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#### How to Access the SRM MDM Internal Catalog

One of the fastest and easiest ways to order items on Statewide Contracts is through the SRM MDM Internal Catalog. The Catalog is accessed from the Shopping Cart or Purchase Order Item Overview utilizing the 'Add Line' drop down menu and selecting the SRM MDM Internal Catalog. This opens the SRM MDM Internal Catalog for searching and shopping for items using a number of different methods and criteria.

▼ Item Ove	erview				
Details	Add Line 🖌	Add Subline	<b>→</b>	Cut Co	ру
Line N	As New Lin	e		Product ID	De
•	Add Item fro	om SC			
-	Dell Comput	ers and Acce	essories		
	Fastenal To	ols, Harware			
•	Fisher Labo	ratory Supplie	es		
•	Grainger To	Grainger Tools, Hardware			
•	MSC Tools,				
•	SRM MDM In				
	VWR Labor	atory Supplie	s		-
-		U			
•		0			
•		0			
•		0			

#### **SRM MDM Internal Catalog Search Tips**

This document will show some easy search methods to quickly find items in the SRM MDM Internal Catalog.

Please Note: This document focuses on the SRM MDM Internal Catalog items only. Other methods for searching through Agency Term and other non-Statewide Contracts are not covered in this document.

After selecting the SRM MDM Internal Catalog from the 'Add Line' drop down menu in the Shopping Cart or Purchase Order, the screen displays the SRM MDM Catalog Search page as shown below:

Procurement Catalog Home Search Criteria Shopping Lists	<u>Ve</u>	rsion Info
Home Search Criteria Shopping Lists	See	
	See Hampin Cost 0	
	The Items in Cart 0	
Keyword: Advanced Search	Subtotal: 0.00	
liararahu	Thumber	
<ul> <li>[Ail]</li> <li>[None] (5510)</li> <li>1000000 Live Plant and Animal Material and Accessories and Supplies (19)</li> <li>11000000 Mineral and Textile and Inedible Plant and Animal Materials (11)</li> <li>12000000 Chemicals including Bio Chemicals and Gas Materials (41)</li> <li>14000000 Paper Materials and Products (85)</li> <li>15000000 Fuels and Fuel Additives and Lubricants and Anti corrosive Materials (4)</li> <li>20000000 Farining and Vell Drilling Machinery and Accessories (26)</li> <li>21000000 Faming and Fishing and Forestry and Wildlife Machinery and Accessories (4)</li> <li>24000000 Faming and Fishing and Forestry and Wildlife Machinery and Accessories (4)</li> <li>24000000 Commercial and Military and Private Vehicles and their Accessories and Comp</li> <li>26000000 Commercial and Military and Private Vehicles and their Accessories (563)</li> <li>270000000 Tools and General Machinery (104)</li> <li>30000000 Structures and Building and Construction and Manufacturing Components and</li> <li>31000000 Manufacturing Components and Supplies (99)</li> <li>30000000 Electrical Systems and Lighting and Components and Accessories and Suppli</li> <li>40000000 Distribution and Conditioning Systems and Equipment and Components (100)</li> <li>420000000 Medical Equipment and Accessories and Supplies (102)</li> <li>43000000 Information Technology Broadcasting and Telecommunications (4308)</li> <li>44000000 Office Equipment and Accessories and Supplies (3898)</li> <li>46000000 Defense and Law Enforcement and Security and Safety Equipment and Supplies (393</li> </ul>	[AII]       EUEL.STORAGE TANKS. EM         3RD PARTY FINANCE & STATE OF LA-91930 (1)       FURNITURE, MODULAR OFFI         980 TELEPHONE SERVICE -91894 (2)       FURNITURE, MODULAR OFFI         AGRIE OPMT - ALANO BN - 92404 (4)       FURNITURE, OFFICE, MID-RA         AIR CONDITIONERS, WINDOW - 90454 (29)       FURNITURE, FOLDING CHARE         AIR MAL CAGES - 92629 (20)       GASES, AREA 2 INDUSTRIAL         APC BN NETWORKING - 92608 (6)       GENERATOR-EMERGENCY         AUDIO LOGGING HIGHER GROUND BN - 92459 (165)       GRASSHOPPER 12471 (326         AUTO GLASS REPLACE TROOP AGE- 92340 (15)       GRASSHOPPER 1400 (15)         AUTO GLASS REPLACE TROOP B/G- 92340 (8)       HARRIS BN PORTABLE RADI         AUTO GLASS REPLACE TROOP D/G-5 92379 (8)       HARRIS CORP BN MOBILE RADI         AUTO GLASS REPLACE TROOP D/G-5 -92340 (8)       HARRIS CORP BN MOBILE RADI         AUTO GLASS REPLACE TROOP D/G-6 - 92340 (8)       HARRIS CORP BN MOBILE RADI         AUTO GLASS REPLACE TROOP D/G-7 -92341 (8)       HARRIS CORP BN MOBILE RADI         AUTO GLASS REPLACE TROOP D/G-7 -92342 (8)       HUSTLER LAWN CARE/GOLE         AUTO GLASS REPLACE TROOP I/G-4 - 92328 (8)       ICE BAGGED, CUBED - STAT         AUTO GLASS REPLACE TROOP I/G-4 -92342 (14)       HUSTLER LAWN CARE/GOLE         AUTO GLASS REPLACE TROOP I/G-4 -92342 (14)       ICE BAGGED, CUBED - STAT         AUTO MOTIVE COMMON	R ← 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2

