

**Entity Name:** South Dakota State Government

**Event Number:** 8475

**Event ID:** 23RFP23-0904006-017

**Event Name:** All Women Count! Program Claims Administrator

**Requested By:** Missy Schuetzle

**Created By:** Missy Schuetzle

**Due By Date:** 03/31/2023 05:00 PM Central Time

**Q&A Cutoff Date:** 02/21/2023 10:29 AM Central Time

**Invitation Type:** Invitation Only

**Assigned Commodities:** 961-16 Claims Processing Services; 953-27 Claims Processing Services

**Allow Supplier Terms and Conditions:** No

**Public Responses:** No

**Display Awardee:** Display

**Posting Board Status:** Published

**Event Status:** Event Under Review

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**Section #: Name:**

**1 Section 1 - 23RFP23-0904006-017**

"Response to Offeror's Questions" Document attached.

Do not submit response through ESM Sourcing as this section is for informational purposes only. Please download RFP document and follow submittal instructions to respond.

**1.0 GENERAL INFORMATION**

**1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)**

The South Dakota Department of Health's Office of Disease Prevention and Health Promotion is seeking proposals for a vendor to serve as a third-party administrator in claims processing and supporting services for the All Women Count! (AWC!) Program, South Dakota's Breast and Cervical Cancer Early Detection Program. The vendor must have an established network of providers, hospitals, and radiology sites to make procedural payments on behalf of the AWC! Program. In addition, the vendor must be able to provide a processing system, providing training of processing system, follow HIPAA policies, have supporting services, processes, and forms in place for the standardization and efficiency as a third-party administrator in claims processing.

**1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER**

The South Dakota Department of Health is the issuing office for this document and all subsequent addenda relating to it, on behalf of the State of South Dakota, South Dakota Department of Health, Office of Disease Prevention and Health Promotion. The reference number for the transaction is RFP #23-0904006-017. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

**1.3 LETTER OF INTENT**

All interested offerors must submit a **Letter of Intent** to respond to this RFP.

The letter of intent should be received in the SD Department of Health, Office of Disease Prevention and Health Promotion by no later than March 3, 2023 at 12:00pm CT. If submitted by mail the envelope should be addressed to:

**RFP #23-0904006-017**  
**SARAH QUAIL, CANCER PROGRAMS DIRECTOR**  
**SD DEPARTMENT OF HEALTH**  
**4101 W. 38<sup>TH</sup> STREET**  
**SIOUX FALLS, SD 57106**

Be sure to reference the RFP number in your letter.

The Letter of Intent may be submitted to Sarah Quail via email at Sarah.Quail@state.sd.us. Please place the following in the subject line of your email: "**Letter of Intent for RFP #23-0904006-017**".

**1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)**

RFP Publication	February 21, 2023
Letter of Intent to Respond Due	March 3, 2023
Responses to Offeror Questions	March 7, 2023

Proposal Submission

March 31, 2023 at 5:00pm CT

Anticipated Award Decision/Contract Negotiation

May 31, 2023

### **1.5 SUBMITTING YOUR PROPOSAL**

All proposals must be completed and received in the SD Department of Health, Office of Disease Prevention and Health Promotion by the date and time indicated in the Schedule of Activities.

Proposals received after the deadline will be late and ineligible for consideration.

An original and two (2) identical copies of the proposal shall be submitted.

All proposals must be signed, in ink, by an officer of the responder, legally authorized to bind the responder to the proposal, and sealed in the form intended by the respondent. Proposals that are not properly signed may be rejected. The sealed envelope should be marked with the appropriate RFP Number and Title. Proposals should be addressed and labeled as follows:

**REQUEST FOR PROPOSAL #23-0904006-017  
PROPOSAL DUE MARCH 31, 2023  
SARAH QUAIL, CANCER PROGRAMS DIRECTOR  
SD DEPARTMENT OF HEALTH  
4101 W. 38<sup>TH</sup> STREET  
SIOUX FALLS, SD 57106**

No proposal shall be accepted from, or no contract or purchase order shall be awarded to any person, firm or corporation that is in arrears upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State of South Dakota.

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## **Terms and Conditions**

### **ESM Sourcing Terms**

None

### **General Terms and Conditions**

None

### **Event Specific Terms and Conditions**

See attached RFP Document.