

# A15 - Requests For Information (RFIs) and Specific RFIs

First steps in Convergence

## Added Value

Convergence can help you manage your Request For Information. A dedicated **Core RFI form** is available : suppliers can fill in this form directly in the platform once they receive their notification by email.

For specific requests, use **RFI Specific parts**. In this form, you can add Excel templates and make it available for your supplier. Each purchasing segment has generally its own template.

## What you need to know to start...

All those **Core RFIs** and **RFI specific parts** are now in one place, directly linked to the supplier.

Pre-packages Reports can help you manage those documents.

## Table of Contents

- [A1510 - New RFI](#)
- [A1511 - New Specific RFI](#)

### Need Help?

## How to ask for assistance?

*Dear SalesForce  
Convergence user,*

For any question or issue regarding Convergence, please :

- create a request in **Service One** with the following information:
  - I want to update data in Convergence [Maintain data ownership in CONVERGENCE](#)
  - I want to mass upload procurement data [Maintain procurement data in CONVERGENCE](#)
  - Process : Data & Analysis
  - PTP-Subprocess: Purchasing Tools Support
  - PTP-Category: Convergence

For account creation, please refer to [here](#).

Thank you very much,

*Convergence Team.*

