

How to use OMNIA Partners
Cooperative Purchasing Contracts

Am I a member with OMNIA?

As a member, you will be assigned a six digit Member ID which should be used when placing orders with suppliers. If you do not know this number or are unsure, reach out to OMNIA and we can assist you.

Go to <u>www.omniapartners.com</u>; Click on "Partner with Us", then click on "Contact Us" and email, call or reach out to your local representative

Contact us today and we are happy to answer any questions you may have.		Call Us: (866) 875-3299		
First Name* Last Name* Email*		Learn more about our Public Sector Team.		
		DOWNLOAD TERRITORY MAPS	Find your local representative	
Job Title*	Industry*			
Organization Name*	Postal Code*			
How can we help?*				
applicable law, you represent tha	nd/or any other personal information, as defined under at you have the authority to provide such information and ng to OMNIA Partners' use of your information as provided ir tice.	1		
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Am I a member with OMNIA?

If you are not sure whether or not your institution is a member of OMNIA......



Go to <u>www.omniapartners.com</u> and click "Partner with Us", click on "Membership" and Register with this form.

Gain Unparalleled Purchasing Power and Access







National IPA and U.S. Communities are now part of OMNIA Partners - the nation's largest and most experienced cooperative purchasing organization for the public sector. This combination of strength and partnership produces results that will help optimize your organization.

Register now and gain access to all our competitively solicited and publicly awarded cooperative contracts.

It's quick, easy and completely free

*If you are a supplier/vendor and are interested in OMNIA Partners, Public Sector click HERE

Agency Information				
Agency Name*	Agency Type *		Agency Department	
	Please Select One	~	Please Select One	~
Agency Address *	Agency City *		Agency State*	
			Please Select	~
Zip Code*	Phone Number*		Federal Tax ID	
			XX-XXXXXXX	
Website URL *				
Personal Information				
First Name*	Last Name *		Title *	

Selecting a Supplier with OMNIA Partners

Once a need has been identified by a member, there are several ways to find a source to meet the requirements:

Start at <u>www.omniapartners.com</u> website



Search under "Industries" (Higher Education) or "Solutions" (Contract Offerings)

Our **Solutions**



Selecting a Supplier with OMNIA Partners

Once a need has been identified by a member, there are several ways to find a source to meet the requirements:

Contract Portfolio

Better pricing, a better process, and the best solutions. Please select your industry type and then search for leading national supplier contracts by keyword, supplier name, or by category.



Selecting a Supplier with OMNIA Partners

When viewing a supplier microsite, all relevant documents should be available to review:

Maintenance, Repair & Operations (MRO) Supplies & Equipment

Region 4 ESC - TX

Contract Number: R192001

Initial Term: April 1, 2020 through March 31, 2023

Renewal Options: Option to renew for two (2) additional one-year periods through March 31, 2025 RENEWED THROUGH March 31, 2025

- Contract terms are noted throughout the supplier microsite
- When issuing a purchase order always reference the contract #

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Award Letter
- Contract Renewal 1
- Contract Renewal 2
- Contract Update 1
- Contract Update 2
- Contract Update 3
- Contract Update 4
- Contract Update 5
- Contract Update 6

Response Evaluation

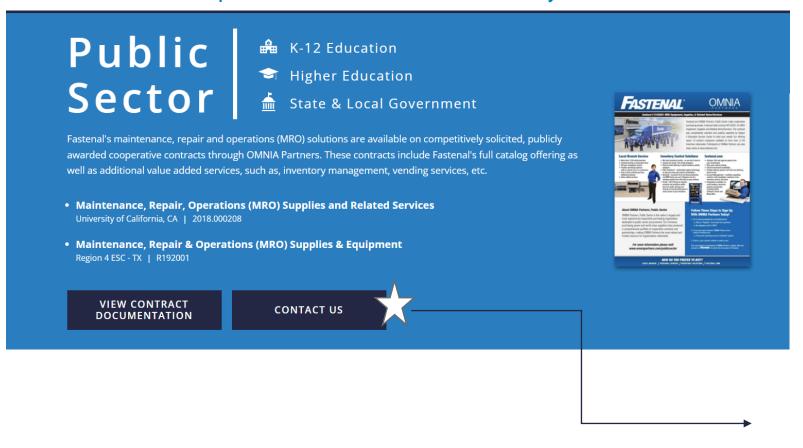
- Supplier Response to RFP
- Evaluation Summary

Solicitation Process

All relevant documents are public facing and available to members.

Supplier Questions

If additional information is needed, reach out to the supplier directly or contact your Regional Manager at OMNIA who will find the point of contact that can assist you.



Request Additional Information About Fastenal

rst Name*	Last Name*
mail*	Phone Number*
ob Title*	Organization Name*
ndustry*	
Please Select	~
state/Province*	Postal Code*
Please Select ~	
Questions or Comments*	

By providing email address(es) and/or any other personal information, as defined under applicable law, you represent that you have the authority to provide such information and acknowledge that you are agreeing to

Order Placement

Orders should be sent to the supplier **NOT** to OMNIA Partners.



- Confirm with supplier how to submit a purchase order or the use a P-Card.
- A supplier may need to be set up in your institutions procurement system.
- A separate purchasing agreement may be necessary with a supplier.
- Always be sure to reference the supplier OMNIA contract number to ensure accurate pricing and to qualify for any supplier rebates.
- Reference your OMNIA member number a 6-digit number that identifies your department and location.
- Always refer to your institutions procurement policies.

Questions?

Please reach out to your OMNIA Regional Manager for Higher Education



Maxine Gordon-Williams

Cell: 202-420-8506

Maxine.Gordon-Williams@omniapartners.com