



## NOTICE OF SOLICITATION

### REQUEST FOR PROPOSALS (RFP) ISSUED THROUGH THE PASSPort SYSTEM

#### ONLINE PLATFORM FOR NYC GROCERIES TO GO

**PIN: 25CP000700R0X00**

**EPIN: 81625P0015**

As part of the NYC Groceries to Go program, the Department of Health and Mental Hygiene (“NYC Health Department” or “the Agency”) is seeking an appropriately qualified vendor to manage an online platform where enrolled participants can purchase subsidized groceries and delivery from one of a network of brick-and-mortar full-service grocery stores located in NYC. The ideal vendor would have an existing network of full-service grocery stores and may also have other food retailers within the network, including smaller specialty or convenience stores, farmers markets, or regional producers.

The contract term is anticipated to be for six (6) years, November 30, 2025, to November 29, 2031, with no renewal options.

There will be a Pre-Proposal Conference at 2:00 P.M., E.T., on April 14, 2025, via teleconference. Attendance by vendors is optional, but strongly recommended. Please RSVP for the conference by 2:00 P.M. ET, on April 11, 2025, by completing the pre-proposal teleconference registration form, which can be downloaded in the Documents tab of the RFX in PASSPort and emailing it to [RFP@health.nyc.gov](mailto:RFP@health.nyc.gov). Please state “GROCERIES TO GO ATTENDEE” in the subject line. Vendors who submit an RSVP will be provided an invitation via email to attend the Pre-Proposal Conference. All questions must be submitted in writing to the Authorized Agency Contact person at [RFP@health.nyc.gov](mailto:RFP@health.nyc.gov). Questions submitted by April 4, 2025, will be addressed at the Pre-Proposal Conference. Answers to all questions received by the question deadline of April 17, 2025, will be provided in an addendum released through PASSPort.

This procurement is subject to participation goals for MBEs and/or WBEs as required by Section 6-129 of the New York City Administrative Code.

The RFP can be accessed through the [PASSPort Public Portal](#). If you do not have a PASSPort account, you must create one by visiting [nyc.gov/passport](http://nyc.gov/passport) in order to respond to the RFP. If you require assistance with creating a PASSPort account or responding to the RFP, please submit an inquiry to the [MOCS Service Desk](#).

**Proposals are due on May 9, 2025 at 2:00 P.M. ET**