



Request for Information
Contracting Professional Services
January 31, 2025
RFP-SP-2024-2025-022-WIC

Description	PUERTO RICO DEPARTMENT OF HEALTH, WIC PROGRAM REQUEST FOR INFORMATION (RFI), MANAGEMENT INFORMATION SYSTEM (MIS)
Deadline	Friday, March 7, 2025, until 12:00 PM

In compliance with the principles of sound administration and transparency in the process of selecting and awarding professional services contracts, the department of health Request for Information (RFI), Management Information System (MIS) for the Puerto Rico Supplemental Nutrition Program for Women, Infant and Children (WIC).

Purpose of the RFI:

This Request for Information (RFI) seeks to gather information on available systems, technologies and the best practices of potential suppliers providing solutions that support the WIC program and that align with our operational goals. The information obtained will be invaluable in determining the next steps to take to enable us to conduct a Sealed Request for Proposal (RFP) which will be a new bidding process.

PRWIC REQUEST FOR INFORMATION

Objectives

PRWIC is looking for a new and modern system with the following criteria:

- Web Based MIS, easily configurable
- Interface with EBT processors
- Interface with web and mobile applications
- Both MIS and EBT systems are online
- Compliance with *FReD 2.0*, *WUMEI 2022* (WIC Universal MIS-EBT Interface Standards 2022) and the *Framework for State, Local, Tribal, and Territorial Use of Artificial Intelligence for Public Benefit Administration*

Specifically, the PRWIC Program is seeking to:

1. Improve client intake and appointment scheduling.
2. Enhance data management for participant records.
3. Track nutritional benefits.
4. Facilitate participant access to their benefits.
5. Streamline WIC Management Services.
6. Streamline nutrition education and resources.
7. Facilitate reporting and compliance with state and federal regulations.



DEPARTAMENTO DE SALUD
OFICINA DE SUBASTAS

8. Support remote access for clients and staff.
9. Automated manual processes performed by the Vendor and Finance Departments.
10. Integrate outside web-based applications into only one platform (No interfaces).
11. Maintain only one contractor.
12. Ensure compliance with federal and state regulations.

To clarify any doubts or questions about this, you can send an email to: subastas@salud.pr.gov no later than **February 14, 2025, until 4:00 PM**. The Department will have until **February 28, 2025, until 4:00 PM** to answer any doubts or questions.

The **PRDOHe**, through its Secretary or through the personnel designated by him, will review the applications received and determine if any of them is capable of signing a professional services contract with the concerned agency of the Government of Puerto Rico.

Any proposal will be accompanied by the Certificate of Eligibility of the Sole Registre of Bidders (RUL/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 the "General Services Administration Act for the Centralization of Government Purchases of Puerto Rico of 2019".

The Proponent must submit the proposal accompanied by all the required documentation at the **Auction Office located in Building J, Second floor**. **You must deliver one (1) original, one (1) hard copy and one (1) digital copy on a USB (PDF format), on or before Friday, March 7, 2025, until 12:00 PM.**

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 information submitted is true and verification may be requested.
2. The proposal containing any false or incorrect information shall be immediately discarded.
3. At its sole discretion, the PRDOHe or its designee may communicate with individuals and / or companies that submit solutions to clarify any doubt or coordinate an interview and presentation in person or virtually, without requiring the presence of the other proposers.
4. The purpose of this notice is to disseminate that the Government of Puerto Rico has a need for a service that will potentially result in the contracting of professional services.
5. As a result of this process, no type of right is generated that would oblige the Government of Puerto Rico to sign a professional services contract.



DEPARTAMENTO DE SALUD
OFICINA DE SUBASTAS

6. It has the power to bind and comply with all parameters and requirements applicable to the government contracting 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

Target Date	Event
January 31, 2025	Publication of RFI at 5:00 pm AST
February 14, 2025	Last Day to Submit Questions (RFC) – 4:00 pm AST substas@salud.pr.gov
February 28, 2025	Issuance of answers to questions – 4:00 pm AST
March 7, 2025	Submission of RFI – 12:00 pm AST, substas@salud.pr.gov