



Who We Are

The Wisconsin Department of Health Services (DHS) is a large state agency that operates 15 offices, institutes, and facilities with 6,100 employees statewide. DHS is responsible for a variety of programs, including public health, mental health and substance abuse, Medicaid, long-term care, nursing home quality assurance, and a variety of other programs that support DHS's mission of protecting and promoting the health and safety of the people of Wisconsin. DHS is the largest state agency when it comes to total spend.

We buy these products and materials

- Bakery Equipment and Supplies
- Carpet and Flooring & related supplies
- Chemicals & Cleaning Supplies
- Commercial Kitchen Equipment
- Inmate Clothing and Footwear (male & female)
- Dairy Equipment & Supplies for milk, ice cream, and sherbet production
- Educational and Training Materials
- Electronics & Communication Equipment
- Food: Fresh Produce, Eggs, and Bakery; Suppliers for Prime Food Vendor
- Food Service Supplies & Smallwares
- Gases: Industrial, Medical, and Welding
- Hospital Beds and Mattresses
- Linens: bedding, towels
- Locks and other Security Devices
- Manufacturing Supplies for prison industries (furniture, license plates, printing, signage, textiles)
- Medical, Dental, and Pharmacy Equipment & Supplies
- Mobility Devices and Aids
- Personal Hygiene Supplies
- Sand, Gravel, Asphalt
- Security Equipment & Supplies
- Surveillance Cameras & Recording Equipment and related supplies
- Vehicles, including off road
- Water Heaters
- Office Supplies

- MRO items, including electric and plumbing items
- Grounds equipment (lawn mower, trimmers, snowblowers)
- Washers and dryers
- Furniture (intensive use and residential)

We buy or contract for these services

- Dental and Medical Services
- Laboratory Testing
- Physical Therapy
- Vision Care
- Medical, Dental, Pharmacy Staffing
- Dentists and Dental Assistants
- Pharmacists and Pharmacist Assistants
- Physicians, including Physician Assistants
- Nurses, including Nurse Practitioners
- Psychiatrists
- Educational and Vocational Instructors
- Repair, Maintenance, and Inspections: Electrical, HVAC, Plumbing, Refrigeration
- Offender Services: Cognitive Behavioral Therapy, Domestic Violence Intervention, Employment Readiness, Residential Treatment Programs, Sex Offender Treatment
- Substance Abuse Treatment, Vocational Training
- Social Workers, Substance Abuse Counselors, and Clinical Supervisors
- Pest Control Services
- Waste & Sludge Removal and Recycling

(This is just a partial list.)

Bidder information - getting started

Companies interested in doing business with the State will need to register on the eSupplier Portal for Bidders (<https://eSupplier.wi.gov>). Registration on eSupplier is available free of charge to all businesses and organizations that want to sell to the State. To register, you will need to complete the following steps:

- Go to <https://eSupplier.wi.gov> and click "Enter Bidder Site." Log in with your WAMS ID and password.
- (If you don't already have a WAMS ID, click "Create a WAMS ID," fill out the form, and click the link in the WAMS ID verification email you receive.)
- Complete the registration process by clicking "Register" and filling out the required information.
- Return to the eSupplier Bidder Homepage and click "My NIGP Codes" to search and select the codes that match the commodities or services your company provides.

The Wisconsin Supplier Diversity Program was created in 1983 when the legislature passed Wisconsin Act 390. It set a participation goal of 5% for State agencies and UW campuses for the purchases of goods and services with certified minority businesses enterprises (MBEs).

The act also established a permissive 5% bid preference for certified MBE firms responding to bids for State contracts.

Common questions about the process

Why does the State use the procurement process?

State laws require the use of the bid process whenever possible because it promotes free and open competition while allowing the State to pay the best price for an appropriate product. This is accomplished by awarding the solicitation to the lowest responsible bidder.

Is the procurement process complicated?

The State of Wisconsin adjusts its bid levels according to what is allowed by the law. Agencies make special efforts to award to small businesses, veteran-owned businesses, disabled veteran-owned businesses, minority businesses, and work centers.

How are solicitations awarded?

Provided the bid response meets all specifications and requirements, an RFB will be awarded to the lowest responsible bidder, with considerations made for price, responsibility, qualification, and capability of the bidder; the availability of funds; and all other relevant factors.

Does the State consider value or just cost?

Competitive negotiation, or the request for proposal (RFP) process, is used for soliciting proposals where an award cannot be made strictly on specifications or price and several firms are qualified to furnish the product or service. However, price is always factored into the decision.

Go to the State Bureau of Procurement's Vendor Guide at <https://doa.wi.gov/DEO/VendorsGuide.pdf>. DHS Contract Compliance: DHSContractCompliance@dhs.wisconsin.gov. 1 W. Wilson Street, Madison, WI 53703 | p: 608-266-1865 <https://dhs.wisconsin.gov/> | <https://Vendernet.wi.gov>