Supplier Orientation

“Path to Partnership”

Georgia®
Department of Administrative Services
Improving efficiency, compliance and workforce performance

State Purchasing Division

Welcome!

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Agenda

- Overview of State Purchasing
- Georgia Procurement Manual
  - Order of Precedence
  - Competitive Bidding Requirements
- Georgia Procurement Registry
- Team Georgia Marketplace™
- eSource
- Bidders' Conferences
- E-Verify: Georgia Immigration & Security Law
- Purchasing Card (P-Card Program)
- Supplier Training
- Resources

State Purchasing Division

- State Purchasing is the centralized office responsible for the purchase of more than $4.5 billion of goods and services each year
- Delegates Purchasing Authority to State Agencies
- Promotes equal access and competition among suppliers
- Encourages local and small business participation

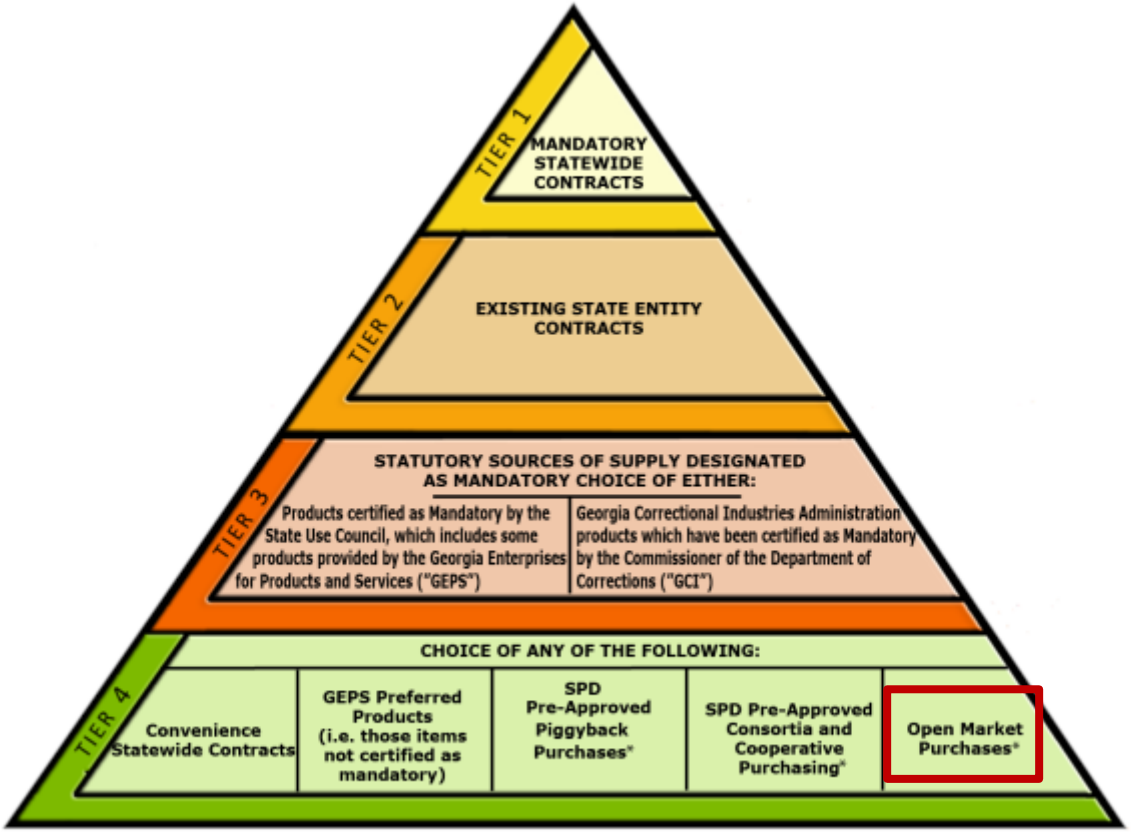
For more information, visit our website:
www.doas.ga.gov

Georgia Procurement Manual

The GPM is available online and in print format from our website.
You can access both formats at any time.

Georgia Procurement Manual

Order of Precedence



- Any employee requesting the purchase of a service and/or product must first check the Order of Precedence for purchasing
- Only after checking first 3 tiers, can we procure from the Open Market

Order of Precedence – Statewide Contracts

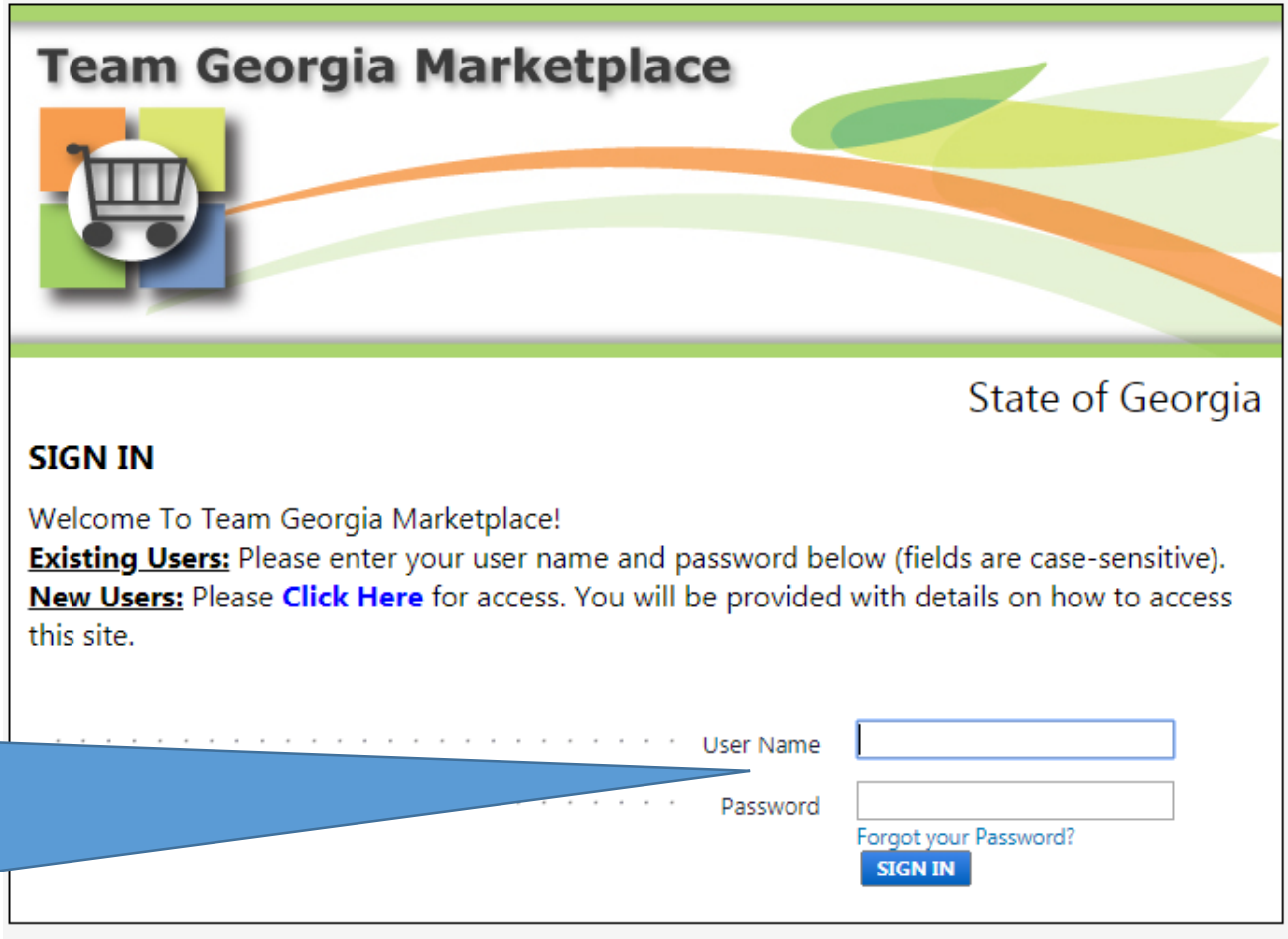
State Purchasing establishes competitive statewide contracts for a variety of products, services, and equipment that are needed by state entities. Statewide contracts include commonly used commodities such as office furniture, motor vehicles, temporary staffing and building supplies.

