

Welcome to Vendor Orientation



About Broward Health



Main Hospitals

Broward Health Medical Center
Broward Health North

Broward Health Imperial Point
Broward Health Coral Springs

Offsite Facilities

Annie L. Weaver Health Center
Bernard P. Alicki Health Center
Children's Diagnostic & Treatment Center
Clinica de las Americas
Comprehensive Care Center

Lauderdale Lakes Health Center
Margate Health Center
Pompano Pediatric Primary Care Center
Pompano Prenatal Care Center
Cora E. Braynon Family Health Center

Urgent Care

Broward Health Weston

Sunrise and Lighthouse Point - Coming Soon

Physician Practices

50 locations with over 130 Physicians

Topics

- ✓ Vendor Registration / Vendor Relations
- ✓ Supply Chain / Purchasing
- ✓ The Bidding Process
- ✓ Value Analysis
- ✓ Economic and Small Business Development

Vendor Registration & Vendor Relations

Diana Gomez, Manager
Cheray Scott, Coordinator
Leetasha Maraj, Specialist
vendorrelations@BrowardHealth.org
954-473-7289



LOGIN

Please enter your vendor id [tax id / ssn / ein] and password

Vendor ID (Tax ID / SSN / EIN):

(no hyphens, no spaces)

Password:

LOG IN



REGISTER

Register if you don't have an account
Your registration is NOT complete until you return to your company profile, complete all tabs, and upload your current signed W9 form.

CREATE ACCOUNT



FORGOT PASSWORD

Vendor ID (Tax ID / SSN / EIN):

(no hyphens, no spaces)

RETRIEVE PASSWORD



Broward[®] Health

For help with the Vendor Registration System, please contact:
954-473-7289 vendorrelations@browardhealth.org

Click on & Complete Each Tab

- VENDOR INFORMATION**
- OWNERSHIP & AFFILIATION**
- PRODUCTS & SERVICES**
- SMALL BUSINESS**
- QUOTATION LIST**
- SUMMARY**

CHANGE PASSWORD

New Password:

between 6 to 20 characters which contain at least one numeric digit, one uppercase and one lowercase letter

Confirm New Password:

CHANGE PASSWORD

ADMIN ONLY

Update Vendor ID:

between 9 to 15 digits numeric only

CHANGE VENDOR ID

VENDOR INFORMATION

Name of Company:*

Tax ID / SSN / EIN:*

 Enter one of following number to represent your business

Select ID Type:*

TaxID SSN EIN Other Select a type that represent your business number

Subsidiary (DBA):

Enter if you have [Doing Business As] name

Website URL:

ADDRESS INFORMATION:

Street Address:*

Additional Info:

City:*

State:*

Zip Code:*

CONTACT INFORMATION:

First Name:*

Last Name:*

Contact Title:

Phone No.:*

Extension:

Alternate Phone No.:

Extension:

Fax No.:

Contact Email Address:*

Primary business email address (should be an account that is monitored regularly)

Alternate Email Address:

Additional email contacts may be provided in comma-delimited format (example: abc@email.com, xyz@email.com)

W9 & CERTIFICATE OF INSURANCE




To upload document, enter Signed Date for [W9] and Expiration Date for [Certification of Insurance]. Use the icons in each section to manipulate documents as needed.

delete selected document refresh list download selected document
change file name upload a document

Enter Signed Date:

Enter Expiration Date:

UPLOAD VALID W9:

	Name	Date modified	Size
  	2021 W9.pdf	5/4/2021 1:43:4...	610.88 KB

The size of each file selected for upload is limited to 10 MB. File extension .docx, .doc, .xlsx, .xls, .pdf, .jpeg, .jpg, .gif, .png are allowed.

UPLOAD CERTIFICATE OF INSURANCE:

	Name	Date modified	Size
No data to display			

The size of each file selected for upload is limited to 10 MB. File extension .docx, .doc, .xlsx, .xls, .pdf, .jpeg, .jpg, .gif, .png are allowed.

AUTHORIZATION:



I confirm the above information is correct. I will continue with the registration process.

