

GovSourcing Edition Features

Vendor Management	<ul style="list-style-type: none"> ✓ Self-service vendor registration ✓ Optional vendor approval ✓ Customizable fields ✓ Multiple contacts per vendor ✓ Licensing and certification capture ✓ Customizable product and service categories ✓ Supplier diversity data management ✓ Vendor document attachment ✓ Saved vendor lists
Bid Document Management	<ul style="list-style-type: none"> ✓ Customizable document folders ✓ Non-proprietary document format ✓ Multiple document upload/download ✓ Automated zip compression of downloads ✓ Document view log ✓ Automated bidders list update ✓ Print order management
Request for Quote	<ul style="list-style-type: none"> ✓ Public and private quotes ✓ Intent to bid tracking ✓ Excel-based bid forms ✓ Lump sum and line item quotes with attachments ✓ Sealed bidding ✓ Automated bid tabulation ✓ Posting of bid results and awards
Vendor Contract Administration	<ul style="list-style-type: none"> ✓ Centralized contract document repository ✓ Contract modification tracking ✓ Insurance certificate management ✓ Invoicing and payment management ✓ Milestone and event tracking ✓ Vendor performance rating
Messaging	<ul style="list-style-type: none"> ✓ Messaging by email, text message and fax ✓ Customizable message templates ✓ Attach documents to messages ✓ Message delivery tracking ✓ Message resend ✓ Receipt acknowledgment
System Administration	<ul style="list-style-type: none"> ✓ User administration ✓ Multiple user roles and permissions ✓ Website content management ✓ Mass update records ✓ Microsoft Excel integration