- **Mandatory Statewide Contracts**
- **Convenience Statewide Contracts**

Statewide contracts are put in place for an initial term with renewable options.

Order of Precedence – Statewide Contracts

Statewide Contract Index



Sign in to access information on Statewide Contracts
User name: tgmguest
Password: tgmguest

Order of Precedence – Statewide Contracts

Statewide Contract Index - Search

Secure | https://solutions.sciquest.com/apps/Router/ContractSearch?DocTypeId=2000&tmstmp=1529598650628

Home
Shop
Contracts
Reporting

Team Georgia Marketplace

Contract Viewer | 0.00 USD | Search (Alt+C

Contracts > Contracts > Search Contracts > Search Contracts

Search Quick Access

- Active Statewide Contracts
- Maintenance,Repair & Operation (MRO)
- Software (Technology)
- Administrative Vehicles
- General Office Supplies, Paper & Toner
- Tractors & Mowers
- Office, Computer, and Education Furniture
- Multifunctional Devices Print/ Copy/ Scan/Fax
- Police Pursuit Vehicles
- Truck Stake Body/Dump Cab/Chassis
- Open & Closed Vehicle Leasing
- (EZIQC®) - Indefinite Quantity Construction Services

Search Contracts - Advanced

Simple Search | ?

Contract Number
Contract Name
Keywords
Contract Type: Type to filter...
Contract Status
Contract Version
Contract Manager: Any / Me / Pick... — Name, User Name, Email
Summary

By Begin/Expire Date: As of Today
Created Date between: mm/dd/yyyy — mm/dd/yyyy
Supplier: Type to filter...

Expand All | Collapse All

Contract Availability

Status Flags

Use the search feature to search for information on the contract status, contract administrator, suppliers, etc.

Order of Precedence – Statewide Contracts

Statewide Contract Index – Search Results

Search Contracts

Secure | https://solutions.sciquest.com/apps/Router/ContractSearch

Home
Shop
Contracts
Reporting

Team Georgia Marketplace

Contract Viewer | 0.00 USD | Search (Alt+Q)

Contracts > Contracts > Search Contracts > Search Contracts

Back to Search | Start Over

Search Details

Search Terms

Keywords

Natural Gas

Filtered by

By Begin/Expire Date: All

[remove all]

Contract Status

All

Save New Search

Refine Search Results

Contract Type

Mandatory Statewide Contract (43)
Convenience Statewide Contract (1)

Contract Version

Original (68)

Supplier

AIRGAS INC (5)
Scana Energy Marketing Inc (4)
Gas South (3)
Boswell Oil Company (3)
ACREE OIL COMPANY (3) [more]

Menu Search (Alt+M)

Contract Search Results

1-68 of 68 Results | Sort by Start Date (Newest First) | 200 Per Page

Contract Details

99999-001-SPD0000153-0001 [Open Summary]
Management of Georgia Natural Gas Procurement Prog
Supplier: PHELTS,W BRENT | Begin Date: 4/1/2018 | Version Type: Original
Contract Type: Convenience Statewide Contract | Expire Date: 3/31/2019
Active for Shopping: Yes

99999-001-SPD0000128-0005 [Open Summary]
Petroleum Product: Diesel and Gasoline
Supplier: ACREE OIL COMPANY | Begin Date: 12/31/2016 | Version Type: Original
Contract Type: Mandatory Statewide Contract | Expire Date: 12/31/2018
Active for Shopping: Yes

99999-001-SPD0000128-0004 [Open Summary]
Petroleum Product: Diesel and Gasoline
Supplier: PS Energy Group, Inc | Begin Date: 12/31/2016 | Version Type: Original
Contract Type: Mandatory Statewide Contract | Expire Date: 12/31/2018
Active for Shopping: Yes

99999-001-SPD0000128-0003 [Open Summary]
Petroleum Product: Diesel and Gasoline
Supplier: Boswell Oil Company | Begin Date: 12/31/2016 | Version Type: Original
Contract Type: Mandatory Statewide Contract | Expire Date: 12/31/2018
Active for Shopping: Yes

