



COMMONWEALTH OF PENNSYLVANIA

SUPPLIER LOOK UP TOOL

The Commonwealth of Pennsylvania Supplier Look Up Tool allows for searches two (2) different ways.

- 1) By Supplier Name
- 2) By Supplier ID (Also known as the vendor number or SAP vendor number)

The results will list by column format:

Supplier ID | Name1 | Name 2 | Street | PO Box | City | Region (i.e. State) | and Postal Code.

Some helpful tips for performing searches:

1. The “Find” button must be clicked for results to appear and for new results to appear if performing additional searches.
2. Input the first 10-15 letters of the supplier name in the Name... field. Click Find.
3. The Supplier Name tool will provide results of any field that contains the letters placed in the name search box. For example: A search on the name Philadelphia will include Urban Cable Works located in the City of Philadelphia even though Philadelphia is not in the Name1 field.
4. The first 20 results will show. Scroll down to see results. If additional results are available, scroll to the bottom and click the “More” button located at the middle of the screen. Another 20 results will be added to original 20 results. The “More” button will continue to appear until all the results are shown.
5. Do not use wildcards. The lookup tool does not respond to wildcards such as *.

[Click Here for the Supplier Look Up Tool](#)