

Procurement Services

Campus News & Information



March 2020

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PRAXAIR DELIVERIES DURING COVID-19 – IMPORTANT INFORMATION

Praxair will continue to deliver to UW as we adjust to the impact of COVID-19.

Please communicate the closures of any labs/locations that DO NOT need product at this time and/or for the near future.

Praxair must ensure their driver's time is used efficiently and that both they and UW are protected as much as possible by minimizing exposure.

This is especially helpful for those accounts that are set up on recurring deliveries that auto-generate orders. These orders are automatically routed and, unless Praxair is informed that the lab/location doesn't need that delivery, the plant still loads the product(s) and the driver still makes a delivery attempt.

Campus should communicate with Praxair via email at [UW Orders@praxair.com](mailto:UW_Orders@praxair.com). Email is preferred for documentation purposes. If necessary, campus can contact Praxair customer service at 253-620-1626.

Please note: Praxair drivers will leave delivery tickets as normal. However, no signatures will be collected from end-users (even if they are required), in order to maintain social distancing and protect both the driver and the end-user.



NEW WEBCAST TRAINING IN APRIL

... brought to you by the Procurement Services Training Team!

Large Dollar Purchases: 4/1/2020 from 10 am to 11 am

This webcast will focus on:

- ✓ What to know before you begin
- ✓ Planning
- ✓ Using contracts
- ✓ Best practices

To register for this webcast, go to: <https://finance.uw.edu/ps/upcoming-events>

ARIBA CATALOG NEWS

New Ergogenesis Workplace Solutions LLC PunchOut Catalog Now Available in Ariba Featuring Quote-to-Cart Capability

We are pleased to announce the availability of the new *Ergogenesis Workplace Solutions LLC (a.k.a. BodyBilt)* PunchOut Catalog in Ariba. Ergogenesis is a certified small business that manufactures highly ergonomic seating and accessories. With a focus on lab environments, computer intensive areas, healthcare facilities, emergency call centers and more, they specialize in producing products that provide comfort and result in increased productivity.

In addition to browsing for and ordering ergonomic furniture, the PunchOut Catalog features include:

Easy access to frequently ordered items using **My Favorites**.

The ability to retrieve a CUSTOM QUOTE back to the Ariba requisition through **My Quotes**.

For assistance with product selection, ergonomic fittings, adjustments and general information, please contact Toni Quande at 425-919-3913 /

tquande@ergogenesis.com or Customer Service at 800-364-5299 / customer-service@ergogenesis.com , hours: 8:00AM - 5:00PM CST.

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[ARIBA BUYING](#)

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Customer Service: <mailto:pcshelp@uw.edu>

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