Georgia Procurement Manual

Competitive Bidding Requirements

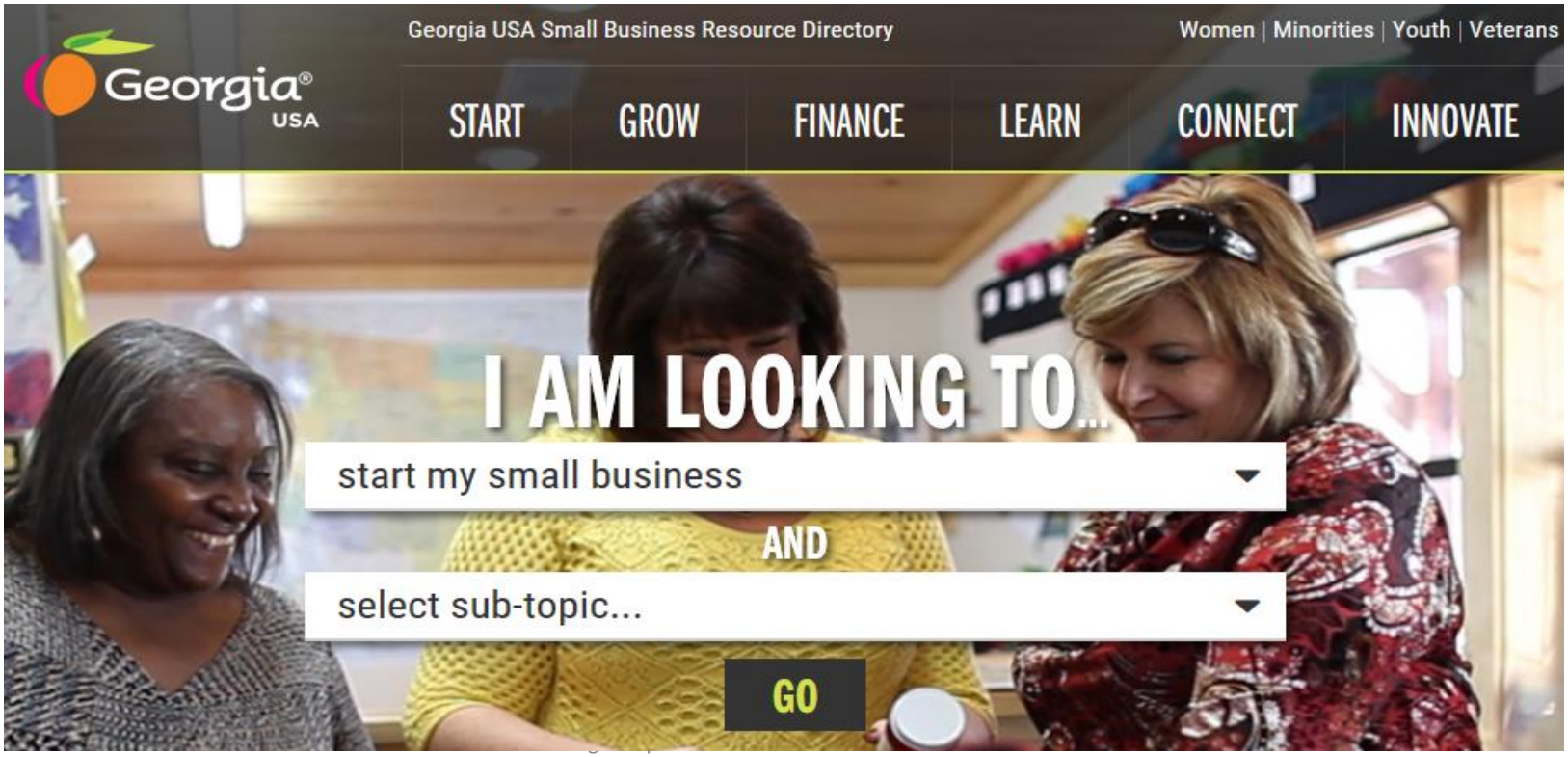
< $25,000 No bidding required

≥ $25,000 Requires a bidding process

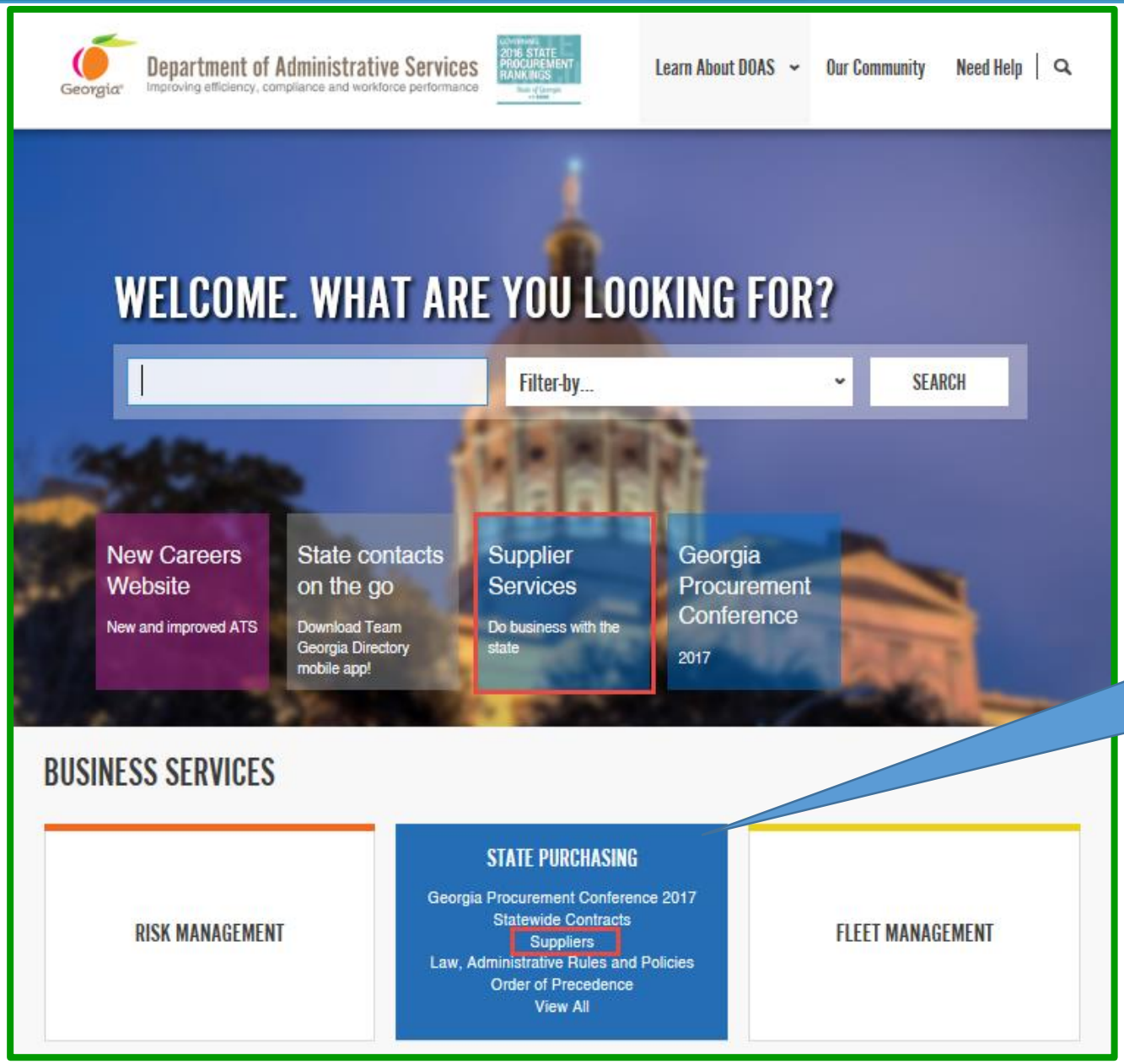
- Bids are posted on the Georgia Procurement Registry
- Sourcing methods include RFQ, RFP, RFI, RFQC
  - RFI and RFQC do not end in award
- Sourcing tools include Team Georgia Marketplace™ and eSource

Under $25K Small Business Initiative

- For purchases under the $25k bidding threshold, entities are encouraged to use small businesses to satisfy needs
- Gives entities flexibility to reach out to small businesses
- Eliminates administrative burden
- Encourages small business participation



Georgia Procurement Registry



- Suppliers may view open and awarded solicitations by accessing the Georgia Procurement Registry
- Respond electronically in Team Georgia Marketplace™ or eSource

Select Suppliers under **State Purchasing**

Georgia Procurement Registry

SUPPLIERS

There are two types of companies when registering to do business with the State:

- Sourcing Bidders are companies that register as never having received business from any state of Georgia entity
- Suppliers are companies that have previously received a remittance, purchase order or contract award from the state of Georgia

Many people vary on their use of the words bidders, vendors, and suppliers. The term "bidders" refers to any company bidding on a certain item or product. But the distinction of the terms "suppliers" and "bidders" is only important during registration in Team Georgia Marketplace™.

Below, please find a host of resources for Suppliers and Bidders looking to secure and maintain a business relationship with the State of Georgia.

CONTACT

Supplier Relations
Procurement Help Desk

Phone
404-657-6000

Email
procurementhelp@doas.ga.gov

View All Division Contacts

Click to see Bid Opportunities

AREAS OF FOCUS

- GETTING STARTED AS A SUPPLIER
- BIDS AND CONTRACTS
- TRAINING FOR SUPPLIERS
- MINORITY BUSINESS ENTERPRISE CERTIFICATION
- SUPPLIER FAQS

Georgia Procurement Registry

> State Purchasing > Suppliers > Bids and Contracts

Click to see Bid Opportunities

UNDERSTANDING BIDS AND CONTRACTS

Team Georgia Marketplace is the center for e-business matching Georgia governmen buyers with sellers. The electronic procurement system is designed to improve practic capacity, information tracking and procurement technology for government entities. Registering in Team Georgia Marketplace is the first step for companies wishing to d business with the state.

Bid Opportunities

Contract opportunities are posted by state and local government buyers via the Georgia Procurement Registry (GPR), a free web-based advertising system. Suppliers should check the GPR for potential bid opportunities from Team Georgia Marketplace and eSource.

Statewide Contracts

By leveraging the state's purchasing power, State Purchasing establishes competitive statewide contracts for a variety of products, services, and equipment. State and local governments can benefit from the convenience and competitive pricing of these pre-established contracts. Statewide contracts include commonly used commodities such as office furniture, motor vehicles, temporary staffing, building supplies, and many other commodities and services. These contracts are classified as mandatory or convenience. For more information on statewide contracts, visit the Statewide Contract Index.

Agency/College and University Procurement Officer List

An alphabetical list of agency names, mailing addresses, telephone numbers, and e-mail

