- All lines are muted
- Please do not use video
- Use chat to ask questions
- Will be posting the recording at this link https://www.paturnpike.com/business/ptcvendorportal.aspx

PENNSYLVANIA TURNPIKE COMMISSION
Vendor Portal Training
Part 1

Welcome

Good to Have You!

- Welcome to the first of two training sessions (9/9 and 9/11 10:00 – 11:30 AM EST)
- Go-Live September 21, 2020
- Introductions

Agenda

- Vendor Registration and Vendor Data Management
- Purchase Order Acknowledgments and Shipping Notices
- Electronic Bidding
- Chatbots
- Diversity Spend Reporting (EO402 Forms)

Accessing Vendor Portal

www.ptcvendorportal.com
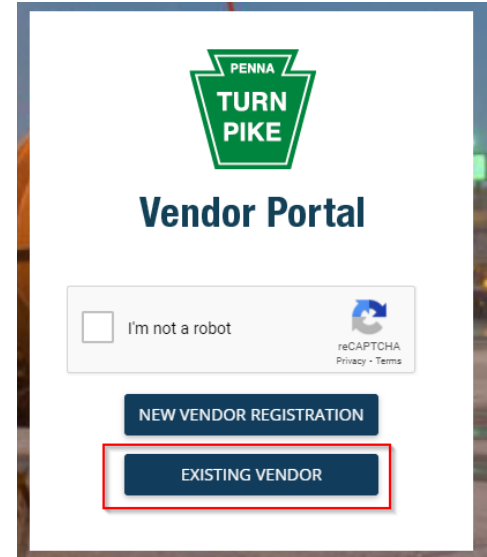
www.paturnpike.com/business/ptcvendorportal.aspx

Existing Vendors

- Go to registration and choose Existing Vendor Link

New Vendors

- Go to registration and choose New Vendor Link

https://supplier.ptc.supplierportal.io/category-/vendor-registration/

Vendor Registration & Data Management

Vendor registration and account management

- Address changes
- Contacts Changes
- Product Category changes
- Diverse Business Classification changes
- W9 submissions
- ACH request

https://supplier.ptc.supplierportal.io/category-/vendor-registration/

PO Acknowledgment & Shipping Notices

Order Acknowledgement and Shipment Notifications

- Acknowledge Purchase Orders electronically
  - Handle any deviations collaboratively
- Submit ASN (Advance Shipping Notice)

https://supplier.ptc.supplierportal.io/category-/logistics/

Electronic Bidding

RFx (RFP, RFQ, RFI)

- View RFxs
- Submit bids electronically

https://www.paturnpike.com/business/ptcvendorportal.aspx

https://supplier.ptc.supplierportal.io/category-/bidding/

Chatbots

Chatbot

- Get help quickly
- Chat with a support agent during business hours

https://supplier.ptc.supplierportal.io/category-/chatbots/

Contracts and Diversity Spend Reporting

Contracts

- View Contracts
- Submit EO 402 Forms electronically
    - EO 402 R (Construction Contracts)
    - EO 402 PS (Professional Services)

https://supplier.ptc.supplierportal.io/category-/diverse-business-reporting-eo-402r-and-eo-402-ps/

Planned Go-Live

September 21, 2020

Closing

Presentation to be posted in the link

https://www.paturnpike.com/business/ptcvendorportal.aspx

Next session 9/11/2020 10:00 – 11:30 AM EST

- ▫ Invoicing submissions and Payment processing

Thank you