

# Reasons to choose a Dynamic Purchasing Systems (DPS)

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Our handy guide



**PROCUREMENT**  
ASSIST

# | What is a DPS?

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**A DPS is an electronic procurement method used by Public Sector organisations to purchase commonly used goods, works, and services for procurement exercises which are normally (but not exclusively) above PCR2015 threshold, and is open to any supplier who satisfies the quick and simple self-certification application criteria.**

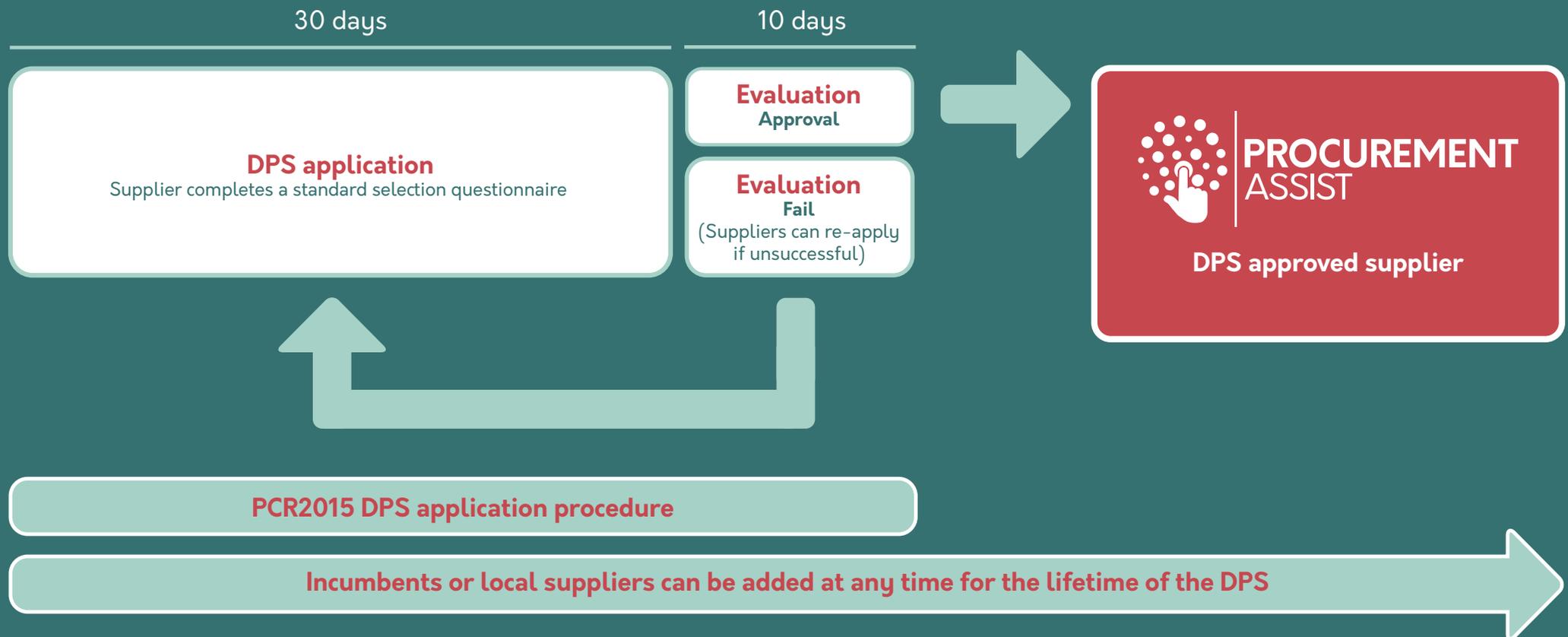
A DPS is like a Framework Agreement, but new suppliers can apply to join at any time, and it is run entirely electronically using the restricted procedure. It is a cost efficient and compliant way of reducing the need for complex and lengthy tender processes which benefits both suppliers and Public Sector organisations.

# The DPS is run as two-stage process



## Stage One

The initial application period is 30 days but suppliers can apply to join for the entire lifetime of the DPS. Suppliers complete a standard Selection Questionnaire (SQ) and all suppliers who meet the criteria within the SQ are admitted to the DPS. Rejected suppliers are provided with feedback to enable them to re-apply should they wish to do so.



# The DPS is run as two-stage process



## Stage Two

Is where the contract is awarded following the running of a 'further competition' which is open to all approved suppliers who wish to bid for each procurement exercise conducted under the DPS. Suppliers are under no obligation to bid.

28 days

**Your Specification**  
**Your Pricing**  
**Your cost / quality weighting**  
**Your KPI's**  
**Your evaluation criteria**

**Further competition**



# DPS and Framework comparison



Frameworks and DPS' follow similar processes, and both need to be compliant with the Public Contracts Regulations (2015). Framework procurement is a well-known pre-procured route to market and has been around since 2003 but unlike a DPS there is no opportunity for new suppliers to join until the next agreement is awarded.

Although certain Framework Agreements are open for all Public Sector Organisations to access, in many cases they have been designed primarily for the use of the original Contracting Authority resulting in specifications or providers not being suitable for all. DPS procurement is a newer more flexible procurement method which increases the number of opportunities for SME's and local suppliers by offering the flexibility to join the DPS process at any time which enables them to bid for Public Sector contracts that would not be open to them under many Framework agreements.

