

ADVERTISEMENT

REQUEST FOR PROPOSALS

The Department of Administrative & Financial Services, Bureau of Human Resources, Employee Health & Benefits, is seeking proposals to develop a Workplace Health and Safety Accreditation Program. The successful vendor would be required to develop the processes, procedures, manuals and other appropriate tools to enable:

- Departments to conduct a self-assessment to determine the quality of their employee health and safety programs;
- Visiting peer committees to conduct site visits to verify the self-assessment;
- The results to be reported in a consistent format;
- The departments' staff and visiting committees to be trained to administer the program and to perform their respective duties.
- The Division of Employee Health & Benefits to award accreditation to a department.

The detailed specifications may be obtained from Earle R. Pease, Workers' Compensation Coordinator, Employee Health & Benefits, 114 State House Station, Augusta, ME 04333-0041, telephone number 207-287-4446, e-mail Earle.R.Pease@maine.gov

Sealed proposals must be clearly marked "Department of Administrative & Financial Services, Employee Health & Benefits: Excellence in Health & Safety" and received by May 14th at 2:00 p.m. at the Division of Purchases, 161 Capitol Street, 9 State House Station, Augusta, Maine 04333-0009. Proposals will be publicly opened and the name of the bidder announced at the date, time, and place specified above. No other information will be made public prior to evaluation and contract award notification. Proposals received after the date and time specified will not be considered. There are no exceptions. The State reserves the right to reject any or all proposals.