Authorized By:*

Title:*

Initial Authorization Date:*

This field will be populated automatically when authorized

SAVE VENDOR INFORMATION

- VENDOR INFORMATION
- OWNERSHIP & AFFILIATION
- PRODUCTS & SERVICES**
- SMALL BUSINESS
- QUOTATION LIST
- SUMMARY

PRODUCTS & SERVICES

AVAILABLE PRODUCTS & SERVICES:

To select, highlight and click the [select] button or double click the item

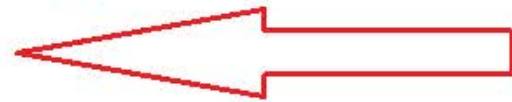
Code	Description	SBV
<div style="background-color: #0056b3; color: white; padding: 2px;"> > Advertising Specialties/Promotional Items </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Air Conditioning, Heating, Ventilation, Chiller PI </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> v Anesthesia </div>		
12001	Anesthesia Admission Kit	2D
12002	Anesthesia Airways	2D
12003	Anesthesia Equipment Sales, Rental, Lease	2D
12004	Anesthesia Equipment Service	2D
12005	Anesthesia IV Adm Kits	2D
12006	Anesthesia IV Solutions	2D
12007	Anesthesia Laryngoscope Accessories	2D
12008	Anesthesia Tubing Endotracheal	2D
<div style="background-color: #f2f2f2; padding: 2px;"> > Audio Visual Equipment, TV/Broadcast and Productio </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Bags, Containers, Accessories </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Building Materials and Supplies </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Cardiology </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Communications and Telecommunications </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Construction </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Consulting Services </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Design Services </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Electrical </div>		
<div style="background-color: #f2f2f2; padding: 2px;"> > Elevators </div>		

SELECTED PRODUCTS & SERVICES:

To unselect, highlight the item and click the [unselect] button or double click the item

Code	Description	SBV
<div style="background-color: #0056b3; color: white; padding: 2px;"> v Professional Provider Services </div>		
40009	Clinical Staffing and Recruiting	3I

Click on and select as many goods, products, and/or services your firm provides



- VENDOR INFORMATION
- OWNERSHIP & AFFILIATION
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- SMALL BUSINESS
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SMALL BUSINESS

SMALL BUSINESS: Is your firm a Small Owned Business?

Small Business Code:* Small Business Status: **Not a Small Business**

To be eligible to participate in BH's Economic and Small Business Development Initiative, as a Certified Small Business Vendor, please submit a copy of your company's Small Business certification document from one of BH's Approved Certification Partners below:

BH Certification Partners:

Certification Type:

BH requires your company's Small Business certification document to be valid for more than 60 days of expiration.

Certification Expiration Date:

If your firm is **NOT Currently Certified as a Small Business** with one of BH's Approved Certification Partners, please visit <https://www.browardhealth.org/vendorregistration#diversereg> to access certification applications links.

Should your firm choose **NOT** to be certified as a Small Business with one of BH's Approved Certification Partners, please complete the *Verified Small Business Vendor Affidavit* attesting that your company is certified as a SBE by a Federal, State or Local Governmental Agency, not listed as a BH Approved Certification Partner - upload a copy of the Certification document with the Affidavit.

If your company is registered with the Federal Government as a Small Business (self-declared) in SAM – the System for Award Management, please provide/upload:

1. Verified Small Business Vendor Affidavit
2. SAM Registration Profile
3. DUNS Number
4. SAM Registration Expiration

If you have any questions regarding this section, please contact the Office of Economic and Small Business Development (OESBD) at (954) 473-7205 or email smallbusiness@browardhealth.org

To upload document, [SMALL BUSINESS] should be checked and Expiration Date for the Certification should be filled. Use the icons for manipulating documents.



UPLOAD DOCUMENTS:

Name	Date modified	Size
SBE SIPS 2023.pdf	12/15/2022 6:07:38 PM	41.99 K

**SmallBusiness
Contact Information:**
SmallBusiness@browardhealth.org
954-847-1620

EXIT

1800 N.W. 49TH STREET
FORT LAUDERDALE, FL 33309
(954) 473-7289

- VENDOR INFORMATION
- OWNERSHIP & AFFILIATION
- PRODUCTS & SERVICES
- SMALL BUSINESS
- QUOTATION LIST**
- SUMMARY

EXIT

QUOTATION LIST

View Quote Information Refresh

Search...

