TO: All State Agencies and Political Subdivisions, Purchasing Departments; Purchasing Directors; Business Managers; Colleges and Universities; Boards and Commissions

FROM: Sandra G. Gillen, CPPB, Director of State Purchasing

DATE: March 6, 2014

RE: Vendor Enrollment in LaGOV and LaPAC Posting

Please see the attached memorandum sent to all LaPAC vendors informing them of the necessity to enroll in the LaGOV vendor registration portal to remain a registered vendor with the State.

Beginning April 1, 2014, vendors that were enrolled in LaPAC prior to November 2010 will be purged from the LaPAC vendor enrollment and will no longer receive email notifications of posted solicitations. Only those vendors registered in the LaGov Vendor Registration portal will receive the email notifications. This will require vendors to enroll using UNSPSC commodity codes. Vendors enroll at the family level and receive solicitation notifications of all classes within the selected family code unless they intentionally deselected some of the classes.

AGPS agencies will be required to post their solicitations to LaPAC manually using the UNSPSC code by selecting the segment, family and class code. We have attached a list of the UNSPSC Segments and related family codes for your information. Some manual posting requires the ability to scan solicitations for posting on LaPAC.

AGPS agencies will continue to use NIGP codes when processing documents in AGPS.

Questions about these changes should be directed to State Purchasing staff or sent to the OSP help desk.

Please distribute this memorandum to the appropriate staff including your contract section within your agency. For your convenience, this OSP memorandum may be accessed on our website at www.doa.louisiana.gov/osp under the Agency Center.
Apparel and Luggage and Personal Care Products (53000000)
Clothing, Footwear, Luggage and Handbags and Packs and Cases, Personal Care Products, Sewing supplies and Accessories

Building and Construction Machinery and Accessories (22000000)
Heavy Construction Machinery and Equipment

Building and Construction and Maintenance Services (72000000)
Building Construction, Support, Maintenance and Repair Service, General Building Construction, Heavy Construction Services, Specialized Trade Construction and Maintenance Services

Chemicals Including Bio Chemicals and Gas Materials (120000000)
Explosive Materials, Elements and Gases, Additives, Colorants, Waxes and Oils, Solvents, Compounds and Mixtures

Cleaning Equipment and Supplies (47000000)
Water and Wastewater Treatment Supply and Disposal, Industrial Laundry and Dry Cleaning Equipment, Janitorial Equipment, Cleaning and janitorial Supplies

Commercial, Military, Private Vehicles, Accessories and Components (25000000)

Defense, Law Enforcement, Security, Safety Equipment and supplies (46000000)

Distribution, Conditioning Systems and Equipment and Components (40000000)
Heating and ventilation and Air Circulation, Fluid and Gas Distribution, Industrial Pumps and compressors, Industrial filtering and Purification, Pipe Piping and Pipe Fittings

Domestic Appliances and Supplies and Consumer Electrical Products (52000000)
Floor Coverings, Bedclothes and Table and Kitchen Linen and Towels, Window Treatments, Domestic Appliances, Domestic Kitchenware and Kitchen Supplies, Consumer electronics, domestic Wall Treatments

Drugs and Pharmaceutical Products (51000000)
Anti Infective Drugs, Antineoplastic Agents, Cardiovascular Drugs, Hematolic Drugs, Central nervous System Drugs, Autonomic Nervous System Drugs, Drugs Affecting the Respiratory Tract, Drugs Affecting the Gastrointestinal System, Hormones and Hormone Antagonists, Agents Affecting Water and electrolytes, Immunosmodulating Drugs, Miscellaneous Drug Categories, Drugs affecting the Ears, Eye, Nose and Skin, Veterinary Nutritional Supplements
Editorial and Design and Graphic and Fine Art Services (82000000)
Advertising, Writing and Translations, Reproduction Services, Photographic Services, Graphic Design, Professional Artists and Performers

Education and Training Services (86000000)
Vocational Training, Alternative Educational Systems, Educational Institutions, Specialized Educational Services, Educational Facilities

Electrical Systems, Lighting, Components and Accessories and Supplies (39000000)
Lamps and Light bulbs and lamp components, Lighting fixtures and Accessories, electrical Equipment and components and Supplies, electrical Wire Management Devices and Accessories and Supplies

Electronic Components and Supplies (32000000)
Printed Circuits and Integrated Circuits and Microassemblies, Discrete Semiconductor Devices, Passive Discrete Components, Electronic Hardware and Component Parts and Accessories, Electron Tube Devices and Accessories, Automation Control Devices and Components and Accessories

Engineering and Research and Technology Based Services (81000000)
Professional Engineering Services, Computer Services, Economics, Statistics, Manufacturing Technologies, Earth Science Services, Information Technology Service Delivery

Environmental Services (77000000)
Environmental Management, Environmental protection, Pollution Tracking and monitoring and Rehabilitation, Pollutants Tracking, Monitoring and Rehabilitation Services

