



Registration Now Open for DMEPOS Competitive Bidding

Registration is now open and available to all suppliers interested in participating in the Round 2 and national mail-order competitions of the Medicare Durable Medical Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS) Competitive Bidding Program. When bidding opens, suppliers will need to submit their bids using the DMEPOS on-line bidding system (DBidS). To help ensure bid security and privacy, suppliers interested in bidding must first register all employees that will enter information in DBidS to obtain a user ID and password through the Individuals Authorized Access to CMS Computer Services (IACS) system. Only supplier employees that have a user ID and password will be able to access DBidS; suppliers that do not register will not be able to bid.

If you are a supplier interested in bidding, register now – don't wait. Designate one authorized official (AO) listed on the CMS-855S enrollment form to act as your AO for registration purposes. The AO must register for a user ID and password first and must approve other supplier employees' requests to register. After an AO successfully registers, the AO may designate other authorized officials on the CMS-855S to serve as backup authorized officials (BAO). The AO and BAOs can designate other supplier employees as end users (EU). BAOs and EUs must also register for a user ID and password to be able to use the on-line bidding system. The name, date of birth, and Social Security number (SSN) of the AO and BAOs must match exactly with what is on file with the National Supplier Clearinghouse to register successfully.

We strongly urge all AOs to register no later than *Thu Dec 22* to ensure that BAOs and EUs have time to register before bidding begins. We recommend that BAOs register no later than *Thu Jan 12, 2012* so that they will be able to assist AOs with approving EU registration. Registration will close on *Thu Feb 9, 2012 at 9pm ET* – no AOs, BAOs, or EUs can register after registration closes.

To register, go to the [Competitive Bidding Implementation Contractor \(CBIC\) website](#) and click on "REGISTRATION IS OPEN" above the Registration Clock on the home page. Please review the *IACS Reference Guide* posted on the website for step-by-step instructions on registration. You will also find a registration checklist and Quick Step guides on the CBIC website. If you have any questions about the registration process, please contact the CBIC Customer Service Center at 1-877-577-5331.

The CBIC is the official information source for bidders. All suppliers interested in bidding are urged to sign up for email updates on the home page of the CBIC website. For information about Round 2 and

the national mail-order competition, including bidder education materials, please refer to the resources located under “Bidding Suppliers: Round 2 & National Mail-Order” on the CBIC website.