Supplier Orientation

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Today’s State Of Supplier Relationships

“...the next level of real-time vendor relations. But we’re still beta testing.”
How it all began...

- NAEP conference presentation
- Develop agenda based on presentation
- Invite TSB’s in Iowa
- Invite Iowa suppliers
- Invite all suppliers
Supplier FAQ’s

• What does the University buy?
• How does the University buy?
• Which Buyer is responsible for a particular commodity?
• Is there a list of Procurement Services employees?
• How do I contact Procurement Services?
• How do suppliers become eligible to do business with ISU?
• How does a supplier get on a bid list?
• How does a supplier find out if they have won an award?
• How are bid award decisions made?
Supplier FAQ’s - continued

• What can a supplier do to ensure that their bid is correct?
• Does the University have a minority Business Enterprise Development program?
• Who makes the actual buying commitments?
• Is the University tax exempt?
• When will a payment for an invoice be received?
• Where should invoices be sent?
• How do I check the payment status of an invoice?
Other Invited Guests

- Iowa Department of Transportation
- ISU CIRAS Procurement Technical Assistance Center (PTAC)
- Procurement Agents
And Welcome to government contracting!
Agenda for Supplier Orientation

- Metrics
- What we by
- How we buy
- Signature Authority
- Registration Process
- Invoicing & Payment Process
- Our Website
- Insurance Requirements

- Tax Exemption
- Conflict of Interest Rules
- Online Bidding System
- Trademarks
- Iowa Gift Law
- Public Records Request
Karen was delighted that both her large and small suppliers had turned up for her industry day.
ISU supplier interactions

- Supplier Orientation 1x per month
- Online videos of orientation
- Supplier Handbook
- Webinars
- Supplier shows
- Networking events
- Supplier website

Check out more at [www.procurement.iastate.edu](http://www.procurement.iastate.edu)
Questions?