The search process will lead to other search pages, to return to the 'Procurement Catalog' main search page click on the word "Home". This is also useful for clearing searches and starting over.

Back to Application	
Procurement	Catalog
Home Search Criteria	Shopping Lists

To return to the SRM Shopping Cart or Purchase Order without making a selection from the SRM MDM Internal Catalog click the 'Back to Application' link located on the top left corner of the Procurement Catalog.

Ba	ack to Application
Γ	Procurement Catalog
	Home Search Criteria Shopping Lists

If items have been selected and added to the SRM MDM Catalog Shopping Cart, the following reminder will pop-up upon clicking 'Back to Application'.

Confirm Back to Application
There are items in Cart. Do you want to continue without transferring them to the relevant application?
Ok Cancel

#### **Hierarchy and T-Number Search**

From the Home page a search can be performed using the Hierarchy drill down. This will search the catalog by using the UNSPSC Product Categories and return all catalog items with the selected UNSPSC Product Category.

UNSPSC Codes (Product Categories) contain 8 digits and are broken down by 4 levels. The levels are Segment, Family, Class, and Commodity.

Segment 44000000 Office Equipment and Accessories and Supplies Family 44100000 Office machines and their supplies and accessories Class 44103100 Printer and facsimile and photocopier supplies Commodity 44103103 Toner (4<sup>th</sup> level is not often used in LaGov)

1. Drill down by clicking on the arrow to the left of the UNSPSC Code (Product Category). The number of catalog items specific to the UNSPSC Code (Product Category) is display to the right of the description. Click on any of the UNSPSC Codes (Product Categories) to access the list of catalog items containing the matching code.

Hierarchy
<ul> <li>26000000 Power Generation and Distribution Machinery and Accessories (563)</li> <li>27000000 Tools and General Machinery (104)</li> <li>30000000 Structures and Building and Construction and Manufacturing Components and</li> <li>31000000 Manufacturing Components and Supplies (99)</li> <li>39000000 Electrical Systems and Lighting and Components and Accessories and Suppli</li> <li>40000000 Distribution and Conditioning Systems and Equipment and Components (100)</li> <li>42000000 Medical Equipment and Accessories and Supplies (102)</li> <li>43000000 Information Technology Broadcasting and Telecommunications (4308)</li> <li>44100000 Office Equipment and Accessories and Supplies (3898)</li> <li>44100000 Office machines and their supplies and accessories (3690)</li> <li>44101500 Duplicating machines &lt;44100000 Office machines and their supplies and</li> <li>44101500 Duplicating machines &lt;44101500 Duplicating machines &lt;(114)</li> </ul>
44101501 Photocopiers (1231)      44101500 Paper processing machines and accessories <44100000 Office machines
<ul> <li>441010000 Printer and photocopier and facsimile accessories &lt;44100000 Office machines</li> <li>44102100 Mail machines &lt;44100000 Office machines and their supplies and access</li> <li>44102200 Scanner accessories &lt;44100000 Office machines and their supplies and access</li> <li>44103100 Printer and facsimile and photocopier supplies &lt;44100000 Office machine</li> </ul>
44120000 Office supplies (208)
<ul> <li>45000000 Printing and Photographic and Audio and Visual Equipment and Supplies (393</li> <li>46000000 Defense and Law Enforcement and Security and Safety Equipment and Supplie</li> <li>47000000 Cleaning Equipment and Supplies (265)</li> </ul>