Quote ID	Type	Quote Description	Due Date	Quote Uploaded	Status
2023-0001	RFQ	Dental Equipment Provider RFQ	1/19/2023		CLOSED
2020-0054	RFQ	Remote Monitoring ICU Command Center RFQ	1/4/2021		CLOSED
2020-0003	RFP	Stryker Endoscopy Service Agreement RFP	1/22/2020		CLOSED
2019-0081	RFP	Medical Gas Outlet and Equipment Testing, Maintenance & Repair Services RFP	10/4/2019		CLOSED
2019-0060	RFQ	Retinal Optical Coherence Tomography (re-release) RFQ	6/28/2019		CLOSED
2019-0053	RFQ	Medical Equipment for Retinal Surgery & Ophthalmology Practice - RFQ	6/11/2019		CLOSED
2019-0050	RFP	Home and Hospice Infusion Provider Services RFP	5/31/2019		CLOSED
2019-0043	RFP	Tele Cardiopulmonary Monitoring and Software System RFP	4/23/2019		CLOSED
2018-0010	RFP	BHMC Arthroscopic System RFP	2/26/2018		CLOSED
2017-0065	RFQ	Ultrasonic Liposuction System	4/20/2017		CLOSED
2016-0303	INFORMAL	Repair and service Drills and Cordless drivers, Saws	12/27/2016		CLOSED
2016-0011	INFORMAL	Maintenance and repair of ATEC Sapphire s/n 202939	1/25/2016		CLOSED
2016-0001	INFORMAL	One year warranties for Extended Pain Management Generator and Cooled Radio Frequency Peristaltic Pump Unit	1/8/2016		CLOSED
2015-0155	INFORMAL	Two (2) year Service Agreement for Neoprobe NC60, Serial # G14030346	12/23/2015		CLOSED

Bidding Opportunities Listed Here

Quick Access to Vendor Registration System (VRS)



Vendor Relations

- Keep contact information up to date (bid notifications)
- Documents to be kept current – W9 and SBE Certificate (if applicable); COI (only when contracting)
- **Compliance** – Ownership and Affiliation tab is valid for **one year**.
- Select any/all Product Codes applicable to your organization.

Facility Vendor Tracking / Registration System

- IntelliCentrics “Sec3ure”
- Provides web-based Program that verifies credentialing and tracking of firms while in Broward Health facilities
- All vendor representatives must pre-register and log in at the Sec3ure Kiosk in each facility at the start of every visit.
- Vendors may register at <https://www.sec3ure.com>

Supply Chain / Purchasing

Purchasing Objectives

- Compliant & Transparent Procurement Process
- Extensive Contract Review
- Increase Number of Formal Bids (RFQ / RFPs)
- Competitive Pricing, Innovation, Quality Products & Service
- Maximize Potential Savings

Purchasing Methods

- New Item Introduction – Regional Supply Chain Managers
- Group Purchasing Organization (GPO) – Vizient (may be exempt from competitive bidding)
- Formal/Informal Bids
- A Purchase Order must be issued for all Goods and Services

Accounts Payable - Invoices

Invoices **MUST** reference a valid Purchase Order number and be sent to the AP email address:

Capital PO invoices only: PPE@browardhealth.org

Operational PO invoices only: accountspayable@browardhealth.org

Operational PO inquiries only: apinquiries@browardhealth.org

Please send vendor statements in Excel format only.

Broward Health Accounts Payable Direct Line: **954-847-4288**

➡ All orders **MUST** be delivered to the appropriate facility's receiving dock, unless otherwise instructed.

➡ Broward Health is a tax-exempt entity.

The Bidding Process

Diana Gomez, Manager
Cheray Scott, Coordinator
Leetasha Maraj, Specialist
Bids@BrowardHealth.org



Informal Bids

- Smaller purchases.
- Awarded to lowest bidder meeting all pre-established criteria (after Small Business Vendor Enhancements are taken into consideration) – exceptions may apply
- Notifications - only sent via a VRS email blast (importance of product code and contact information).
- Cone of Silence (Questions regarding scope/submission process: bids@browardhealth.org)
- Strict submission deadline
- Bids must be submitted as indicated in Bid document (Electronic Copies, Sharefile Link, Redacted Copies)

Formal Bids – RFQ / RFP

Request for Quote (RFQ)

- Awarded to lowest bidder meeting all pre-established criteria (after Small Business Vendor Enhancements are taken into consideration.)

