

## ADDITIONAL BUSINESS PROPOSAL INSTRUCTIONS

**In addition to the instructions and format requirements for the Business Proposal that are contained in Section L of the solicitation, the information presented in this attachment is intended to provide uniform cost assumptions that apply to the solicitation.**

Offerors are advised to give careful consideration to the Statement of Work, all reference material provided as attachments, the technical evaluation criteria, and, the RFP as a whole, in the development of your proposal. The information requested here should be used as further guidance for the development of your Business Proposal.

### BUSINESS PROPOSAL

#### SECTION 1 – PROPOSAL COVERSHEET – Form NIH-2403 – PROPOSAL SUMMARY AND DATA RECORD

#### SECTION 2 – COST OR PRICE SUPPORT

Section L of the RFP specifies the minimum documentation requirements for cost data and all cost related support. All related documentation should be included in the proposal in a clearly marked section. Cost and Pricing support should be provided for all proposed subcontractors.

1. Sample Task Order Budgets:

Please provide budgets for each of the following sample task orders:

- a) Sample Task Order 1: **Comparison Of Control Estrogen Receptor+ (ER+) Rat Mammary Tumors And ER+ Rat Mammary Tumors Treated With Vorozole Or Atorvastatin;**
- b) Sample Task Order 2: **Comparison Of Control Rat Bladder Tumors And Rat Bladder Tumors Treated With Iressa Or Low Dose Aspirin.**

*Note: Actual task order budgets will be negotiated at the time of issuance.*

**The following uniform cost assumptions shall be used by all offerors in preparation of their cost proposal:**

2. Assume the following:

A. **Travel**

- Assume one (1) staff member will be required to meet with the Contracting Officer's Representative (COR) one (1) time each year. The meeting will last one day. The meeting will be held in Rockville, Maryland.
- Assume two (2) staff members will be allowed to travel to a scientific meeting one (1) time each year. Assume costs for (2) travelers, three (3) night stay and travel must be within the United States.