North Carolina Electronic Vendor Portal (eVP) Vendor Resource

2021

Overview of eVP

NC eProcurement provides an innovative, cost-saving, and efficient method of purchasing to state agencies, community colleges, school systems, and local governments. NC eProcurement allows government entities to aggregate their purchasing data to obtain better prices from suppliers. Additionally, NC eProcurement allows greater visibility into statewide procurement information, allowing the state to determine what other goods and services should be placed on contracts.

Steps for Logging in to eVP

Vendors wishing to register to receive purchase orders, get public bidding invitations, or become a Historically Underutilized Businesses (HUB) Certified vendor for the state of North Carolina should complete the registration process through the NC electronic Vendor Portal (eVP).

This registration allows companies to receive purchase orders from entities using the NC eProcurement System.

A guide to registering for eVP can also be found on the vendor training page.

1. To access the registration page for the eVP site, type the web address https://vendor.ncgov.com/vendor/login into your web browser and press the **Enter** key.

2. Log in-to the eVP and locate the option to enter your business name (vendor name).

3. Enter your business name in the box titled **Vendor Name** or use your **Federal Tax ID Number.**
4. Find the **Customer Number** in the second row.

5. Be sure to confirm the correct vendor's name, contact and email to verify the correct vendor has been chosen.

Contact Information for Technical Assistance

Call: 888-211-7440

- For buyer questions, select Option 1
- For general vendor questions, select Option 2
- For sourcing or contract module questions, select Option 3
- For vendor billing questions, select Option 4

Customer Service: Monday through Friday from 7:30am EST to 5:00pm EST

Email

- For buyer questions: ephelpdesk@its.nc.gov
- General vendor questions: vendor@nc.gov
- Vendor billing questions: epbilling@its.nc.gov
- Catalog questions: eprocurementdata@its.nc.gov