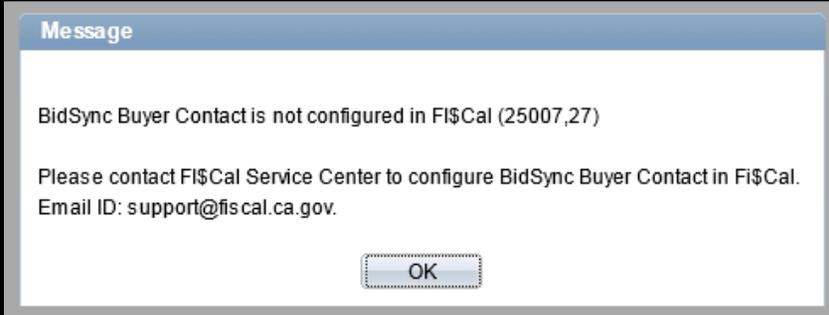
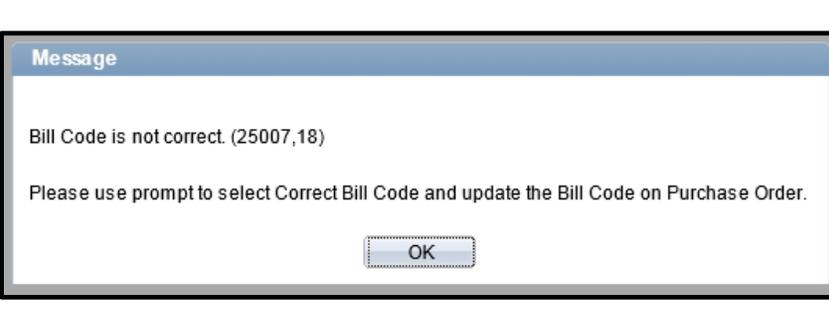
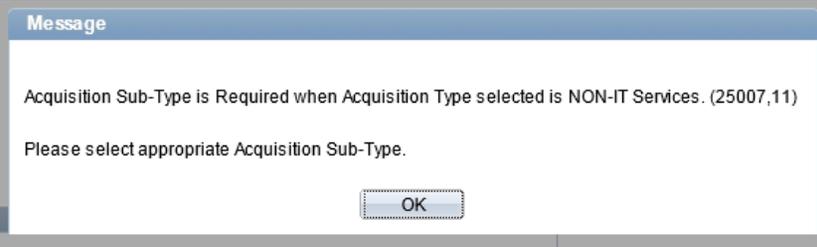
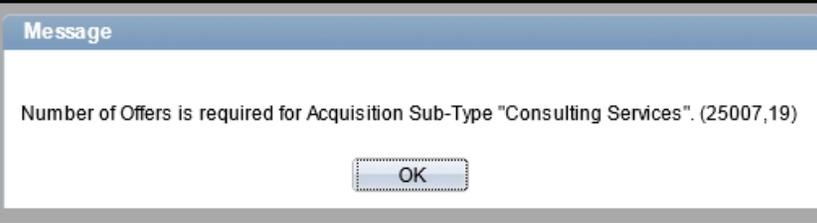


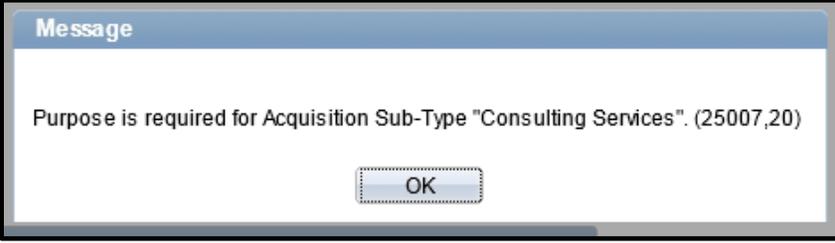
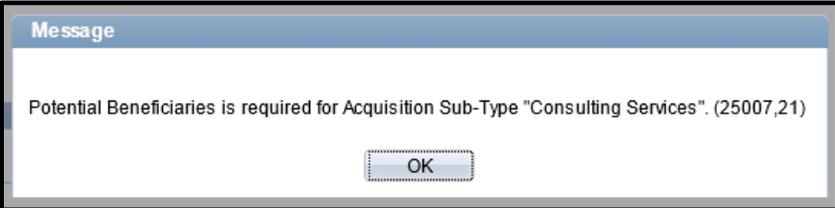
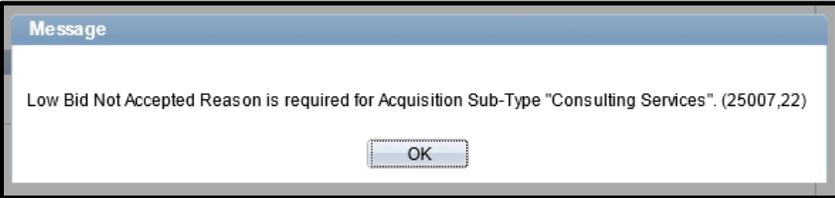
FI\$Cal State Contract & Procurement Registration System (SCPRS)