CONTACT

Understanding Bids and Contracts
Procurement Help Desk

Phone
404-657-6000

Email
procurementhelp@doas.ga.gov

View All Division Contacts

RELEVANT LINKS

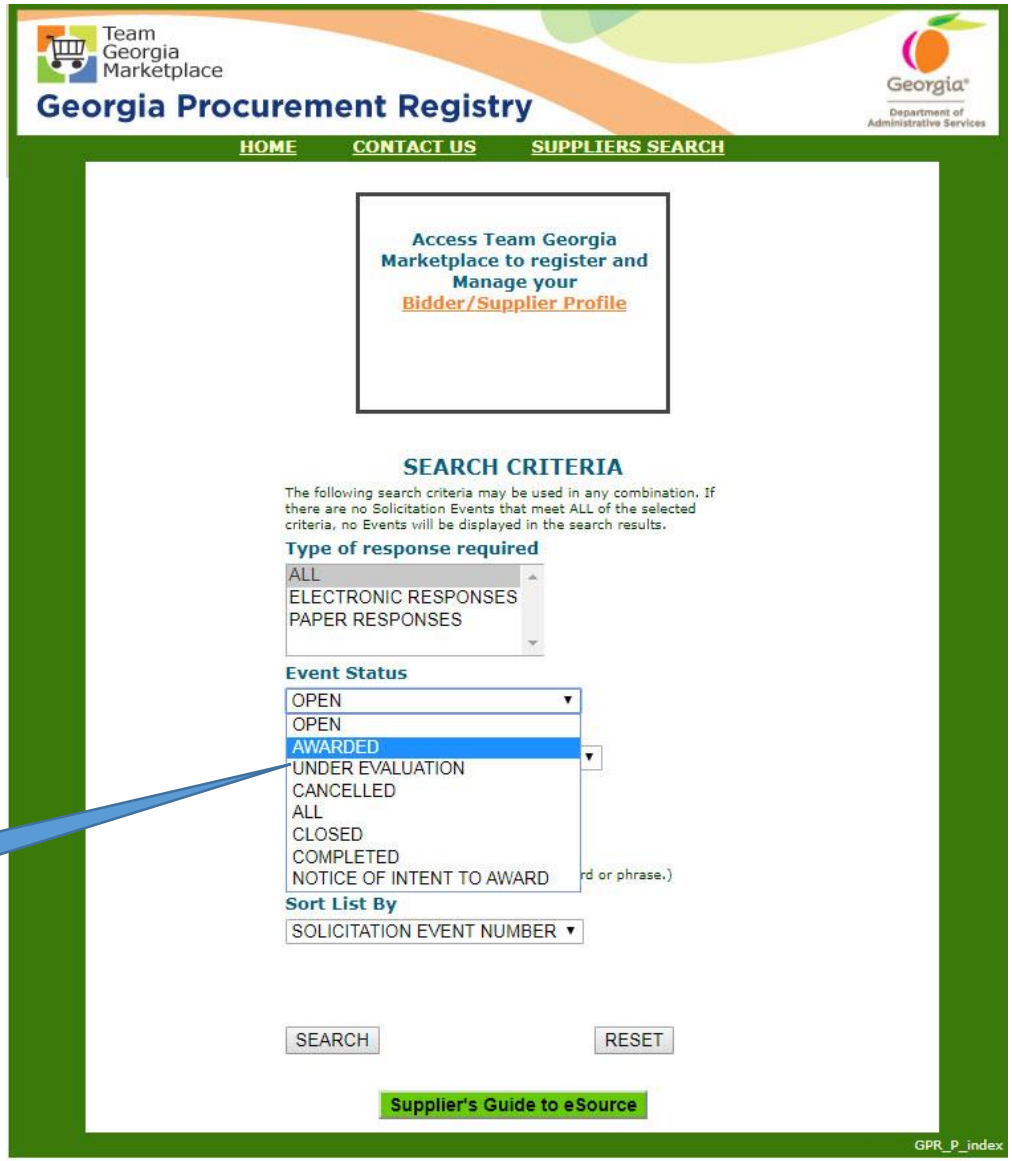
- Team Georgia Marketplace
- Georgia Procurement Registry
- ESource
- Agency Procurement Officers (APOs)

Georgia Procurement Registry

Under the Search Criteria you can:

- Search for Open, Awarded, Under Evaluation, Closed and other solicitations
- Search several government entities
  - State Government
  - Municipalities
  - County Government
  - K-12 Public School Districts
- Search by Title and Description
- Sort List by Solicitation Event Number

Searching for "Awarded" events will help you to set your price points for bidding!



Georgia Procurement Registry

House Bill (HB) 489 – Local Government Use of the GPR

- Effective July 1, 2018, municipal corporations, counties, and local boards of education are required to post in the Georgia Procurement Registry (GPR)
  - Goods and services bids or proposals for $10,000 or more
  - Public works construction contracts unless exempt (i.e., emergencies)
- Entities may continue to advertise in other media (i.e., official legal organ, entity website, etc.)
- Companies will receive notifications based on NIGP Codes when registering in Team Georgia Marketplace™
- All inquiries should be made with the applicable government entity posting the announcement
  - Local entities are not required to follow DOAS' policies and procedures for posting guidelines, competitive solicitations, or protest procedures

Team Georgia Marketplace™

The Team Georgia Marketplace™ is a set of state-of-the-art electronic PeopleSoft procurement tools. These applications are designed to be the backbone of the State of Georgia purchasing system. These tools are designed to make purchasing tasks easier.

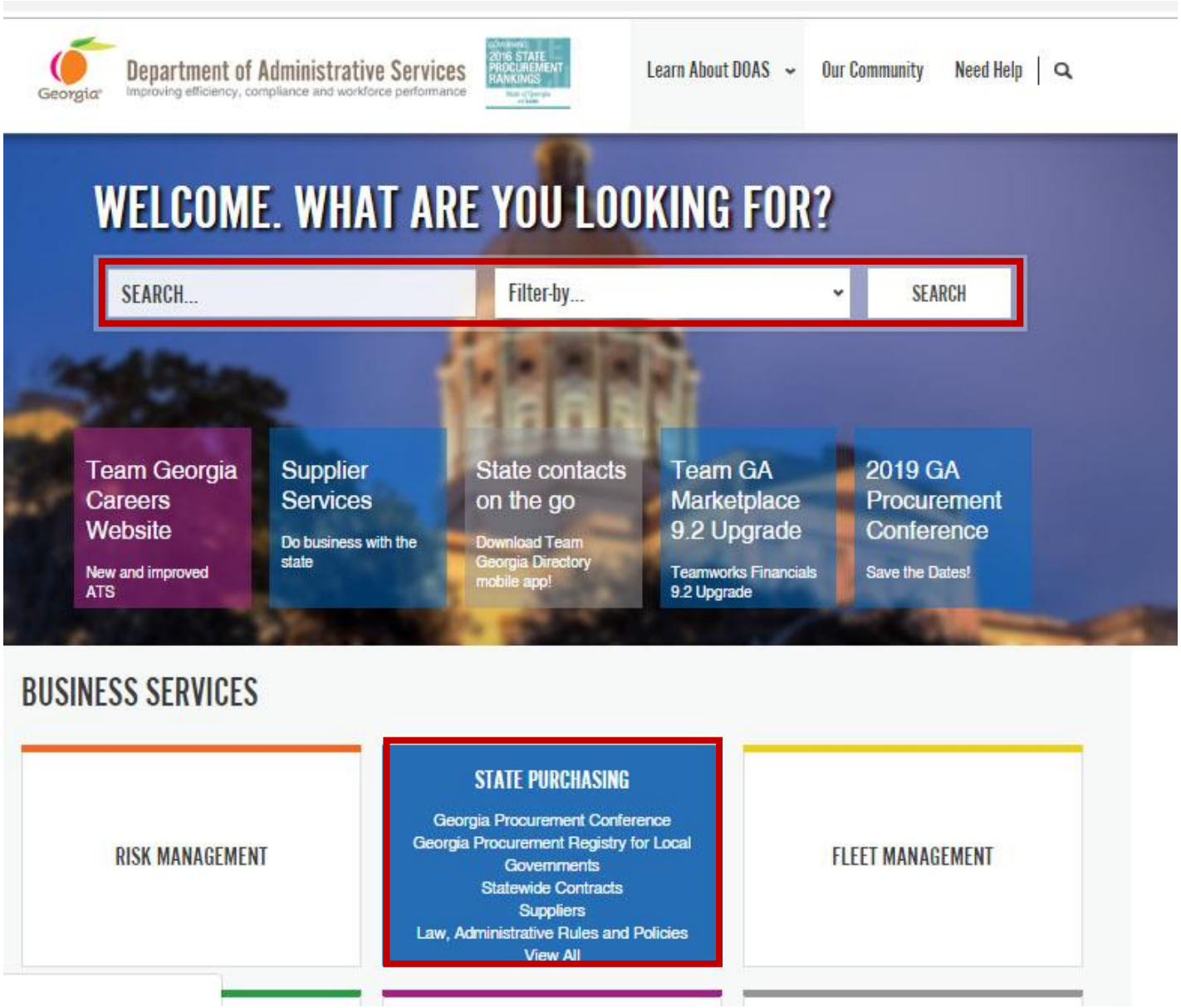
Browsers supported for TeamWorks Financials 9.2

Desktop/Laptop Browsers	
Browser	**Version**
Apple Safari	8, 9
Google Chrome	43
Microsoft Edge	25.10586
Microsoft Internet Explorer	11
Mozilla Firefox	38 ESR*, 42

*ESR - Extended Support Release

Mobile Browsers	
Browser	**Version**
Apple Safari Mobile	IOS 8, 9, 10, 11
Google Chrome Mobile	Android 5, 6, 7, 8

Team Georgia Marketplace™



Team Georgia Marketplace™

STATE PURCHASING DIVISION

The State Purchasing Division (SPD) oversees the procurement functions for the State of Georgia and manages all policies related to procurement. SPD negotiates Statewide Contracts and provides technical assistance to State Entities in conducting and evaluating entity-specific competitive bids. We also provide electronic sourcing tools that allow procurement professionals to post and award their own competitive bids. SPD manages and monitors use of State purchasing cards, procurement tools that allow State employees to obtain goods and services quickly and efficiently. SPD also offers training, including a certification program, to provide procurement professionals with the knowledge and skills they need to perform their job duties within the legal and policy constraints of the State of Georgia.

