherals, and Related Equipment (Including Software) (8)

939-00: EQUIPMENT MAINTENANCE, RECONDITIONING, AND REPAIR SERVICES - OFFICE, PHOTOGRAPHIC, AND RADIO/TELEVISION EQUIPMENT (584)

**TECHNOLOGY ITEMS** (1150)

COMPUTERS AND RELATED ITEMS (1150)

**Uncategorized Items**

- eQuote Punchout Site at Equote Punchout
- SHI Government (Punchout Catalog) - 208H ... at SHI International Corp - TEST
- SHI Academic (Punchout Catalog) - 208H Microsoft at SHI International Corp - TEST

Can't find what you are looking for? Create a non-catalog item.



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Welcome NCAS Requestor 17-2 (WILD)

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**Procurement**

Create
Search
Manage
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**Refine your results**

**Keyword**

- shotgun (1)
- stock (1)
- small (1)
- support (1)
- large (1)

**Category**

- 510-22: Bags, ... (2)
- 510-83: Pads and ... (1)

**Price**

- \$1.00 - \$10.00 USD (1)
- \$10.00 - \$100.00 USD (2)

**Favorites**

- Recent Choices -

### PR106: Untitled Requisition

Items: 0 Total: \$0.00000 USD Summary Exit

Add items to your requisition from the catalog or from your favorites groups. You can also enter details for non-catalog items.

**Catalog Home**

BUILDING MATERIALS, MAINTENANCE  Search [Options](#) Create Non-Catalog Item

Contract ID:

Your search path: [All Categories](#) > [BUILDING MATERIALS, MAINTENANCE](#) > [JANITORIAL SUPPLIES AND EQUIPMENT](#) > [510-00: LAUNDRY TEXTILES AND SUPPLIES](#)

3 items found Sort By: [Relevance](#) | [Price](#) | [Best selling](#) | [Name](#) View: [Details](#) | [Thumbnails](#)

Add to Cart Compare Add to Favorites

<p><b>* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, ...</b></p> <p>\$63.00 USD</p> <p>Qty: <input type="text" value="1"/></p> <p><input checked="" type="checkbox"/> <span style="border: 1px solid #ccc; padding: 2px;">Add to Cart</span> <span style="border: 1px solid #ccc; padding: 2px;">Add to Favorites</span></p>	<p>Supplier: <a href="#">North Carolina Correction Enterprises - TEST</a></p> <p>Supplier Part #: 49-1170-00 Term Contract: CE101 Available in: 0 Day(s)</p> <p></p> <p>* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen</p>
<p><b>* Bags, Laundry Mesh, Small, 18 x 24, Drawstring, ...</b></p> <p>\$36.00 USD</p> <p>Qty: <input type="text" value="1"/></p> <p><input checked="" type="checkbox"/> <span style="border: 1px solid #ccc; padding: 2px;">Add to Cart</span> <span style="border: 1px solid #ccc; padding: 2px;">Add to Favorites</span></p>	<p>Supplier: <a href="#">North Carolina Correction Enterprises - TEST</a></p> <p>Supplier Part #: 49-1180-00 Term Contract: CE101 Available in: 0 Day(s)</p> <p></p> <p>* Bags, Laundry Mesh, Small, 18 x 24, Drawstring, 1 Dozen</p>



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## Compare Items Done

	Qty: <input style="width: 40px;" type="text" value="1"/>	<input type="button" value="Add to Cart"/>	Qty: <input style="width: 40px;" type="text" value="1"/>	<input type="button" value="Add to Cart"/>
<b>Item Image</b>				
<b>Price</b>	\$63.00 USD		\$36.00 USD	
<b>Product Description</b>	* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen		* Bags, Laundry Mesh, Small, 18 x 24, Drawstring, 1 Dozen	
<b>Contract ID</b>	CE101		CE101	
<b>Supplier</b>	<a href="#">North Carolina Correction Enterprises - TEST</a>		<a href="#">North Carolina Correction Enterprises - TEST</a>	
<b>Supplier Part #</b>	49-1170-00		49-1180-00	
<b>Manufacturer</b>	Correction Enterprises		Correction Enterprises	
<b>Manufacturer Part #</b>				
<b>Available in</b>	0 Day(s)		0 Day(s)	
<b>Information from Supplier</b>				
<b>Information from Manufacturer</b>				

Done


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Home
Procurement
Welcome EPLite Requestor LALL-1 (LCUR)

Create Search Manage Recent Preferences

PR202: Untitled Requisition Back to Catalog Submit Exit

Review your requisition, make changes as necessary, and submit the request for approval.

