



## KCMCRS Grant Recipients

**To receive payments your agency must obtain a “Supplier ID number”**

*(You will be described as a Supplier)*



### **“MoBUYS MOVERS” State of Missouri Registration**

**VERY IMPORTANT: Receive Payments:** Any company or person doing business or receiving payment from the State of Missouri must have this 7-digit number and provide to [Debra.Huwar@modot.mo.gov](mailto:Debra.Huwar@modot.mo.gov)  
If not registered in MOVERS, entities will **no longer receive payments.**

#### **Simplified Registration Instructions – Register TODAY!**

To assist you with your registration for MissouriBUYS, powered by MOVERS, the Supplier Management Team worked to update the resources available on the MissouriBUYS website. These resources include:

- [Supplier Registration Checklist](#): Highlights the necessary information a Supplier should have on-hand before initiating registration.
- [Condensed Self-Service Supplier Registration Process](#): Provides an overview and step-by-step instructions for Suppliers to follow and complete the Supplier registration process in MissouriBUYS, powered by MOVERS.
- [Editing and Managing Your Supplier Profile](#): Provides support and guidance for making changes and maintaining your Supplier Profile once registered in MissouriBUYS, powered by MOVERS.

#### **MOVERS Supplier Profile Enhancement**

A new field was added to Supplier Registration in MissouriBUYS, powered by MOVERS for Suppliers to add their UEI number, if applicable. The UEI number is a federal requirement used to identify entities doing business with the Federal Government. Any Supplier with a contract tied to a federal grant is required to have a UEI number.

#### **Action Needed:**

- If you have *completed* your registration in MissouriBUYS, powered by MOVERS, we ask that you navigate to your Supplier profile in the system and add your organization’s UEI number, if applicable.
  - For instructions on how to add your UEI number to your Supplier Profile, please reference the [Editing and Managing Your Supplier Profile](#) Guide.
- If you have *not completed* your registration in MissouriBUYS, powered by MOVERS and have a UEI number, we ask that you provide this number during the registration process in the appropriate field.

#### **Help - Resources**

**Call: 573-751-3650 (or) 573751 2971**

The following resources are provided to assist during the registration process and to maintain their profiles:

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

#### **For Supplier Solicitations Technical Support:**

[solicitations@oa.mo.gov](mailto:solicitations@oa.mo.gov)

#### **For Supplier Registration Status Questions:**

[MissouriBUYS@mo.gov](mailto:MissouriBUYS@mo.gov)

#### **To Find Supplier ID**

- Login to your registration at <https://ewqg.login.us8.oraclecloud.com/>
- Click on **Supplier Portal**
- Click on **Manage Profile** under **Supplier Profile** in the left column.

**You will see Supplier Name and Supplier ID 10 digits**