2. The T-Number search is performed by using the T-Number of the contract(s) and returns all catalog items related to that T-Number. The T-Number list is structured to display a short description followed by the T-Number then the number of catalog items on the contract(s) associated with that T-Number. Clicking on any part of this will open a list of all catalog items containing the T-Number. Clicking the check box to the right of the T-Number will limit the Keyword search to selected T-Numbers. (See pages 6 – 8 for details on Keyword search.)

TNumber	
	EUEL, STORAGE TANKS, EMER
SRD PARTY FINANCE & STATE OF LA 91930 (1)	EURNITURE, MODULAR OFFICE
800 TELEPHONE SERVICE - 91894 (2)	FURNITURE, OFFICE, MID-RAN
AIR CONDITIONERS, WINDOW - 90454 (29)	FURNITURE, WOOD OFFICE - 9
ANIMAL CAGES - 92629 (20)	FURNITURE, FOLDING CHAIRS
APC BN NETWORKING - 92608 (6)	GASES, AREA 2 INDUSTRIAL & I
AT&T-WIRELESS DEVICES/SERVICE - 92485 (1)	GENERATOR-EMERGENCY CO
AUDIO LOGGING, HIGHER GROUND BN - 92459 (165)	GENERATORS, PORTABLE EME
AUTO GLASS REPLACE AND REPAIR - 92340 (15)	GIS SOFTWARE - 92471 (326)
AUTO GLASS REPLACE, TROOP A/G-2 - 92340 (8)	GRASSHOPPER LAWN/GOLF BI
AUTO GLASS REPLACE, TROOP B/G-1 - 90281 (8)	GRAVELY LAWN CARE/GOLF B
AUTO GLASS REPLACE, TROOP D/G-5 - 92379 (8)	HARRIS BN PORTABLE RADIO -
AUTO GLASS REPLACE, TROOP E/G-6 - 92380 (8)	HARRIS CORP BN MOBILE RAD
AUTO GLASS REPLACE, TROOP G/G-7 - 92341 (8)	HEARING AIDS AND SUPPLIES
AUTO GLASS REPLACE, TROOP I/G-4 - 92342 (8)	HOWARD BRAND NAME AV CO
AUTO GLASS REPLACE, TROOP L/G-9 - 92382 (8)	HUSTLER LAWN CARE/GOLF B
AUTOMOTIVE COMMON PARTS-2 EBR - 90322 (44)	ICE, BAGGED, CUBED - STATEV
AUTOMOTIVE COMMON PARTS-AREA 1 - 91754 (1)	ICE, BAGGED, CUBED-EMERGE
AUTOMOTIVE COMMON PARTS-AREA 3 - 91765 (41)	IES BN COMPUTER PERIPHER
AUTOMOTIVE COMMON PARTS-AREA 4 - 91759 (47)	INTRASTATE BROADBAND FAC
AUTOMOTIVE COMMON PARTS-AREA 5 - 92236 (56)	SDN VOICE/DATA TERMINAL E

## **Keyword Search**

The white box on the upper left is the "Keyword" search box. Enter the pertinent descriptive information of the desired item. This is a broad keyword search that will search the entire SRM MDM Internal Catalog.

