



Vendor Contracts Query

CT_CORE_FIN_VENDOR_CONTRACTS

Introduction

Description and Purpose

Use this query to list contract and vendor information such as Vendor Name, Contract Begin Date, Contract Expire Date, Method for Selecting the Contractor, etc. The user is prompted for Set ID, State Identified Contract Type, Contract Begin Date, Contract Expire Date and Contract Status.

Type of Report

EPM Query – Operational Output to HTML or Excel

Core-CT Records Used:

CT_Vendor_Info
CT_VCNTRCT

Role(s) Needed to Access the Query

EPM User + click below link for additional role(s) needed based on above table(s).

http://www.core-ct.state.ct.us/epm/xls/rptng_tbl_to_rl_mppng.xls

Navigation Path to the Report

EPM Reporting Tools > Query > Query Viewer.

Suggested Run Times

As required. Scheduling this query is preferred. Click on this link to learn how to schedule a query in EPM: http://www.core-ct.state.ct.us/epm/docs/schdlng_epm_qrs.doc

Running the Query

1. Navigate to EPM Query Manager or Viewer: EPM Reporting Tools > Query > Query Viewer.
2. Enter the query name (or part of the name) in the “begins with” field and click .

Query Viewer

Enter any information you have and click Search. Leave fields blank for a list of all values.

*Search By: begins with

 [Advanced Search](#)

3. You will see the query displayed in the **Search Results** list. Click the [HTML](#) or [Excel](#) link to run the query.

Search Results

Folder View:

Query							
Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Schedule	Add to Favorites
CT_CORE_FIN_VENDOR_COMMITMENTS	Vendor Commitment	Public	PO USERS	HTML	Excel	Schedule	Favorite
CT_CORE_FIN_VENDOR_CONTRACTS	Vendor Contracts Query	Public	PUBLIC QS	HTML	Excel	Schedule	Favorite
CT_CORE_FIN_VENDOR_PYMNT_HSTRY	Vendor Payment History Query	Public	AP USERS	HTML	Excel	Schedule	Favorite

