



Vendor Resource Guide

Your Partnership with MMCAP Infuse



Who We Are

MMCAP Infuse is a national cooperative group purchasing organization (GPO) for government facilities that provide healthcare services. MMCAP Infuse was established in 1985, is operated by the State of Minnesota's Office of State Procurement, and is self-funded. It has over 15,000 members across all 50 states. Use of MMCAP Infuse is free for our members and purchasing from our contracts is voluntary.

MMCAP Infuse's mission is to ensure best value for pharmaceuticals and healthcare products and services to government facilities across the nation through executing contracts that leverage aggregated member volume to drive deeper discounts.

What We Do

MMCAP Infuse is a cooperative group purchasing organization (GPO) that aggregates purchasing among government entities to establish purchasing volume.

- MMCAP Infuse operates under cooperative purchasing authority as granted by Minnesota Statutes §16C.03, Subdivision 10, and §16C.105.
- Within the parameters set forth by the State of Minnesota and Minnesota Department of Administration, operations are governed by the MMCAP Infuse Charter and joint powers agreements.
- MMCAP Infuse is self-funded. Operations are 100 percent funded by administration fees.
- Members are represented via a liaison from each member state and a member-elected Advisory Board.





Products and Solutions

MMCAP Infuse offers its members a comprehensive contract portfolio of pharmaceuticals and healthcare products and services.

Pharmacy Products

- Pharmaceuticals
- Influenza Vaccine
- General Vaccines
- Diabetes Supplies
- Nutritionals
- Containers and Vials
- Emergency Preparedness



Pharmacy Services

- Pharmacy Distribution (Wholesalers)
- Prescription Filling
- Repackaging
- Pharmaceutical Reverse Distribution
- Hazardous Waste Disposal
- Clinical Pharmacy Services
- Invoice Auditing

Healthcare Products Portfolio

- Medical Products (Supplies)
- Dental Products
- Drug and Alcohol Testing Products
- Condoms
- Animal Health
- Incontinence



Healthcare Services Portfolio

- Medical Equipment Servicing
- Dental Equipment Servicing
- Third-party Administration for Drug Testing with SAMHSA-certified Labs and Legal Service




Who Are Our Members?

- Membership is open to state, county, and city government entities/agencies; public universities and school districts; and non-profit and other organizations authorized to use their respective state's contracts. (In general, federal government agencies are not members.)
- Membership is free and voluntary.



MMCAP Infuse Members

Our member facilities represent an expansive and diverse range of constituents across a wide spectrum of classes of trade. Our members include, but are not limited to:

- Public Health
 - Correctional Facilities
 - School/College/University
 - Mental Health
 - Public Safety/1st Responders
 - Convalescence/Nursing Facilities
 - Central Purchasing Business Offices
 - Student Health
 - Hospital/Clinic
 - Developmental Disabilities
 - EMS
 - Veterinary
 - Other Targeted Programs
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A close-up photograph of a man with a beard and glasses, wearing a white lab coat over a blue and white checkered shirt. He is looking through the eyepiece of a microscope. The background is slightly blurred, showing laboratory equipment. The text 'Contract Management' is overlaid on the image in a dark blue serif font.

Contract Management

Working with MMCAP Infuse.

How to Become a Vendor Partner

All contracts offered by MMCAP Infuse are awarded via a Request for Proposals (RFP) competitive solicitation.

1. MMCAP Infuse prepares a competitive solicitation.
2. MMCAP Infuse issues the solicitation and any required notifications.

The solicitation is posted in the following venues:

- A. The Minnesota State Register, which is the official publication of the State of Minnesota's executive branch of government, available at <https://mn.gov/admin/bookstore/register.jsp>.
- B. Minnesota Department of Administration, Office of State Procurement, website, <http://www.mmd.admin.state.mn.us/process/admin/postings.asp>.
- C. MMCAP Infuse website, infuse-mn.gov.



The Contracting Process (Continued)

- D. Suppliers may request to be included in the MMCAP Infuse database.
- While MMCAP Infuse makes every effort to notify suppliers of open solicitations, MMCAP Infuse is not required to notify suppliers directly. It is the supplier's responsibility to look for open solicitations.
3. Solicitation process.
4. Evaluation process.
5. MMCAP Infuse negotiates the final terms and awards the contract.
- Negotiations take into consideration the MMCAP Infuse standard contract.



Contract Management

Contracts are actively managed at MMCAP Infuse by healthcare procurement professionals.



Contract Management (Continued)

AMENDMENTS

- All amendments must be documented in writing.
- Amendments to products and pricing should be sent to MMCAP Infuse at the following email address:
mmcap_infuse.contracts@state.mn.us.





Resources for Success

Resources for Success

MMCAP Infuse offers you the following resources to succeed.

- Dedicated contract manager
- Membership roster
 - Online
 - Updated monthly
- Advanced reporting
- Vendors may submit their company bid referencing MMCAP Infuse products and pricing. If the vendor is awarded the business, the soliciting agency will become an MMCAP Infuse member through the membership application process.



Resources for Success (Continued)

- Collaboration with MMCAP Infuse Senior Account Executives.
 - Senior Account Executives notify vendor partners of member interest in the partner's products or services.
 - Work together to identify prospective members and activate an MMCAP Infuse membership to enable the government entity to purchase from the supplier partner.
 - Answer questions regarding MMCAP Infuse.
 - Answer questions regarding a state's procurement operations and may pass on knowledge of from which supplier the member currently purchases.
- MMCAP Infuse team members and Senior Account Executives attend trade shows across the nation.
- Senior Account Executives are vendor neutral and are not responsible for increasing sales of any one vendor.



Getting Started in Each State

Follow these steps to successfully sell to members.

- Register as a vendor in each state.
- Some states need vendors to complete a seller's permit; others require a tax review, or credit check, or debarment check.
- Some states require a contract participating addendum.
- Meet with State Procurement Contact and gain approval to get vendor contract posted on the state website.
 - Some states want the interest generated at the agency level and the agency will ask them to post. Member in the state must reach out to the procurement office to say they want the contract.
- Safeguard our members from procurement liability risk, contract non-compliance, and audit findings.



Marketing Opportunities

MMCAP Infuse encourages vendor partners to market their products and services to MMCAP Infuse members.

- Any promotional material provided to members will be subject to the prior approval of MMCAP Infuse.
- Supplier partners may obtain:
 - List of all state contacts to arrange meetings or for direct mailings and targeted emails.
 - List of all MMCAP Infuse members.
 - Reports targeting your most qualified member prospects.
- Invitation to participate in the Annual MMCAP Infuse National Member Conference trade show. (A registration fee applies.)
 - Potential to interact with more than 150 attendees





Thank You



651.201.2420 General



Mmcap.infuse@state.mn.us General



infuse-mn.gov

Please contact us with any questions.