

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. For proposal purposes, the offeror shall propose based on the following budget assumptions (Note: all workload assumptions are approximations):

- 1. Phase-In:** One trip from Contractor's location to NCI's office in Rockville, MD.
- 2. REB Core Support Services:**
 - a. A monthly meeting to review status and expenses at NCI's office in Rockville, MD or teleconference.
 - b. It is expected that there will be two (2) pilot studies a year.
 - c. It is expected there will be four (4) domestic and five (5) international trips a year, lasting one week on average.
- 3. Support Services for New Full Studies**
 - a. It is expected that there will be two (2) new full studies a year.
 - b. It is expected there will be one (1) domestic and one (1) international trip a year, lasting one week on average.