

**Issued By:**

**The Interagency Benefits Advisory Committee (IBAC) consisting of:**

**State of New Mexico, Risk Management Division (RMD)  
New Mexico Public Schools Insurance Authority (NMPSIA)  
New Mexico Retiree Health Care Authority (NMRHCA)  
Albuquerque Public Schools (APS)  
AND  
The University of New Mexico (UNM)**

**REQUEST FOR PROPOSALS (RFP)**

**Pharmaceutical Benefits Management Services**



**RFP#342-2021-03**

**Amendment # 1**

Release Date: October 18, 2021

Proposal Due Date: ~~November 15, 2021~~ November 18, 2021

**ELECTRONIC-ONLY PROPOSAL SUBMISSION**

**Amendment # 1**

**2 CONDITIONS GOVERNING THE PROCUREMENT**

2.1 This section of the RFP contains the schedule of events, the descriptions of each event, and the conditions governing this procurement.

**SEQUENCE OF EVENTS**

The Procurement Manager will make every effort to adhere to the following schedule:

Action	Responsible Party	Due Dates
1. Issue RFP	NMPSIA on behalf of the IBAC/UNM	October 18, 2021
2. Acknowledgement of Receipt Form	Potential Offerors	3:00 PM MST October 25, 2021
3. Deadline to submit Written Questions	Potential Offerors	3:00 PM MST October 29, 2021
4. Response to Written Questions	Procurement Manager	November 5, 2021
5. Organizational Reference Questionnaire	Organizational References	3:00 PM MST November 12, 2021
<b>6. Submission of Proposal</b>	<b>Potential Offerors</b>	<b>3:00 PM MST <del>November 15, 2021</del> November 18, 2021</b>
7. Proposal Evaluation	Evaluation Committee	<del>November 16, 2021 to January 7, 2022</del> November 19, 2021- January 14, 2022
8. Selection of Finalists	Evaluation Committee	<del>January 7, 2022</del> January 14, 2022
9. Best and Final Offers	Finalist Offerors	January 21, 2022
10. Oral Presentation(s)	Finalist Offerors	January 21, 2022
11. Finalize Contractual Agreements	Agency/Finalist Offerors	February 9, 2022 to March 31, 2022 (December 31, 2022 for APS)
12. Contract Awards	Agency/ Finalist Offerors	July 1, 2022 (January 1, 2023 for APS)
13. Protest Deadline	NMPSIA on behalf of the IBAC/UNM	+15 days

\*Dates indicated in Events 7 through 13 are estimates only, and may be subject to change without necessitating an amendment to the RFP.

**2.2 EXPLANATION OF EVENTS**

The following paragraphs describe the activities listed in the Sequence of Events shown in Section 2.1., above.

**1. Issue RFP**

This RFP is being issued on behalf of the State of New Mexico IBAC and UNM on the date indicated in Section 2.1, Sequence of Events.