

Commodity Code Navigation in PeopleSoft

Use this query to generate a list of vendors for a specific commodity code

First, you will need to locate the specific commodity code by visiting our web site at <http://web.uri.edu/purchasing/> click on the [Commodity Code Listing](#). The commodities are in alphabetical order by commodity code title. For example, if you are looking for a laser printer, scroll down to the commodity code title of **Computer Hardware and Peripherals for Microcomputers** and locate the specific commodity code for **Printers, Laser**. Please make a note of the commodity code, i.e.: 204-77. This code is required to generate the query in PeopleSoft.

1. In PeopleSoft go to **Reporting Tools> Query> Query Viewer**.

In the search field “begins with” type **U_FPO_VNDR_REFERENCE_LIST**

THE UNIVERSITY OF RHODE ISLAND e-Campus

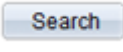
Favorites Main Menu > Reporting Tools > Query > Query Viewer

Query Viewer

Enter any information you have and click Search. Leave fields blank for a list of all values.

*Search By: Query Name begins with U_FPO_VNDR_REFERENCE_LIST

Search Advanced Search

Click 

Search Results screen opens:

Search Results

*Folder View: -- All Folders --

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to XML	Schedule	Add to Favorites
U_FPO_VNDR_REFERENCE_LIST	Vendor SIC Codes	Public		HTML	Excel	XML	Schedule	Favorite

Click the HTML link 

U_FPO_VNDR_REFERENCE_LIST - Vendor SIC Codes

SIC Code 1:

SIC Code 2:

SIC Code 3:

SIC Code 4:

SIC Code 5:

Name	Email ID	Vendor	ID Num	Type	Address 1	Address 2	City	St	Postal	Fax Phone
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2. In the 'SIC Code 1:' type the commodity code and click . Example: 204-77. Departments may choose three or more vendors from this list to solicit quotes. However, whenever possible one of the three quotes must be obtained from a certified Minority or Woman-Owned Business Enterprise (MBE/WBE) if one is available.

U_FPO_VNDR_REFERENCE_LIST - Vendor SIC Codes

SIC Code 1:

SIC Code 2:

SIC Code 3:

SIC Code 4:

SIC Code 5:

Download results in: [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (11 kb)

View All First Last

	Name	Email ID	Vendor	ID Num	Type	Address 1	Address 2	City	St	Postal	Fax Phone
1	Advanced Business Machines Inc	mblair@teamadvanced.com	0000020028	050383988		11 Powder Hill Rd		Lincoln	RI	02865	401-232-9000
2	Business Systems of NE	bsne@Bsne.Net	0000034617	050500455		81 Broad St		Cumberland	RI	02864	
3	CTS Services Inc	mcarlow@ctsservices.com	0000009695	043068502		260 Maple St		Bellingham	MA	02019	508-866-9734
4	Corporate Education Government Computers	cegcomputers@cox.net	0000036878	743083417		CEG Computers	1575 Apache Dr, Ste A	Chula Vista	CA	91910	
5	General Technology Corp	ssullivan@computopia.com	0000001481	050393083		Computopia	#A6-205 Hallene Rd	Warwick	RI	02886	401-732-5518
6	Global Gov/Education Solutions Inc	contracts@help.globalgov.ed.com	0000020652	200272419		6990 US Route 36 East		Fletcher	OH	45326	
7	Higgins Office Products Inc	gjohnson@higgins3.com	0000002912	010263813	MNR	Higgins Corporation	25 Dalton St.	Rumford	RI	02916	207-767-5268
8	Ikon Office Solutions Inc	bbradley@ikon.com	0000003061	230334400		148 W River St. Ste 6		Providence	RI	02904	401-274-5467
9	Live Free Pc Corporation	sales@livefreepc.com	0000037873	208705174		111 Coburn Av. Unit 20		Nashua	NH	03063	
10	Ma Laboratories	madeline.cera@malabs.com	0000039244	930989650		Ma Labs	2075 N Capitol Ave	San Jose	CA	95132	
11	Manco Holdings LLC	sidn@cartridgeworldri.com	0000024935	202854861		Cartridge World South Kingstown	50 South County Commons Way, Ste E2	S Kingstown	RI	02879	401-381-0058
12	Northeast Laser Images Of NE	kjohnson@northeastlaserimage.com	0000004730	050467217		3 Central Street		Providence	RI	02907	401-431-2142
13	PC Mall Gov Inc	SALES@PCMALLGOV.COM	0000005002	330964088		7421 GATEWAY COURT		MANASSAS	VA	20109	310-630-6457
14	Shanix Inc	mustapha@shanix.com	0000005938	050399282		40 Worthington Rd		Cranston	RI	02920-7940	401-941-4333
15	South County Computers	aanne@southcountycomputers.com	0000039083	264577330		141 Asqah Dr		North Kingstown	RI	02852	
16	Tiger Direct Inc	dennis.winkowski@tigerdirect.com	0000006583	592830635		7795 W Flagler St - Ste 35		Miami	FL	33144	919-790-6111
17	Wonderware Inc	4core@corebt.com	0000007246	050427143		CORE Business Technologies	2224 Pawtucket Ave	E Providence	RI	02914-1784	401-434-2227

Both MBE and WBE firms are identified on the above query with the code "MNR" under the column entitled 'Type'.

3. Additional MBE/WBE's can be found at the RI Minority Enterprise website at www.mbe.ri.gov, click directory search to search by company name or product/service. Please note that these queries should be generated as needed because vendors are added, deleted and changed as required.

