

RFP-DDEC-2026-11
Professional Laboratory Services

Publication of Addendum / Responses¹

ID	Question Received	Response
Scope of Services and Technical Requirements		
1	What does the second paragraph of Section 3.1 require, and is it mandatory? What do “coordinate,” “chain of custody,” “operational coordination for recruitment fairs and workforce events,” and “related occupational health and laboratory support services” mean?	Yes. The selected contractor must provide all three service domains through an integrated, island-wide model. “Coordinate” includes aligning schedules, staffing, logistics, equipment, supplies, and on-site operations with PRDEDC and participating employers. “Chain of custody” refers to documented procedures that preserve specimen identity, integrity, security, and traceability throughout collection, transportation, testing, reporting, storage, and disposition. “Operational coordination” includes mobilizing personnel, equipment, and supplies; coordinating on-site operations; and supporting high-volume or multi-site events. The RFP refers to related occupational health and laboratory support “services,” not “devices,” meaning ancillary services necessary to support the required screenings and testing.

¹ The questions answered are those received while the question period was open. Questions received after the July 28, 2026, deadline were not answered. Related questions were grouped together to avoid repetitive answers. The questions in this document were not edited by our team, unless necessary for spelling and/or translation.

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2	What must proposers provide to demonstrate their capacity, operational resources, staffing availability, technical expertise, island-wide service capability, logistical readiness, methodology, and organizational approach?	Proposers must describe the operational, technical, staffing, logistical, compliance, quality-control, reporting, confidentiality, and performance-monitoring capabilities expressly listed in the Scope of Work. The expected deliverables are provided only for reference and are not required with the proposal; proposers must instead demonstrate their capacity, methodology, operational readiness, and organizational approach to produce them once engaged by PRDEDC.
3	What type of alcohol testing is required: blood, urine, or breath?	The RFP does not specify a required specimen type or alcohol-testing method. Proposers must identify the compliant method or methods offered, disclose their pricing assumptions, and provide the corresponding rates in the Cost Plan. The applicable method will depend on the relevant employer and regulatory requirements.
4	What experience must proposers describe? Are the three project examples mandatory? What is meant by chain-of-custody procedures?	Proposers must demonstrate relevant experience in clinical laboratory and occupational health services, toxicology and controlled-substance testing, and mobile or on-site workforce support. Yes. Each applicable Bidder Response Guide requires at least three examples of projects involving the corresponding service domain. These project examples are separate from the three professional references required under Part 6. Chain-of-custody procedures are the documented controls used to preserve specimen identity, integrity, security, and traceability during collection, sealing, transfer, transportation, receipt, testing, reporting, storage, and disposition.

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5	What does “Rapid Response activities” mean under Section 3.2.3?	Rapid Response activities are workforce services coordinated by SUDWE for workers affected by permanent business closures or mass layoffs. Under this RFP, the contractor must maintain the readiness to provide mobile laboratory and occupational-screening support for these activities throughout Puerto Rico.
Scope of Services and Technical Requirements		
6	What do “continuous coordination” and “flexibility and adaptability” mean under Section 4.1?	“Continuous coordination” means maintaining ongoing communication with PRDEDC’s WDP and affiliated entities to ensure consistency and alignment across all initiatives. “Flexibility and adaptability” means having the capacity to adjust priorities, timelines, and tactics in response to economic developments, emerging opportunities, or changes in public policy.
Proposal Structure		
7	Do the financial statements and other organizational documents listed in Tables 1 and 2 count toward the twenty-page limit? Should they be submitted separately? Is there a PRDEDC form for the Criminal and Ethical Background Declaration?	No. The twenty-page limit applies only to Part 4, the Technical Proposal. Financial statements and all other documents required under Tables 1 and 2 must be included in Part 1 of the main proposal package, in the same order as the mandatory checklist, and are outside the twenty-page limit. They must not be submitted as a separate proposal; only the Cost Plan must be submitted as a separate PDF. PRDEDC has not provided a specific form for the Criminal and Ethical Background Declaration. The proposer must prepare a sworn statement confirming that neither the proposer nor its principals have a criminal record or pending ethical proceedings.
Insurance Requirements		

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8	Must the insurance policy required under the RFP provide \$1,000,000 in coverage?	Yes. As a condition for executing the contract, the selected proposer must maintain a Public Responsibility Policy or Professional Public Liability Policy with minimum coverage of \$1,000,000. The policy must be endorsed in favor of PRDEDC and remain in effect throughout the contract term.