

ACTION NEEDED!

ALL Suppliers need to register in MOVERS immediately, to continue doing business with and receiving payments from the State of Missouri.

Currently:

- SAMII has more than 89,000 Suppliers registered, with more than 40,000 Suppliers registered in Proactis.
- MOVERS only has approximately 4,100 Suppliers registered since the May 2024 go-live.

Action Required:

Agencies need to communicate with all the entities that **receive payment from your agency, traditional and non-traditional vendors, to register in MOVERS before June 2025.**

Need More Information:

Email MOVERS@oa.mo.gov or contact **Stacy Neal** or **Paula Peters** at the MOVERS Project Office.

Self-Service Supplier Registration in MOVERS

MOVERS launched Self-Service Supplier Registration in May 2024 and released Solicitation functionality in September 2024.

Suppliers need to [register](#) in MOVERS immediately, to continue doing business with the State of Missouri.

Who are Suppliers?

The below list some examples of different types of Supplier categories for the State of Missouri. **A Supplier is any company or person doing business or receiving payment from the State of Missouri.** For some agencies this includes, but isn't limited to:

- Schools
- Soil and Water Districts
- Childcare Providers
- Cities, Counties, Municipalities

During the registration process, Suppliers will have the opportunity to select United Nations Standard Products and Services Code(s) (UNSPSC) that represent the products and/or services that the supplier provides. UNSPSC codes will be used to notify Suppliers about relevant solicitation opportunities posted by the State of Missouri agencies based on UNSPSC code matches.

Actions Needed by Suppliers

Suppliers must be Spend Authorized prior to MOVERS ERP go-live to continue receiving payments from the State of Missouri. Suppliers must be Spend Authorized in the system to be awarded a bid. To avoid missing out on opportunities to work with the State of Missouri, and any issues with getting to Spend Authorized status in a timely manner, Suppliers must register as soon as possible in MOVERS.

Available Resources

For awareness, the following resources are provided to Suppliers to assist them with the registration process and maintaining their profiles:

- [Self-Service Supplier Registration Reference Guide](#)
- [Editing and Managing Your Supplier Profile Reference Guide](#)
- [Self-Service Supplier Registration Checklist](#)
- [Frequently Asked Questions](#)

Please use the materials above, as appropriate, for your communications with Suppliers.