



Bid Award

NC Division of Purchase and Contract
Interactive Purchasing System (IPS)



Bid Award



State of North Carolina
Interactive Purchasing System

Login Screen

Please enter your User Id and Password to login
to the Purchase and Contract system

User Id:	<input type="text"/>
Password:	<input type="password"/>

Submit

Open your internet browser & go to:
<https://www.ips.state.nc.us/ips/agency/logon.asp>
Enter your user ID & password & click the submit button



Bid Award



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IPS - Main Menu

- ☐ Choose Location
 - Search for Registered Vendor
 - Search for Agency Bid
 - Post Bid
 - Post Design/Construction
 - Post Addenda
 - Bids Under Review
 - Search for Bids
 - Enter Price Match Award
 - Search for Price Match Award
 - Create Report/Excel Spreadsheet

Welcome to the North Carolina Interactive Purchasing System (IPS). Hover over the location on the left for a definition of the menu items

Click "Bids Under Review" in the menu on the left of the page.



Bid Award



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Solicitations Under Evaluation

☐ Choose Location

Search Options

Search QA Inspections

Search for Registered Vendor

Post Bid

Post Design/Construction

Post Addenda

Bids Under Review

Search for Bids

Enter Price Match Award

Search for Price Match Award

Create Report/Excel Spreadsheet

BidNo	Description	Award	Cancel
13-11615907	Over Bed Tables	<input type="button" value="Award"/>	<input type="button" value="Cancel"/>
13-MG17072564	Parking Lot Restriping	<input type="button" value="Award"/>	<input type="button" value="Cancel"/>
13-MG17112504-R2	Roofing Repair Services	<input type="button" value="Award"/>	<input type="button" value="Cancel"/>

Click "Award" button for the bid you wish to make award.



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Award Solicitation

Enter the Date Awarded, Contractor Name and Amount for the solicitation

Bid Number: 13-11615907

Description: Over Bed Tables

Date Awarded (mm/dd/yyyy):

Number of NC Bidders In Price Match Range:

Awards shall be made within 3 agency working days from the award of contract. The award notice shall be posted for 30 consecutive days.

Contractor:

Award Amount:

NC City:

NC County:

NC Price Match Award:

Reciprocal Preference Award:

Add Next Contractor->

Review Award

Cancel

Enter the Award Date, Vendor Name, Award Amount, City, County, if Price Match and or Reciprocal Preference. Then click the Add Next Contractor button if 2 or more contractors are being awarded or click Review Award if complete.



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Edit Bid Award

Bid Number: 13-11615907

Description: Over Bed Tables

Date Awarded: 10/15/2013

Bidders in Price Match Range: 0

[Edit](#) [Delete](#)

Contractor: Macthrift Office Furniture

Award Amount: \$5.00

City: Sleep

County: DARE

NC Price Match Award: No

Reciprocal Preference Award: No

Add Vendor

Complete

Click the Add Vendor button if 2 or more contractors are being awarded part of the bid. Click the Complete button if all awarded vendors have been entered.