Farming, Fishing, Forestry, Wildlife Machinery and Accessories (70000000)
Agricultural and forestry and landscape Machinery and Equipment, Fishing and Aquaculture Equipment

Farming, Fishing, Forestry and Wildlife Contracting Services (21900000)

Financial and Insurance Services (84000000)
Development Finance, Accounting and Auditing, Banking and Investment, Insurance and Retirement Services, Credit Agencies

Food Beverage and Tobacco Products (50000000)
Nuts and Seeds, Meat and Poultry Products, Seafood, Dairy Products and Eggs, Edible Oils and Fats, Chocolate and Sugars and Sweeteners and Confectionary Products, Seasonings and preservatives, Bread and Bakery Products, Prepared and Preserved Foods, Beverages, tobacco
and Smoking Products and Substitutes, Cereal and Pulse products, Fresh Fruits, organic Fresh Fruits, Dried Fruit

**Fuels, Fuel Additives, Lubricants, Anti Corrosive Materials** (15000000)
Fuels, Gaseous Fuels and Additives, Lubricants and Oils and Greases and Anti Corrosives, Fuel for Nuclear Reactors

**Furniture and Furnishings** (56000000)
Accommodation Furniture, Commercial and Industrial Furniture, Classroom, Instructional, Institutional Furniture and Fixtures, merchandising Furniture and Accessories

**Healthcare Services** (85000000)
Comprehensive Health Services, Disease Prevention and Control, Medical Practice, Medical Science Research and Experimentation, Alternative and Holistic Medicine, Food and Nutrition Services, Medical Surgical Equipment Maintenance, Refurbishment and Repair Service

**Industrial Cleaning Services** (76000000)
Decontamination Services, Cleaning and janitorial Services, Refuse Disposal and Treatment, Toxic and hazardous Waste Cleanup

**Industrial Manufacturing, Processing Machinery and Accessories** (23000000)

**Industrial Production and Manufacturing Services** (73000000)
Plastic and Chemical Industries, Wood and paper Industries, Metal and Mineral Industries, Food and Beverage Industries, Fibers and Textiles and Fabric Industries, Manufacturing Support Services, Machinery and Transport Equipment Manufacture, Manufacture of Electrical Goods and Precision Instruments, Machining and Processing Services

**Information Technology Broadcasting and Telecommunications** (43000000)
Communications Devices and Accessories, Components for Information Technology, Broadcasting, Telecommunication, Computer Equipment and Accessories, Data Voice, multimedia Network Equipment, or Platforms and Accessories, Software

**Laboratory and Measuring and Observing and Testing Equipment** (41000000)
Laboratory and Scientific Equipment, Measuring and Observing and Testing Instruments, Laboratory Supplies and Fixtures
**Live Plant and Animal Material and Accessories and Supplies (10000000)**
Live Animals, Domestic Animal Feed, Animal Containment and Habitats, Saddlery and Harness Goods, Seeds and Bulbs and Seedlings and Cuttings, Floriculture and Silviculture Products, Fertilizers and Plant Nutrients and Herbicides, and Pest Control Products

**Management and Business Professionals and Administrative Services (80000000)**
Management Advisory Services, Human Resources Services, Legal Services, Real Estate Services, Marketing and distribution, Trade Policy and Services, Business Administration Services

**Manufacturing Components and Supplies (31000000)**
Castings, Extrusions, Machined Castings, Forgings, Moldings, Rope and Chain and Cable and Wire and Strap, hardware, Bearings and Bushings and Wheels and Gears, Gaskets and Seals, Grinding and polishing and Smoothing materials, Adhesives and Sealants, paints and printers and finishes, Dyeing and Tanning Extracts, Machined Raw Stock, Industrial Optics

**Material Handling, Conditioning, Storage Machinery, Accessories and Supplies (24000000)**
Material Handling Machinery and Equipment, Containers and Storage, Packaging Materials, Industrial Refrigeration, Packing Supplies

**Medical Equipment and Accessories and Supplies (42000000)**
Veterinary Equipment and Supplies, Medical Apparel and Textiles, Patient Care and Treatment Products and Supplies, Dental Equipment and Supplies, Dialysis Equipment and Supplies, Emergency and Field Medical Services products, Patient Exam and Monitoring Products, Medical Facility Products, Medical diagnostic Imaging and Nuclear Medicine Products, Independent Living Aids for the Physically Challenged, Intravenous and Arterial Administration Products, Clinical Nutrition, Orthopedic and prosthetic and Sports Medicine products, Physical and Occupational Therapy and Rehabilitation Products, Postmortem and mortuary Equipment and Supplies

**Mineral and Textile and Inedible Plant and Animal Materials (11000000)**
Minerals and Ores and metals, Earth and Stone, Non Edible Plant and forestry Products, Non Edible Animal Products, Scrap and Waste Materials, Fabrics and Threads and Yarns, Fiber materials, Alloys, Metal Oxide, Metal Waste and Scrap

