U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
NATIONAL INSTITUTES OF HEALTH • NATIONAL INSTITUTE OF MENTAL HEALTH

NIMH National Institute of Mental Health

REQUEST FOR PROPOSAL – SOLICITATION COVER PAGE

REQUEST FOR PROPOSAL NO:	**RM-04-0001**
TITLE:	**"Molecular Libraries Small Molecule Repository"**
OMB No.: 0990-0115	**PURCHASE AUTHORITY:** Public Law 92-218 as amended; Note: The issuance of this solicitation does not commit the Government to make an award, or to pay any costs for the preparation and submission of a proposal.
ISSUED BY: Bruce E. Anderson Contracting Officer Contracts Management Branch National Institute of Mental Health, NIH, DHHS Neuroscience Center Building, 8155 (MSC 9661) 6001 Executive Blvd. Bethesda, MD 20892-9661 **POINT OF CONTACT:** Bruce E. Anderson E-mail: ba9i@nih.gov Phone (301) 443-2696 or 2234 Fax at (301) 443-0501 Collect calls will not be accepted.	**ISSUE DATE: December 29, 2003** **DUE DATE: March 2, 2004** **4:00 p.m., local prevailing time** **Note:** The official Point of Receipt for the purposes of determining timely delivery is the Contract Management Branch, NIMH. A paper copy with original signatures is the official copy for recording timely receipt. If the Contracting Officer or Designee does not receive your proposal at the place and time specified, then it will be considered late and handled in accordance with PHS Clause 352.215-10 entitled "Late Proposals, Modifications of Proposals and Withdrawals of Proposals" located in this solicitation. Facsimile submissions are not acceptable.
NO. OF AWARDS: **ESTIMATED PERIOD OF PERFORMANCE:**	**One (1)** **June 1, 2004 – September 30, 2008, with additional five (5) one-year options to extend the term**
SMALL BUSINESS/ 8(a) SET-ASIDE:	**No - NAICS Code 541710** **Size Standard: 500 employees**
JUST IN TIME:	**Yes**
OFFER EXPIRATION DATE:	Offers will be valid for 120 days unless a different period is specified by the Offeror on the form entitled "Proposal Summary and Data Record, NIH-2043" (See Attachment 4)
TECHNICAL PROPOSAL PAGE LIMITS: **AWARD WITHOUT DISCUSSIONS:**	**No** The Government anticipates making an award after conducting discussions, but reserves the right to make an award without discussions

NOTE: OFFERORS ARE RESPONSIBLE FOR ROUTINELY CHECKING THE NIMH WEBSITE AT http://www.nimh.nih.gov/grants/indexcon.cfm FOR ANY POSSIBLE SOLICITATION AMENDMENTS THAT MAY BE ISSUED. THIS OFFICE WILL PROVIDE NO ADDITIONAL NOTIFICATION OF ANY AMENDMENTS.

DEPARTMENT OF HEALTH & HUMAN SERVICES

National Institutes of Health
National Institute of Mental Health
6001 Executive Boulevard
Bethesda, Maryland 20892

December 29, 2003

Dear Sir/Madam:

The National Institute of Mental Health (NIMH) invites you to submit a proposal in accordance with the requirements and instructions of Request for Proposals (RFP) No. RM-04-0004 entitled **"**Molecular Libraries Small Molecule Repository"; **please note that the RFP No. has been changed for this acquisition to designate this as a "Roadmap" initiative (previous no. was NIMH-04-DB-0001)**

The documents included with this electronic RFP package are as follows:

Streamlined RFP:
Part I

- Statement of Work (SOW) **(Attachment 1)**
  - Appendix 1 - Molecular Libraries Organizational Chart
  - Appendix 2 - FAR 52.227-11 Patent Rights (Deviation)
- Evaluation Factors for Award **(Attachment 2)**

Part II - Instructions, Conditions, and Notices to Offerors **(Attachment 3)**
Part III - Applicable RFP References/Forms/Web links **(Attachment 4)**

The attachments listed above represent all the necessary information required for the submission of a proposal for this acquisition. Special attention should be directed to the technical and business proposal instructions contained in **Attachment 3. Instead of reproducing all the Standard RFP Instructions and Provisions (**which are voluminous), there is a link to an NCI web site where they can be found in full text. This Attachment 3 includes only modified information from the Standard RFP Instructions that are specific to this RFP. If you need assistance with any of these instructions, please contact the undersigned.

It is required that your organization submits both a technical proposal (detailing the methods and qualifications to do the work), and a business proposal (detailing the estimated prices/costs).

