**Information on how to submit an application to RM6322 Fund Administration & Disbursement Services DPS (Dynamic Purchasing System**

Suppliers are encouraged to consider submitting an application to the DPS, as it will enable them to be eligible for an invitation to tender if the Authority decides to proceed with a tender via this route. Please take note that we are currently in the initial stages of obtaining approval, and it is important to acknowledge that we retain the right to modify or cancel the project.

To join the DPS, interested suppliers should access the [RM6322 Fund Administration & Disbursement Services on the DPS website.](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsupplierregistration.cabinetoffice.gov.uk%2Fdps%23financialservices%3A~%3Atext%3Das%2520a%2520supplier-%2CFund%2520Administration%2520and%2520Disbursement%2520Services%2C-This%2520dynamic%2520purchasing&data=05%7C01%7CMichael.Murphy%40dhsc.gov.uk%7C7145bc642c1f4d265c9c08db636bbda9%7C61278c3091a84c318c1fef4de8973a1c%7C1%7C0%7C638213086629895574%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=PSzIzCd%2Fq2fM4DqHNxEtcB4fP8tJ%2BEx1wjO1Q%2B0KgOw%3D&reserved=0)

From there, suppliers can download the 'bid pack' to view all the agreement T&Cs, and click 'access as a supplier' to begin the online on-boarding process to join the agreement. If RM6322 is the chosen route for this requirement, suppliers must be appointed to RM6322 before the ITT date in order to be considered for this requirement. Suppliers should consider starting this process ASAP.

RM6322 is managed by Crown Commercial Service (CCS). Any questions relating to onboarding to this agreement should be directed to CCS - [info@crowncommercial.gov.uk](mailto:info@crowncommercial.gov.uk)