**Summary** Approval Flow

Title:

My Labels: 1 [Apply Label...](#)

**Line Items** (1) Hide Details

No.	Type	Description	Supplier Part Number	Qty	Unit	Tax	Price	Amount
<input checked="" type="checkbox"/>	1	* Bags, Laundry Mesh, Large, 27 x 36, ...	49-1170-00	<input type="text" value="1"/>	dozen	\$4.2525 USD	\$63.00 USD	\$67.25000 USD
		* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen						
Contract ID: CE101 Supplier: NC Department of Correction Location: CORRECTION ENTERPRISES Commodity Code: 510-22 - Bags, Laundry, Cloth								
Total Cost: \$67.25000 USD <input type="button" value="Update Total"/>								

Edit Copy Delete Add from Catalog... Add Non-Catalog Item...

**SHIPPING - ENTIRE EREQUISITION**

Ship To: \*

Deliver To: \* EPLite Requestor LALL-1 (

<https://qa9r1.ncgov.com/Buyer/Main/aw?awh=r&awssk=WMD3&dard=1#>


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Home | Help | Logout

Home
Procurement

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Search
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Recent
Preferences

**PR202: Untitled Requisition** 🛒 Items: 1 Total: \$67.25000 USD OK Cancel

If you cannot locate an item in the catalog, request a non-catalog item using the fields below. Non-catalog items may take longer to process because your purchasing department may get involved to complete the order. Add the ...

<p>Full Description: * <input style="width: 90%;" type="text" value="Enter a description for this item."/></p> <p>Commodity Code: * <input style="width: 80%;" type="text" value="(no value)"/> <span style="float: right;">▼</span></p> <p>Supplier: <input style="width: 80%;" type="text" value="(No Preference)"/> <span style="float: right;">▼</span></p> <p>Location: <input style="width: 80%;" type="text" value="(no value)"/></p> <p>Supplier Part Number: <input style="width: 80%;" type="text"/></p> <p>Inventory ID: <input style="width: 80%;" type="text"/></p> <p>Recycled Content? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Recycled Code: <input style="width: 80%;" type="text"/></p> <p>Item Classification: <input type="text" value="Good"/></p> <p>Contract Type: <input type="text" value="No"/> ▼</p> <p>Blanket Purchase? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>	<p>Quantity: <input style="width: 40%;" type="text" value="1"/></p> <p>Unit of Measure: <input style="width: 80%;" type="text" value="each"/> ▼</p> <p>Price: <input style="width: 60%;" type="text" value="\$0.00 USD"/> <span style="float: right;">📄</span></p> <p>Tax Rate: <input style="width: 40%;" type="text" value="6.75%"/> ▼</p> <p>Tax Amount: <input style="width: 60%;" type="text" value="\$0.00 USD"/></p> <p>Amount: <input style="width: 60%;" type="text" value="\$0.00000 USD"/></p>
---	---

Update Total

**ACCOUNTING - BY LINE ITEM**

Account Code:

OK Cancel

<https://qa9r1.ncgov.com/Buyer/Main/aw?awh=r&awssk=WMD3&dard=1#>



ARIBA\*

Home | Help | Logout

Welcome EPLite Requestor LALL-1 (LCUR)

**PR202: Untitled Requisition**

If you cannot locate an item in the catalog, request a purchase order.

Full Description: \* Enter a description for the requisition line item.

Commodity Code: \* (no value)

Supplier: (No Preference)

Location: (no value)

Supplier Part Number:

Inventory ID:

Recycled Content?  Yes  No

Recycled Code:

Item Classification: Good

Contract Type: No

Blanket Purchase?  Yes  No

---

**ACCOUNTING - BY LINE ITEM**

Account Code:

**SPEND MANAGEMENT**

**Choose Value for Commodity Code**

Field: Name

Name ↑	ID	Select
▼ All Commodities		
▶ 005-00 - ABRASIVES	005-00	<input type="button" value="Select"/>
▶ 010-00 - ACOUSTICAL TILE, INSULATING MATERIALS, AND SUPPLIES	010-00	<input type="button" value="Select"/>
▶ 015-00 - ADDRESSING, COPYING, MIMEOGRAPH, AND SPIRIT DUPLICATING MACHINE SUPPLIES: CHEMICALS, INKS, PAPER, ETC.	015-00	<input type="button" value="Select"/>
▶ 019-00 - AGRICULTURAL CROPS AND GRAINS INCLUDING FRUITS, MELONS, NUTS, AND VEGETABLES	019-00	<input type="button" value="Select"/>
▶ 020-00 - AGRICULTURAL Equipment, IMPLEMENTS, AND Accessories (SEE CLASS 022 FOR PARTS)	020-00	<input type="button" value="Select"/>
▶ 022-00 - AGRICULTURAL IMPLEMENT AND ACCESSORY PARTS	022-00	<input type="button" value="Select"/>
▶ 025-00 - AIR COMPRESSORS AND Accessories	025-00	<input type="button" value="Select"/>
▶ 031-00 - AIR CONDITIONING, HEATING, AND VENTILATING: Equipment, PARTS AND Accessories (SEE RELATED ITEMS IN CLASS 740)	031-00	<input type="button" value="Select"/>
▶ 035-00 - AIRCRAFT AND AIRPORT, Equipment, PARTS, AND SUPPLIES	035-00	<input type="button" value="Select"/>
▶ 037-00 - AMUSEMENT, DECORATIONS, ENTERTAINMENT, TOYS, ETC.	037-00	<input type="button" value="Select"/>
▶ 040-00 - ANIMALS, BIRDS, MARINE LIFE, AND POULTRY, INCLUDING ACCESSORY ITEMS (LIVE)	040-00	<input type="button" value="Select"/>

**Total: \$67.25000 USD**

Involved to complete the order. Add the ...



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PR202: Untitled Requisition Back to Catalog Submit Exit

Review your requisition, make changes as necessary, and submit the request for approval.

**Summary** Approval Flow

Title:

My Labels: [Apply Label...](#)

**Line Items (2)** Hide Details

No.	Type	Description	Supplier Part Number	Qty	Unit	Tax	Price	Amount
1		* Bags, Laundry Mesh, Large, 27 x 36, ...	49-1170-00	<input type="text" value="1"/>	dozen	\$4.2525 USD	\$63.00 USD	\$67.25000 USD
		* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen						
Contract ID: CE101 Supplier: NC Department of Correction Location: CORRECTION ENTERPRISES Commodity Code: 510-22 - Bags, Laundry, Cloth								
2		Textbooks		<input type="text" value="1"/>	each	\$1.0125 USD	\$15.00 USD	\$16.01000 USD

Total Cost: \$83.26000 USD Update Total

**SHIPPING - ENTIRE EREQUISITION**

Ship To:

<https://www.ncgov.com/Buyer/Main.aspx?tab=1&ask=WM3&dard=1#>


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PR202: Untitled Requisition Back to Catalog Submit Exit

Review your requisition, make changes as necessary, and submit the request for approval.

**Summary** Approval Flow

Title: Untitled Requisition

My Labels: Apply

Add Label  
Archive Items  
New Label  
Remove Label

**Line Items (2)** Hide Details

No.	Type	Description	Supplier Part Number	Qty	Unit	Tax	Price	Amount
1		* Bags, Laundry Mesh, Large, 27 x 36, ...	49-1170-00	1	dozen	\$4.2525 USD	\$63.00 USD	\$67.25000 USD
		* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen						
Contract ID: CE101 Supplier: NC Department of Correction Location: CORRECTION ENTERPRISES Commodity Code: 510-22 - Bags, Laundry, Cloth								
2		Textbooks		1	each	\$1.0125 USD	\$15.00 USD	\$16.01000 USD

Total Cost: \$83.26000 USD Update Total

**SHIPPING - ENTIRE EREQUISITION**

Ship To: \* Alleghany Co. School B

[https://Deliver-To.com/Buyer/EPLiteRequestor:LALL-1\(MD3&dard=1#](https://Deliver-To.com/Buyer/EPLiteRequestor:LALL-1(MD3&dard=1#)



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Search
Manage
Recent
Preferences

PR202: Untitled Requisition 
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[Submit](#)
[Exit](#)

Review your requisition, make changes as necessary, and submit the request for approval.

**Summary** | Approval Flow

Title: Untitled Requisition

My Labels: 1 [Apply Label...](#)

**Line Items (2)**

No.	Type	Description	Supplier Part Number	Qty	Unit	Tax	Price	Amount
1		* Bags, Laundry Mesh, Large, 27 x 36, ...	49-1170-00	1	dozen	\$4.2525 USD	\$63.00 USD	\$67.25000 USD
* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen								
2		Textbooks		1	each	\$1.0125 USD	\$15.00 USD	\$16.01000 USD

**Add Label**

Add new label to be associated with ...