The main differences between a Framework and DPS are summarised below:

|                         | DPS   | Framework  |                                | DPS  | Framework   |
|-------------------------|---|--|--------------------------------|--|---|
| <b>Supplier timings</b> | A DPS can be set up for buyers to use in as little as 40 days | A Framework can take up to 6-9 months to set up before buyers can access them  | <b>Pricing</b>                 | Pricing determined at the contract award stage                                 | Pricing fixed at the point of tender award (which can become outdated during the life of the Framework)                 |
| <b>Buyer timings</b>    | Your incumbent suppliers can be invited to join at any time   | Suppliers can only join within the limited application window  | <b>Suppliers who can apply</b> | Unlimited suppliers may join   | Number of suppliers is decided before procurement   |
| <b>Direct award</b>     | No direct award of contracts                                  | Buyers can direct award to the highest ranked supplier (or the next highest ranked should the highest ranked decline the direct award) | <b>Unsuccessful suppliers</b>  | Suppliers unsuccessful in applying to get onto a DPS get the chance to reapply | - Suppliers deemed unsuccessful can only rebid for a place on a Framework when it is reprocured (usually every 4 years) |

# Our top 10 FAQ's



# 1

## What is a Dynamic Purchasing System (DPS)?

A Dynamic Purchasing System, more commonly known as a DPS, is a flexible PCR2015 compliant procurement method for the procurement of goods, works and services. A DPS is like an electronic Framework agreement, but suppliers can apply to join the DPS at any time. DPS' must be run as an entirely electronic process using the restricted procedure and all contracting authorities, including central government purchasing bodies, can set up a DPS. A DPS is run using a two-stage process.

Firstly, during the initial setup stage all suppliers who meet the approval criteria are admitted to the DPS and there is no limit on the number of suppliers that can be accepted. The second stage of a DPS is where contracts are awarded. The contracting authority invites all suppliers on the DPS to bid for the contract. Using a DPS can help speed up and streamline procurement for suppliers and buyers and the award of tenders can be quicker than some other procurement procedures, such as direct tenders, or procuring through a Framework agreement.

# Our top 10 FAQ's



## 2

### How do I access a Procurement Assist DPS?

You can access any of our DPS' by commissioning Procurement Assist to run the procurement of your contract. We have 4 levels of service to choose from, and upon commission your contract will be procured through our online portal (or you can manage the process yourself using our 'No Assist' service level). If you appoint the Procurement Assist team to manage the process, you don't need to directly access our DPS – we do the management of your procurement for you, ensuring it is fully compliant with current regulations.

# Our top 10 FAQ's



## 3

### How does a DPS tender work?

The main benefit of a DPS is flexibility: It can be designed to meet your specific requirements. A DPS tender, known as a 'further competition' and is similar to a Framework 'mini competition', however there is greater emphasis on your requirements, which can include your tender specification, KPIs, service level agreements and the final form of the tender.

The process itself is managed by the Procurement Assist Team (or you can manage the process yourself using our 'No Assist' service level) so you can be assured it is fully compliant with current regulations.

# Our top 10 FAQ's



# 4

## Can I direct award from a DPS?

No, the regulations do not permit a direct award. A 'further competition' process must be carried out as the original DPS procurement process does not contain sufficient cost and quality information to determine a direct offer of a contract to a supplier.

# Our top 10 FAQ's



# 5

## Can I select my own cost/quality weighting?

Yes, one of the key benefits of a DPS over a Framework is the flexibility to select your own cost/quality weighting.

# Our top 10 FAQ's



# 6

## What specification can I use when accessing a DPS?

You adopt your own specification into your 'further competition' process which is a key element of the DPS and an advantage over Frameworks which in many cases have inflexible pre-procured specifications that do not match your organisations requirements. With a DPS the specification can be tailored to your specific needs rather than an off the shelf option. It truly is as flexible as you require it to be.

# Our top 10 FAQ's



# 7

## Is a DPS process fully electronic?

Yes, the process must be fully electronic, to comply with the regulations. Procurement Assist manage all 'further competitions' electronically, using an open, transparent, and fully auditable online portal.

# Our top 10 FAQ's



## 8

### Is a Procurement Assist DPS PCR2015 compliant?

Yes, all our DPS's are fully PCR2015 compliant. To satisfy the legislative obligations of the Public Contracts Regulations 2015 – Regulation 37 (6) Procurement Assist is required to partner with a Public Sector Body (a Contracting Authority as defined by the Public Contracts Regulations 2015) in order to deliver PCR 2015 compliant procurement solutions. iFM Bolton are a Contracting Authority by virtue of being a wholly owned subsidiary of the Public Sector Body Bolton NHS Foundation Trust and can legally act under PCR 2015 Regulation 37 (6) as Procurement Assist's Contracting Authority. Procurement Assist and iFM Bolton Ltd have formed a long term strategic partnership for the purpose of providing centralised purchasing activities for the acquisition of goods, services and works for the use of Public Sector Organisations (including, but not limited to The National Health Service (NHS), Social Housing, Education, Charities, Local Authorities and Wider Government Bodies). All Procurement Assist's Dynamic Purchasing Systems and Frameworks are procured with iFM Bolton Ltd named as the contracting authority on contract notices published in the PCR2015 in accordance with the obligations imposed by The Public Contracts Regulations 2015 Regulation 37 (6).

# Our top 10 FAQ's



# 9

## Can I add my incumbent suppliers onto a DPS, so they get an opportunity to rebid for my contract?

Yes, you can. Another key benefit of a DPS is the ability for suppliers to apply for a place on the DPS at any time during its lifetime, and unlike a Framework where suppliers cannot be added once the Framework has been procured and suppliers ranked. The addition of suppliers at any time throughout the life of a DPS ensures the supply chain and pricing is kept up to date. In the case of Procurement Assist's DPS' they are refreshed annually too, to ensure supply chain accuracy and relevance.

# Our top 10 FAQ's



# 10

## Can I include social value in my contract that is procured under a DPS?

Yes, you can. As DPS procurement is very flexible, and part of the flexibility is the ability to include elements such as social value, which can be included as a key part of the specification. Social value can also be monitored in the contract itself by introducing social value key performance indicators.