

## **SOURCES SOUGHT NOTICE: International Scientist-to-Scientist Exchange Program**

---

**Notice Number: SS-TSB-97001-64**

**Title: International Scientist-to-Scientist Exchange Program**

**Issued By:**

National Cancer Institute (NCI),

Office of Acquisitions (OA)

Treatment and Support Branch

<http://www.nci.nih.gov> or <http://rcb.cancer.gov/rcb-internet/>

**Key Dates:**

Capability Statement Due Date: January 22, 2009

**General Information:**

This is not a Request for Proposal (RFP). This National Cancer Institute (NCI), National Institutes of Health (NIH) project is for the renewal of contract HHSN261200411001C with the International Union Against Cancer (UICC) that was awarded on a sole source basis for a five year period. This Sources Sought Notice (SS) is for information and planning purposes only and shall not be construed as a solicitation or as an obligation on the part of the National Cancer Institute (NCI).

A determination by the Government not to compete this requirement as a set-aside based upon responses to this Notice is solely within the discretion of the Government.

Interested parties are expected to review this Notice *and the draft Statement of Work* to familiarize yourself with the requirements of this project; failure to do so will be at your firm's own risk.

**Purpose:**

The purpose of this Sources Sought Notice is to identify qualified small business concerns including small disadvantaged businesses, women-owned small businesses, veteran-owned small businesses, HUBZone small businesses, and Service-Disabled Veteran-owned small business concerns that are interested in and capable of performing the work described herein. The NCI does not intend to award a contract on the basis of responses received nor otherwise pay for the preparation of any information submitted.

As a result of this Sources Sought Notice, the NCI may issue a Request for Proposal (RFP). THERE IS NO SOLICITATION AVAILABLE AT THIS TIME. However, should such a requirement materialize, no basis for claims against NCI shall arise as a result of a response to this Sources Sought Notice or the NCI's use of such information as either

part of our evaluation process or in developing specifications for any subsequent requirement.

The purpose of this project is to provide support activities for an International Scientist-to-Scientist Exchange Program in cancer research. The principal function is to facilitate and promote the direct and rapid transfer of cancer research information between investigators in different countries working in the same area of cancer research. Under the program, qualified investigators from any country may visit an investigator at a research institute in another country for a period of approximately one month.

**Description of Information to be included in the Capability Statement:**

Tailored Capability Statements shall demonstrate a clear understanding of all tasks specified in the draft SOW. Tailored Capability Statements for this requirement shall address the following eight (8) areas:

- 1) The organization's technical understanding /approach to meeting the objects of the attached draft SOW.
- 2) The organizational commitment to the project.
- 3) Composition and qualifications of the proposed staff.
- 4) Availability or resources, equipment, and facilities, required in the performance of the tasks stated in the draft SOW.
- 5) Organization and the principal investigator must have a respected international reputation in the field of cancer research.
- 6) Membership in a broad network of governmental and private institutions/organizations engaged in all aspects of cancer research.
- 7) The organization must be an apolitical international organization or agency which is not affiliated with any specific country and which has a clearly defined objective in the area of cancer research.
- 8) Organization's extensive experience in the management of international fellowship programs.

A copy of the draft Statement of Work (SOW), which is subject to revisions, may be accessed on the NCI Office of Acquisitions Website at URL: <http://rcb.nci.nih.gov/> . Once there, click on Current Requests for Proposals.

**NAICS Code and Size Standard:**

In the event an RFP is issued, North American Industry Classification System (NAICS) code **541712** with a size standard of **500** Employees is being considered.

## How to Submit a Response:

### 1. Page Limitations:

Interested qualified small business organizations should submit a tailored capability statement for this requirement not to exceed 15 single sided pages including all attachments, resumes, charts, etc... (single spaced, 12 point font minimum) that clearly details the firm's ability to perform the aspects of the notice described above and in the draft SOW. All proprietary information should be marked as such. Tailored capability statements should also include an indication of current certified small business status; this indication should be clearly marked on the first page of your capability statement (preferable placed under the eligible small business concern's name and address). Responses will be reviewed only by NIH personnel and will be held in a confidential manner.

If there are any responsible contractors who have proven experience and meet the capabilities cited to perform the requirement, they may submit experience, capabilities and qualifications as outlined above which will be considered by the NIH. This notice of intent is not a request for competitive proposals. However, all information received within fifteen (15) days after date of publication of this synopsis will be considered by the Government. A determination by the Government not to compete this proposed contract based upon reasons to this notice is solely within the discretion of the Government. Information received will normally be considered solely for the purposes of determining whether to conduct a competitive procurement.

### 2. Due Date:

Tailored capability statements are due no later than 3:00PM (Eastern Prevailing Time) on January 22, 2009.

### 3. Number of Copies and Delivery Point:

Please submit one (1) original and three (3) copies of your response as follows:

<b>If hand-delivered or delivery service</b>	<b>If using U.S. Postal Service</b>
James D. Carder, Contracting Officer	James D. Carder, Contracting Officer
Treatment and Support Branch	Treatment and Support Branch
Office of Acquisitions, NCI	Office of Acquisitions, NCI
National Cancer Institute at Frederick	National Cancer Institute at Frederick
Building 244, Room 100	P.O. Box B, 244 Miller Drive
Frederick, MD 21701-1201	Frederick, MD 21701-1201

All responses must be received at NCI by the specified due date and time in order to be considered.

The original document must be readily accessible for date stamping purposes.

**NOTE:** Ft. Detrick is a secured military base. Couriers delivering proposals must use the 7<sup>th</sup> Street (Main Entrance) to gain access to Ft. Detrick. It is recommended that you contact James Carder, Contracting Officer at 301-228-4221 in advance to schedule a specific date and time to deliver your proposal.

**Facsimile responses will not be accepted.**

**Point of Contact:**

Inquiries concerning this Notice may be direct to:  
James Carder, Contracting Officer  
301-228-4221

**ATTACHMENTS:**

Draft Statement of Work (SOW)