

**CHEROKEE NATION  
REQUEST FOR PROPOSAL (RFP)  
HEALTH INFORMATION MANAGEMENT (HIM)/CODING/BILLING**

The Cherokee Nation is seeking sealed proposals from firms qualified to provide consulting services to the Cherokee Nation for HIM/Coding/Billing. Interested parties are to provide a sealed proposal for the entire project. The RFP packet contains all specifications, scope of work and all necessary instructions. The complete document is available on the Cherokee Nation public bid website [www.cherokeebids.org](http://www.cherokeebids.org); or, interested parties may contact Cherokee Nation Acquisition Management; Shelly McClain at [shelly-mcclain@cherokee.org](mailto:shelly-mcclain@cherokee.org) or (918) 207-3894. Sealed proposals will be accepted from Indian and Non-Indian offerors. Indian preference will be given only to responding parties who provide proof of current certification from the Cherokee Nation Tribal Employments Office (TERO) located in Tahlequah, Oklahoma, telephone number (918) 453-5000. Proof of TERO certification must accompany and be included in sealed proposal submittal. Award will be based on evaluation criteria and factors outlined in RFP. Award of contract will be subject to availability of funds. Sealed proposals may be submitted to Cherokee Nation Acquisition Management, Attn: Shelly McClain, 17665 S. Muskogee Avenue, Tahlequah, Oklahoma 74464. Sealed proposals must be received on or before June 19, 2018 by 5:00 p.m. by the Nation's Acquisition Management Department to be considered eligible for award. Late submittals, faxed submittals, or email submittals will not be accepted. Submittal must be sealed and clearly marked **“Sealed Proposal Do Not Open: Consulting Services – HIM/Coding/Billing.”** Cherokee Nation reserves the right to reject any and all offers. Cherokee Nation reserves the right to determine if a proposal meets stated requirements and to award a contract for the offer that is in the best interest of the Cherokee Nation. Responding parties are responsible for any and all costs associated with the preparation and submission of proposals. No offeror may withdraw their proposal within 90 days after the proposal due date.