

Public Purchase


Below is the link to join Public Purchase. Your district will be set up as a co-op within Wyoming Conservation Districts.

<http://www.publicpurchase.com/gems/wyocd,wy/register/agency>

This link will take you here:

Public | Purchase™

Chat Help Logout Home Register Who's In? FAQ Agency



Registration Page For Agencies

Coop: Wyoming Conservation Districts

Information about the Agency

Institution name

Institution type

Address (optional)

(optional)

City

State/Prov

Zip/Postal Code

Country (United States)

Time Zone

Website Address (optional)

Main Contact

First Name Middle Initial (optional)

Last Name

Phone Number ext

Email Address

Same address as the Institution

Address (optional)

(optional)

City

State/Prov (Select)

Zip/Postal Code

Country (United States)

Your Username

Username

I have read and agree to "Public Purchase Public Buyer Agreement"

Yes No

Coop Members

Once you fill out your district's information it will take approximately 24 hours for Public Purchase to set up your district. You will receive a welcome email. The email will contain the user name you chose and a temporary password. This is a generic email so it contains a request for more information such as a vendor list and logo. Please disregard this request.

Once you log in with your temporary password, it will prompt you for a new password.

All of the commodity codes are already set up. You may want to contact any vendors that you have used and let them know you are going to start using Public Purchase and ask them to sign up. It is a free service to them. We have found that many vendors are already using it.

Once you enter an RFP/Bid any vendor that has signed up for the particular commodity code you use will be notified of your RFP/Bid by the Public Purchase system.

Training to use the Public Purchase system is being offered at employee winter training.