While you may submit an electronic copy of your proposal, a paper copy received by the due date is required. An official authorized to contractually bind your organization must sign the proposal. One (1) original and ten (10) copies of your technical proposal, and one (1) original and five (5) copies of your Business/Cost Proposal, must be received by the Contracting Officer NO LATER THAN **4:00 p.m.**, **local prevailing time, on Tuesday, March 2, 2004**, at the following address:

If using overnight delivery service	**If using U.S. Postal Service**
Attn: Bruce E. Anderson Contracting Officer National Institute of Mental Health Contract Management Branch 6001 Executive Blvd., Rm. 8155 (MSC 9661) Rockville, MD **20852**-9661	Attn: Bruce E. Anderson Contracting Officer National Institute of Mental Health Contract Management Branch 6001 Executive Blvd., Rm. 8155 (MSC 9661) Bethesda, MD **20892**-9661

Cover Letter
RFP No. RM-04-0001
December 29, 2003

Your attention is further directed to the "Proposal Intent Response Sheet" at the end of **Attachment 4**. Please complete this form and return it to this office or notify me at ba9i@nih.gov on or before February 2, 2004, if are planning to submit a proposal. This will allow us to expedite preparations for the peer review of proposals.

Questions concerning any areas of uncertainty, which in your opinion require clarification or correction, must be furnished in writing (Fax or E-mail is acceptable) to Bruce E. Anderson, and marked "Offeror's Questions, RFP No. RM-04-0001."

The NIH is considering use of a deviation to the standard patent rights clause (FAR 52.227-11 Patent Rights - Retention by the Contractor (Short Form), for this contract. The proposed clause is included in full text in this solicitation **(Attachment 1 - SOW) (Appendix 2)**.

If use of the deviated clause is implemented (through a Determination of Exceptional Circumstances (DEC)), the terms of this clause would serve to protect the pre-existing and future patent rights of suppliers of proprietary materials for synthesis or inclusion in the compound collection/repository. The proposed clause deviation only applies to discoveries resulting from routine synthesis activities and repository activities involving the use of proprietary materials (compounds and procedures). Discoveries resulting from research activities pertaining to the development or modification of chemical synthesis procedures, process development, or other unanticipated discoveries developed by the contractor without the use of proprietary materials will be covered by the standard Patent Rights Clause (FAR 52.227-11, Patent Rights - Retention by the Contractor (Short Form) (June 1997).

There is also a "Public Notice" that can be accessed at: http://vsearch1.eps.gov/servlet/SearchServlet which contains more background and detail regarding the potential use of this clause deviation (in the search engine, use text "PN-RM-04-0001" to search for the Notice.

To determine if there are alternatives to the use of this patent rights clause deviation, the NIH is requesting "alternative plans" that would serve to meet the objectives/goals of this Program without the use of this clause; therefore, as a part of your proposal you may wish to provide such an alternative plan. All plans will be considered and discussed with interested parties.

Sincerely,
/s/
Bruce E. Anderson
Contracting Officer
Contracts Management Branch, ORM
National Institute of Mental Health, NIH

Attachments/ Table of Contents:

1. Statement of Work
   - Appendix 1 - Molecular Libraries Organizational Chart
   - Appendix 2 - FAR 52.227-11 Patent Rights (Deviation)
2. Evaluation Factors for Award
3. Instructions, Conditions, and Notices to Offerors
4. Applicable RFP References/Forms/Web links

PART I

ATTACHMENT 1
December 29, 2003
[Return to TOC]

STATEMENT OF WORK

TITLE: MOLECULAR LIBRARIES SMALL MOLECULE REPOSITORY

Background:

Soon after becoming the Director of the National Institutes of Health (NIH), Elias A. Zerhouni, M.D. convened a series of meetings to chart a "roadmap" for medical research in the 21st century. The purpose was to identify major opportunities and gaps in biomedical research that no single institute at NIH could tackle alone but that the agency as a whole must address to make the biggest impact on the progress of medical research. Developed with input from meetings with more than 300 nationally recognized leaders in academia, industry, government, and the public, the NIH Roadmap provides a framework of the priorities the NIH as a whole must address in order to optimize its entire research portfolio. It lays out a vision for a more efficient and productive system of medical research. It identifies the most compelling opportunities in three main areas: New Pathways to Discovery, Research Teams of the Future, and Re-engineering the Clinical Research Enterprise.

The "New Pathways to Discovery" theme of the NIH Roadmap addresses the need to advance our understanding of the daunting complexity of biological systems. Future progress in medicine will require a quantitative understanding of the many interconnected networks of molecules that comprise our cells and tissues, their interactions, and regulation. We need to more precisely know the combination of molecular events that lead to disease if we hope to truly revolutionize medicine. New Pathways to Discovery also sets out to build a better "toolbox" for medical research by providing the research community with wide access to technologies, databases and other scientific resources that are more sensitive, more robust and more easily adaptable to researchers' individual needs.

A large focus of the "New Pathways to Discovery" theme is on a class of organic chemicals, commonly referred to as "small molecules," that has proven to be extremely important to researchers exploring the functions of the cell at the molecular level. Such molecules have also been valuable for treating everything from headaches to cancer. It remains difficult to predict which small molecule compounds will be most effective in a given situation. Researchers can maximize the likelihood of a successful match between a chemical compound, its usefulness as a research tool or its desired therapeutic effect by systematically screening thousands of small molecules. The initiative called "Molecular Libraries" will offer public sector biomedical researchers access to small organic molecules, which can be used as chemical probes to study cellular pathways in greater depth. It will provide new ways to explore the functions of major components of the cell in health and disease. The initiative will also accelerate the availability of promising new drugs, especially for rare diseases. It is hoped these NIH Roadmap initiatives will speed the development of new drugs and agents to definitively detect and treat common and rare diseases by providing early stage compounds that encompass a broad range of novel targets and activities. These compounds will help validate new targets for drug therapy more rapidly, and will enable other researchers in the public and private sectors to take these targets and compounds and move them through the drug-development pipeline. The development of such libraries will also enhance the discovery of small molecules for molecular imaging – the imaging of molecules or molecular events in biologic systems that span the scale from single cells to whole organisms.