CONTACT

State Purchasing
Procurement Help Desk

Phone
404-657-6000

Email
procurementhelp@doas.ga.gov

View All Division Contacts

AREAS OF FOCUS

STATEWIDE CONTRACTS	SUPPLIERS	LAW, ADMINISTRATIVE RULES AND POLICIES	ORDER OF PRECEDENCE	SEVEN STAGES OF PROCUREMENT
PURCHASING TOOLS	PURCHASING EDUCATION AND TRAINING	TEAM GEORGIA MARKETPLACE	STATEWIDE CARD PROGRAMS	STATE PURCHASING FAQS

Team Georgia Marketplace™

TEAM GEORGIA MARKETPLACE

The Team Georgia Marketplace™ is a set of state-of-the-art electronic PeopleSoft procurement tools including virtual catalogs provided by SciQuest. Together these applications are designed to be the backbone of the State purchasing system of the 21st century. These tools will make many purchasing tasks easier and so much more!

Team Georgia Marketplace™ is a bustling community that includes you and state employees who request goods and services to do their jobs as well as supervisors who approve requests. TGM also includes hundreds of procurement professionals across the state who manages the purchasing of goods and services that are needed to operate the business of government. Of course, Team Georgia Marketplace™ must include the businesses, large and small, who sell goods and services to the state.

This vibrant community of people comes together using the computer software that is available 24 hours a day, seven days a week to request goods and services as well as approve the requests, manage the purchases, and the contracts associated with the transactions between the State and the suppliers.

CONTACT

Team Georgia Marketplace

Phone
404-657-6000

Email
procurementhelp@doas.ga.gov

View All Division Contacts

AREAS OF FOCUS

STATEWIDE CONTRACTS

WINDOW SHOPPER

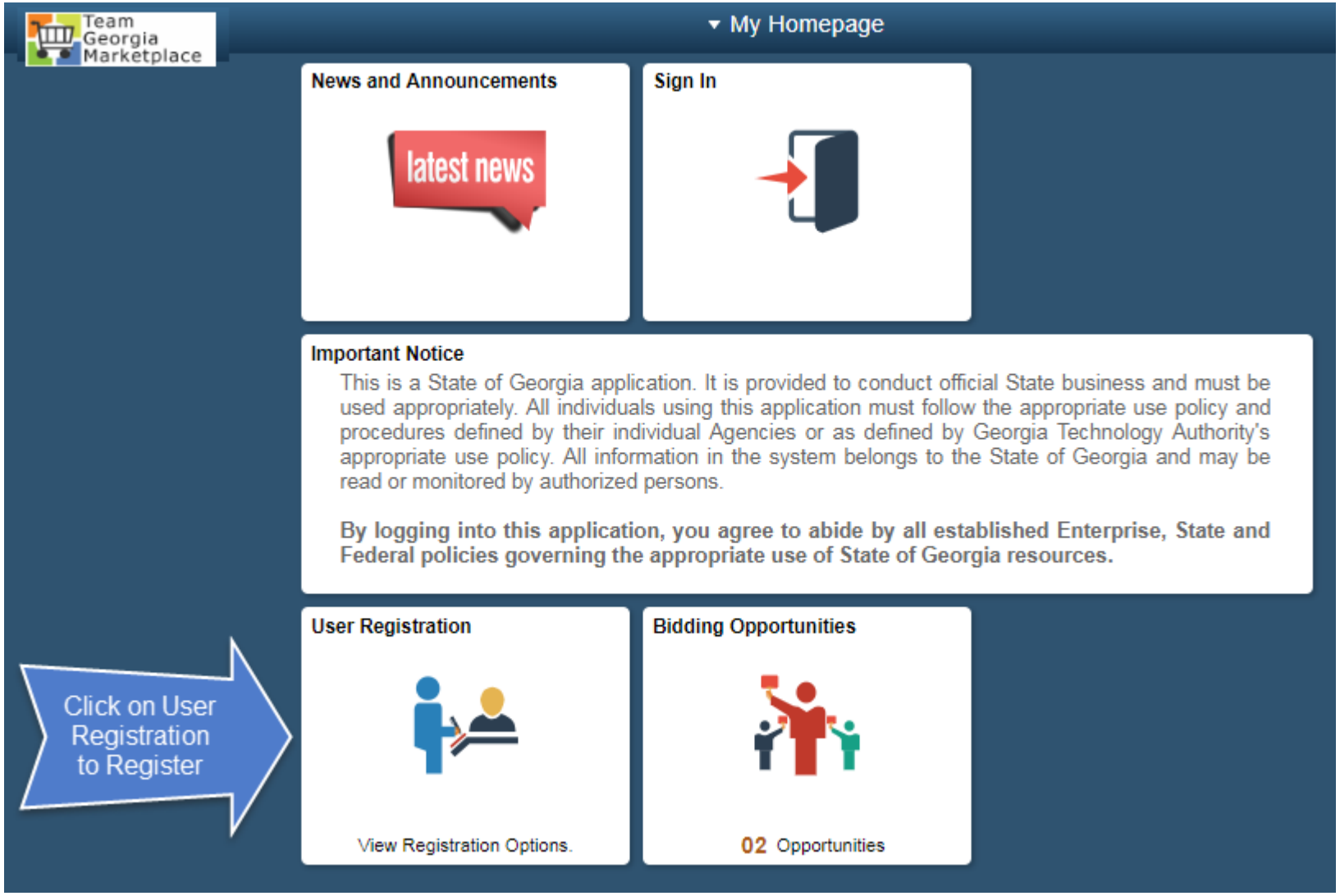
SUPPLIER SELF-SERVICE

Supplier Self-Service

RKS

ESOURCE

Team Georgia Marketplace™



Team Georgia Marketplace™

My Homepage

User Registration

Registration Unknown

Unsure of How to Register?

Bidder Registration

Select this option if you have never done business with State Of Georgia and register here to be able to bid on events.

More...

Register now

Add New User

Add New User For Existing Supplier Account and to be able to see purchasing details.

More...

Register now

Team Georgia Marketplace™

Bidder Registration

Help

Welcome | Identifying Information | Addresses | Contacts | Submit

Exit | Previous | Next

Welcome - Step 1 of 5

To complete your registration, please fill in the information for each step of the registration process. Use the navigation buttons "Next" and "Previous" to move between steps. Once you have provided all the required information, proceed to the "Submit" step.

If you have any questions or feedback on the registration process, please call Procurement Helpdesk at:
(404) 657-6000
or email: procurementhelp@doas.ga.gov

Select an activity below:

- Start a new registration form

What type of entity do you represent?

- Business
- Individual

Select either Business or Individual

Exit | Previous | Next

* Required field

Team Georgia Marketplace™

- The NIGP Commodity Services Code was developed by the National Institute of Governmental Purchasing to bring efficiency to automated purchasing
- The NIGP Codes provide an excellent coding structure for standardizing purchasing
- Identify which products and/or services you wish to sell to the state

Bidder Registration

Welcome | Identifying In | Submit

Exit | Previous | Next

Identifying Information - Step 2 of 5

*Tax Identification Number (TIN) or Social Security Number

*There is no limit to the number of NIGP commodity codes

Unique ID & Company Profile

Tax Identification Number

* Entity Name

http://URL

Profile Questions

* Can your company be classified as a MINORITY OWNED BUSINESS by the following definition?

