OFFICE OF ACQUISITIONS
NATIONAL CANCER INSTITUTE

REQUEST FOR PROPOSAL NUMBER: N02CM17029-73

Amendment No.: 2

Date of Issuance: 12/20/2011

The above numbered Request For Proposal (RFP) is amended as set forth below. The hour and date specified for receipt of Offerors is changed to: 2 PM eastern time on January 18, 2012.

Offerors MUST acknowledge receipt of the amendment prior to the hour and the date specified in the solicitation or as amended, by separate letter, telegram, or Electronic Mail which includes a reference to the RFP and Amendment number(s). For your convenience, the Proposal Intent Response Form is provided in SECTION J - List of Attachments of this RFP, for this purpose.

FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERORS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.

This Amendment revises the RFP as stated below:

THE GOVERNMENT HAS NOT AND WILL NOT PROVIDED UNIFORM ASSUMPTIONS FOR USE IN PROPOSALS. IT IS THE RESPONSIBILITY OF EACH OFFEROR TO PROPOSE THE EFFORT, MATERIALS, SUPPLIES ETC REQUIRED FOR THE PERFORMANCE OF THE CONTRACT.

1. TECHNICAL PROPOSAL INSTRUCTIONS

A detailed proposal must be submitted indicating how each aspect of the statement of work is to be accomplished. The technical approach should be in as much detail as you consider necessary to fully explain your approach and method. Three or four examples of your previous accomplishments with sufficient detail in each point should be included to demonstrate your capability. They should reflect a clear understanding of the nature of the work done and contain information on how the project was organized, staffed and managed. Information should also be provided to demonstrate your understanding and ability to manage tasks.

Mandatory Qualification Criteria

Offerors must include as a separate section of the Technical Proposal a discussion of how they will meet the Mandatory Qualification Criteria described in Section M.

Recommended Technical Proposal Format

The recommended proposal format consists of 1) table of contents, 2) introduction (Summarize the importance that this project and your proposed approaches will have to the goals of the NCI program), and 3) technical discussion (Prepare a technical proposal responsive to the technical evaluation criteria shown in the previous Section and the instructions shown below).

Technical Discussion

The technical discussion included in the technical proposal should respond the items set forth below:

A. INTRODUCTION and SCOPE of WORK

A definitive statement of the proposed work to be done should be provided. The proposal should include: 1) A statement of the overall objectives of the Project as envisaged by the offerors; 2) The specific accomplishments

you hope to achieve during the entire period of performance; 3) An outline of the work program that will be used to achieve objectives consistent with the Government?s requirements; and 4) Awareness of the important factors to be considered in the performance of the contract.

Proposals which merely offer to conduct a program in accordance with Government requirements without any details will be considered non-responsive, and will be excluded from evaluation.

It is desirable to maintain as much work and expertise as is possible in one location in order to keep adequate communication and control over changes in priorities of work and delivery schedules. If subcontractors or consultants are proposed, they should be identified. Letter(s) of commitment from the proposed subcontractor(s) or consultant(s) and documents demonstrating their qualifications to function in these capacities should be provided.

B. PERSONNEL

OFFERORS SHOULD ASSURE THAT THE PRICIPAL INVESTIGATOR, AND ALL OTHER PERSONNEL PROPOSED, SHALL NOT BE COMMITTED ON FEDERAL GRANTS AND CONTRACTS FOR MORE THAN A TOTAL OF 100 PERCENT OF THEIR TIME. IF THE SITUATION ARISES WHERE IT IS DETERMINED THAT A PROPOSED EMPLOYEE IS COMMITTED FOR MORE THAN 100 PERCENT OF HIS OR HER TIME, THE GOVERNMENT WILL REQUIRE ACTION ON THE PART OF THE OFFEROR TO CORRECT THE TIME COMMITMENT.

1. Principal Investigator

A Principal Investigator (PI) will be responsible for the overall implementation of the project and will be the organization's key contact for technical aspects of the program. His/her proposed duties and the area or phase for which he/she will be responsible should be discussed.

