



**State of Delaware  
Executive Department  
Office of Management & Budget**

Sealed proposals are being accepted for the **Pharmacy Benefit Management (PBM)** Request for Proposal for the State of Delaware Group Health Insurance Program. Sealed proposals will be received by the Statewide Benefits Office – The Duncan Center, 500 West Loockerman Street, Suite 320, Dover, Delaware 19904 until 2:00 p.m. EST on Monday, November 15, 2010, at which time they will be publicly opened.

The State Employee Benefits Committee (SEBC) for the State of Delaware provides pharmacy benefits to approximately 36,000 active employees and approximately 25,000 pensioners. The Statewide Benefits Office (SBO) is a division within the OMB and functions as the administrative arm of the SEBC responsible for the administration of all statewide benefit programs with the exception of pension and deferred compensation benefits.

The health insurance component of the program is self-insured and currently provides services to an estimated 111,000 covered lives. The pharmacy benefit is currently carved-out. Eligible participants include active, retired, school district, charter school, university, community/junior college, non-state groups, and COBRA participants and their enrolled dependents. Plan participants are primarily located within the State of Delaware, although a small number of participants reside in other states and countries. There are multiple employer units located in three counties throughout the State with each exercising a high degree of independence.

Within the Request for Proposal there is a scope of services to be provided. Copies of the criteria for professional selection will be available beginning Friday, October 1, 2010, and may be obtained electronically by emailing Ms. Laurene Eheman at [laurene.eheman@state.de.us](mailto:laurene.eheman@state.de.us). **Confirmation of intentions to bid must be submitted via email to Ms. Eheman at [laurene.eheman@state.de.us](mailto:laurene.eheman@state.de.us) no later than Friday, October 22, 2010 at 2:00 p.m. EST.** Upon receipt of a signed Non Disclosure Agreement, vendors who submit an intention to bid will receive discs containing data needed to prepare a bid. **The State of Delaware will not accept any required agreements such as the Non Disclosure Agreement that have been executed by a broker or agent rather than the bidder.** Final submissions of proposals are due **Monday, November 15, 2010 at 2:00 p.m. EST.**

The State Employee Benefits Committee for the State of Delaware reserves the right to reject any and all proposals or award to multiple vendors. Selection criteria include experience and demonstrated ability to provide services to programs of similar size and/or scope.

**Mailing Address:**



**Statewide Benefits Office**  
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