



Quick Facts

LENGTH

2 days

CONTACT HOURS

16

START TIME

9:00am

END TIME

5:00pm

TGM50L Strategic Sourcing

Course Description:

The purpose of this 2-day training session is to review the Team Georgia Marketplace Strategic Sourcing application that enables the State to source goods and services using bid factor requirements and collaboration to enable bid analysis and award.

Audience:

- Buyers

Objectives:

At the completion of this training course, you will be able to do the following:

- Define Team Georgia Marketplace Sourcing Roles
- Create RFQ Sourcing Events from Requisitions
- Create Optional, Mandatory, and Group Bid Factors
- Manage Comments and Attachments associated with an Event
- Use Standard Comments
- Invite Bidders and Suppliers to participate in the Event
- Use Event Collaboration to obtain input prior to posting
- Monitor Bid Responses
- Analyze Bid Responses
- Use Award Collaboration to obtain input before awarding
- Create an Analysis Export which substitutes for a Bid Tab
- Award Events using a Purchase Order
- Award Events to a General Contract
- Modify and Cancel Events
- Use the Sourcing Worklist
- Use the Sourcing Event Workbench
- View the History of an Event
- Track Event-related Documents
- Create an Event Template
- Create a Cycle Time Report

Prerequisites:

- Introduction to State Purchasing Part A & Part B
- Fundamentals of State Purchasing
- Basics of Writing Specification
- Navigation
- eProcurement for Requestors
- eProcurement for Approvers
- eProcurement for P.O. for Buyers