Request for Proposal (RFP)

- Qualitative evaluation performed by Selection Committee based on previously established scoring criteria.
- Part A – Written Proposal
- Part B – Optional Oral Presentation / Interviews

Formal Bids – RFQ / RFP

- Notifications – VRS email blast, Broward Health Vendor website, Broward County Public website, Sunshine Board, Avisare platform
- Cone of Silence
- Questions regarding scope/submission process: bids@browardhealth.org
- Bids must be submitted as indicated in Bid document (Electronic Copies, Sharefile Link, Redacted Copies)
- Vendors must submit detailed responses to Response Requirements
- Strict submission deadline
- Public meetings – Opening Meeting & Scoring Meetings (held via Microsoft Teams)

Bidding Do's & Don'ts

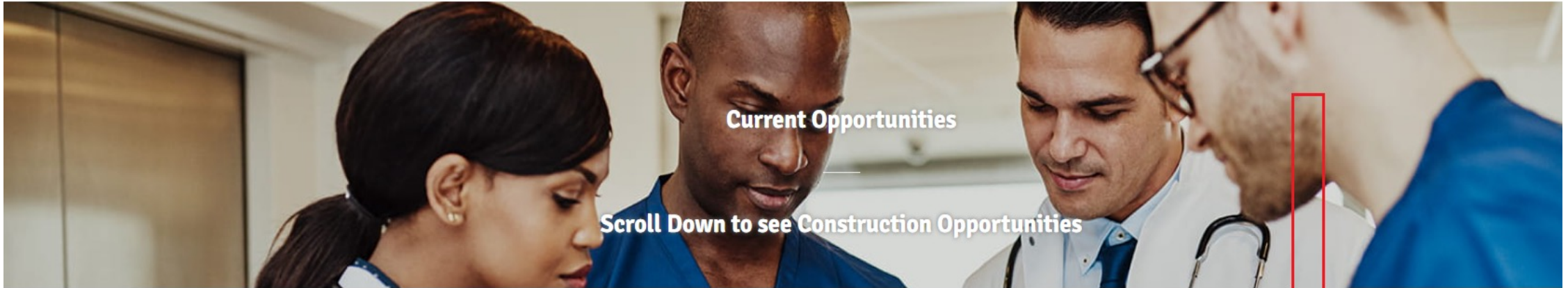
DO

- Read the complete Bid Document
- Submit your questions to the Bids Team by the Vendor Inquiry Deadline
- Communicate solely with the Broward Health Bids Team regarding ANY bid-related topics
- Follow the Submission Instructions (Sharefile Link, Number/Naming of Files, etc.)
- Include a **redacted** version of your response if applicable (Sunshine Law)

DON'T

- Contact a member of Broward Health (outside of Bids) to discuss an ongoing bid (Cone of Silence)
- Call Vendor Relations for assistance at the last minute

Vendor Website



Public Bid Notices

Formal Bidding Opportunities

1. Surgical Spine Navigation System (Re-Release) - Award Letter



• Surgical Spine Navigation System (Re-Release) RFQ - Revised Tabulation Sheet



Hospital Food and Nutritional Services, Hospital Environmental Services, and Internal Patient Transport Services RFP - Notification of
2. Intent of RFP Release



• Hospital Food and Nutritional Services, Hospital Environmental Services, and Internal Patient Transport Services - Invitation



• Hospital Food and Nutritional Services, Hospital Environmental Services, and Internal Patient Transport Services - RFP



Hospital Food and Nutritional Services, Hospital Environmental Services, and Internal Patient Transport Services RFP - Addendum
• 1



Hospital Food and Nutritional Services, Hospital Environmental Services, and Internal Patient Transport Services RFP - Addendum
• 2



Vendor Website



Active/Upcoming Bid Opportunities

as of 5/1/2024
(subject to change)

General / Clinical Projects

- Data Archival Solution
- Supplemental Coding Services
- Nurse Call System Replacement
- Media Writer Services
- Lab Distribution
- Valet Services
- Landscaping & Hardscaping Enhancements

Design and Construction Projects

- General & Trade Contractors
- Resealing of Exterior Windows
- Roofing Replacements
- Elevator Modernization

Value Analysis

Value Analysis Mission Statement

The Value Analysis Committee will ensure the preparation of in-depth financial and functional analyses of products used throughout Broward Health entities.

