



GOVERNMENT OF PUERTO RICO  
Department of Health Auction Office  
Secretary and Administrative Assistant

Invitation to Formal Auction  
Hiring Professional Services  
December 22, 2022  
SP-2022-2023-011-MCAHD-R1

Description	Professional Services for the Development of a Data System for the Early Intervention Program, Avanzando Juntos.
Deadline	January 9, 2023, until 4:00 PM

In compliance with the principles of sound administration and transparency in the process of selection and award of Professional Services contracts, the Department of Health requests, Professional Services for the Development of a Data System for the Early Intervention Program, Avanza Juntos.

Any proposal submitted must comply with at least the following parameters:

1. Approved Communication Plan
2. Final Project Plan and Schedule
3. Establish work environments for internal and external access and use (state staff, vendor programmers, IT)
4. Child-based functionality - a. IFSP - b. Etc.
5. Part C Reports
6. System testing
7. UAT (user acceptance testing)
8. ETL legacy data into the new system
9. Documentation associated with every design
- 10.Training materials
- 11.Any other deliverable vendor identified by the vendor

For more details, please request the Specifications of this call in [subastas@salud.pr.gov](mailto:subastas@salud.pr.gov) You can also find the direct link to download the Specification next to the announcement on the Department of Health Page.

Period of services is subject to the formalization of a contract between the DS and Proponent, and the availability of funds.

To clarify any doubts or questions about it, you can send an email to: [subastas@salud.pr.gov](mailto:subastas@salud.pr.gov), no later than **December26, 2022, until 4:00 PM AST**. The Department will have until **December 29, 2022, until 4:00 pm** to answer any doubts or questions.

The DS, through its Secretary or through the personnel designated by the Secretary, shall review the requests received and determine whether any of them are capable of entering into a professional services contract with the agency concerned of the Government of Puerto Rico.

All proposals will be accompanied by the Single Certificate of Suppliers (RUP) issued by the General Services Administration of the Government of Puerto Rico (ASG), through which it accredits its inclusion in the Single Registry of Professional Service Providers, as provided in Law No. 73-2019, as amended, known as "Law of the Administration of General Services for the Centralization of Purchases of the Government of Puerto Rico of 2019".

The Proposer must submit the proposal accompanied by all the required documentation at the Auction Office located in Building H, second floor office 223. **You must deliver 1 original, 1 copy and a digital copy on a USB (PDF format), on or before January 9, 2023, until 4:00 PM. And you can also send your proposal via email, [subastas@salud.pr.gov](mailto:subastas@salud.pr.gov).**

The selection of the potential contractor will be notified by email.

By submitting a solution pursuant to this Notice, the proposer acknowledges that:

1. All the information submitted is true and verification may be requested.
2. The proposal contains any false or incorrect information will be discarded immediately.
3. In its sole discretion, the DS or its designee may communicate with individuals and / or companies that submit solutions to clarify any doubts or coordinate an interview and presentation in person or virtual, without requiring the presence of the other proponents.
4. The purpose of this notice is to disseminate that the Government of Puerto Rico has a need for service that will potentially result in a contracting of professional services.
5. As a result of this process, no type of right is generated that results in obliging the Government of Puerto Rico to sign a professional services contract.
6. It has the power to be bound and comply with all the parameters and requirements applicable to the government contracting of professional services.
7. As part of the consideration of the request for proposal, the signing of a non-disclosure agreement may be required.

**Calendar and Information**

<b>Applicant Unit:</b>	Department of Health Auxiliary Secretariat for Family Health, Integrated Services and Health Promotion Maternal, Child and Adolescent Health Division
<b>Contact Information</b>	Denise Marrero Santana 787-765-2929, ext. 4475
<b>Application Number:</b>	<b>SP-2022-2023-011-MCAHD-R1</b>
<b>Application Name:</b>	Professional Services Developing a Data System for the Early Intervention Program, Avanzando Juntos
<b>Service Category (Technology, Management Consulting, Etc.):</b>	Professional Services Request
<b>Date of Publication of the Application:</b>	December 22, 2022, until 4:00 PM
<b>Deadline for submitting questions:</b>	December 26, 2022, until 4:00 PM
<b>Deadline to answer questions:</b>	December 29, 2022, until 4:00 PM
<b>Submit Proposal to the Auction Office</b>	Department of Health Auction Office, Building H, Office 223, Second floor.
<b>Deadline for Submitting Proposals:</b>	January 9, 2023, until 4:00 PM
<b>Request form and related documentation request it to:</b>	<a href="mailto:subastas@salud.pr.gov">subastas@salud.pr.gov</a>