

## INFORMATION TECHNOLOGY Vendor Management Office

## A GUIDE TO FINDING VENDORS SPECIALIZING IN AN IT SUBCATEGORY (L2, L3)



The <u>CM Reporting</u> <u>Workbench</u> has a variety of ways to view vendor information. Select 'IT' then select 'Top-N Analysis' to show vendor, award and contract details.





Click on the IT SubCategory bar (e.g. Network) of interest and details will show on the right listing Contract Type, Description of Requirement, Vendor Name and more.

There are many filtering options to view vendors, Small Businesses or Socio-Economic groups. Additionally, any result-set can be downloaded via the **Download** icon on the bottom right of the screen.