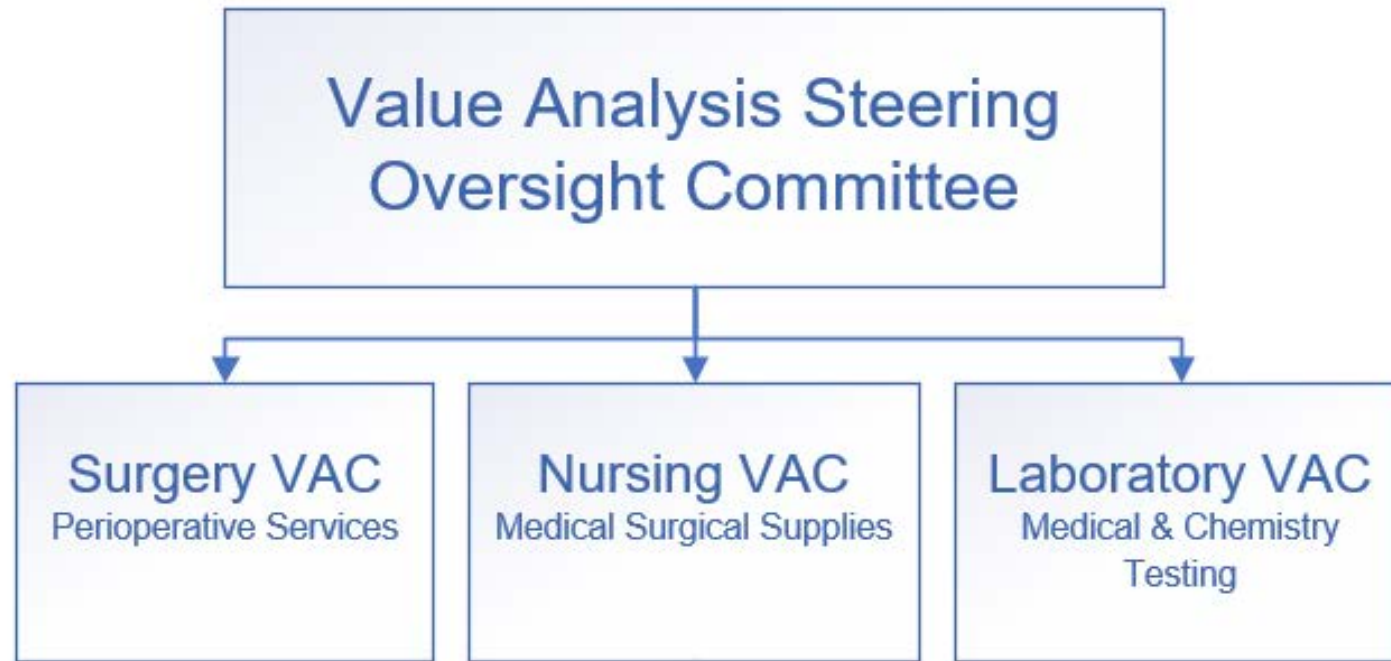
The major emphasis of the Value Analysis Committee is to align products for Patient Care focusing on Quality, Safety, and Financial Responsibility.

Value Analysis – Due Diligence

Common Due Diligence Standards:

- Stakeholder Impact
- Contract Status
- FDA
- Clinical Justification and Validation
- Quality and Clinical Evidence
- Environmental/Sustainability Considerations
- Financial Analysis
- Other organizations' experience with the product

Value Analysis – Clinical Committee Structure



Value Analysis – Key Considerations

- New Item requests must be initiated by a Broward Health Department / End user.
- Pricing negotiations on items must include Value Analysis / Supply Chain.