The "Molecular Libraries" initiative will include a network of publicly accessible NIH screening centers and a small molecule repository that will provide infrastructure and support capabilities for a public collection of chemically diverse small molecules, innovative high-throughput screening (HTS) approaches to identify compounds that are active in target- and phenotype-based assays, and medicinal chemistry to transform hits into useful bioactive probes for application *in vitro*, and potentially *in vivo*, studies. The centers will be supported by interrelated cheminformatics and technology development initiatives. To provide adequate production capacity, a network of between seven and ten Molecular Libraries Screening Centers is ultimately anticipated.

The Molecular Libraries Small Molecule Repository will handle, store, distribute a chemically diverse small molecule collection of 1,000,000 compounds with the goal of progressively populating biologically relevant chemical space with compounds having >5,000 chemical scaffolds. This collection will be established from commercial compound suppliers and ongoing programs within NIH, and will include FDA-approved drugs, compounds with known actions, a structurally diverse collection of compounds of unknown activities, compounds derived from natural product templates, molecules submitted from the public and private sectors, and new compounds generated by diversity-oriented and target-oriented synthesis. The collection will be used for screening of known and novel targets at the Molecular Libraries Screening Centers, with distribution of compounds of known action to investigators in academia and industry. In addition, sub-collections of compounds with specificity for gene families of biological importance, as well as 'diversity sets' of several thousand compounds having widely diverse chemical scaffolds, will be distributed in microtiter plates to academic investigators for screening in individual laboratories.

Objectives:

The objectives of the contract are: (1) To identify and acquire, in coordination with the NIH and scientific advisory groups, candidate compounds from government, academic, industry, and commercial sources and assemble a collection of compounds meeting specified criteria; (2) to array all compounds in sets suitable for high-throughput screening (HTS) and long-term storage; (3) to distribute compound arrays to the Molecular Libraries Screening Centers, and to other interested HTS facilities; (4) to array and distribute subsets of compounds to extramural investigators on a fee for service basis; (5) to store maintain and track the compound collection inventory, and to monitor the stability of compounds in the library; (6) to monitor the compound inventory to ensure that sufficient quantities of all compounds are available to support screening needs and to re-purchase or synthesize sufficient quantities of depleted compounds to replenish the inventory; and (7) to provide the necessary informatics support to track compound inventory and distribution.

A. ORGANIZATIONAL STRUCTURE

[NOTE 1 TO THE OFFEROR: The final organizational structure of all the components of the "Molecular Libraries" (ML) initiative, including the interaction and oversight of these components, is still evolving as of the date of this RFP. A recent addition to the organizational structure is a separate contract for a "Coordinating Center" to provide independent leadership and oversight for all the components of the ML; however, this is yet to be finalized. This possible Coordinating Center contract is included in the description below, but will be deleted from any resultant contract language if it does not occur. The draft organizational structure of the Molecular Libraries initiative is depicted in Appendix 1 to this SOW.]

1. All work under this contract shall be monitored by the Government Project Officer (GPO) whose position is defined in Section G of this contract; the Government Project Officer (GPO) shall be the Contractor's primary point of contact for technical matters under this contract;

2. However, it will be necessary for the Contractor to also interact and work effectively with other scientific groups involved in providing oversight and advice to this contract (including a coordinating center contractor, who will provide a central logistical coordinating resource for all of the Molecular Libraries Roadmap activities)(see Task 7 for further details). The Contractor shall operate the Repository in coordination with the GPO and the advisory groups described below.

   a) There shall be two (2) specific Government committees to provide oversight and advice to the NIH for all aspects of the project; each Committee will coordinate, with the GPO and the Contractor, the identification and final selection of compounds for inclusion in the Small Molecule Repository. The Committees are as follows:

      (1) the NIH Molecular Libraries Repository Coordinating Committee (MLRCC), consisting of the GPO and representatives from each of the NIH institutes.

      (2) the Molecular Libraries Steering Committee (MLSC), which coordinates oversight of all of the Molecular Libraries Roadmap activities (screening centers, cheminformatics, and technology development related to chemical diversity, assay development, robotics/instrumentation, and ADME/toxicology). The MLSC consists of the Directors of NIMH and NHGRI and NIH representatives for each component of the Molecular Libraries Roadmap.

   b) A Scientific Review Committee (SRC) which will be convened by the Molecular Libraries Coordinating Center, which provides a central logistical coordinating resource for all of the Molecular Libraries Roadmap activities. The SRC shall consist of a panel of independent, non-federal scientists selected by the Coordinating Center Contractor (with the Government's concurrence), established to provide advice on compound selection for inclusion in the Small Molecule Repository. The SRC shall hold regularly scheduled meetings to review and prioritize candidate compounds.

   c) The Contractor will be a member of the Molecular Libraries Steering Committee Network (MLSCN). The Steering Committee will coordinate the activities of the centers, the exchange of screening data with the scientific community, assess scientific progress, identify new research opportunities, and discuss strategies by which the centers achieve their scientific goals. The panel consists of the PIs of the Screening Centers, Coordinating Center, Repository, and the NIH Science Officers for each of these.

