



Republic of Palau
SOCIAL SECURITY ADMINISTRATION

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RPF No.: ROPSSA 2023- 002
Posting/Distribution Date: February 09, 2023
Deadline for Responses: March 12, 2023 – *or until filled*
Opening of RFP: March 13, 2023
Recommendation/Decision: March 20, 2023 – *or until filled*

REQUEST FOR PROPOSAL
SS Disability (DI) Doctor

The Social Security Administration (hereinafter called the “SSA”) is seeking for a full time medically licensed doctor willing to provide a review of all SSA Disability (DI) Claims and evaluating existing DI cases for eligibility of DI Benefit. The interested individual should meet or exceed the qualifications stated herein and in general, should be readily accessible, exceptional experiences in Social Security Act "41 PNC" and SSA/HCF Regulations, tax laws, labor laws and immigration laws including appeal processes and grievance arbitration, scrupulous in adhering to required standards of professional conduct and ethics, committed to rendering sound legal advice with suitable objective and professional detachment.

Proposals must be received **no later than March 12, 2023 or until filled**. The proposal may be submitted electronically or by mail or physical delivery to the SSA and addressed to:

Republic of Palau Social Security Administration
Attn: Acting Administrator Elsie Ann Ikeya
POBox 679, Koror, Palau PW 96940
Email: administration@ropssa.pw

Minimum qualifications for consideration and eligibility must be a full-time medically licensed doctor to perform this job successfully. An individual must have medical background, academically and professionally. Or retired practice doctor with skills, knowledge and vast experiences in medical field to review each DI case and make recommendation to SS if such person falls within the DI guidelines.

Scope of Work:

1. Interview client, review medical records and submit written report or evaluation if client is eligible for Disability (DI) Benefit;
2. Complete case assessment within 60-days of request;
3. DI cases must be reviewed every 2-years to ensure that entitled benefit continues;
4. Ensure that medical impairment complies with SSA guidelines; and
5. Attend DI trainings (if available).

The Social Security Administration reserves the right to reject any or all proposals for any reason and to waive any defects or limitations of the proposals if in its opinion the agencies’ best interests are served by doing so.