

Procurement Department
Finance and Administrative Services

www.cpcc.edu/procurement

Procurement Services Include:

- * Contracts and Agreements
- * Quoting and Bidding
- * State and local agency contracts
- * Local, State, and Federal procurement

Vendors who wish to do business with North Carolina's community colleges, public schools, city/county municipalities, state agencies, and many universities need to know what is required of them, and where the resources are for assistance. Here are basic steps for you to take to be successful:

1. To become a registered vendor, follow instructions for the NC Vendor Registration System:
<https://www.ips.state.nc.us/ips/Vendor/Vndrmess.asp>
<https://www.ips.state.nc.us/ips/Vendor/vndrtips.asp>
This process registers your company for the entire state, and allows automatic bid notification through the IPS system.
2. If you are an MWBE/HUB vendor, please refer to the NC HUB web site at <http://www.doa.state.nc.us/hub/> for certification, opportunities, and much more information.
3. To receive purchase orders for goods and services, you must first register as an E-Procurement vendor: <http://eprocurement.nc.gov/ContactUs.html>
This is a one-time, free registration process; please register also for the E-Quote component. Registration is once again done for the entire state. A Help Desk is maintained at epservice@its.nc.gov, phone 888-211-7440.

Other links of interest to you as a Vendor:

<http://www.ncgov.com/> - NC Government

<http://www.doa.state.nc.us/PandC/index.html> - State Purchasing

<http://www.doa.state.nc.us/PandC/VendorLinkNC.htm> - Vendor Link