3. This initiative is purposefully designed to involve different scientific groups in stewardship of this Contract in order to have access to the best possible science. The Contractor shall, in good faith, actively solicit and act on the recommendations of any groups designated by the NIH to provide advice or oversight in matters regarding the overall performance of this contract. The GPO shall coordinate and oversee the input from these groups to the Contractor, to avoid the possibility of conflicting or duplicative information.

4. It is anticipated that the above Committees will meet on a regularly scheduled basis to review progress and make specific recommendations. The GPO shall be responsible for promptly communicating all recommendations and technical input from the Committees to the Contractor for action.

The Contractor's Principal Investigator (or designee(s)) shall be the point of contact for the Contractor, and shall direct the scientific and day-to-day operational aspects of the Contract.

B. SPECIFIC TECHNICAL REQUIREMENTS

Independently, and not as an agent of the federal government, the Contractor shall furnish all necessary labor (qualified and experienced personnel), services, equipment, materials, supplies, and facilities, except as otherwise specified herein, as needed to perform the work set forth below.

Task 1. Compound Identification and Development of a Diverse Collection of Small Molecules

1. Identification - The Contractor shall, in coordination with the GPO and the advisory groups (i.e., the NIH MLRCC, the SRC, and the MLSC), identify candidate compounds from government, academic, industry and commercial sources and assemble a collection of compounds meeting criteria to be specified by the GPO/Coordinating Committee (i.e., stability, solubility, availability of sufficient quantities, ease of re-supply or re-synthesis, diversity). Contractor shall search for candidate compounds from a variety of sources including scientific literature, patent literature, pharmaceutical databases, and any other government, industry, or academic sources available to the Contractor. Contractor shall actively participate in the identification of candidate compounds by providing lists of compounds with all supporting information to the GPO, to assess which compounds shall be chosen for inclusion in the collection.

2. Acquisition –The contractor shall undertake all activities necessary to acquire sufficient quantities (typically 5-30 mg) of compounds selected for inclusion in the Small Molecule Repository collection. The collection will expand on a continuing basis and evolve over time based on the biological activity/utility of the compounds as assessed by screening. It is anticipated that the collection will grow at the following rate: acquisition of 250,000 compounds/year for the first 4 years with a target of 1,000,000 compounds derived from direct purchase from commercial compound suppliers, academic and industry contributions, and compounds developed under the Molecular Libraries Chemical Diversity initiatives. The contractor shall acquire the majority of the compounds in the collection through direct purchase.

[NOTE 2 TO THE OFFEROR: The contract period for this acquisition is estimated to be from June 1, 2004 - September 30, 2008 (52 months) consisting of 5 contract "Periods". "Period 1" is estimated to be approximately 4 months, from June 1-September 30, 2004; there will be 4, 12-month periods thereafter (e.g., "Period 2" would be October 1, 2004 -September 30, 2005; "Period 3" from October 1, 2005 - September 30, 2006, etc.)

For the purpose of preparing a cost proposal, the following instructions are offered:

1) provide costs for each "Period," as defined above;

2) assume that funds for compound acquisition, including direct purchase and replenishment through re-purchase or re-synthesis, will consist of the following direct costs: $1,400,000 in Period 1, and $3,000,000/year in each 12-month Period thereafter, through September 30, 2008;

3) since compound acquisition is estimated to be a significant component of this contract, it is requested that offerors reduce their indirect rate to be applied specifically to direct compound purchases. Two G&A rates could be proposed: a separate rate for costs associated compound purchases, and the regular negotiated rate for all else. The indirect costs associated with this effort might be less than usual for this type of activity; since overhead will be recovered through

direct labor effort, a reduced G&A rate specifically for compound acquisitions may be warranted.]

Task 2. <u>Arrayed Sets and Distribution</u>

1. Compound Arrays – The contractor shall have the capability for automated arraying of compounds suspended in DMSO into both 96 and 384 well plates to produce arrays in a format suitable for long term storage and for distribution to high-throughput screening centers. The contractor shall also have the capability to array compounds in other formats suitable for high-throughput screening (HTS) (i.e., daughter-plates developed from plate replication or reformatting into higher density 1536 or 3456 well plates), and in smaller, selected subsets (i.e., cherry-picking to create NIH-selected specialized plates).

2. Distribution – The Contractor shall distribute compound arrays to the Molecular Libraries Screening Centers. It is anticipated that this will involve regular shipments on at least a weekly basis. Compound arrays shall also be provided to other interested HTS facilities and to extramural investigators on a fee for service basis, at a cost of approximately $3-4 per compound (i.e., per well). Compound shipments shall be made in such a way as to ensure the integrity of the arrays and shall comply with all applicable federal, state, and local regulations.

