

# **Pursuing a Premier Contract**



Premier welcomes suppliers of all sizes, from small startups specializing in a single product to multinational conglomerates with diversified product portfolios.

### **Getting Started**

Ultimately, a Premier member committee awards contracts, but it's up to you to start the contracting process. It begins with registering on Premierinc.com to introduce your products and/or services to us online. Completing this process will allow you to register bids for contract opportunities.



#### Register

- Visit us at Premierinc.com and click on "Suppliers" at the top of the homepage.
- Scroll down to the "Getting Started" section on the supplier page and select "Register with us."
- Complete and submit the registration form. Wait for your confirmation email.
- Once approved, you'll receive an email containing the username and a temporary password needed to introduce your products and/or services to us through PASSport.
- For customer service, contact the Premier Solution Center at 877.777.1552 (choose option 1) or <u>solutioncenter@premierinc.com</u>.

# **Contract Bid Calendar**

You can stay abreast of contracting opportunities through our Contract Bid Calendar. It lists contract categories that are open to accept bids, as well as those that are pending or closed. If a category is closed, you must wait until the next contracting cycle to submit a bid unless your products represents a significant advancement over what is available.

## PASSport

PASSport is a web-based, electronic sourcing tool used to manage all sourcing and bidding activities. You will use this tool to register your interest in a bid once you have login credentials. A series of online modules provides you with guidance on how to navigate our electronic sourcing application.

#### **Contract Awards**

After the contract negotiations phase, the results are presented to the appropriate member sourcing committee. These committees, formed from our member health systems and other facilities, determine which suppliers are awarded contracts. If you are awarded an agreement, our membership would have access to the specially negotiated pricing and terms you've agreed to with Premier. Members will decide individually whether to exercise their option to purchase your contracted products or services based on their needs and other factors. The sourcing process typically takes about a year.

Questions? Premier Solution Center 877.777.1552