

## **Additional Business Proposal Instructions**

**RFP No. N02CO57005-94**

### **Transition Budget**

The cost for the transition shall not be included in the technical proposal. The cost for the transition shall be included in the business proposal as a separate tab. The transition budget shall be a separate budget from the offeror's total cost proposal.

Offerors are required to provide a detailed plan including hours, days and dollars for moving the repository from its present location at Fisher BioServices, 20301 Century Boulevard, Building 6, Suite 800, Germantown, MD to your proposed location. Provide a detailed plan which requires approval prior to award. The plan shall include, but should not be limited to providing guidelines for prevention of loss or damage of part or all of the NCI compound collection during shipment, freezer and refrigerator preparation(s), insurance, and handling of damaged containers of hazardous chemicals. Additionally, identify any potential problems with the move. Consideration should also be given to the relocation of the Government provided equipment, and any other considerations that the offeror feels are pertinent. The cost for transition and move shall be provided as a separate budget as well as a category in the total estimated budget.

For budgeting purposes, it is estimated that the current facility contains 550,000 containers. A standard container is a 2-8 dram glass vial. It is estimated that 95% of the inventory is stored in these vials, although larger quantities up to several kilos are stored in larger containers. For purposes of cost estimates, assume all compounds are stored in 4 gram glass vials.

### **Sample Task Order**

**For details regarding the Sample Task Order "Task Order Request for Proposal (TORFP) 2015-NCI-CAR-01," please reference Attachment 25 of the RFP for further instructions.**