

COVID-19 Vendor Guidance and Resources Q&A

Q: If you are registered for the procurement bulletin, but not in IPG, will you still see bids come out?

A: Yes, you will still see the solicitations in the procurement bulletin, but you will not be able to submit a response unless you are registered and active with the [Illinois Procurement Gateway](#) (IPG).

Q: Why did some of my NIGP codes drop from BEP certification after renewal?

A: NIGP codes may drop from your certification if your company has not provided a history of experience in those particular areas. Also, depending on your certification application, some of the commodity codes will drop off if you change your host agency and renew with a different host agency.

Q: How do I correct / update my NIGP codes in CMS?

A: If you are currently certified with BEP, you can submit an “expansion request” via the portal and provide history that you have done the specific commodity code(s). If your certification is based on a Recognition, you need to contact your host agency to update the commodity codes.

Q: How can I still offer essential PPE goods to the university while waiting for NIGP codes to be updated in CMS?

A: Although you may not have the NIGP codes, this will not preclude UIC Purchasing from purchasing from you. Please email information about your offerings to UIC Purchasing at uicpurchasing@uillinois.edu.

Q: Once BEP certified, do you receive a letter, certificate or just email? Email is all I received.

A: BEP only issues approval letters via the portal and all communication is done via the portal including, approval letters, which can be pulled from the system.

Q: My firm is due for BEP certification renewal this year. Will BEP perform a site visit given the Pandemic?

A: We are still conducting site visits to our vendors using different platforms of communication such as WebEx, Zoom and Teams.