

**NOTICE:**

**E-Invoicing – MAY 29, 2018**

Effective May 29, 2018 the OCFO went Live with E-Invoicing.

All impacted OCFO contracts have been modified to incorporate the requirement for the contractor to submit applicable invoices via the DC Vendor Portal.

As such, any invoice against a purchase order created after May 29, 2018, is now being submitted by vendors and processed through the E-Invoicing module via the DC Vendor Portal. Invoices against purchase orders created before May 29, 2018, will continue to be submitted by vendors to the COTRs for traditional processing.

The DC Vendor Portal link is: <https://vendorportal.dc.gov>. The link includes tutorials and demos of the e-Invoicing process from beginning to end, FAQ's, and helpdesk contact information.