

Preliminary Bid Evaluation

The Centers for Medicare & Medicaid Services (CMS) will conduct a preliminary review of all bids after bidding closes. The review will determine whether the bid(s) was satisfactorily completed, certified, and approved in the Durable Medical Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS) Bidding System (DBidS), if the hardcopy document package was received timely, and if the location(s) met the requirements outlined below and is eligible for further review.

The following enrollment data in the Provider Enrollment, Chain, and Ownership System (PECOS) will be verified for each location on the bid(s):

- Active PTAN – PTAN has an active status (not inactive or revoked)
- Accreditation – PTAN is accredited to furnish items in the product category
- Licensure – PTAN is licensed by the state to provide items in the product category
- Common Ownership and Common Control – PTAN is not commonly owned or commonly controlled by another supplier bidding in the same product category in the same competitive bidding area. For more information, please read the [Common Ownership and Common Control](#) fact sheet.

NOTE: This preliminary review does not include your financial documents, which is a separate review and notification process. Please see the [Covered Document Review Date](#) fact sheet for more information on the covered document review process.

All bidders' authorized officials (AO) and backup authorized officials (BAO) (as registered in the Enterprise Identity Management (EIDM) system) will receive an e-mail that a secure notification has been posted in the online bidding system, DBidS. The notification will inform the bidder if a location(s) is eligible for further review.

If not eligible, the notification will specify which enrollment requirement(s) was not met at the close of bidding. Bidders will have the opportunity to verify with the applicable organization that the requirement(s) was met on or before the close of bidding. Instructions will be provided in the notification on how to confirm the requirement(s) was met. Bidders must verify the unmet requirement(s) within 10 business days. Bidders whose location(s) met all the enrollment requirements will not need to take any further action.

IMPORTANT: For bidders who receive a notice stating that all enrollment requirements were met, this process does not guarantee that the applicable bid(s) will be eligible for a contract offer. Bid(s) may still be disqualified if, during the bid evaluation process, CMS finds that any of the bidding requirements in the [Request for Bid \(RFB\) instructions](#) were not met. All bids are considered final once bidding closes and cannot be amended or changed.