Standard Industry Codes - NIGP

Standard Industry Code | Description

Add NIGP Codes

Additional Reporting Elements

Gross Annual Receipts

Please check all that apply:

Look Up List

Help

Question ID 2

List Line Number =

List Item begins with

Look Up | Clear | Cancel | Basic Lookup

Search Results

View 100 First 1-6 of 6 Last

List Line Number	List Item
1	NAA - American Indian or Alaska Native - Greater than 51%
2	ASA - Asian - Greater than 51%
3	AFA - Black or African American - Greater than 51%
4	PAI - Native Hawaiian or Other Pacific Islander - Above 51%
5	HIA - Hispanic or Latino - Greater than 51%
6	Not Applicable

Select Minority Classification

Team Georgia Marketplace™

Bidder Search

Help

Search NIGP Codes

This screen is used to find and select the NIGP commodities codes that you can provide to the State of Georgia. You may search by NIGP Code and/or Description. The Description search is recommended.

In the NIGP codes field, type in a partial or whole NIGP commodity code number and click the Search button. All codes containing that number will be displayed.

In the Description field, type in a partial or whole keyword and click on the Search button. All codes and descriptions containing that keyword will be displayed.

After the results are displayed, click the select option for the NIGP commodity code(s) that best describes the goods or services of your company. Click the OK button to return and continue.

Search Criteria

NIGP Code: | Description: Plumbing | Search

SIC Codes - NIGP Find | First 1-16 of 16 Las

Select	SIC Code	Description
☑	57031	Lead: Bulk, Granulated, Strips, etc., Not Plumbing or Paint
☑	57070	Steel, Galvanized: Bars, Pipes, Not Plumbing, Plates, Rods, Sheets, Strips, etc.
☑	65802	Brass, Plumbing Tubular Goods
☐	67054	Brass, Plumbing Tubular Goods (Inactive, please see commodity code 658-02 effective January 1, 2016)
☐	67055	Plumbing Fixtures and Parts
☐	67056	Plumbing Trim: Faucets, Fittings, etc.
☐	67057	Plumbing Equipment, Accessories and Supplies (Not Otherwise Classified)

Team Georgia Marketplace™

Bidder Registration

Exit | Previous Next

Addresses - Step 3 of 5

Please provide a Primary Address for your company. If your company has multiple site locations, the Primary Address would be the main headquarters.

Primary Address

* Country USA United States

Address 1

Address 2

Address 3

City

County Postal

State

Email ID

Other Addresses

Check boxes below to indicate addresses that are different from your Primary Address above:

☐ **Bill To Address**
Address for remitting payment

☐ **Ship To Customer**
Address for shipping goods/service

☐ **Invoice Address**
Address from which you send invoice

Exit | Previous Next

Team Georgia Marketplace™

Bidder Registration

Welcome | Identifying Information | Addresses | **Contacts** | Submit

Contacts - Step 4 of 5

Click "Add Contact" to create your and

Examples of a description include Job

Company Contacts

You have not added any contac

Add Contact

Add Contacts

Help

Contact Information

* First Name
Primary Contact
* Last Name B
Title
* Email ID
* Telephone
Ext
Fax Number
Contact Type

User Profile Information

* Requested User ID
(User's account login name. Entered value must be at least 5 characters and be in all caps.)
Password
(The password is case sensitive, it must be at least 8 characters long and contain at least one number and one special character. (Example - Password1!))
Confirm Password
Language Code English
Time Zone
Currency Code US Dollar

OK Cancel

Team Georgia Marketplace™

Bidder Registration

Help

Welcome | Identifying Information | Addresses | Contacts | **Submit**

Exit | Previous | Next

Submit - Step 5 of 5

Make sure you read the Terms and Conditions fully before continuing.
Click the "Review" button to review the registration information.

Click the "Submit" button to submit your registration after reviewing and accepting following Terms of Agreement .

Terms and Conditions

Make sure you read terms of agreement fully before submitting your registration.

☐ **Click to accept the Terms of Agreement below.**

Terms of Agreement

Review | Submit

Exit | Previous | Next

Please review your information to ensure that it is correct prior to selecting the Submit Button.

State of Georgia Business Definitions

Georgia Resident Business: Any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal to the state, or;

A new business that is domiciled in Georgia and which regularly maintains a place from which business is physically conducted in Georgia, however, that place from which business is conducted shall not include a post office box, a leased private mailbox, site trailer, or temporary structure (OCGA 50-5-121, 50-5-122).

Small Business: A business which is independently owned and operated with either fewer than 300 employees or less than $30M in gross receipts per year (OCGA 50-5-121, 50-5-122).

Georgia Resident Small Business: A business which meets criteria for both Georgia Resident Business and Small Business.

Business Status Considerations

Minority-Owned Business

Any business that is 51% owned and controlled by one or more minorities and is authorized to do and is doing business under the laws of the state of Georgia, paying all taxes duly assessed and domiciled within this state (OCGA 50-5-131).

- The state of Georgia recognizes five minority groups: Asian American, Native American, African American, Hispanic/Latino and Pacific Islander.

Certified Minority Business Enterprise

The process for certifying as a Minority Business Enterprise (MBE) pursuant to OCGA 50-5-130 and as a Minority Subcontractor pursuant to OCGA 48-7-38 with the Georgia Department of Administrative Services (DOAS) is streamlined.

It involves using the Georgia Department of Transportation's (GDOT) Uniform Certification application and personal net worth affidavit for Disadvantaged Business Enterprises (DBEs) as the central certification forms. This will result in dual certification with both GDOT DBE and DOAS MBE.

- **Georgia law permits an income tax adjustment on the state tax return of any company that subcontracts with a certified minority-owned firm to furnish goods, property or services to the state of Georgia.**

Supplier Search - Public Portal

Suppliers can be located by using various search criteria such as “GA Resident”, “Small Business”, “Certified Minority Vendors”

You can also search by NIGP Codes used when registering in Team Georgia Marketplace™

Be sure to enter Security Check!

Supplier Search - Public Portal

Results will show GA Resident, Small Business and Certified Minority Vendor Status

Click to select the desired company

Team Georgia Marketplace

Georgia Procurement Registry

Georgia Department of Administrative Services

HOME | CONTACT US | SUBSCRIBE FOR BID NOTICES | PROCUREMENT LINKS

There are 58 Suppliers for this search

Suppliers 1 to 58 on this page

Click on the Select button for more information of the supplier

NEW SEARCH

Supplier Search Results

	Company Name	City	State	GA Resident	Small Business	Certified Minority Vendors
Select	A Plus Paving LLC	Lithonia	GA	Y	Y	N
Select	ALLEN OWENS CONSTRUCTION & PAVING INC	BLACKSHEAR	GA	N	N	N
Select	ALLIED PAVING CONTRACTORS, INC.	PENDERGRASS	GA	Y	N	N
Select	ASPHALT PAVING SYSTEMS INC	HAMMONTON	NJ	N	N	N
Select	ATLANTA PAVING & CONCRETE CONS	DORAVILLE	GA	Y	Y	Y
Select	American Contractors Grading and Paving	LITHIA SPRINGS	GA	Y	Y	N
Select	Asphalt Paving Systems Inc	Hammonton	NJ	N	N	N
Select	BALDWIN PAVING CO INC	MARIETTA	GA	N	N	N
Select	BARTOW PAVING COMPANY INC	CARTERSVILLE	GA	Y	Y	N

eSource

eSource is a procurement sourcing and solicitation tool that enables purchasing agents of the state to electronically solicit bid opportunities. Essentially, eSource replaces the use of fax or processing paper-based solicitations.

To search for eSource bids select **"Electronic Responses"**

You can select the "**Government Type**" and the "**Government Entity**."

eSource

eSource Bids begin with the letters "**ES**".