**Mining and Oil and Gas Services (71000000)**
Mining Services, oil and Gas Exploration Services, Well Drilling and Construction Services, Oil and Gas Extraction and Production Enhancement Services, Oil and Gas Restoration and Reclamation Services, Oil and Gas Data Management and Processing Services, Oil and Gas Well Project Management Services

**Mining and Well Drilling Machinery and Accessories (20000000)**
Mining and Quarrying Machinery and Equipment, Well Drilling and Operation Equipment, Oil and Gas Drilling and Exploration Equipment, Oil and Gas Drilling and Operation Materials, Oil and Gas Operating and Production Equipment
Music Instruments, Games, Toys, Arts, Crafts, Educational Equipment, Materials, Accessories and Supplies (60000000)
Developmental, Professional Teaching Aids, Materials, Accessories and Supplies, Classroom Decoratives and Supplies, Arts and Crafts Equipment and Accessories and supplies, Musical Instruments and Parts and Accessories, Toys and Games

National Defense, Public Order, Security, Safety Services (92000000)
Public order and Safety, Military Services and national Defense, Security and Personal Safety

Office Equipment and Accessories and Supplies (44000000)
Office Machines and Their Supplies and Accessories, Office and Desk Accessories, Office Supplies

Organizations and Clubs (94000000)
Work Related Organizations, Religious Organizations, Clubs, Civic organizations and Associations and Movements

Paper Materials and Products (14000000)
Paper Materials, Paper Products, Industrial Use Papers

Personal and Domestic Services (91000000)
Personal Appearance, Domestic and personal Assistance

Politics and Civic Affairs Services (93000000)
Political Systems and Institutions, Socio Political Conditions, International Relations, Humanitarian Aid and Relief, community and Social Services, Public Administration and Finance Services, Taxation, Trade policy and Regulation

Power Generation and Distribution Machinery and Accessories (26000000)
Power Sources, Batteries and Generators and Kinetic power Transmission, Electrical Wire and Cable and Harness, Power Generation, Atomic and Nuclear Energy Machinery and Equipment

Printing, Photographic, Audio, Visual Equipment and Supplies (45000000)
Printing and Publishing Equipment, Audio and visual Presentation and Composing Equipment, Photographic or Filming or Video Equipment, Photographic and Recording Media, Photographic Filmmaking Supplies

Public Utilities and Public Sector Related Services (83000000)
Utilities, Telecommunications Media Services, Information Services

Published Products (55000000)
Printed Media, Electronic Reference Material, Signage and Accessories

Resin, Rosin, Rubber, Foam, Films, Elastomeric Materials (13000000)
Rubber and Elastomers, Resins and Rosins and Other Resin Derived Materials
Service Industry Machinery and Equipment and Supplies (48000000)
Institutional Food Services Equipment, Vending Machines, Gambling or Wagering Equipment

Sports and Recreational Equipment, Supplies, and Accessories (49000000)

Structures, Building, Construction, Manufacturing Components and Supplies (30000000)

Timepieces and Jewelry and Gemstone Products (54000000)
Jewelry, Timepieces, Gemstones

Tools and General Machinery (27000000)
Hand Tools, Hydraulic Machinery and Equipment, Pneumatic Machinery and Equipment, Automotive Specialty Tools

Transportation and Storage and Mail Services (78000000)
Mail and Cargo Transport, Passenger Transport, Material Packing and handling, Storage, Transport Operations, Transportation Repair or Maintenance Services

Travel and Food and Lodging and entertainment Services (90000000)
Restaurants and Catering, Hotels and Lodging and Meeting Facilities, Travel Facilitation, Performing Arts, Commercial Sports, Entertainment Services
MEMORANDUM V14-01

TO: All Registered LaPAC Vendors
FROM: Sandra G. Gillen, Director of State Purchasing
DATE: March 6, 2014
RE: Vendor Enrollment in LaGov

This memorandum is to inform all registered LaPAC vendors of the requirement to enroll in the LaGOV Vendor Registration portal to remain a registered vendor with the State.

Beginning April 1, 2014, vendors that were enrolled in LaPAC prior to November 2010 will be purged from the LaPAC vendor enrollment and will no longer receive email notifications. If you have not already registered in LaGOV, you must now enroll in order to continue to receive email notifications of posted solicitations. For vendor registration, the state has converted from the NIGP commodity codes to the UNSPSC commodity codes; therefore, you must register using the UNSPSC codes. Helpful links:

Registration
http://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg
Registration help scripts
UNSPSC commodity search tool
http://wwwprdl.doa.louisiana.gov/OSP/LaPAC/vendor/commoditySearch.cfm

We hope that you will remain a vendor with the State. If you need assistance with vendor enrollment, please call (225) 342-8049 or 342-6349 or send an email to VENDR_INQ@LA.GOV.