The PI responsible for overseeing the project should be named and possess at least 5 years of experiences in the conception and execution of chemical syntheses, scale up and synthetic process development in the laboratory, pilot plant and technical management levels. This individual should have attained doctorate level educational status in organic or medicinal chemistry or closely related discipline and have demonstrated ability to lead a multi-disciplinary team of scientists which shall include synthetic chemists, analytical chemists and process chemists. The PI should be assigned to the project 50% of the time for this contract and a minimum of 25% of the PI's time should be used for hands-on technical synthetic work. A resume for the proposed principal investigator should be provided which indicates his/her education, background, recent hand-on process chemistry and managerial experience, and specific scientific accomplishments. The PI should have knowledge and training in the area of the FDA regulations regarding the bulk production under the c-GMP.

2. Other professional personnel

All other investigators/professional personnel should be named, indicating their present responsibilities, and availability to the project. The percent of total time and the number of hours per year that each will devote to the contract must be shown in a table according to the "H. Estimate of Effort". Evidence should be provided to demonstrate that the proposed personnel are capable of functioning as a team.

All key technical personnel should have suitable education, training and experience to ensure satisfactory performance of all phases of the project. The experience should be in the area of laboratory or industrial-scale bulk synthesis, and/or chemical analysis (e,g, HPLC, NMR, UV, IR, etc.).

Current resumes for the PI and all proposed technical personnel should be provided which indicates education, background, recent hand-on experience, and specific scientific or technical accomplishments. A bibliography listing publications relevant to the project should be included for each individual proposed. Unrelated data or resumes of individuals not assigned to or not expected to be involved with the team are not necessary and will be considered excessive.

Additional personnel required for direct employment, or on a subcontract or consultant basis should be identified and an outline of the purpose, areas and levels of their activity should be provided.

Identify any personnel who need to be hired, state the qualifications sought and provide available resumes of person(s) under consideration although this could be disadvantage in terms of established team concept. Letters of commitment should be provided for all key personnel identified to be hired. Show when this person(s) will be actively assigned to the contract at full level of effort.

C. FACILITIES and EQUIPMENT

Each contractor should have the facilities, equipment and capacity to perform a wide range and scale (size) of organic syntheses and analytical work.

Provide a legible floor plan or other means which clearly depict the locations of synthesis, analytical and instrument laboratories, pilot plant set ups, and toxic waste storage areas and relationships of these facilities directly to other facilities of your organization.

Ready access to a technical library and/or online computer searches for quick retrieval of technical literature is essential.

The Contractor should have a functional large scale or pilot plant facility with at least one glass-lined reactor (20 to 100 gallons) and several reaction flasks (50 to 100 L) with the necessary supporting equipment (heat exchangers-condensers, stirrers, holding tanks, large filters, transfer pumps, drying ovens, etc.), and modern, well-equipped laboratory facilities for organic/medicinal synthesis and pre-pilot plant process development.

The availability of "back-up" equipment, especially large scale or pilot plant equipment, will be considered an advantage.

Either in house capabilities or easy and unlimited access to essential analytical instrumentation such as lR, UV, NMR, Polarimeter, TLC, GC, and HPLC are essential. Ready access to sophisticated NMR, and MS should be available. If not available in house, arrangements should be made for obtaining such from outside providers, and letters of commitments included in the proposal.

Indicate whether analytical and/or instrumental and pilot plant works are to be performed by the proposed contract personnel or by separate group(s) and how charges (if any) will be made.

All major equipment including analytical and instrumental equipment essential to and available for contract use should be listed. Include make, model number and year of manufacture of each. Provide a statement indicating the location of each major equipment, whether or not it is under the direction of proposed personnel, and if not, who has responsibility for each and the time they are available for use in the contract. Include a breakdown by square feet of laboratory space which will be assigned to the contract.

Identify all items, facilities and services which may be shared and show the priority and percentage of utilization for this contract work.

D. UNDERSTANDING of PROBLEM and TECHNICAL APPROACH

In your examples of large-scale GMP bulk drug preparations that were performed previously at your facilities, discuss and answer how you would proceed with a laboratory scale synthetic process which does not lend itself to direct scale up and modify it for sub-pilot plant or pilot plant work. What are the problems from scale up and regulatory perspectives ? What changes in techniques or approach would you attempt to apply and what problems might you encounter? Discuss possible solutions to such problems. What would you do to simplify a synthesis process? What would you do to improve the cost effectiveness of an expensive or labor intensive synthetic process and why? Propose more cost effective alternative syntheses when appropriate. Date of performance of the exemplified projects should be provided.