Procurement Catalog	
Home Search Criteria Shopping Lists	
Keyword:	Search Advanced Search Browse By:  Hierarchy  TNumber

This Keyword field searches on the following MDM fields:

- Short Description (This is the 40 character description field on the Shopping Cart line in SRM)
- Long Description (This is the long text "Supplier Text" box in the Notes and Attachments tab on the Shopping Cart line in SRM)
- Supplier
- Notes
  - This field in MDM contains the following information:
  - Whether a PCard can be used for this item (outside of SRM) or not
  - Whether the contract associated with this item is available for Cooperative Procurement or not

For example: Finding liners for the office trash cans.

1. Enter "trash can liner" (without the quotes) in this field and press enter or click the "Search" button.



2. In this case the search returned 1 item.



3. There may not be enough information currently displayed in the short description to determine whether or not this is the desired catalog item. More detailed information can be accessed by clicking short description link.

Found 1 item(s)	of 23370	and showing 1	to 1			
Add to	Cart A	dd to Shopping I	List Compare Results View List	Results Per Page	20 💌 Image C	Off
Quant	Action	Catalog Ite	Short Description	Price Information	Price Base Qua	Supplier
1	Ň	781023	METAL TRASH CAN, 18 GAUGE STEEL, 25X25	131.00 USD	1 Each	310013262, PRISON ENTERPRISES
Page 1 Of 1 💌 👻						
0 items present	in the Ca	art				

4. This action will open the Item View page which includes the Long Description. Reviewing the long description reveals that this is not a Trash Can Liner.

Long Description : METAL TRASH CAN, (P.E.), 18 GAUGE STEEL. 25" X 25" HINGED LID 4 TRASH SLOTS; USES 55 GALLON CAN LINERS.PAINTED FINISH.	Long Description :	METAL TRASH CAN, (P.E.), 18 GAUGE STEEL. 25" X 25" HINGED LID 4 TRASH SLOTS; USES 55 GALLON CAN LINERS.PAINTED FINISH.	
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To leave the Item View page and return to the search click the Back to Search button located at the top and bottom left of the Item View screen.

5. Note that other information was returned on each word of the search. The screenshot below shows that there are 59 catalog items which contain the word "trash", 267 catalog items which contain the word "can", and 66 catalog items which contain the word "liner". Click on any one of these links to open the related list of items.

Keyword:	trash can liner	Search	Advanced Search	Browse By:	▶ <u>Hierarchy</u> ▶ <u>TNumber</u>	
trash(59)	can(267) X liner(66 X					

6. Clicking the red "X" will remove the word from the search. For example click the red "X" to the right of the word "can" it is removed from the original keywords, the list of catalog items is refreshed, and the results are returned for the keywords "trash" & "liner". In this example there are 51 items that contain the words "trash" **and** "liner", 59 catalog items containing the word "trash", and 66 catalog items containing the word "liner".

Keyword: trash liner	Search Advanced Search Browse By: > Hierarchy > TNumber
	Found 51 item(s) of 23370 and showing 1 to 20

#### **Refine Search**

3. To narrow the search further, use the 'Refine Search' feature to the left of the table. For this example search for 33 gallon trash liners. Type "33" in the Keyword field in the Refine Search box and click the Search button. The difference here is the search will only be performed on the items that were returned on the current search for "trash liner" as opposed to searching the entire catalog. The refine search results yield 11 items.

• •	-				
	F	ound 11 item(s	) of 2337	'0 and showing	1 to 11
Refine Search					
Search	1	Add to	Cart A	dd to Shopping I	ist Compare Results View List
		Quant	Action	Catalog Ite	Short Description
Reset Filter		□ 1	Ň	896858	12-16 GAL CAPACITY TRASH LINER 23 X 33,
Keyword 33 Search		1	Ň	896884	12-16 GAL CAPACITY TRASH LINER 24 X 33,
		□ 1	V	896886	12-16 GAL CAPACITY TRASH LINER 24 X 33,

4. The search can also be refined using the Hierarchy drill down. This will refine the search by using the UNSPSC Product Categories associated with the catalog items returned in the broad keyword search.

