



Vendor Management with the NIGP Code

If your agency is looking for a better way to manage vendors, then the NIGP Commodity Code may be the solution. From our years of experience helping the public sector, Periscope has developed a **Vendor Management Help Guide** including Best Practices and success stories.

Periscope also offers a number of procurement related services, including vendor registration support. We'll assist you in contacting vendors, having them notify you of all the products they sell and assigning those products NIGP Codes. The NIGP Code, which was developed by the **National Institute of Governmental Purchasing (NIGP)** and is maintained by Periscope, is a hierarchical numbering system that, in conjunction with your procurement software, allows you to:

- **Register** vendors in a meaningful way, assigning them Codes associated with the products they offer
- **Source** purchases more easily, by knowing *who* offers *what*
- **Report** exactly what you're buying, how much, and from whom

Vendor Name	NIGP Codes for Products Offered	NIGP Descriptions
Copier Warehouse	600-44	Copier Vending Machines, Accessories and Supplies
	600-47	Copy Machine Add-On Accessories
Clean Sweep Janitors	910-39	Janitorial/Custodial Services
	934-39	Janitorial Equipment Maintenance and Repair
Gigabyte Computers	204-53	Microcomputers, Desktop or Towerbased
	204-54	Microcomputers, Handheld, Laptop, and Notebook

The NIGP Code allows you to match vendors with exactly what they sell.

Since 1983, the Code has become the most widely used commodity/services code in the public sector and virtually all of our 1,400 licensed Code users utilize it for vendor management. To find out more, email us at info@nigp.com or call 1-800-757-6064. We'd love to help you improve your operations and save money, and we look forward to hearing from you.

Don't forget to ask about our free introductory Webinar on the Code and our 14-day free trial to check it out.