



ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposal – Clinician Ambassador Provider for Continuing Education

Solicitation Number: RFX 6100016495; RFP 23-048

Description: The City of San Antonio's Metropolitan Health Department is seeking an accredited entity to provide Continuing Medical Education (CME) and Continuing Nursing Education (CNE) credits to local providers as part of incentives for the academic detailing program. Metro Health will pay the necessary fees associated with the CME and CNE credits so that these continuing education credits are free of charge to the providers.

Applicable Product Categories: 95290- Training and Instruction

Date Issued: February 08, 2023

Due Date & Time: March 13, 2023, 11:00 a.m. Central Time

Pre-Submittal Conference: A pre-submittal conference will be held via Webex only at 10:00 a.m., Central Time, on February 16, 2023.

Pre-Submittal Conference Dial-In Information: 1-415-655-0001

Meeting number: 2467 426 6390

Password: COSA

Staff Contact Person: Esteban Jimenez, Procurement Specialist II, esteban.jimenez@sanantonio.gov

Evaluation Committee Voting Members:

Lucinda Zeinelabdin, Nurse Practitioner, | Metro Health
Julie Sandoval, Public Health Administrator, | Metro Health
Monica Avila, Senior Management Analyst, | Metro Health
Gabriel Aguilar, Health Program Manager, | Metro Health
Stacy A. Maines, Public Health Administrator, | Metro Health

Pursuant to Section 003 Submission of Proposals – In accordance with and as authorized by Section 2-61 of the City Code, the following restrictions on communications apply to this solicitation: Respondents are prohibited from contacting 1) City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFP or proposal from the time the RFP has been released until the contract is awarded; and 2) City employees from the time the RFP has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until 11:00 a.m., CST, on March 03, 2023. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Esteban Jimenez, Procurement Specialist II
City of San Antonio, Finance Department – Purchasing Division
Esteban.jimenez@sanantonio.gov

Questions submitted and the City's responses will be posted with this solicitation.

To view this solicitation, go to the SAePS portal; <https://supplierservice.sanantonio.gov/iri/portal>. If you have not completed the City's SAePS Vendor Registration, you must do so in order to view the solicitation and submit a response. Once you have logged on to the SAePS portal, click on "My Bids" (first), if not viewable then click "Other Bids" (to view all already published competitive bids).

TO REGISTER: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>.

Questions regarding registration may be submitted to the SAePS Hotline at (210) 207-0118 or by email at vendors@sanantonio.gov with "SAePS Portal" on the subject line so this can be expedited.