Hierarchy
<ul> <li>[All] </li> <li>[None] (2)</li> <li>44000000 Office Equipment and Accessorie:</li> </ul>
<ul> <li>▼</li> <li>▲</li> </ul>

5. The search can be further refined by selecting a TNumber as well. This will refine the search by using the TNumber associated with the catalog items returned in the broad keyword search.

TNumber
BAGS, CAN LINERS, POLYETHEYLENE - 907

To clear the keyword from the Refine Search click Reset Filter. The keyword is cleared and the list is returned to the broad search for "trash liner".

-	Found 51 item(s) of 23370 and showing 1 to 20					
Refine Search						
Search	Add to Cart Add to Shopping List Compare Results View List					
	Quant Action Catalog Ite Short Description					
Reset Filter	□ 1 396858 <u>12-16 GAL CAPACITY TRASH LINER 2</u>	<u>3 X 33.</u>				
Keyword	1 896884 <u>12-16 GAL CAPACITY TRASH LINER 2</u>	4 X 33,				
	1 1 896886 <u>12-16 GAL CAPACITY TRASH LINER 2</u>	4 X 33,				

## **Advanced Search in the Internal Catalog**

1. To use the Advanced Search fields in the SRM MDM Internal Catalog, click on the blue "Advanced Search" link to the right of the Keyword Search field as shown below.

Home Search Criteria Shopping Lists	
Keyword: trash liner	Search Advanced Search

2. The following fields are made available to add additional information about the desired item to further limit search results.

Supplier:	plastics	Contains -	EMR:	•			
Supplier Part Number:			Regions:		-	TNumber:	•
Contract ID:		]					

- 3. For instance, add the word "liner" in the keyword search field, click the Advanced Search button and enter the word "Plastics" in the Supplier field. This will limit all of the search results for liner to only those that are associated with a Supplier that has the word "Plastics" in their name.
- 4. Additionally, if the supplier part number is known it can be entered in the Supplier Part Number field to limit search results to only that part number.
- 5. The SRM Contract Number (44xxxxxx) can be used in the "Contract ID" field to restrict the results to catalog items on a single contract.

# **Search Results**

After entering keywords and other search criteria, search results are displayed at the bottom of the screen. Below are highlights of a few important fields and functions of the Search Results Section:

1. Any fields in the SRM MDM Internal Catalog that are underlined and shown in blue font are active links. Click these links to get to the item details.

1	Э.	896858	12-16 GAL CAPACITY TRASH LINER 23 X 33,		7.47 USD	1 Case
1	Ň	896884	12-16 GAL CAPACITY TRASH LINER 24 X 33,		16.50 USD	1 Case
1	Ň	896886	12-16 GAL CAPACITY TRASH LINER 24 X 33,		22.23 USD	1 Case
1	Ň	896907	12-16 GAL CAPACITY TRASH LINER, RECYC.	<u>.</u>	14.58 USD	1 Case
1	Ň	896852	12-16 GAL CAPACITY, CAN LINER 24 X 32, 1		21.04 USD	1 Case
1	Ň	896853	20-30 GAL CAPACITY CAN LINER 30 X 36, 25		8.53 USD	1 Case
1	بنز	896869	20-30 GAL CAPACITY TRASH LINER 30 X 36,		5.20 USD	1 Case

- 2. Scroll to the right to find the Notes field. This field is structured to list the following:
  - If the PCard can be used for this selected item (outside of SRM)
  - If the contract associated with this item is available for Cooperative Procurement
- 3. Sorting search results, when the mouse is passed over the titles of certain columns in the Search Results, the mouse will change to a pointing hand. This indicates that the field can be sorted. Click on the column title and the search results will be sorted. This is helpful when similar short descriptions or suppliers are present.
- 4. Changes to the way results are displayed can be made by using the 'Results View' feature. Click the dropdown to select between List and Thumbnail. The Thumbnail view offers the information at a glance.

