

Sources Sought Notice Number: HHS-NIH-NCI-SS-PCPSB-15000-18

Title: Technical Information Research Resources for Cancer Preventive Agent Development

This is a Small Business Sources Sought notice (SS). This is **NOT** a solicitation for proposals, proposal abstracts, or quotations. The purpose of this notice is to obtain information regarding: (1) the availability and capability of qualified small business sources; (2) whether they are small business; HUBZone small businesses; service-disabled, veteran-owned small businesses; 8(a) small businesses; veteran-owned small businesses; woman-owned small businesses; or small disadvantaged businesses; and (3) their size classification relative to the North American Industry Classification System (NAICS) code for the proposed acquisition. Your responses to the information requested will assist the Government in determining the appropriate acquisition method, including whether a set-aside is possible. **An organization that is NOT considered a small business under the applicable NAICS code should NOT submit a response to this notice.**

The NAICS code for the project is 541690.

The small business size standard is \$5 Million.

Background:

The Division of Cancer Prevention (DCP) of the National Cancer Institute (NCI) supports an integrated extramural program of early detection, preclinical and clinical cancer prevention research. A major objective of the Chemopreventive Agent Development Program (CADP) is to identify, characterize, and develop agents with potential cancer preventive activity for use in clinical and public health settings. The Chemoprevention Agent Development Research Group (CADRG) translates scientific discoveries arising from basic cancer prevention research into clinical applications to reduce cancer incidence, morbidity and mortality. CADRG systematically evaluates potential agents for efficacy and safety including pharmacokinetics and pharmacodynamic determinations.

Purpose and Objectives:

The purpose of the proposed acquisition is to identify qualified organizations that can provide support to the DCP's CADP in a variety of critical cancer prevention research information management functions necessary to support the identification, development, and qualification of potential cancer preventive agents for investigational new drug applications to the Food and Drug Administration for clinical trials.

Project Requirements:

The proposed acquisition will consist of four different Task Areas:

(1) CANCER PREVENTIVE AGENT IDENTIFICATION, DOCUMENTATION, AND PRIORITIZATION

This task identifies and documents all available information on potential new chemopreventive agents for preclinical testing through literature searches; class studies; program, private, sector, and academic agents nominations, the PREventive DevelopmENT (PREVENT) program, and theoretical structure/activity relationships.

(2) CANCER PREVENTIVE AGENT DATA AND REPORT ANALYSIS, STATUS AND DOCUMENTATION

This task documents and tracks the agent development activities of the cancer preventive agents under evaluation. The Contractor shall provide technical information management for these agent development activities of DCP. The contractor shall plan with DCP and implement an electronic process for managing and transmitting data supporting preclinical and clinical agent development activities.

(3) **INFORMATION MANAGEMENT SYSTEM**

Under this task the contractor shall maintain and enhance standard procedures for information management to support cancer preventive agent development activities.

(4) **GENERAL TASKS**

The contractor shall perform Technical Information General Tasks to include participation as subject matter experts in DCP and NCI informatics design and development activities, as directed by the Contracting Officer Technical Representative (COTR). Also the contractor shall provide editorial services for documents generated by the CADRG each year, to include internal reports for the DCP Director, public relations reports such as brochures and web based reports for the CADRG website.

Anticipated Period of Performance:

The anticipated period of performance for this proposed acquisition will be from September 30, 2011 to September 29, 2018, for a period of seven years.

Other Important Considerations:

Sources are expected to have documented experience in performing similar tasks relating to technical information resources and management.

Capability Statement/Information Sought:

Respondents must provide, as part of their responses, information concerning (a) staff experience, including their availability, experience, and training; (b) current in-house capability and capacity to perform the work; (c) prior completed projects of similar nature; (d) corporate experience and management capabilities; and (e) examples of prior completed Government contracts, references, and other related information.

Information Submission Instructions:

Interested qualified small business organizations should submit a tailored capability statement for this requirement, **not to exceed 20 single-sided pages (including all attachments, resumes, charts, etc.)** presented in **single-space and using a 12-point font size minimum**, that clearly details the ability to perform the aspects of the notice described above. 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, as well as the eligible small business concern's name, point of contact, address and DUNS number.**

All Capability Statements sent in response to this **SOURCES SOUGHT** notice must be submitted **electronically (via email)** to Elaine M. Hochman, Contracting Officer Representative, at eh28f@nih.gov **OR** hochmasu@mail.nih.gov in MS Word, WordPerfect, or Adobe Portable Document Format (PDF), by January 25, 2011, 4:00 PM, EST. All responses must be received by the specified due date and time in order to be considered, and must cite **Notice Number: HHS-NIH-NCI-SS-PCPSB-15000-18.**

Disclaimer and Important Notes:

This notice does not obligate the Government to award a contract or otherwise pay for the information provided in response. The Government reserves the right to use information provided by respondents for any purpose deemed necessary and legally appropriate. Any organization responding to this notice should ensure that its response is complete and sufficiently detailed to allow the Government to determine the organization's qualifications to perform the work. Respondents are advised that the Government is under no obligation to acknowledge receipt of the information received or provide feedback to respondents with respect to any information submitted. After a review of the responses received, a pre-solicitation synopsis and solicitation may be published in Federal Business Opportunities. However, responses to this notice will not be considered adequate responses to a solicitation.

Confidentiality:

No proprietary, classified, confidential, or sensitive information should be included in your response. The Government reserves the right to use any non-proprietary technical information in any resultant solicitation(s).