Department of Health and Social Affairs  
FSM National Government  

Request for Proposal

1. General

The Department of Health and Social Affairs (HSA) of the FSM National Government (hereinafter referred as “government”) hereby solicits bids from interested medical/health firms, agencies or organizations (hereinafter referred as “applicants”) for the provision of the following specialized medical services in the Federated States of Micronesia:

- Cardiology
- ENT (Ear Nose and Throat)
- Ophthalmology
- Urology
- Psychiatry
- Radiology
- Dental (adult and pediatric)

Applicants may submit proposal for one, a combination of, or all of the specialty areas.

2. Eligibilities

The following kinds and types of firms, agencies and organizations within the Federated States of Micronesia, US mainland, Alaska, Hawaii and US territories and the Freely Associated States (Palau & Marshall Islands) shall be eligible to submit proposals:

1. Institute of higher education (IHE);
2. Private, independent health consulting groups or agencies;
3. Health departments;
4. Community-based health organization; and
5. Other health-related NGOs.

3. Format

All interested parties and/or agencies may adopt any generally accepted style and format of proposal writing as long as it provides the necessary information as follows:

1. Name and address of agency
2. Telephone and facsimile numbers, including contact email addresses and website, if any.
3. Name, address and email address of the contact person.
4. Title of proposal and brief description of proposal (50 words or less)
5. Availability and name of individuals to provide the services.
7. Cost of services, professional fees, per diem, local transportation and other related charges.
8. Clearance and endorsements
   a. Letter of support and endorsements by responsible person of
governing boards.
   b. Copy of medical licensures and academic credentials of
individuals who are part of the team.

4. Selection Criteria and review panel

These review and rating elements shall be used in reviewing and rating
individual duly submitted proposals:

1. Technical experience and competence – These elements account for
25% of the scoring unit on the total proposal, and applicants are
required to present the rationale on how their proposals are relevant
and applicable for the FSM education environment and needs.

2. Familiarity with FSM health care systems – These elements account for
about 25% of the scoring unit on the total proposal. Applicants are
required to note if they have had previous engagement in delivering
health care to the FSM population.

3. Cost Effectiveness and Efficiency – These elements account for 25% of
the scoring unit on the total proposal, and applicants are required to
justify every estimated cost or cost activities thereof as they relate to
all parts and sections of their proposed activities.

4. Other supporting documents – These other elements shall include, but
not limited to, volume, types and accuracies of supportive documents,
references, endorsements and recommendations, as well as style,
form of presentations, level of third parties support, etc. These
account for about 20% of the scoring unit on the total proposal.

5. The Government reserves the rights to refuse any and/or all proposals
on the basis of incompletion and/or non-compliance. Incase where no
proposals will be accepted, the Government shall re-announce the
Request for Proposal.

4. Submission

All completed original proposals shall be submitted either in sealed envelopes
or via email at health@fsmhealth.fm and received by the Department of
Health and Social Affairs on or before the 4th day of January 2008. If
application is sent via mail, please deliver to:

Mr. Marcus Samo
Acting Secretary
Department of Health and Social Affairs
FSM National Government
Palikir, Pohnpei  FM  96941

Phone: 691 320 2619
Fax: 691 320 5263
Email: health@fsmhealth.fm