#### List view:

Found 51 item(s) of 23370 and showing 1 to 20									
Add to	Cart A	dd to Shopping L	ist Compare Results View List	Results Per Page	20 💌 Image C	Off			
Quant	Action	Catalog Ite	Short Description	Price Information	Price Base Qua	Supplier	Supplier Part Number	Product Group	
	Ϋ́	896858	12-16 GAL CAPACITY TRASH LINER 23 X 33,	7.47 USD	1 Case	310013951, BERRY PLASTICS	LSCP2333XW	47121700, WASTE C	
	Ϋ́	896884	12-16 GAL CAPACITY TRASH LINER 24 X 33,	<u>16.50 USD</u>	1 Case	310013951, BERRY PLASTICS	HR243306N	47121700, WASTE C	
□ 1	λ.	896886	12-16 GAL CAPACITY TRASH LINER 24 X 33,	22.23 USD	1 Case	310013951, BERRY PLASTICS	HR243308N	47121700, WASTE C	
□ 1	λ.	896907	12-16 GAL CAPACITY TRASH LINER, RECYC	14.58 USD	1 Case	310013951, BERRY PLASTICS	LBR2432XB	47121700, WASTE C	
□ 1	ì	896869	20-30 GAL CAPACITY TRASH LINER 30 X 36,	5.20 USD	1 Case	310013951, BERRY PLASTICS	LSCP3036XW	47121700, WASTE C	
□ 1	ì	896875	33 GAL CAPACITY TRASH LINER 33 X 39, 100	14.25 USD	1 Case	310013951, BERRY PLASTICS	LSR3339X3G, 3339X3C	47121700, WASTE C	
□ 1	ì	896866	33 GAL CAPACITY TRASH LINER 33 X 39, 200	16.32 USD	1 Case	310013951, BERRY PLASTICS	LSR3339XW, LSR339XC	47121700, WASTE C	
□ 1	ì	896860	33 GAL CAPACITY TRASH LINER 33 X 39, 250	<u>16.29 USD</u>	1 Case	310013951, BERRY PLASTICS	LSR3339HB, LSR3339HC	47121700, WASTE C	
1	ì	896857	33 GAL CAPACITY TRASH LINER 33 X 39, 250	<u>12.24 USD</u>	1 Case	310013951, BERRY PLASTICS	LSR3339MB, LSR3309MC	47121700, WASTE C	
1	Ň	896864	33 GAL CAPACITY TRASH LINER 33 X 40, 100	<u>6.81 USD</u>	1 Case	310013951, BERRY PLASTICS	LSCP3340HB,3340HC	47121700, WASTE C	
□ 1	ì	896892	33 GAL CAPACITY TRASH LINER 33 X 40, 250	<u>15.65 USD</u>	1 Case	310013951, BERRY PLASTICS	HR334016N	47121700, WASTE C	
□ 1	Ъ.	896870	33 GAL CAPACITY TRASH LINER 33 X 40, 75/	6.31 USD	1 Case	310013951, BERRY PLASTICS	LSCP3340XW	47121700, WASTE C	
□ 1	ì	896908	33 GAL CAPACITY TRASH LINER, RECYCLE	20.95 USD	1 Case	310013951, BERRY PLASTICS	LBR3339X3B	47121700, WASTE C	
□ 1	ì	896867	40-45 GAL CAPACITY TRASH LINER 40 X 46,	11.72 USD	1 Case	310013951, BERRY PLASTICS	LSR4046XW, LSR4046XC	47121700, WASTE C	
□ 1	ì	896876	40-45 GAL CAPACITY TRASH LINER 40 X 46,	20.78 USD	1 Case	310013951, BERRY PLASTICS	LSR4046X3G, 4046X3C	47121700, WASTE C	
□ 1	Ň	896871	40-45 GAL CAPACITY TRASH LINER 40 X 46,	5.86 USD	1 Case	310013951, BERRY PLASTICS	LSCP4046XW	47121700, WASTE C	
□ 1	ÿ	896878	40-45 GAL CAPACITY TRASH LINER 40 X 46,	<u>11.11 USD</u>	1 Case	310013951, BERRY PLASTICS	LPCP4046X3G	47121700, WASTE C	
□ 1	ÿ	896861	40-45 GAL CAPACITY TRASH LINER 40 X 46,	<u>11.67 USD</u>	1 Case	310013951, BERRY PLASTICS	LSR4046HB, LSR4046HC	47121700, WASTE C	
□ 1	ì	896893	40-45 GAL CAPACITY TRASH LINER 40 X 48,	22.83 USD	1 Case	310013951, BERRY PLASTICS	HR404816N	47121700, WASTE C	
1	<u>``</u>	896888	40-45 GAL CAPACITY TRASH LINER 40 X 48,	<u>17.27 USD</u>	1 Case	310013951, BERRY PLASTICS	HR404812N	47121700, WASTE C	
📕 🔺 Pi									