Enter New Label:

**Total Cost: \$83.26000 USD**

[Update Total](#)

**SHIPPING - ENTIRE EREQUISITION**

Ship To: \* Alleghany Co. School B

Deliver To: \* EPLite Requestor LALL-1 (



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PR202: Untitled Requisition Back to Catalog Submit Exit

Review your requisition, make changes as necessary, and submit the request for approval.

**Summary** Approval Flow

Title: Untitled Requisition

My Labels: FY 12 Purchases Apply Label...

**Line Items** (2) Hide Details

No.	Type	Description	Supplier Part Number	Qty	Unit	Tax	Price	Amount
1		* Bags, Laundry Mesh, Large, 27 x 36, ...	49-1170-00	1	dozen	\$4.2525 USD	\$63.00 USD	\$67.25000 USD
* Bags, Laundry Mesh, Large, 27 x 36, Drawstring, 1 Dozen								
Contract ID: CE101 Supplier: NC Department of Correction Location: CORRECTION ENTERPRISES Commodity Code: 510-22 - Bags, Laundry, Cloth								
2		Textbooks		1	each	\$1.0125 USD	\$15.00 USD	\$16.01000 USD

Edit Copy Delete | Add from Catalog... Add Non-Catalog Item...

Total Cost: \$83.26000 USD
Update Total

**SHIPPING - ENTIRE EREQUISITION**

Ship To: \* Alleghany Co. School B

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**eRequisition**

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▼ My Labels

[Archive Items \(2\)](#)

[FY12 Purchases \(1\)](#)

▼ My Saved Searches

*No Items*

▼ Public Saved Searches

[Requisitions Today](#)

**Search**    Type: eRequisition

Change the search criteria or name, and then run the search.

**Search Filters** [Search Options](#)

Title: <input style="width: 80%;" type="text"/>	Legacy Document Id: <input style="width: 80%;" type="text"/>
ID: <input style="width: 80%;" type="text"/>	Requester: <span style="border: 1px solid #ccc; padding: 2px;">(select a value)</span> <a href="#">[ select ]</a>
Commodity Code (any line item): <span style="border: 1px solid #ccc; padding: 2px;">(select a value)</span> <a href="#">[ select ]</a>	Status: <span style="border: 1px solid #ccc; padding: 2px;">No Choice</span> ▼
Date Created: <input style="width: 80%;" type="text"/>	Supplier (any line item): <span style="border: 1px solid #ccc; padding: 2px;">(select a value)</span> <a href="#">[ select ]</a>
Entity: <span style="border: 1px solid #ccc; padding: 2px;">(select a value)</span> <a href="#">[ select ]</a>	Total Cost: <input style="width: 80%;" type="text"/> To: <input style="width: 80%;" type="text"/> <a href="#">USD</a>

Search
Reset
Save Search

**Search Results** Found 79 items

<input type="checkbox"/>	↑ Type	ID	Title	Status	Date Created	Total
<input type="checkbox"/>		PR55	<a href="#">Receiving</a>	<a href="#">Receiving</a>	Wed, 19 Oct, 2011	\$1,199.00000 USD
<input type="checkbox"/>		PR42	<a href="#">18651 - Workflow Administrator</a>	Submitted	Tue, 18 Oct, 2011	\$50.25000 USD
<input type="checkbox"/>		PR27-V2	<a href="#">PO Test 7 0001-G Test req 1 - Catalog and Non-Catalog</a>	<a href="#">Receiving</a>	Fri, 14 Oct, 2011	\$206.00000 USD
<input type="checkbox"/>		PR112	<a href="#">Multiple Central Receiver 34</a>	Pending	Mon, 24 Oct, 2011	\$8,919.70000 USD
<input type="checkbox"/>		PR106	<a href="#">Untitled Requisition</a>	Submitted	Mon, 24 Oct, 2011	\$4,563.00000 USD
<input type="checkbox"/>		PR14	<a href="#">Untitled Requisition</a>	Composing	Wed, 12 Oct, 2011	\$0.00000 USD
<input type="checkbox"/>		PR111	<a href="#">Multiple Central Receivers 06</a>	<a href="#">Ordered</a>	Mon, 24 Oct, 2011	\$2,936.60000 USD
<input type="checkbox"/>		PR51	<a href="#">Untitled Requisition</a>	Received	Wed, 19 Oct, 2011	\$2,399.04000 USD

Label
Copy
Delete

28

Questions???