

Need Assistance?



Follow these steps to submit an issue to the IOT GMIS team.

Step 1 [Navigate to the Supplier Portal Login Page.](#)

IN.gov Supplier Public Home Page

Sign In

Welcome to the Supplier Portal

Thank you for your interest in doing business with us!

Register Bidders

Bidding Opportunities

03 Opportunities

Events Calendar

0 Calendar Events

Announcements

0 Announcements

FAQs | Contact Us

Get helpful info here.

Public Contracts Search

Buy Indiana Search

Certified MW/VOSB Search

Report An Issue

Step 2 Click Report an Issue

The screenshot displays the 'Supplier Public Home Page' on the IN.gov website. The page features a grid of navigation tiles. The 'Report An Issue' tile, located in the bottom right corner, is highlighted with a thick orange border and a large orange arrow pointing to it from the right. The other tiles include: 'Sign In' with a login icon; 'Welcome to the Supplier Portal' with a building icon and a thank-you message; 'Register Bidders' with an icon of two people; 'Bidding Opportunities' showing 03 opportunities; 'Events Calendar' showing 0 events; 'Announcements' showing 0 announcements; 'FAQs | Contact Us' with a helpdesk icon; 'Public Contracts Search' with a document icon; 'Buy Indiana Search' with the 'Buy Indiana' logo; and 'Certified MW/WOSB Search' with a magnifying glass icon. The background of the page shows a building with a green roof and trees with autumn foliage.

Step 3

Complete the required fields marked with an asterisk *
If you don't know your Bidder ID, enter UNKNOWN.

Report An Issue

Instructions

We will automatically send you a copy of the issue you submit. To copy additional people on this issue, a valid email address must be entered below. Please separate multiple email addresses with a semicolon(;).

*Your Name or Company Name

*Your eMail address

*Your User ID or Bidder ID

CC

Subject

Date Requested

01/15/2020



Wednesday

Importance

Medium



Date Required

01/17/2020



Friday

Phone

Ext

Business Unit

Voucher ID, Journal ID, PO ID, Req ID, etc.

Document ID

Application

FINANCIALS

Module

Describe your problem



Attach file containing screen shots and details of the issue.



Submit

Step 4

Attach a file containing a screen shot if an error message has been received.

[← Supplier Public Home Page](#)

[Report An Issue](#)

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Voucher ID, Journal ID, PO ID, Req ID, etc.

Document ID

Application FINANCIALS

Module

*Describe your problem

Attach file containing screen shots and details of the issue:

Submit

Step 5

Click Submit.

You should receive an confirmation email letting you know the issue has been received.

[Supplier Public Home Page](#)

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