Team Georgia Marketplace

Georgia Procurement Registry

Georgia® Department of Administrative Services

HOME | CONTACT US | SUBSCRIBE FOR BID NOTICES | PROCUREMENT LINKS

Return for New Search

State Government Solicitation Event List

Solicitation Status - Open

21 Solicitations Events in this search

Solicitations 1 to 21 on this page

** Solicitation opportunities for which Suppliers must submit electronic responses.

Click on the Event number for more information.

ion Event er	Event Title	Agency	Event Closing Date	Event Status
100-DBH0000551**	State Opioid Response-MAT	DEPARTMENT OF BEHAVIORAL HEALTH	Nov 9, 2018	Open
00-DJJ0000244**	Staffing Analysis Service	JUVENILE JUSTICE,DEPARTMENT OF	Nov 26, 2018	Open
ES-RFP-40500-21**	EBT Functional WIC MIS T&I System	PUBLIC HEALTH, GEORGIA DEPARTMENT OF	Dec 3, 2018	open
ES-RFP-47200-240**	USG Audit Management Software	REGENTS,BOARD OF(UNIVERSITY SYSTEM OF GEORGI	Oct 29, 2018	open
ES-RFP-50900-836**	ENDS Qualitative Research	GEORGIA STATE UNIVERSITY	Oct 15, 2018	open
ES-RFP-55100-537**	VSU Freightliner Coaches	VALDOSTA STATE UNIVERSITY	Oct 29,	open

eSource

Team Georgia Marketplace

Georgia Procurement Registry

Georgia Department of Administrative Services

eSource Summary Information

** Solicitation opportunities for which Suppliers must submit electronic responses.

-Have an eSource invite ID ? - Click Below	OR	-Team Georgia Marketplace Registered Suppliers- Click Below	OR	--- Unregistered Suppliers --- Click Below
Respond Now		Request an Immediate Invite		Register with Team Georgia Marketplace

eSource Number	ES-RFP-40500-21
Agency Name	40500 PUBLIC HEALTH, GEORGIA DEPARTMENT OF
Contact Name	Harris, Dana
Contact Phone	404-657-4322
Contact Email	dana.harris@doas.ga.gov
Fiscal Year	2019
eSource Title	EBT Functional WIC MIS T&I System
eSource Description	The Department of Public Health intends to implement an existing EBT Functional WIC MIS T&I System and EBT Solution,to meet the EBT Mandate for October 1, 2020. The WIC MIS T&I System will be hosted at the North Atlanta Data Center. The State has concluded there are currently six (6) WIC MIS T&I Systems that will meet its requirements. GA DPH's

eSource

From: bidnotice.donotreply@doas.ga.gov <bidnotice.donotreply@doas.ga.gov>
Sent: Wednesday, October 10, 2018 1:23 PM
To: Bailey, Julian <Julian.Bailey@doas.ga.gov>
Subject: eSource Solicitation Opportunity (Res (Ctrl) S-RFP-54300-1033

eSource Announcement to Suppliers

Julian Andrea Bailey |
Julian.Bailey@doas.ga.gov
Default Bidder Team Georgia Marketplace

KENNESAW STATE UNIVERSITY , a Georgia government entity, has posted a solicitation which is available
firm was selected based on NIGP code(s) listed in your registration profile.

This solicitation entitled, Enrollment and Scheduling Consultant, is accessible for on-line viewing and reply. It
PM.

To access this solicitation, the following system Invitation-ID and Invitation Code are required.

NOTE: The Invitation-ID and Invitation Code are provided for this solicitation only. They are not related to you
registration system. Your Invitation-ID and Invitation Code will remain valid until this solicitation closes.

Julian.Bailey@doas.ga.gov
Invitation Code: eqV86OPJJ4

Click on the link below to access the eSource system:
http://ssl.doas.state.ga.us/PRSapp/EQ_vendor_login.jsp?N=5085677

If you have any questions regarding this solicitation, you may email Ice, Catherine at cice@kennesaw.edu.
Thank you for your interest in opportunities with Georgia Government.

Supplier's Guide to eSource

Responses to this solicitation will not be considered if submitted by Fax, Email, Post or Hand delivery. Only responses submitted via the electronic link provided in this email will be considered.

If your company does not provide this commodity or service, and you do not want to receive further notices about this commodity or service, please revise your NIGP Product Item Code selections on our website at:

- In order to bid on an eSource, you must have received an email invitation to bid
- Contains eSource-specific User ID and Password
- Can only be used for that eSource
- Not the same User ID/Password combination as used for Team Georgia Marketplace

eSource

Team Georgia Marketplace

Georgia Procurement Registry

Georgia Department of Administrative Services

State of Georgia eSource System

Supplier Response

eSource Number:	ES-RFP-40500-21
eSource Title:	EBT Functional WIC MIS T&I System
eSource Close Date/Time:	12/03/2018@12:00 PM EST

Please enter the Invitation-ID and Invitation Code supplied to you in an email message by The State Purchasing Division for this solicitation.

Invitation-ID:

Invitation Code:

Submit

EQ_publicVendor_login

Team Georgia Marketplace

Georgia Procurement Registry

eSource Supplier Response Form

New Response

59:36

Download Multiple Documents

Supplier General Information Form

Upload Completed Response Documents

Terms and Conditions

Certificate of Non-Collusion

Save Your Response

Supplier's Guide to eSource

Submit Your Response

Log Off

Team Georgia Marketplace

Georgia Procurement Registry

Georgia

Department of Administrative Services

This Session will expire in: 59:54

eSource Number ES-RFP-50900-836

eSource Title ENDS Qualitative Research

Upload Documents

Add Files

Remove Selected Files

Upload

File	Document Title	Size	Status
No Files available to upload.			

Documents Uploaded

No	Document Name	Delete

Return

ES_vendor_add_delete_docs

Team Georgia Marketplace

Georgia Procurement Registry

Georgia Department of Administrative Services

eSource Supplier Response

eSource Number: ES-RFP-50900-836
eSource Title: ENDS Qualitative Research
eSource Close Date/Time: 10/15/2018 @ 03:00 PM EST

Your RFP response has been recorded by the eSource system. Buyers will not be able to view any responses until after the solicitation closes. You will receive an email confirming the submission of your response. If you do not receive an email within 2 Hours please contact:

AGENCY: GEORGIA STATE UNIVERSITY
CONTACT PERSON: Sonya James
CONTACT PHONE: Email only
CONTACT EMAIL: sjames22@gsu.edu

After the solicitation close date expires additional information will be available at the posting of the Notice Of Intent to Award (NOIA) or the Notice Of Award (NOA) via the **Georgia Procurement Registry** (GPR) website

