

Subject: Changes to Shopping Cart in Perform Sourcing

Audience: SRM Buyers

The SCEIS Materials Management Team is pleased to announce a modification to the SCEIS system that allows the Buyer to change a Unit of Measure, Shopping Cart Description, Price and Delivery Date in Step 2 of Assign Sources of Supply. Prior to this change, the system did not allow any change to an approved Shopping Cart.

This modification **does not allow** the functionality of changing a Unit of Measure in the Purchase Order. If a Buyer needs to change the Unit of Measure after a Purchase Order has already been created, then the Buyer will need to delete the Purchase Order. The Shopping Cart will return to Perform Sourcing and the Unit of Measure can be changed in Step 2 of Assign Sources of Supply.

If you have any questions about this message, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at the following link: <http://www.sceis.sc.gov/requests/>.