

Eligibility Requirements

A supplier must meet certain eligibility requirements before it can submit a bid and be awarded a contract under the DMEPOS Competitive Bidding Program.

- 1** A bidder must be a DMEPOS supplier in good standing with an active Provider Transaction Access Number (PTAN). Each supplier should ensure that its Provider Enrollment, Chain and Ownership System (PECOS) file is up-to-date with current information, as information in PECOS will be verified during the registration and bidding process.
- 2** A supplier must be accredited by a Centers for Medicare & Medicaid Services (CMS) approved accreditation organization for all items in each product category for which it submits a bid. CMS cannot award a contract to a supplier that is not accredited. For a listing of CMS approved accreditation organizations, please visit the CMS website.
- 3** A supplier submitting a bid for a product category in a competitive bidding area (CBA) must have all applicable required state licenses on file with the National Supplier Clearinghouse (NSC) before the close of the bid window (see **Appendix A** of the **Request for Bids** instructions for the licensure deadline). A supplier's bid(s) will be disqualified if it does not meet all state licensure requirements for the applicable product categories and for every state in a CBA.

Each location identified in a bid must have all applicable licenses for every state in which it provides services. For a multiple-state CBA, the bidder must collectively have all applicable licenses for every state in the CBA. Each location is not required to have licenses for every state in the CBA as long as each state has a bidding location licensed for the product category. A supplier with multiple locations in a multiple-state CBA must have a licensed location for each state in the CBA. For more information about licensure, please see the licensure directory on the NSC website, www.palmettogba.com/NSC, and the Licensure for Bidding Suppliers fact sheet on the Competitive Bidding Implementation Contractor (CBIC) website.

- 4** Each contract supplier must be ready to provide services in the CBA on day one of the contract period. To ensure that only qualified suppliers become contract suppliers, a supplier must have at least one physical location that meets the requirements to serve a CBA in order to bid in that CBA. Suppliers with physical locations outside of CBAs may bid in those CBAs only if they meet all requirements (e.g., state licensure, accreditation) before the close of the bid window. Only the locations identified by a PTAN on Form A in DBidS (the online bidding system) as servicing the CBA are eligible for Medicare payment for competitively bid items at the time the program begins. Contract suppliers may request that locations be added or removed from their contracts at any time during the contract period. Contract suppliers may use a subcontractor to assist them with carrying out the terms of the competitive bidding contract. Per the DMEPOS supplier standards outlined in 42 CFR §424.57, contract suppliers may subcontract these functions only:

- purchase of inventory,
- maintenance and repair of rented equipment,
- delivery only of a Medicare covered item, and
- setup and/or instruction on use of a Medicare covered item

Contract suppliers are responsible for the items and services they provide directly or through the use of a subcontractor. This includes maintaining proper documentation and ensuring appropriate delivery, setup, and/or instruction.