



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

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February 22, 2019

MEMORANDUM

To: All State Agencies

From: State Purchasing

Subject: Vendor Registration *NevadaEPro* | [Executive Order 2019-2](#)

In an effort to comply with Governor Sisolak's [Executive Order 2019-2](#) the State Purchasing is requesting ALL vendors doing business with the State be registered in [NevadaEPro](#).

Effective January 22, 2019 the State's e-procurement system, [NevadaEPro](#), was revised to require vendors wishing to do business with the State to supply new vendor information including sexual harassment and discrimination policies. State Purchasing is contacting over 5,000 vendors currently registered in [NevadaEPro](#) to inform them that they must update their profiles with the new information. However, not all companies doing business with the State are registered in [NevadaEPro](#).

Therefore, all State agencies are requested to contact current vendors and ask them to register in [NevadaEPro](#) if they have not already done so. Additionally, moving forward prior to entering into a contract with a vendor they must be registered in [NevadaEPro](#). Through the vendor registration process we will collect the necessary information required in [Executive Order 2019-2](#).

Vendor registration can be completed at www.nevadaepro.com. Vendors and/or State Agencies who have questions or difficulties registering can contact State Purchasing at 775-684-0170 or email us at nevadaepro@admin.nv.gov.