



Guide to registering interest on a DPS (Already Registered on Proactis)





Guide to registering interest on a DPS (Already Registered on Proactis)



Step 1

Go to Proactis Website on the link below

<https://procontract.due-north.com/Login>

The screenshot shows a web browser window with the URL <https://procontract.due-north.com/Login>. The page features the Proactis logo at the top left. Below the logo, there is a login section on the left and informational text on the right.

Log In

User Name

Password

[Forgotten your username or password?](#)

Welcome to ProContract

Already registered?

Simply enter your chosen username and password and click 'Continue'

New to ProContract?

Suppliers - If you are not currently registered on the ProContract procurement portal, you can complete a simple registration process by clicking the following link - [Register free](#)

Migrated from ProContract Version 2?

If you are currently registered with a ProContract Version 2 procurement portal and the procurement portal has migrated to Version 3 your details have been automatically transferred, however for security and account validation you will be required to reset your password by following the instructions outlined in the following link - [First time login following migration](#)

Still need help?

Please visit the [help center](#) where you can access an extensive help library, FAQ's, videos and guides



Guide to registering interest on a DPS (Already Registered on Proactis)



Step 2

Use company details and Log In.

Log In

https://procontract.due-north.com/Login

proactis

Log In

User Name

Password

[Forgotten your username or password?](#)

Continue

Welcome to ProContract
Already registered?
Simply enter your chosen username and password and click 'Continue'

New to ProContract?
Suppliers - If you are not currently registered on the ProContract procurement portal, you can complete a simple registration process by clicking the following link - [Register free](#)

Migrated from ProContract Version 2?
If you are currently registered with a ProContract Version 2 procurement portal and the procurement portal has migrated to Version 3 your details have been automatically transferred, however for security and account validation you will be required to reset your password by following the instructions outlined in the following link - [First time login following migration](#)

Still need help?
Please visit the [help center](#) where you can access an extensive help library, FAQ's, videos and guides



Guide to registering interest on a DPS (Already Registered on Proactis)



Step 3

On the Home Page click on Find Opportunities.

The screenshot shows the Proactis website interface. At the top, there is a navigation bar with the Proactis logo and several menu items: Home, Find opportunities, My activities, My contracts, and Help. Below the navigation bar, there is a search bar with a dropdown menu set to 'All opportunities' and a 'Go' button. The main content area is titled 'Home page' and contains several sections:

- Activities**: A section with tabs for 'Active', 'Recently added', and 'Last viewed'. It includes a search bar with a dropdown menu and a 'Go' button. A blue message box below the search bar says: "Please select a buyer from the dropdown and click on the 'Go' button".
- Opportunities**: A section with a 'Find opportunities' link circled in red. Below the link, it says: "To search and view all of the latest opportunities available on the Due North portal, please click on the 'Find opportunities' link above".
- Company details summary**: A section for 'Efficiency North' with an 'Edit' link. It includes the address: "First Floor, Sovereign Court, 300 Barrow Road, Meadowhall, Sheffield, South Yorkshire, S9 1JQ". It also has a 'Description' (Procurement Consortia) and 'Keywords' (construction).
- Vendor profile**: A section with a description of questionnaires and a list of questionnaires, including 'Standard Selection Questionnaire (SQ)' with an 'Edit' link and a '100% complete' status.
- Workgroups**: A section with a description: "Activities are assigned to workgroups allowing all contacts within a workgroup to work on the activities together".



Guide to registering interest on a DPS (Already Registered on Proactis)



Step 4

In the search bar search for EN Procure Ltd and select from the options listed which Project you wish to take part in.

The screenshot shows the Proactis website interface. The search bar at the top right contains the text "en procure ltd" and a "Go" button. The search results are displayed in a table with the following columns: Title, Buyer, Expression Start, Expression End, and Estimated value. The search results are as follows:

Title	Buyer	Expression Start	Expression End	Estimated value
DPS for Compliance Works	EN Procure Ltd	27/09/2019	10/12/2025	N/A
DPS for Installation, Responsive Repair and Maintenance	EN Procure Ltd	27/09/2019	10/12/2025	N/A



Guide to registering interest on a DPS (Already Registered on Proactis)



Step 5

Expression of interest window box click on
Register Interest in this Opportunity.

The screenshot shows the Proactis website interface for a specific opportunity. The main content area is titled 'DPS for Compliance Works'. It is divided into several sections:

- Main contract details:** Includes Opportunity Id (DN435392), Title (DPS for Compliance Works), Categories (45000000-7 - Construction work), and a detailed Description. The description states: 'ENP wishes to procure contractors and enter into a Dynamic Purchasing system (DPS) for the completion of statutory compliance testing and works predominantly in social housing properties but works may also be carried out in other public buildings including but not limited to offices. Works and Serv... to be carried out predominantly in Yorkshire and Humber but may extend to other parts of the UK. The contractors will be expected to complete the works to a high standard and are expected to share ENP's commitment to regeneration, specifically the creation of training and employment opportunities.' It also lists Region(s) of supply as UNITED KINGDOM, Estimated value as N/A, and Keywords as Solar PV, Fire, Lightning, Access Control, CCTV, Legionella.
- Key dates:** Shows Estimated contract dates with a Start date of 21/11/2019 and an End date of 10/12/2025. It also includes Current Dynamic Purchasing System (DPS) round information with an End date of 10/12/2025 20:00:00.
- Expression of interest registered:** Shows the Date as 01/10/2019 10:24:33 and the Workgroup as FrameworkManagement.
- Expression of interest window:** This section is highlighted with a red box. It shows the window period as 'From 27/09/2019 08:00 to 10/12/2025 17:00'. Below this, there is a green button labeled 'Register interest in this opportunity'.
- Contact details:** Lists the Buyer as EN Procure Ltd, Contact as Debra Kingham, Email as debra.kingham@efficiencynorth.org, Telephone as 0330 6061460, and Address as 1st Floor, Sovereign Court, Sheffield, South Yorkshire, S9 1JQ, United Kingdom.
- Attachments:** Shows 'No attachments'.