Viewing Items on VWR International's (Avantor) Punchout/Website

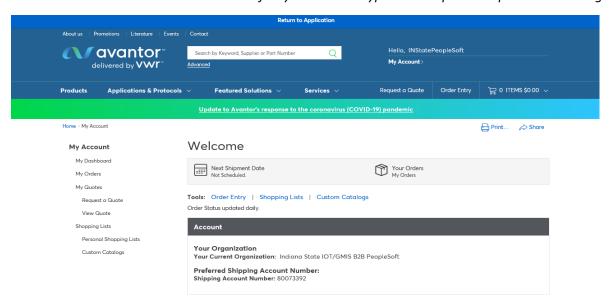
QPA #51137

Awarded Categories

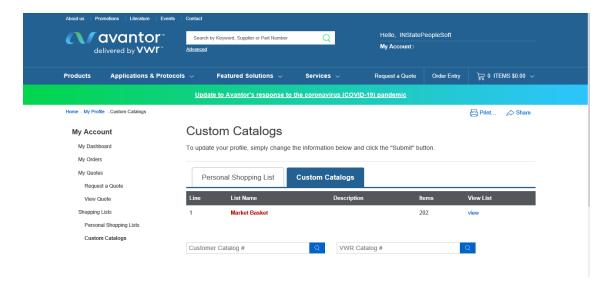
Lab Consumables	Lab Instruments & Utensils
Biologicals	Labware Supplies
Microbiology & Molecular Biology Supplies	Lab Filtration Supplies
Lab Equipment	Safety Equipment & Clothing
Furniture & Storage Supplies	Testing Equipment & Particle Sizing Supplies
Chromatography Supplies	Sample Collection & Shipping Supplies
Lab Chemicals	Microscopes & Accessories (No Market Basket)
Lab Diagnostics Supplies	

All Market Basket items will be highlighted in **red** throughout the vendors punchout site. After clicking on the hyperlink to open their punchout catalog, click on the "Custom Catalogs" hyperlink and the "Market Basket" hyperlink to view the available Market Basket items (see screenshots #1-3 below). Items in the Market Basket catalog are the best value priced items and should always be considered before selecting other products.

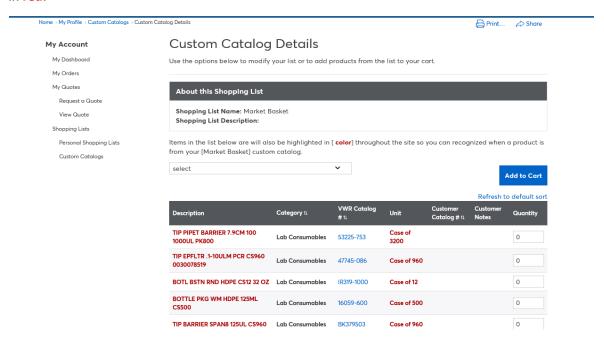
Screenshot #1 – Here's what it looks like after you click the hyperlink to open their punchout catalog.



Screenshot #2 – After clicking the Custom Catalogs hyperlink, you should see the Market Basket hyperlink in **red**.



Screenshot #3 – After clicking the Market Basket hyperlink, the list of Market Basket items will be shown in **red**.



Anything that is in the Custom Catalog is a part of the QPA and should be purchased from VWR International. If you would like to purchase one of these items from a different supplier (non-QPA supplier), you will need to submit an exception request to the IDOA Vendor Manager, Stephanie Nelson@ SteNelson@idoa.in.gov.

Exception Requests

An exception request must include the DPAP Solicitation Summary Form and copies of four quotes – one from VWR International, one from Neta Scientific, and two from outside Bidders (including the preferred supplier).

Restricted or Blocked items should NOT be purchased through the VWR International QPA. These items most likely appear on a different QPA from which they should be purchased. If you want to buy a restricted or blocked item from VWR International, you will need to request an exception from the Vendor Manager, Stephanie Nelson @ SteNelson@idoa.in.gov, and when approved may do a special PO (not tied to a QPA) in order to purchase the item from VWR International.

** As you view the punchout, if you find any discrepancies in the items showing as Market Basket, catalog, or non-catalog, please report them immediately to Vendor Manager, Stephanie Nelson @ SteNelson@idoa.in.gov.

Frequently Asked Questions

If I find an item on the punchout, doesn't that mean it is "on QPA?"

Not necessarily. The vast majority of items that are not appropriate to purchase through the
QPA have been restricted, but due to technical limitations, occasionally items will not be
restricted even though they are not within the scope of the QPA. Please be mindful of what
types of items are and are not laboratory supplies and contact the Vendor Manager, Stephanie
Nelson at SteNelson@idoa.in.gov with any questions.

Can VWR International provide quotes for items not considered to be part of the QPA as part of a solicitation?

• Yes, VWR International may be included in a solicitation like any other Bidder for items not covered by the QPA. If VWR International is the awarded Supplier, the items must be entered as Special Request requisition rather than through the punchout and require IDOA approval.

An item shows as restricted. What do I do?

First assess whether the item is truly a laboratory supply by referencing the "Awarded Categories" listed above and on the QPA document. If you believe that it does warrant purchase through the QPA, please contact Vendor Manager, Stephanie Nelson @
 SteNelson@idoa.in.gov to explain the need and to request an exception to purchase the item.

How do I process a return?

• Please contact VWR International customer service at 800-932-500 to initiate your return.