Office of Economic and Small Business Development

LaRae Floyd, Manager

Misha Payne, Specialist

SmallBusiness@BrowardHealth.org

954-473-7205



Economic and Small Business Development

Mission & Vision

To provide accessibility to all local and small business enterprises seeking inclusion in the procurement opportunities at Broward Health.

To be the leader in bolstering the economic growth and support of local and small businesses.

Economic and Small Business Development

- Ensure accessibility of all “Certified” Small Business Vendors
- Manage Broward Health’s Small Business partners
- Monitor & Report Small Business Vendor Procurement activity
- Educate Internal Staff & External Partners on BH’s OESBD Initiative
- Ensure Compliance w/ Small Business Enhancements
- Oversight responsibility for Broward Health’s Annual Small Business Vendor participation
- Overall management of the OESBD, ensuring the inclusion of local and small business vendors

Certification vs. Registration

Broward Health's **certification** process is a validation process used to determine if your company is eligible to participate in Broward Health's Economic and Small Business Development Initiative, as a Certified Small Business Vendor (CSBV).

- Approved by one of Broward Health's Certification Partners (updated list can be found in VRS or on our Website)

Broward Health's **registration** process is used to establish Broward Health's vendor resources pool.

- Registered Vendors will receive email notification of all procurement opportunities within the selected product/service code(s)

Small Business Vendors (SBVs)

Broward Health OFFICE of ECONOMIC and SMALL BUSINESS DEVELOPMENT (OESBD)

Certified Small Business Vendor (CSBV) Registration

To Register as a Certified Small Business Vendor with Broward Health:

1: Go to our on-line Vendor Registration System (VRS): <https://vrs.BrowardHealth.org>

2: Upload a current copy of your firm's Small Business Certification certificate/document.

Broward Health accepts any current certifications from the following agencies based on small business size standards.

BROWARD HEALTH'S APPROVED CERTIFICATION PARTNERS

- State of Florida Office of Supplier Diversity
- School Board of Broward County Economic Development & Diversity Compliance Department
- Broward County Office of Economic and Small Business Development
- Miami-Dade County Small Business Development Division
- Miami-Dade County Public Schools Office of Economic Opportunity
- Palm Beach County Office of Equal Business Opportunity
- School District of Palm Beach County Office of Diversity in Business Practices
- U.S. Small Business Administration (including SBA-approved Third-Party Certifiers)
- U.S. Department of Transportation – Unified Certification Program



NOTE: You will need your firm's Tax ID & a completed W-9 when registering.

*To do business with BROWARD HEALTH, All vendors MUST register in VRS.
Please scan the QR Code to register.*

IF NOT certified as a Small Business with one of Broward Health's partners - go to:
<https://vendor.BrowardHealth.org/pages/vendor-registration-and-certification>
to link to a partner and get more information about registering as a "Verified"
Small Business Vendor with Broward Health.

EQUAL ACCESS PROCURER OF GOODS & SERVICES

For additional inquiries, please contact
the OESBD at **954.473.7205** or
smallbusiness@BrowardHealth.org.

Certification vs. Verified

Certified Small Business Vendors (CSBV) are those vendors approved via Broward Health's certification process. Certified small business vendors are eligible to participate in Broward Health's OESBD initiative. Benefits include:

- Vendor Development Opportunities
- Small Business Enhancements Participation
 - Subcontracting; Scoring & Evaluation Points; Quote Price Tolerance
- Courtesy Procurement Request Notification
- Special Programs & Networking
- Referral to key contacts and Small Business Community Resources
 - Business Councils / SFAA / GPO / etc.

Verified Small Business Vendors (VSBV) are identified via Broward Health's registration process, by self declaring small business vendor status by completing the VSBV affidavit. The verification status is intended to be a "temporary" status, as it is Broward Health's goal to have all small business vendors certified. Verified vendors are NOT eligible to participate in Broward Health's Small Business Enhancements.

Small Business Outreach

Internally hosted by Broward Health:

- ❖ Construction Open House for Small Business
- ❖ Local & Small Business EXPO
- ❖ Small Business Procurement Initiatives & Project Specific Events
- ❖ HFSF – South Florida Anchor Alliance

Thank you for joining us!

Questions? Please email vendorrelations@browardhealth.org

