 State of Idaho

 Department of Administration
 Division of Purchasing

**BRAD LITTLE**

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www.purchasing.idaho.gov

Date

Contact Name

Company

Address

City, State Zip Code

Dear Mr. or Ms. Contact Last Name

RE: Vendor Registration

Your request for listing your firm as a vendor with the State of Idaho has been forwarded to me for response.

The Division of Purchasing uses LUMA as their e-procurement solution.  You can log into <https://sms-idaho-prd.tam.inforgov.com/fsm/SupplyManagementSupplier/page/XiSupplyManagementSupplierPage?csk.SupplierGroup=LUMA> and register your company, select your profile and have access to the bid board 24/7. Idaho State Controllers Office powers IPRO and is used by several agencies and you can choose to participate for Idaho or any of the other states/agencies. You can download any bid package and attachments at this location. There is no charge to register with IPRO/LUMA. If you have a problem with logging on to IPRO, you can contact the service desk at the State Controllers Office servicedesk@sco.idaho.gov

You can then scroll down to the selected Solicitation and download the Solicitation document and all attachments that pertain to the solicitation.

I suggest that you connect via internet to our web site, <https://purchasing.idaho.gov/information-for-vendors/> You will also find a ‘Login’ link to the IPRO eProcurement System here.

On the Login supplier page you can view and download attachments to events, but you must login to place a bid

Thank you for your interest in doing business with the State of Idaho.  If we can be of further assistance, please contact our office (208) 327-7465.  Our fax number is (208) 327-7320.

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**Division of Purchasing**

650 West State Street, Room 100

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