#### Thumbnail view:

0			
Compare Results	View Thumbhail  Results Per Page 20  Image Off		
LINER 23 X 33.			
Supplier Supplier Part Number Product ID Product Group Delivery Time in Days Unit of Measure Minimum Quantity LAPS Hyperlink	310013951, BERRY PLASTICS CORPORATION LSCP2333XW 47121700, WASTE CONTAINERS AND ACCESSORIES 14 CS, Case 1 FALSE http://www.prd.doa.louisiana.gov/osp/lapac/eCat/dsp_LagovContractDetail.ctm? Contract=4400001720	Price Information Price Base Quantity Quantity	7.47 USD 1 Case 1 Add to Cart
LINER 24 X 33. Supplier Supplier Part Number Product ID Product Group Delivery Time in Days Unit of Measure Minimum Quantity LAPS Hyperlink	310013951, BERRY PLASTICS CORPORATION HR243306N 47121700, WASTE CONTAINERS AND ACCESSORIES 14 CS, Case 1 FALSE http://www.prd.doa.louisiana.gov/osp/lapac/eCal/dsp_LagovContractDetail.ctm? Contract=4400001720	Price Information Price Base Quantity Quantity	16.50 USD 1 Case 1 Add to Cart
	0 Compare Results LINER 23 X 33. Supplier Supplier Part Number Product ID Product ID Product Group Delivery Time in Days UNIT of Measure Minimum Quantity LAPS Hyperlink LINER 24 X 33. Supplier Supplier Part Number Product ID Product ID Product Group Delivery Time in Days Unit of Measure Minimum Quantity LAPS Hyperlink	0       Image Off         Compare       Results View         Tumbral       Results Per Page 20       Image Off         LINER 23 X 33.       Supplier       310013951, BERRY PLASTICS CORPORATION         Supplier Part Number       LSCP2333WV       Product Oroup         Product Group       47121700, WASTE CONTAINERS AND ACCESSORIES       Delivery Time in Days 14         Unit of Measure       CS, Case       Minimum Quantity       1         LAPS       FALSE       Hyperlink       http://wwwprd.doa.louisiana.gov/osp/lapac/eCat/dsp_LagovContradDetail.cfm?         Contract=4400001720       Contract=4400001720       Contract=4400001720         LINER 24 X 33.       Supplier       310013951, BERRY PLASTICS CORPORATION         Supplier       310013951, BERRY PLASTICS CORPORATION         Supplier Part Number       HR243306N         Product ID       Product ID         Product Group       47121700, WASTE CONTAINERS AND ACCESSORIES         Delivery Time in Days 14       Unit of Measure       CS, Case         Minimum Quantity       1       LAPS         LAPS       FALSE       Hyperlink         Hitt://www.prd.doa.louisiana.gov/osp/lapac/eCat/dsp_LagovContractDetail.ctm?         Contract=4400001720       Contract=4400001720	0         Compare       Results View       Thumbnall       Results Per Page 20       Image Off         LINER 23X 33.       Supplier       310013951, BERRY PLASTICS CORPORATION       Price Information         Supplier Part Number       LSCP2333W       Price Base Quantity       Quantity         Product ID       Product Group       47121700, WASTE CONTAINERS AND ACCESSORIES       Quantity       Quantity         Delivery Time in Days       1       LAPS       FALSE       FALSE         Hyperlink       http://wwwprd doa.louisiana.gov/osp/lapac/eCat/dsp_LagovContractDetail.ctm?       Price Information         Supplier       310013951, BERRY PLASTICS CORPORATION       Price Information         Supplier Part Number       HR243306N       Price Information         Price Dase Quantity       0uantity       Price Information         Price Information       Price Base Quantity       Quantity         UNIER 24 X 33.       Supplier Part Number       HR243306N       Price Base Quantity         Product ID       0uantity       Quantity       Quantity         Product ID       Quantity       Quantity       Quantity         Product ID       Quantity       Quantity       Quantity         Product ID       Quantity       Quantity       Quantity </th

5. If several items are returned in the results, use the buttons at the very bottom left to navigate through the pages of results.