Close Window

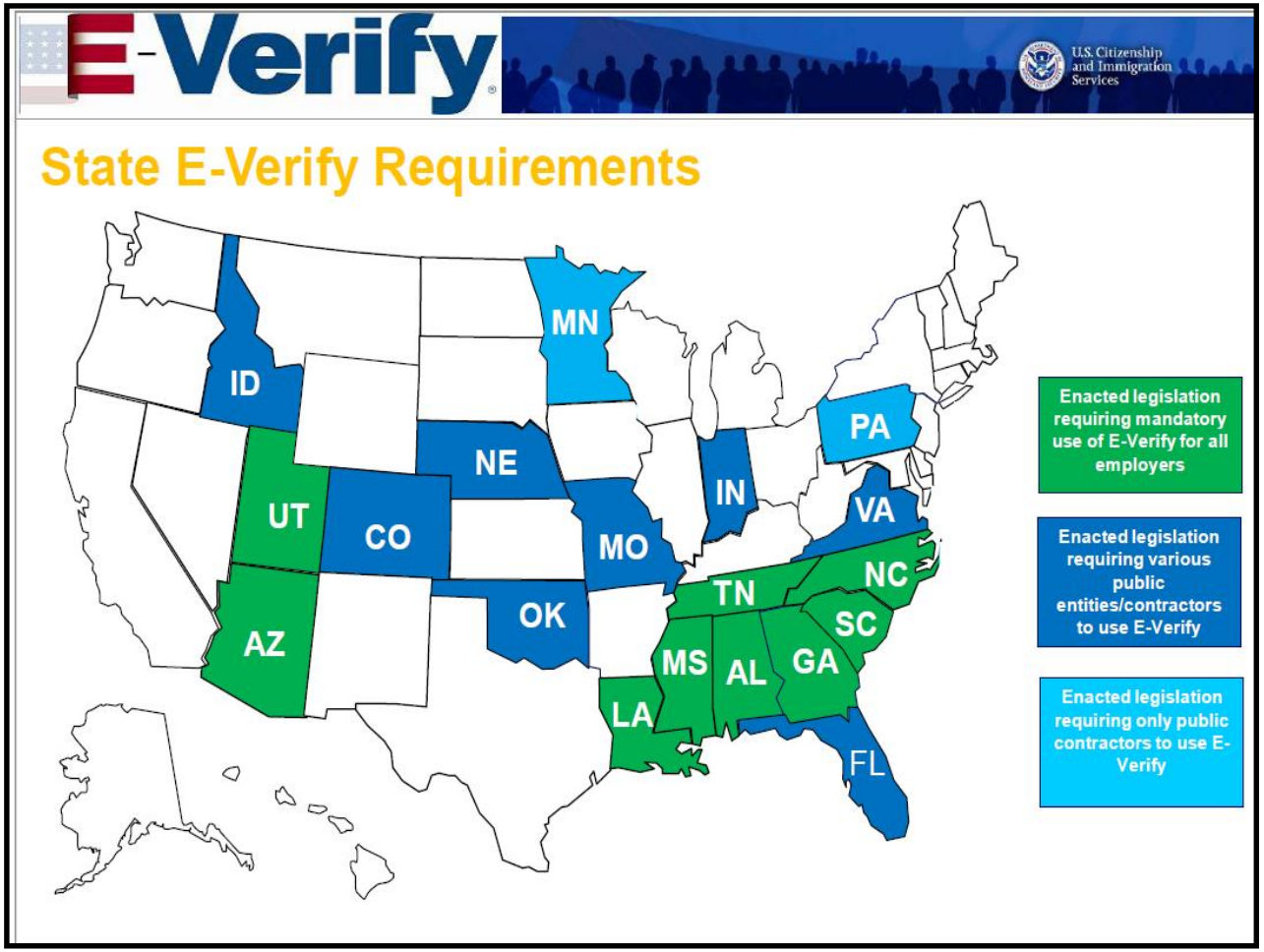
EQ_vendor_bid_submit_post

Bidders' Conferences

- Public meetings that occur prior to the closing date of the solicitation to distribute information
- *Pre-bid/Bidders'/Offerors' conferences* may be conducted for the purpose of allowing suppliers to participate in a site visit to the physical location
- The solicitation must identify any such public meeting and define whether or not a supplier's attendance at such public meeting is mandatory
- If it is mandatory, you MUST attend to participate in solicitation!

There is 100% chance the winner of the contract is in the room for Mandatory Conferences!

eVerify: Georgia Immigration and Security Law



Effective 7/1/13, all contractors and sub-contractors who provide services over $2,499.99 in value must enroll in E-Verify if you employ one or more employees.

Not required for contracts solely involving the *purchase of goods* by a government agency

State of Georgia Purchasing Card Program

Benefits of Credit Card Acceptance

- Reliability – If Visa regulations are followed, face-to-face transactions are guaranteed. For internet, mail order & telephone transactions, payments from the State are *very low* risk
- Security – No returned checks, no cash loss or theft
- Convenience – Faster payments (usually paid within 24 – 48 hours). No Accounts Receivable hassles, following up on invoices or need to wait for checks and then deposit them – payment is streamlined. This equates to better cash flow
- Increased Sales – Merchants that accept cards generally benefit from higher average tickets and higher total sales
- Customer Preference and Convenience – "…more cards than all other major payment brands combined" according to Visa, Q4 2006

Supplier Training

Training includes web-based videos, quick reference guides, webinars, and classroom-based Orientations and Seminars across the State!

SUPPLIER TRAINING

Supplier Orientations

Supplier orientation sessions feature information on how to register your company to be on the state's supplier list and establish your eligibility to receive bid notices. At these sessions, general information will be given about the purchasing process and the various kinds of purchases that are made by government entities.

Click here to Register for a Supplier Orientation.

Supplier Webinars

During these sessions, companies are shown the steps to respond to bids in Team Georgia Marketplace and eSource. They will learn how to search the Georgia Procurement Registry for open and awarded solicitations, and download and attach required documents. They will also be shown important things to remember as they navigate through the state's procurement process. If information is needed about specific events, Suppliers are encouraged to contact the associated Buyer for said solicitation.

Visit the supplier training calendar for all scheduled Orientation and Webinar sessions.

Pre-Recorded Training Webinars

Real-time training for suppliers is listed below. Companies can view pre-recorded training webinars or review quick reference guides for assistance with Team Georgia Marketplace and eSource functions.

- Georgia Procurement Manual (GPM) for Suppliers
- Register as a Sourcing Bidder
- Maintain Bidder Information
- Register as a Supplier
- Maintain Supplier Information
- Manage Purchase Orders
- Manage Payment Information
- Responding to a Request for Proposal in eSource
- Responding to a Request for Quote in eSource
- Responding to a Request for Qualified Contractors in eSource

CONTACT

Supplier Training
Procurement Help Desk

Phone
404-657-6000

Email
procurementhelp@doas.ga.gov

View All Division Contacts

Resources

Agency, College & University Procurement Officers List

Board of Regents of the University System of Georgia
Christina Hobbs, Business Development Manager
Office of External Activities and Facilities
christina.hobbs@usg.edu
(404) 657-2514

Georgia Tech Procurement Assistance Centers (GTPAC)
Joe Beaulieu
Program Director
joe.beaulieu@innovate.gatech.edu
www.gtpac.org

Georgia Small Business Development Centers
http://www.georgiasbdc.org
(404) 413-7830

Team Georgia Marketplace

Georgia Procurement Registry

Georgia Department of Administrative Services

CLOSE WINDOW

Agency Procurement Officers (APO)

AGENCY	NAME (APO)	EMAIL ADDRESS (APO)
ABRAHAM BALDWIN AGRICULTURAL COLLEGE	ROBBIE HAWSEY	rhawsey@abac.edu
ADMINISTRATIVE,SERVICES AGENCY	SOPHIA THOMAS	sophia.thomas@doas.ga.gov
ADMINISTRATIVE,SERVICES SWC	IRA COLLYMORE	Ira.collymore@doas.ga.gov
AGRICULTURE,DEPARTMENT OF	LATONYA AMMONS	latonya.ammons@agr.georgia.gov
ALBANY STATE UNIVERSITY	JOY CAUSEY	joy.causey@asurams.edu
ALBANY TECHNICAL COLLEGE	N/A	N/A
ALTAMAHA TECHNICAL COLLEGE	N/A	N/A
ARMSTRONG STATE UNIVERSITY	DAPHNE BURCH	Daphne.Burch@armstrong.edu
ATHENS TECHNICAL COLLEGE	STERLING DANIEL	sdaniel@athenstech.edu
ATLANTA METROPOLITAN COLLEGE	BRANDIE GRESHAM	bgresham@atlm.edu
ATLANTA TECHNICAL COLLEGE	ELLA SIZEMORE	esizemore@atlantatech.edu
ATLANTA-REGION TRANSIT LINK	N/A	N/A
AUDITS AND ACCOUNTS,DEPARTMENT OF	SHANNON KENT	kentsa@audits.ga.gov
AUGUSTA STATE UNIVERSITY	N/A	N/A
AUGUSTA TECHNICAL COLLEGE	LAUREN SCOTT	ljackson@augustatech.edu
AUGUSTA UNIVERSITY	GREGORY WOODLIEF	gwoodlief@augusta.edu
BAINBRIDGE COLLEGE	AMY SHEPHARD	ashephard@bainbridge.edu
BANKING AND FINANCE,DEPARTMENT OF	CHRISTOPHER PITTMAN	cpittman@dbf.state.ga.us
BLECKLEY COUNTY BOARD OF COMMISSIONERS	N/A	N/A
CATOOSA COUNTY BOARD OF COMMISSIONERS	N/A	N/A
CENTRAL GEORGIA TECHNICAL COLLEGE	MICHELLE SINIARD	msiniard@centralgatech.edu

Support & Assistance

- Supplier Services Website –
  - Georgia Procurement Manual
  - Team Georgia Marketplace Training
  - eSource Supplier's Guide
  - eSource Supplier's Training (online)
- Supplier Orientation
- Supplier Webinar
- Supplier Outreach & Communications
  - Julian A. Bailey, julian.bailey@doas.ga.gov – 404-651-9704
  - State Purchasing Contact Center Help Desk Email – procurementhelp@doas.ga.gov
- State Purchasing Contact Center Help Desk – 404-657-6000

Summary

- Search the Georgia Procurement Registry for bid opportunities
- Register in Team Georgia Marketplace to respond to bid opportunities
- Update Team Georgia Marketplace profile with NIGP codes at any time
- Use eSource-specific User ID/Password combination to bid on eSource
- Attend pre-bid and offerors' conferences
- Contact your banking institution to become a credit card merchant
- Utilize resources provided by the State!
- READ!