

SMALL BUSINESS SOURCES SOUGHT NOTICE

Notice Number: HHS-NIH-NCI-SBSS-TSB-07003-65

Title: Collection, Storage, Advertisement and Distribution of Biological Reagents

This is a Small Business Sources Sought notice. 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 businesses; 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 response 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.

This National Cancer Institute (NCI), National Institutes of Health (NIH) project is for the renewal of contract N02-CM-62211 with Fisher BioServices in the amount of \$539,612, for an original period of performance of April 1, 2006 through March 31, 2011; however, the effective date was changed to June 1, 2006. This contract was awarded on a competitive basis. Over the course of the contract, the option periods were exercised earlier than anticipated and the end date of the contract was modified to expire on May 31, 2010. Freedom of Information Act (FOIA) requests regarding the current contract with Fisher BioServices should be directed to Suzy Milliard at milliards@mail.nih.gov. This Small Business Sources Sought Notice (SBSS) 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 themselves with the requirements of this project; failure to do so will be at your firm's own risk.

Background:

Since 1988, the Biological Resources Branch (BRB) has operated a Preclinical Repository that obtains, stores, aliquots, and distributes bulk cytokines, monoclonal antibodies, cytokine standards, imaging and molecular biology reagents and other useful research reagents. The repository has been instrumental in preserving and distributing an array of reagents developed by NCI by NCI investigators or contractors.

Purpose and Objectives:

The purpose of this Small Business Sources Sought Notice is to identify qualified small business concerns including 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 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 SBSS 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 Small Business 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.

Project Requirements:

1. Provide a suitable air-conditioned facility containing approximately 350 - 400 sq feet of floor space necessary for the operation of a biologics repository and for the distribution of reagents.
2. Maintain and operate Government provided equipment for the storage of bulk and packaged biological materials.
3. Supply electrical power to accommodate the refrigerator/freezer units.
4. Maintain security of all storage facilities and the integrity of reagents.
5. Maintain storage units.
6. Maintain and operate a standby facility for use in the event of loss of refrigeration capacity of any repository area.
7. Maintain space for the aseptic processing of bulk reagents or specimen preparation for storage at the repository.
8. Receive requests, package and distribute reagents.
9. Invoice for reagent handling fees, packaging supplies and shipping charges.
10. Acquire/use shipping containers that comply with all domestic and international postal regulations and pertinent ICC regulations.
11. Keep current with all regulations concerning the transportation of biological reagents.
12. Arrange for pick-up of shipments of biological reagents from the airport or other specified areas.
13. Maintain current inventory of repository reagents, utilizing a computerized inventory system.

14. Advertise in appropriate journals, the availability of reagents.

Anticipated Period of Performance:

The period of performance for this requirement is five (5) years, consisting of a one-year base period, plus four (4) successive one-year options. The anticipated start date is June 1, 2010.

Other Important Considerations:

Mandatory Criteria:

The contractor shall provide:

1. Adequate facilities in which the BRB repository can be maintained; where orders and requests can be received within fourteen (14) days after contract award; and from which reagents can be shipped within twenty-one (21) days after contract award.
2. Capability to store reagents under US-FDA regulations for Current Good Manufacturing Practices (cGMP).

Draft Statement of Work:

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 541990 with a size standard of 7.0 million dollars is being considered.

Capability Statement/Information Sought:

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

1. Document the approach and plan in the operation of a biologics repository and reagent distribution center, showing adequate and suitable methods for the following activities: receipt, storage and aliquoting of reagents, security, environmental control, maintenance of inventory and tracking system, back-up capability, processing of shipment request distribution of repository reagent and quality management.

Demonstrate the capability to pick-up biologics from, or deliver them to the NCI NCI-Freerick Campus, Frederick, Maryland 21702-1201 within twenty-four (24) hours by private owned vehicle.

Demonstrate ability to ship labile biological requiring dry ice or wet ice shipping conditions to various points in the USA, Europe, Africa and Asia.

2. Demonstrate capability of providing acceptable personnel with specific managerial experience, scientific expertise and appropriate training relevant to the requirements for operating a biologics repository. The proposed Principal Investigator/Project Director (PI/PD) shall be responsible for the overall implementation of the project and shall have at least ten (10) years experience in the management of a repository operation on the magnitude of this requirement. In addition, PI/PD shall have a PhD in biology, chemistry or related field.
3. Document the availability of space necessary to maintain the repository plus appropriate support service, security, temperature alarm systems and electrical supply (including a back-up power sources and storage facilities) as detailed in the draft Statement of Work.
4. Demonstrate the capability of the organization in the operation of a service oriented repository for the storage and distribution of biological reagents. Demonstrate the availability of additional staff and equipment to provide back-up for proposed staff.

Information Submission Instructions:

1. Page Limitations:

Interested qualified small business organizations should submit a tailored capability statement for this requirement not to exceed twenty (20) 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. 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) as well as the eligible small business concern's name, point of contact, address and DUNS number.

2. Number of Copies:

All capability Statement sent in response to this SMALL BUSINESS SOURCES SOUGHT notice must be submitted electronically (via e-mail) to C. Timothy Crilley, Contracting Officer, at tcrilley@mail.nih.gov in MS Word, WordPerfect or Adobe Portable Document Format (PDF). The e-mail subject line must specify HHS-NIH-NCI-SBSS-TSB-07003-65. Facsimile responses will not be accepted.

3. Common Cut-off Date:

Electronically submitted tailored capability statements are due no later than 3:00 PM (Eastern Prevailing Time) on January 19, 2010. ***CAPABILITY STATEMENTS RECEIVED AFTER THIS DATE AND TIME WILL NOT BE CONSIDERED.***

DISCLAIMER AND IMPORTANT NOTES: This notice does not obligate the Government to award a contract or otherwise pay for the information provided in this 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).