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## CMS Medicare FFS Provider e-News

CMS Information for the Medicare Fee-For-Service Provider Community

**CMS asks that you share the following important information with all of your association members and state and local chapters. Thank you!**

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### ***The e-News for Fri Mar 30, 2012...***

#### **Last Day to Bid for the Round 2 and National Mail-Order Competitions of the DMEPOS Competitive Bidding Program**

If you are a supplier interested in participating in the Round 2 and/or national mail-order competitions of the Durable Medical Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS) Competitive Bidding Program, *you must submit your bids in DBidS, the online bidding system, by 8:59:59pm prevailing Eastern Time TODAY, Fri Mar 30, 2012. All required hardcopy documents that must be included as part of the bid package must be RECEIVED by the Competitive Bidding Implementation Contractor (CBIC) by the end of the day TODAY, Fri Mar 30, 2012.*

Here are some important reminders:

- The Round 2 and national mail-order competitive bidding areas, product categories, DBidS information, bid preparation worksheets, educational materials, and complete Request for Bids (RFB) instructions can be found on the CBIC website at [www.DMECompetitiveBid.com](http://www.DMECompetitiveBid.com). You should review this information prior to submitting your bid(s).
- You must submit your bid in DBidS using the user ID you received during registration. If you have forgotten your user ID and/or password, you may recover them by using the “Forgot your User ID?” and “Forgot your password?” buttons located on the “Individuals Authorized Access to the CMS Computer Services (IACS)” log-in page.
- Your Authorized Official or Backup Authorized Official must approve your Form A and certify your Form B before the close of bidding. If you modify your bid after it has been approved or certified, it will need to be reapproved or recertified. If Form A is not approved or Form B is not certified, your bid cannot be evaluated, and you will not be considered for a contract. You can verify the status of your forms by logging into DBidS and checking the status screen.
- All bidders must submit certain required hardcopy documents as specified in the RFB instructions. It is very important that you review the hardcopy document section and the sample financial statements of the RFB instructions to ensure your documents include the required information. We also encourage you to use the

hardcopy document package checklist, which may be found in Appendix B of the RFB. All required hardcopy documents that must be included as part of the bid package must be RECEIVED by the CBIC by the end of the day TODAY, Fri Mar 30, 2012. We cannot accept late, faxed, or emailed documents.

- All bidders participating in the national mail-order competition for diabetic testing supplies must complete and submit the National Mail-Order 50 Percent Compliance form on the CBIC website. Only one form should be submitted per bidder number. You must not change the printed form in any way. Please ensure that all pages of the form are included in the hardcopy document package. If the form is not RECEIVED by the end of the day TODAY, Fri Mar 30, 2012, your bid for the national mail-order competition will be disqualified. Please refer to the instructions on the form or the National Mail-Order for Diabetic Supplies factsheet for additional information.
- If you submitted financial documents by the Covered Document Review Date (CDRD) – Wed Feb 29, 2012 – you will receive an email about your financial documents from the CBIC by Mon May 14, 2012. If you did not submit all of the required financial documents, the email will alert you to expect a letter notifying you of the specific missing financial document(s). This letter will be mailed to your organization's authorized official. You will be required to submit the indicated missing financial document(s) within 10 business days of the notification. If you submitted all required financial documents, the email will confirm that the CBIC received all required financial documents and that no further action from you is required. If you did not submit any financial documents by the CDRD, you will not receive an email or a letter about your financial documents.
- If you did not submit any hardcopy financial documents by the CDRD, you are still required to submit all required hardcopy documents specified in the RFB instructions by the end of the day TODAY, Fri Mar 30, 2012.

If you have any questions, please contact the CBIC customer service center at 877-577-5331 immediately.

#### More Helpful Links...

Check out CMS on



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**The Medicare Learning Network**

[www.CMS.gov/MLNGenInfo](http://www.CMS.gov/MLNGenInfo)

**Archive of Provider e-News Messages**

[www.CMS.gov/FFSProvPartProg/EmailArchive](http://www.CMS.gov/FFSProvPartProg/EmailArchive)