Either type in the Page Number in the white box, or click the arrows to the left and right of it.

## **Comparing Items in the Internal Catalog**

When searching through the SRM MDM Internal Catalog and items that are similar in nature are found, a comparison between the items can be performed.

1. To perform the comparison, click the checkboxes to the left of the items on the search results main screen as shown below.

	Add to	Cart A	dd to Shopping L	ist Compare Results View List	Results Per Page	20 💌 Image O	ff
	Quant	Action	Catalog Ite	Short Description	Price Information	Price Base Qua	Supplier
~	1	Ň	896858	12-16 GAL CAPACITY TRASH LINER 23 X 33,	7.47 USD	1 Case	310013951, E
>	1	Ň	896884	12-16 GAL CAPACITY TRASH LINER 24 X 33,	<u>16.50 USD</u>	1 Case	310013951, E
	1	Ň	896886	12-16 GAL CAPACITY TRASH LINER 24 X 33,	22.23 USD	1 Case	310013951, E
	1	Ň	896907	12-16 GAL CAPACITY TRASH LINER, RECYC	<u>14.58 USD</u>	1 Case	310013951, E
	1	Ň	896852	12-16 GAL CAPACITY, CAN LINER 24 X 32, 1	21.04 USD	1 Case	310013951, E

2. Then click the



3. The screen will then display the search results as shown below lined up side by side to make quick comparisons easy.

Item Comparison		
Back to Search		
Fields	Item 1	Item 2
	×	×
Image	Image unavailable	Image unavailable
Quantity	1	1
Action	` <del>``</del>	<b>`</b> ₩
Short Description	AMERICAN PATRIOT (PART # C9700A/A)	AMERICAN PATRIOT (PART # C9720A/A)
Price Information	58.00 USD	109.00 USD
Price Base Quantity	1 Each	1 Each
Supplier	310005467, AMERICAN OFFICE MACHINES INC	310005467, AMERICAN OFFICE MACHINES INC
Supplier Part Number	C9700A/A	C9720A/A
Product ID		
Product Group	44101700, PRINTER AND PHOTOCOPIER AND FACSIMILE ACCESSORIES	44101700, PRINTER AND PHOTOCOPIER AND FACSIMILE ACCESSORIES
Delivery Time in Days	30	30
Unit of Measure	EA, Each	EA, Each
Minimum Quantity	1	1
LAPS	TRUE	TRUE
Hyperlink(Link)	http://wwwprd.doa.louisiana.gov/osp/lapac/eCat/dsp_LagovContractDetail.cfm? Contract=4400003516	http://wwwprd.doa.louisiana.gov/osp/lapac/eCat/dsp_LagovContractDetail.cfm? Contract=4400003516
Hyperlink(Rendered)		
EMR	FALSE	FALSE
Regions		
Notes	PCARD:Y COOP:Y	PCARD:Y COOP:Y
Category		
Total Price	58.00 USD	109.00 USD
Back to Search		

## Zero Dollar Items

Some items in the internal catalog were added with a price of Zero (\$0.00). These items can be added to the shopping cart as other items would be added. Once in the SRM Shopping Cart, simply add the GROSS Price (price before the discount) of the item, press enter or click the check button and the Shopping Cart will calculate the discount based on the Contract created by OSP. (Note: The price may only be entered once. After pressing Enter, or clicking the check button, the price field will be locked. If the price was entered incorrectly, delete the line from the shopping cart, pull the item from the SRM MDM Internal Catalog again, and then enter the correct price.)