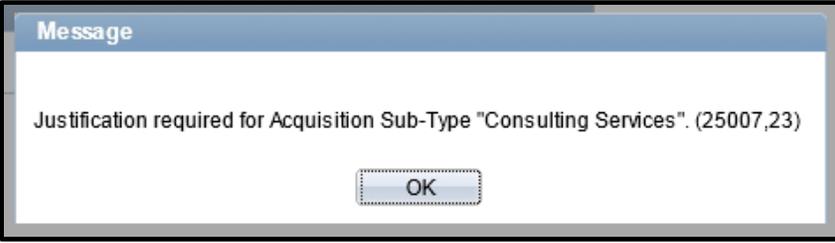
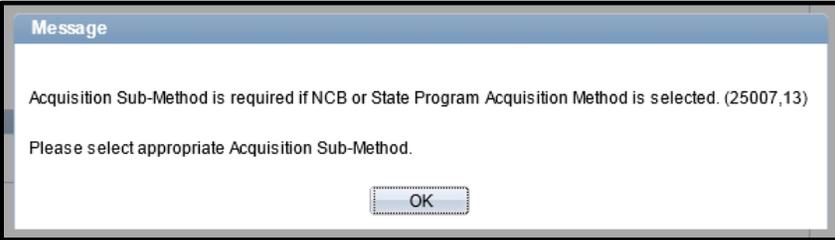
Error Messages Guide

Validation that FI\$Cal will perform while entering data and may result in the following Error Messages.

Error Message	Problem	Resolution
 <p>Message</p> <p>BidSync Supplier ID is not configured for this Vendor (25007,28)</p> <p>Please contact FI\$Cal Service Center to configure BidSync Supplier ID in FI\$Cal. Email ID: support@fiscal.ca.gov.</p> <p>OK</p>	<p>If Vendor for FI\$Cal Purchase Order does not have a BidSync Vendor ID, following error message will be displayed and system will not allow user to proceed.</p>	<p>Call FI\$Cal Service Center helpline number or send an email to support@fiscal.ca.gov with Purchase Order number.</p>
 <p>Message</p> <p>BidSync Buyer Contact is not configured in FI\$Cal (25007,27)</p> <p>Please contact FI\$Cal Service Center to configure BidSync Buyer Contact in FI\$Cal. Email ID: support@fiscal.ca.gov.</p> <p>OK</p>	<p>If Buyer for FI\$Cal Purchase Order does not have a BidSync Buyer Contact, following error message will be displayed and system will not allow user to proceed.</p>	<p>Call FI\$Cal Service Center helpline number or send an email to support@fiscal.ca.gov with Purchase Order number.</p>
 <p>Message</p> <p>Bill Code is not correct. (25007,18)</p> <p>Please use prompt to select Correct Bill Code and update the Bill Code on Purchase Order.</p> <p>OK</p>	<p>If bill code entered on Purchase Order is an invalid BidSync SCPRS bill code, following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter a valid Bill Code using Bill Code prompt and also update the Bill Code on Purchase order using Add/Update Purchase Order page. If your Bill Code is correct, however, it is not available to be selected, call FI\$Cal Service Center helpline number or send an email to support@fiscal.ca.gov with Purchase Order number.</p>

Error Message	Problem	Resolution
	<p>If Acquisition Type is not entered, following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter a valid Acquisition Type using Acquisition Type prompt.</p>
	<p>If Acquisition Sub-Type is not entered when Acquisition Type selected is "Non-IT Services", following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter a valid Acquisition Sub-Type using Acquisition Sub-Type prompt.</p>
	<p>If Number of Offers is not entered when Acquisition Sub-Type Selected is "Consulting Services", following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter a Number of Offers in field highlighted in Red.</p>

Error Message	Problem	Resolution
	<p>If Purpose is not entered when Acquisition Sub-Type Selected is "Consulting Services", following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter Purpose in field Highlighted in Red.</p>
	<p>If Potential Beneficiaries is not entered when Acquisition Sub-Type Selected is "Consulting Services", following error message will be displayed and system will not allow user to save the page.</p>	<p>Select appropriate Potential Beneficiaries using prompt.</p>
	<p>If Low Bid Not Accepted Reason is not entered when Acquisition Sub-Type Selected is "Consulting Services", following error message will be displayed and system will not allow user to save the page.</p>	<p>Select appropriate Low Bid Not Accepted Reason using prompt.</p>

Error Message	Problem	Resolution
	<p>If Justification is not entered when Acquisition Sub-Type Selected is “Consulting Services”, following error message will be displayed and system will not allow user to save the page.</p>	<p>Select appropriate Justification using prompt.</p>
	<p>If Acquisition Method is not entered, following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter a valid Acquisition Method using Acquisition Method prompt.</p>
	<p>If Acquisition Sub-Method is not entered when Acquisition Method selected is “NCB” or “State Program”, following error message will be displayed and system will not allow user to save the page.</p>	<p>Enter a valid Acquisition Sub-Method using Acquisition Sub-Method prompt.</p>

Note: See also the **Entering in FI\$Cal State Contract & Procurement Registration System (SCPRS) Job Aid** document on the FI\$Cal Job Aids website.