Task 3. <u>Storage and Quality Control</u>

1. Storage – Compounds shall be stored under conditions that ensure optimal stability and purity. The contractor shall provide dry storage of compounds in vials (typically less than 30mg of each compound). From these dry stores, compounds shall be weighed and solubilized and stored in solution in DMSO. The preferred storage method is in microtubes with an associated storage and retrieval system allowing for rapid and efficient cherry-picking of compounds for the creation of plates. Alternative systems allowing comparable speed and efficiency of compound selection shall also be acceptable. The contractor shall have the ability to store solubilized compounds under inert gas at temperatures that optimize compound stability. The contractor shall also have the ability to store compounds in arrayed sets (i.e., master plates), organized thematically (i.e., by chemical class, target, etc.). The contractor shall provide all the necessary expertise, equipment, and facilities to store, maintain, and track the Small Molecule Repository inventory. The contractor shall provide a compound tracking and retrieval system suitable for a large compound library and shall propose a method for long-term storage of compounds, both dry and in solution, that will ensure optimal stability for a maximum number of compounds.

2. Quality Control – The contractor shall have the ability to perform analyses of chemical purity (e.g., LC/MS, HPLC, and/or NMR) and shall propose a plan to monitor the stability of compounds in the repository detailing a recommended method and frequency of analysis. The contractor shall also propose a plan for assessing/analyzing the purity of compounds acquired for inclusion in the collection.

Task 4. <u>Re-Supply and Re-Synthesis</u>

1. Inventory Monitoring - The contractor shall monitor the compound inventory to ensure that sufficient quantities of all compounds (typically 5-30 mg) are available to support screening needs.

2. Re-purchase - As compounds become depleted the Contractor shall undertake all activities necessary to purchase or acquire sufficient quantities of the compound to replenish the inventory.

3. Synthesis - The Contractor shall have the ability to synthesize, at a minimum purity of 90%, sufficient quantities of depleted compounds that cannot be re-purchased. If a compound is identified as requiring synthesis for replenishment, the Contractor shall provide a synthesis plan for the compound, consisting of

an appraisal of the feasibility and estimate of cost in terms of starting materials, personnel, and labor hours, and an estimated time for completion of the synthesis. Synthesis of a compound shall begin upon approval of the synthesis plan by the GPO.

Task 5. Informatics

1. Inventory database - Compound Inventory database – Contractor shall create a database of the repository inventory that will be directly accessible through a web-based interface to the GPO, the Molecular Libraries Repository Coordinating Committee, and the Molecular Libraries Screening Centers. The database shall include: 1) the compound name, formula, and tracking identification number; 2) molecular weight; 3) chemical structure; 4) date of purchase or synthesis; 5) date and method of analysis; 6) purity of the compound; 7) amount of the compound available in the inventory; 8) physical appearance; 9) physical constants; 10) solubility; 11) optimal storage conditions; 12) toxicity and potential hazards; 13) disposal information.

2. Distribution database – The contractor shall create and maintain a compound distribution database that shall document all compound requests and shipments made for each screening center and for extramural investigators. The database shall include listings of compounds requested, date of request, date of shipment, and contact information for extramural requestors.

3. Interfacing with PubChem – A significant aspect of the Molecular Libraries Roadmap will be the development of a large publicly accessible cheminformatics database as well as a variety of informatics tools. The database will be called " PubChem", which will be developed by the National Center for Biotechnology Information (NCBI). It is anticipated that all Molecular Libraries activities will interface with PubChem and with other planned cheminformatics systems. Therefore, the platforms used for all databases must be compatible with PubChem.

[NOTE 3 TO THE OFFEROR: At this time it is not known what platform PubChem will use; the offeror should discuss their current IT capabilities, and their capability to adapt to whatever platform will be compatible with PubChem.]

It is expected that part of the interaction between the Repository and PubChem will consist of the following data exchange requirements:

a) For new compounds, promptly submit chemical structure and descriptive information to PubChem. Obtain and record a PubChem-specified accession code.

b) Coordinate with NCBI as necessary to validate bulk deposition procedures using one or more formats supported by PubChem.

c) As part of PubChem submission, provide a link to the repository web site indicating availability of that compound. This will be displayed by in PubChem as a "link-out" to the repository.

d) Using the PubChem-assigned accession codes, provide links to PubChem, so users of the repository can find cross links there, for example to Molecular Libraries screening results.

e) Maintain links to PubChem. If chemical structure or descriptions are revised, submit a revised entry using the previously assigned accession code. If repository web sites change, submit revised link-out data.

4. Website - The contractor shall create and maintain a Molecular Libraries Repository website, describing the program, providing a description of available compound arrays, and describing the process for requesting arrays.

The Website must comply with current federal standards regarding accessibility and is subject to the approval of the NIH Office of Communications and Public Liaison (OCPL), which will be coordinated by the GPO.

