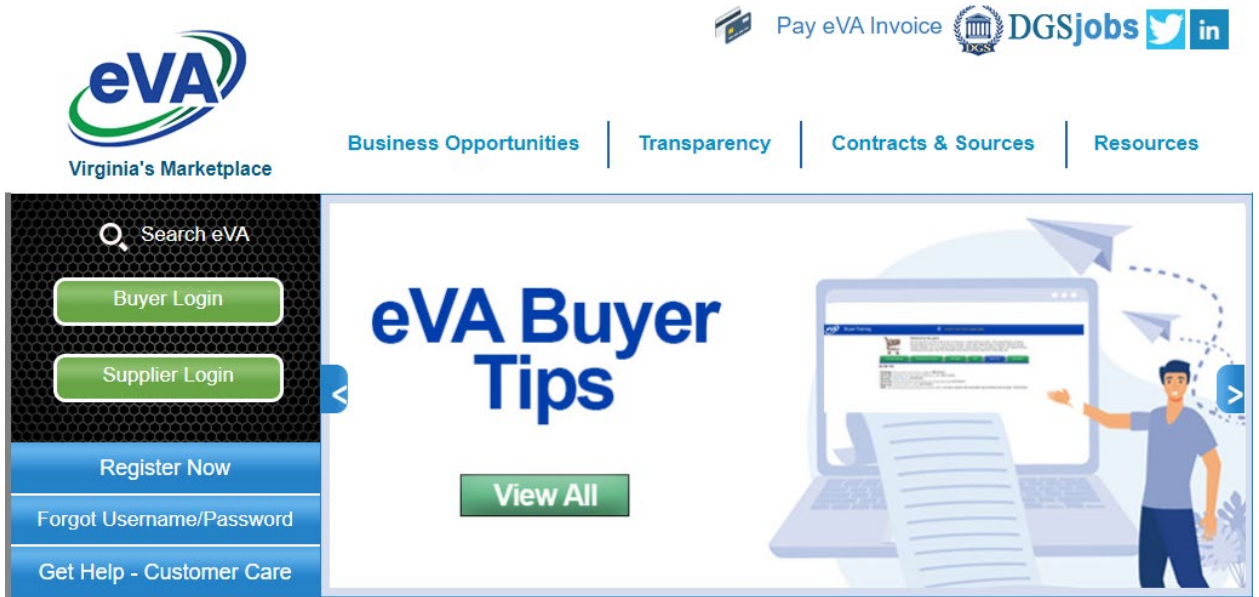
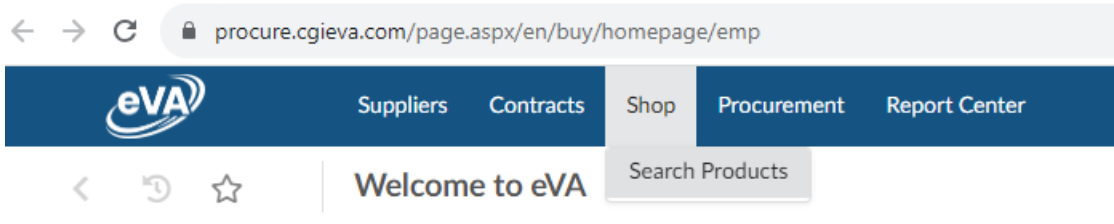


eVA Punchout Catalog

1. Log into eVA Buyer account



2. Hover over 'SHOP' and click on 'SEARCH PRODUCTS'



3. In the left column, in the 'SUPPLIER' field, type in correctional (to pull up VCE). Click on one of the VCE listings.

The screenshot shows the eVA mobile application interface. At the top, there is a blue header with the eVA logo and the word 'Suppl'. Below the header is a navigation bar with a back arrow, a refresh icon, a star icon, and a search icon. A search bar is located below the navigation bar, containing the text 'correctional'. To the right of the search bar is a 'Reset' button. Below the search bar is a 'Contract' dropdown menu. Below the contract menu is the 'Supplier' dropdown menu, which is currently open and displaying a list of search results. The search results are as follows:

Supplier Name	Address
American Correctional Association	E2438 206 N WASHINGTON ST STE 200 22314 ALEXANDRIA
VCE - VA CORRECTIONAL ENT.- VCE INK ONLY	VS0000160649 8030 WHITE BARK TERRACE 23237 RICHMOND
VCE-VA CORRECTIONAL ENT- GOVCE ALL ORDERS	C21685 8030 WHITE BARK TERRACE 23237 RICHMOND

4. Click on the blue button in the right column to launch catalog (website).

0 Selected | Add to Cart | Compare | Add Non-Catalog Item

Order	Image	Commodity	Product Code	Supplier	PR/Order items Label
		FURNITURE: OFFICE		VCE-VA CORRECTIONAL ENT-GOVCE ALL ORDERS	Virginia Correctional Enterprises (VCE GO) Punchout

govce.net

Virginia Correctional Enterprises
An official website of the Commonwealth of Virginia

MY CART 3 LOG-IN Search

ABOUT VCE PRODUCTS SERVICES CLEARANCE QUICKSHIP RE-ENTRY PROGRAMS CONTACT US

Important Notices

Sign Up

5. Select any item and add to cart

Electric Adjustable Height Table added to **your cart**.




Resolve Electric Adjustable Sit Stand Table
by Office Furniture Distributors (IT)
\$589.95

QUANTITY

1

6. View cart

Item	Price	Quantity	Total	Remove
Resolve Electric Adjustable Sit Stand Table by Office Furniture Distributors (IT) Electric Adjustable Height Table SKU: 7801 3048 L007 TC 3B	\$589.95	<input type="text" value="1"/>	\$589.95	 REMOVE

Subtotal \$589.95

Total \$589.95

 **UPDATE CART**

EMPTY CART

INSIDE DELIVERY: \$50.00

CONTINUE SHOPPING

GO TO PROCUREMENT SYSTEM

The 'GO TO PROCUREMENT SYSTEM' button should be displayed. If, for any reason, the punchout catalog displays 'CHECKOUT' in place of the other button, then the punchout session is not functioning (connecting) correctly with eVA.