

GoProcure Platform - Quick Reference Guide



Product Search

Want to search and compare prices for different products?

Use Product Search to browse through the GoProcure marketplace.



Product RFQ

Looking for suppliers to competitively bid on a product?

Use Product RFQ to solicit bids from approved suppliers based on your specific requirements.



Online Buy

Looking to buy a specific product you found online?

Use Online Buy to insert the specific URL and facilitate a purchase through the GoProcure platform.



Service RFQ

Looking for suppliers to competitively bid on a service?

Use Service RFQ to solicit bids from approved suppliers based on your specific requirements.



Known Supplier

Have a supplier in mind for a product or service purchase?

Use Known Supplier to select your desired supplier and provide information about what you would like to purchase.



Existing Invoice

Have a supplier invoice for a non-PO purchase?

Use Existing Invoice to attach an Invoice for approval and payment.