

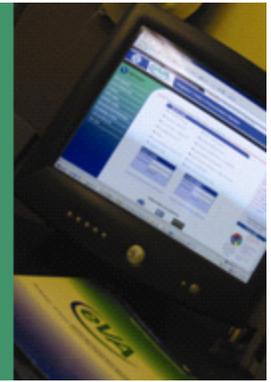


www.eva.virginia.gov

VIRGINIA'S  
ENTERPRISE ELECTRONIC  
PROCUREMENT SYSTEM

**Buyer/Supplier Business Tools**

Department of General Services  
Serving Government. Serving Virginians



**INTRODUCTON**

eVA enables the Commonwealth's procurement process through the use of technology business tools. For information on how these tools create benefits and savings for buyers and vendors see the eVA Fact Sheet titled, *Benefits and Savings*. This Fact Sheet identifies and explains the tools.

✦ **eVA Single E Portal** A single gateway that resides on the internet through which many different agencies, institutions of higher education, local governments, and vendors conduct business allowing Commonwealth procurement to function as an enterprise.

✦ **eVA Message Broker** An application that seamlessly connects over 40 different agency and institution of higher education Enterprise Resource Planning Systems with eVA, which presents one procurement face for the Commonwealth to conduct business with vendors.

✦ **Vendor Self Service—Single Vendor Registration** Single site on the internet for vendors to register to do business throughout the Commonwealth and establish their eVA account profile. This saves vendors resources by not having to register multiple times with all 171 agencies and institutions of higher education and 575 local government entities.

✦ **Push Technology** Vendors identify the business opportunities of interest and the eVA System automatically pushes the vendors an email when a business opportunity (solicitation) becomes available on the web site. This saves both the Commonwealth and vendors time and money; the Commonwealth is no longer having to print and mail solicitation documents to vendors and vendors are not having to search through volumes of information.

✦ **Electronic Bidders List** An electronic list of bidders that can be accessed to send a request for quote and receive quotes from vendors electronically.

✦ **eVA Registration/SWaM Certification Reciprocity** When a vendor certifies as a small, woman-owned or minority-owned business the certification information automatically transfers to eVA when the vendor registers in eVA and the vendor avoids having to re-enter the information.

✦ **Single Electronic Posting-Virginia Business Opportunities** Single site on the internet for agencies to post procurement

solicitations or business opportunities. All vendors have greater access to and visibility of business opportunities throughout the Commonwealth.

✦ **Mobile 4 Business App** First state to launch a mobile app that brings bid opportunities and solicitations to suppliers and the general public

✦ **Purchasing Data Warehouse** Captures information on all purchases through eVA and makes this information available to buyers for better purchasing decisions and to vendors for business planning and market analysis. The information is also available to the public to promote transparency and visibility of procurement transactions and accountability for the use of taxpayer dollars.

✦ **Analytical Reporting and Business Intelligence** Reports for buyers and vendors on purchases through eVA.

✦ **Punchout/Electronic Catalogs** The solution accesses the internet catalog of a vendor (e.g. Dell Computers), collects the information to buy, and brings it back into the eVA solution to place a purchase order.

✦ **Buying Tools**

⇒ **E Mail** A tool to shop statewide contracts and vendor catalogs in an electronic storefront on the internet using a small purchase charge card or electronic purchase order.

⇒ **Quick Quote** E purchasing for small purchases \$50,000 or less. With Quick Quote a buyer can request a quote from an electronic bidders list, receive the quote electronically, and make a purchase award electronically.

⇒ **Advanced Procurement** A tool to conduct formal procurements over \$50,000 using electronic sealed bidding or electronic competitive negotiation.

⇒ **Reverse/Surplus Auctions** Reverse auctions allow buyers to place a requirement on the internet and vendors bid electronically in real time within a designated period of time. Multiple bids by a vendor are allowed. Surplus auctions allow state material to be placed on the internet and



the public to bid on the material.

⇒ **Category Procurement for Staff Augmentation and Advanced Consulting Staffing** Tool to efficiently procure staffing resources to supplement workforce and execute special consulting needs.

✦ **Electronic Ordering/Receipt by eMail, Fax, cXML, EDI**  
Capability for vendors to receive orders electronically four different ways.

✦ **On Line Receiving** A tool to receive goods at a central receiving location or decentralized at a PC desktop.

✦ **Electronic Invoicing** When goods are received an electronic invoice can be produced to speed up the payment process to vendors.

#### **INFORMATION**

More information on the eVA System can be found at **[www.eva.virginia.gov](http://www.eva.virginia.gov)** under **eVA FACTS** or by contracting the Director, Division of Purchases and Supply/DGS at 804.786.3846

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