Scale-up issues should be discussed in your examples when a process is developed including your confidence on aggressive scale-up. What is your typical scale-up factor, what kinds of elements you have to consider if you want scale-up by factor of 50 or even 100X.

E. ORGANIZATION BACKGROUND and EXPERIENCE

Provide organizational charts or other means depicting organizational structure.

Provide a statement of general organizational background, experience, and qualifications in the operation of synthesis laboratories and pilot plant facility.

Provide information about accomplishments in the past and recently completed projects performed in the organization or by the proposed team that support your approach to this RFP. Describe one or two contributions to solve challenging problem(s) in a pertinent or related field to demonstrate the capability of the organization. Include the chemistry involved, major problems and solutions, synthetic and purification procedures, scale up procedures, production methods, etc. Also include names of personnel involved, the staff hours spent and total cost (including labor, materials, indirect costs, etc.). Cite patents and publications, if any.

Special mention should be made of any similar or related projects performed in the past or currently being performed for the Government documenting the applicable agencies, contract numbers, title of the project(s), name(s) of the technical Project Officers and years of performance.

Flexibility of personnel duty assignments in your organization should be discussed when the assigned projects are high or low without burden from the government

F. RELATED ACTIVITIES

Describe any other financial support the proposed team is currently receiving or have applications pending for activities similar or related to the projects in this RFP.

G. SAFETY and SECURITY

Submission of offeror's safety manual is not recommended and highlight of the safety policy is desirable. Summarize your organization?s policy on safety and security which is relevant to this contract. Discuss the possible hazards inherent in this work and how your organization?s safety policies are appli¬cable.

Describe laboratory safety controls and procedures for the handling and disposal of carcinogenic and toxic waste materials proposed for this project. Describe procedures used to minimize contamination during laboratory operations.

Describe your standard and any special housekeeping and inspection procedures.

Describe procedures used for the cleaning and inspection of laboratory and large scale/pilot plant equipment including accidental spills. Describe how the proposed work area is designed to minimize contamination of chemicals with dust, debris, vapors, and other chemicals.

Offerors shall comply with all pertinent security and safety requirements prescribed by the Project Officer or required by applicable Government regulations at the Federal, state and local levels. Documents that show compliance of the regulations should be provided.

H. OTHER CONSIDERATIONS

Using appropriately titled sub-paragraphs, record and discuss any other specific factors that may support your proposal. Items may include:

• Your unique arrangements, equipment, etc., which no one or very few organizations are likely to have, and would be an advantage for work under this contract;

• Equipment and unusual operating procedures established to protect personnel from potential hazards associated with this project;

• Any agreements and/or arrangements with subcontractor(s). Provide as much a detail as necessary to explain how the statement of work will be accomplished within this working relationship;

• Other factors you feel are important and support your proposed research; and

• Recommendations for changing reporting requirements if such changes would be more compatible with the offeror's proposed schedules.

I. CONSULTANTS/SUBCONSULTORS

It is desirable to maintain as much of the work and expertise possible in one location in order to keep adequate control over changes in priorities of work and delivery schedules. If subcontractors or consultants are proposed, the following information must be included in your proposal with appropriate documentation. A consultant or subcontractor cannot function as the PI.

• Detailed justification for the need of subcontractors or consultants;

• A statement from the subcontractor/consultant detailing their willingness to perform in such capacity and clearly specifying their duties;

• A statement from the subcontractor/consultant detailing their willingness, qualifications, training, experience, the specific expertise/facilities they provide, availability and the time they have available to perform in that capacity;

• What priority will be given to this project, and how it will relate to other work of the subcontractor/consultant;

• Documentation supporting their compliance with the FDA, OSHA, DOT and EPA requirements, or those of equivalent foreign regulatory agencies; and

• Agreements on how rights to publications and patents are to be handled.