5. All databases/websites developed with contract funds shall be the property of the Federal Government.

Task 6. Confidentiality

[NOTE 4 TO THE OFFEROR: Use of the attached deviation to the standard patent rights clause has NOT been approved, and the NIMH is seeking public comment and alternative plans regarding its use – if it is decided not to use this clause, or it is not approved, the language below will be modified accordingly for any resultant contract]

1. A Determination of Exceptional Circumstances (DECs) has been approved by the NIH, to authorize the restriction of patent rights through use of the deviated patent rights clause attached to this contract. This clause will ensure the confidentiality of information relating to any proprietary compound either synthesized or received from another source. The Contractor shall protect the confidentiality of any proprietary compound synthesized or received under the contract. The Contractor shall not release information regarding a proprietary compound without the express written consent of the GPO and Contracting Officer.

2. Other Confidentiality Agreements. A standard NIH-approved Material Transfer Agreement (MTA) and Confidentiality Disclosure Agreement (CDA) shall be signed by the Contractor, as requested by the GPO, for cases in which proprietary compounds are received from other sources (e.g. academic investigators, biotechnology companies, or pharmaceutical companies) for inclusion in the NIH Molecular Libraries Small Molecular Repository. A standard NIH Material Transfer Agreement shall be signed by the Contractor and the investigator or party receiving a proprietary compound through the NIH Molecular Libraries Small Molecular Repository, as requested by the GPO, prior to shipment of a proprietary compound. All these documents can be obtained from the NIH technology transfer web page at http://ott.od.nih.gov/

3. The Contractor shall not use compounds in the Molecular Libraries Small Molecular Repository, or compounds synthesized or received from other sources under this contract for any non-contract related research.

4. Contractor's rights: The Contractor shall assume the intellectual property rights for any invention related to the development or modification of procedures for synthesis of a non-proprietary compound. The Contractor shall notify the GPO of any inventions or articles submitted for publication resulting from these efforts, in accordance with FAR CLAUSE 52.227-11.

Task 7. Reporting Requirements

All technical reports shall be submitted to the GPO electronically, in Microsoft Excel or Microsoft Word format for PCs (the most recent versions released or that have been released within the 18 months prior to the period for which the report is submitted) or comparable programs that are compatible with NIMH

systems. The Contracting Officer shall also receive electronic copies of all weekly, monthly, annual, and final technical reports, in addition to signed hard copies of each annual report and the final report.

In addition to any reports that may be required by the other terms of this contract, the Contractor shall prepare and submit the following reports in the manner stated below.

1. Weekly Reports

Weekly reports shall be submitted to the GPO at the end of each week. The report shall include:
a) A summary of the compounds acquired or synthesized, requests received, and shipments made over the course of the week.
b) A summary of compounds requiring replenishment and plans to obtain them.
c) Clear documentation of unsuccessful efforts to obtain or synthesize a compound.

A weekly report is required, in addition to a Monthly report, at the end of each month in the contract.

2. Monthly Reports

Monthly Reports shall be submitted to the GPO electronically within 7 calendar days after the end of each contract month. The report shall include a brief narrative summary/overview of progress under the contract, any difficulties encountered, and steps taken to resolve the problems.

In addition the following shall be included:
a) A list of candidate compounds identified over the course of the month including all supporting information pertaining to the compound selection criteria.
b) A summary of all compounds obtained for inclusion in the collection.
c) A copy of the cumulative Distribution Log.
d) A summary of compounds requiring replenishment and plans to obtain them.
e) A summary of completed compound syntheses and synthesis reports as specified below, and a summary of compounds received from other sources.
f) A copy of all quality control reports.
g) Clear documentation of unsuccessful efforts to obtain or synthesize a compound.

A Monthly report is required, in addition to an Annual Report, at the end of each contract year.

3. Synthesis Reports

Synthesis Reports shall be submitted to the GPO electronically within 2 weeks of completion of synthesis.

a) Each Synthesis Report shall include:
(1) the compound name, formula, identification number, and batch number
(2) molecular weight
(3) chemical structure
(4) date of synthesis
(5) date and method of analysis
(6) purity of the compound
(7) amount of the compound
(8) physical appearance
(9) physical constants
(10) solubility

(11) optimal storage conditions
(12) toxicity and potential hazards
(13) disposal information
(14) synthesis protocol and yield

b) The synthesis report shall be reviewed, assured for quality control, approved, signed, and dated by the contract Principle Investigator prior to submission to the GPO.

c) The GPO shall review the synthesis report and determine the acceptability of the synthesized compound prior to its addition to the ML Small Molecule Collection/Repository.

d) In the event that quality control/assurance issues arise with the synthesis, purity, storage, or handling of compounds under the NIH contract, the Contractor shall cooperate fully with the GPO to resolve the issues, if necessary repeating one or more steps in the synthesis protocol or repurifying the compound at no additional costs to the contract. In the event that compound quality control or assurance issues can not be resolved between the Contractor and GPO, a scientific advisory group chosen by the GPO shall be asked to review the synthesis, analysis, purification, storage, and handling protocols of the compound(s) in question and make recommendations to resolve the issues.

