What is VTBuys?

VTBuys is the State of Vermont’s online platform for sourcing (competitive solicitations), contracting, supplier management, and procurement activities. It will be used by all agencies, departments, and suppliers selling to the State.

Why transition to a new system?

With VTBuys, the State will gain efficiencies and improve both end user and supplier experiences throughout the State’s procurement, contracting, and purchasing processes.

What are the benefits for suppliers who do business with the State?

The primary benefit for suppliers who do business with the State is a single system for all procurement activities with the state. Every aspect of your interaction with the State will be electronic and available via the Supplier Portal, including viewing bid opportunities, submitting bids, uploading documents, viewing contract awards, monitoring dashboard reporting on spend and performance evaluation, submitting invoices, and accessing invoice approval progress. Other benefits include:

* Standardized interaction with State/non-state entities for procurement activities
* General contractors can search within VTBuys for subcontractors who are approved suppliers, and subcontractors can search for general contractors who are approved suppliers
* Access to new potential clients: VTBuys will be used by the State and some non-state entities for procurement activities
* Increased transparency in the procurement process
* Electronic creation and submission of W9s
* Online self-management for ACH information

What if I do not have internet access?

The State is actively working to arrange access to facilities that can provide internet access for suppliers. This includes local libraries, Vermont APEX Accelerator resources, and supplier access to select State buildings.

Will I have to pay a registration and/or license fee?

No. No registration or license fee will be required to access VTBuys.

Will I have to use the VTBuys system?

Yes, all suppliers will be required to use the VTBuys system. The State is committed to partnering with suppliers to support their successful transition to the new system.

Will there be business process changes?

Yes. Standardized processes and foundational elements are being established as the basis for the VTBuys platform. Process reengineering will entail a single point of access for agencies and suppliers with a fully electronic workflow from sourcing to payment.

**How can I work with the State to achieve a smooth transition?**

Teamwork! Suppliers are encouraged to actively engage in learning about VTBuys, including attending demos, training, and information sessions, and providing feedback. Information on these VTBuys activities will posted in our [newsletter](https://visitor.r20.constantcontact.com/d.jsp?llr=g9vxfh9ab&p=oi&m=1127669815110&sit=eegx5onlb&f=7d81d535-2758-43d5-975a-b6c940499375) and on our [website](https://bgs.vermont.gov/content/eprocurement-supplier).

Will training be provided?

Yes. Training and support will be available for State end-users and suppliers. There will also be training, communication and issue resolution support after the system is live and in use.

Will there be a Help Desk for Suppliers?

Yes, there will be a Help Desk to support suppliers.

How can I help?

The most important way you can help is to ask questions and provide your input as a system user. You’ll have the opportunity to provide feedback and ask questions during demos and training, but you can also reach out directly to [SOV.VTBuys@vermont.gov.](mailto:SOV.VTBuys@vermont.gov)

Where can I find more information about VTBuys?

You can get updates about the VTBuys project at [VTBuys – Read the latest updates!](https://bgs.vermont.gov/content/eprocurement-supplier)

or [Join our Newsletter!](https://visitor.r20.constantcontact.com/d.jsp?llr=g9vxfh9ab&p=oi&m=1127669815110&sit=eegx5onlb&f=7d81d535-2758-43d5-975a-b6c940499375) or submit your questions and feedback to the VTBuys mailbox at [SOV.VTBuys@vermont.gov](mailto:SOV.VTBuys@vermont.gov).