4. Annual Reports

Annual reports shall be submitted to the GPO electronically within 14 calendar days after the end of each contract year. The report shall include a narrative summary/overview of progress under the contract, any difficulties encountered, and steps taken to resolve the problems. The annual report shall be compiled to summarize the information contained in that year's monthly reports (see Monthly Reports, above).

An annual report shall be submitted for the last year of the contract, in addition to the Final Report, below.

5. Final Report

a) The Final Report shall be submitted to the GPO electronically on or before the effective contract expiration date.
b) The Final Report shall include an executive summary/evaluation of the contract's achievements, in comparison to original objectives, problems encountered, etc.; in addition it shall include: (1) the cumulative Distribution and Inventory Logs; (2) a summary of compounds identified as candidates for inclusion in the collection; (3) a summary of completed synthesis and synthesis reports; and (4) a summary of compounds acquired for inclusion in the Repository.

Task 8 – <u>Interaction with Other Components of the Molecular Libraries Roadmap Organization</u>

[Note: See also Attachment 1, Appendix 1, for a graphical depiction of these different components.]

1. <u>The Molecular Libraries Repository Coordinating Committee (MLRCC)</u>. This is a panel consisting of the GPO and representatives from each of the NIH institutes, which has substantial scientific/programmatic involvement with the conduct of this activity through technical assistance, advice, and coordination. The panel's involvement will include participation in developing criteria for inclusion of compounds in the Molecular Libraries Small Molecule Repository, identifying candidate compounds from government, academic, industry and commercial sources, and advice concerning management and technical performance. The GPO will serve as the liaison between the MLRCC and the Contractor.

2. The Scientific Review Committee (SRC). This is a panel of non-federal scientists convened by the Molecular Libraries Coordinating Center that provides oversight and advice for compound selection for the repository. The panel shall review and prioritize candidate compounds and shall advise the MLRCC on the development of criteria for inclusion of compounds in the Molecular Libraries Small Molecule Repository, identification of candidate compounds from government, academic, industry and commercial sources, and the diversity and quality of the repository.

3. Molecular Libraries Steering Committee (MLSC). This is a panel that coordinates oversight of all of the Molecular Libraries Roadmap activities (i.e., screening centers, repository, cheminformatics, and technology development related to chemical diversity, assay development, robotics/instrumentation, and ADME/toxicology). The MLSC consists of the Directors of NIMH and NHGRI and NIH representatives for each component of the Molecular Libraries Roadmap. The MLSC provides the final level of oversight and coordination of the Repository with the other components of the Molecular Libraries. The MLSC receives scientific and programmatic advice from the MLRCC.

4. Molecular Libraries Screening Centers Network Steering Committee (MLSCN). The Contractor will be a member of the Molecular Libraries Screening Centers Network Steering Committee (MLSCN). The panel consists of the PIs of the Screening Centers, Coordinating Center, and Repository, and the NIH Science Officers for each of these. This Steering Committee will coordinate the activities of the centers, the exchange of screening data with the scientific community, assess scientific progress, identify new research opportunities, and discuss strategies by which the centers achieve their scientific goals.

C. SCHEDULE OF WORK

1. Period 1 – The first period of the contract (June 1, 2004-Sept. 30,2004) will consist primarily of acquisition of compounds and arraying of these initial members of the collection. Distribution of compound arrays to the first of the Molecular Libraries Screening Centers and to extramural investigators will therefore begin. The contractor shall also set-up the program website and all program databases.

2. Periods 2 and 3 – The contractor shall continue to acquire and array compounds selected for inclusion in the collection, and to distribute compound arrays to the Molecular Libraries Screening Centers and to extramural investigators. Re-purchase and re-synthesis activities are expected to begin. Informatics and compound tracking activities will progressively increase.

3. Periods 4 and 5 – Compound acquisitions will continue with proportionately more effort in re-supply and re-synthesis instead of new purchases; there will be increased compound arraying, distribution of plates, and informatics, as the network of Screening Centers grows.

D. OPTION TO EXTEND THE TERM OF THE CONTRACT

The NIMH shall have the unilateral option to extend the performance period of this contract for up to five (5) additional 12-month periods. During each option period, the Contractor shall perform essentially the same work as required for Contract Periods 4-5 (above) as requested by the GPO. In general, the activities in Periods 4-5 will continue into the option years, with a gradual leveling off and slight reduction of overall repository activities as the compound collection reaches its anticipated size. Acquisitions, in the form of new compound purchases, synthesis and re-supply, will gradually decrease. The majority of direct compound purchase during the option periods will be for the purpose of re-supply of the inventory.

[NOTE 5 TO THE OFFEROR: For the purpose of preparing a cost proposal for the option periods, assume the same level of effort as in year 5, but a reduction of compound acquisitions (purchase and synthesis of new compounds, re-supply), during each option year that would equate to an overall 3% reduction in total costs per year.]

E. TRANSITION TO THE SUBSEQUENT CONTRACTOR

1. At least 90 days prior to the contract expiration date, the Contractor shall provide the GPO with a list of compounds in the Small Molecule Repository and all data programs, data files, distribution and inventory logs generated under the contract. At this time, the Contractor shall describe their plans for providing all such data and the compounds in the Small Molecules Repository to a successor Contractor or to NIH.

2. The Contractor shall fully cooperate with any successor Contractor and NIH to ensure the efficient transfer of all such Government-owned data and materials.

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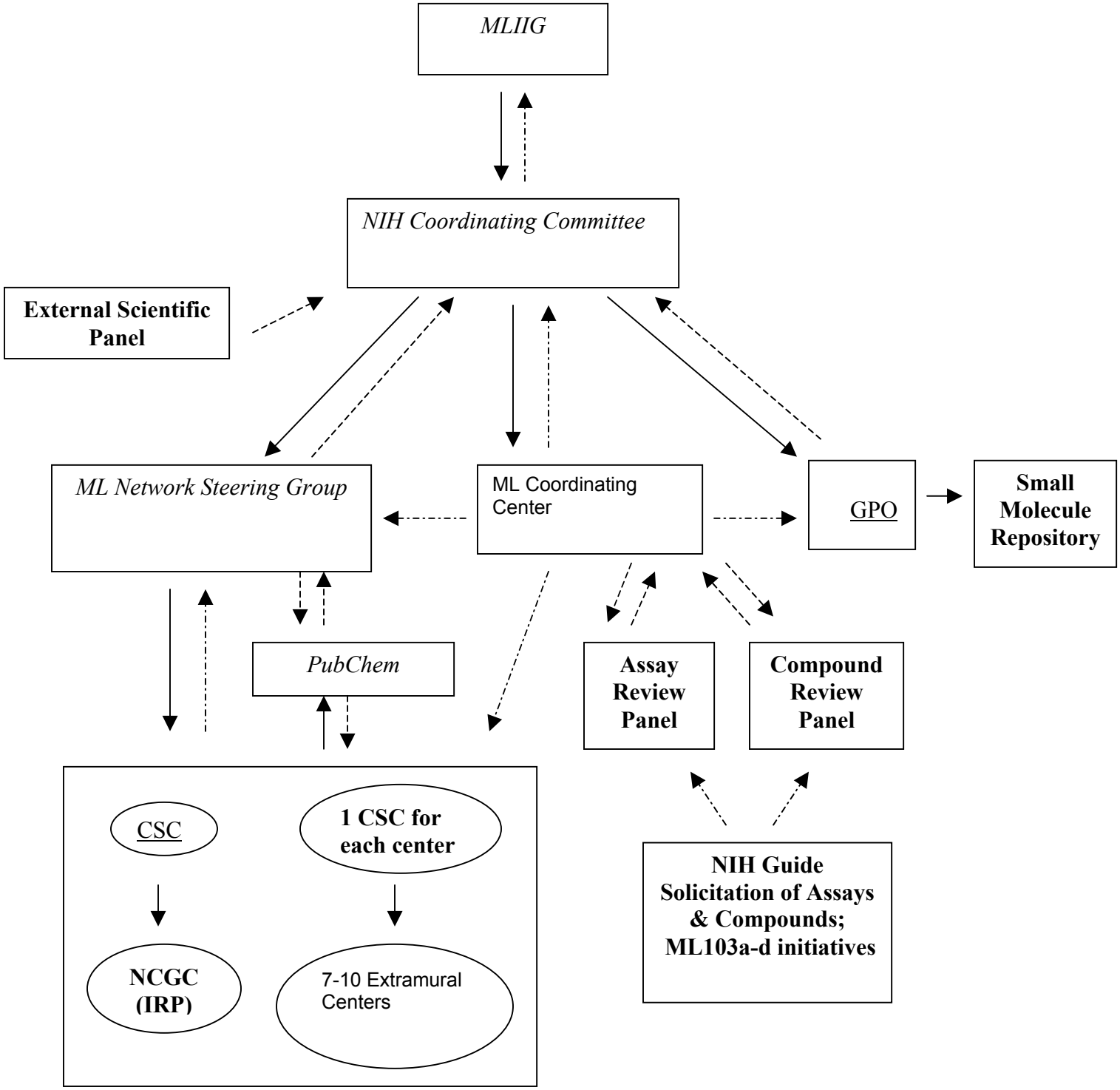
Molecular Libraries Organizational Chart (Draft)

Dashed arrows indicate communication functions; solid arrows indicate lines of authority.



Molecular Libraries and Imaging Implementation Group MLIIG – an oversight group composed of the NHGRI, NIMH, and NIBIB directors who are the chairs for the ML Roadmap and the leads for each of the ML initiatives. This group provides guidance/resolution for cases in which consensus cannot be reached by the NIH Coordinating Committee.

NIH Coordinating Committee – Committee composed of representatives from all involved institutes. This is the main governing body for the screening centers. This committee will be overseen by the MLIIG.
Functions:
1) policy info
2) rotating chair to communicate policy info to ML Network Steering Group and ML Coordinating Center
3) final authority for the flow of assays into the centers (veto power)
4) communicates information about the functioning of the ML Network Steering Group
5) final authority for selection of compounds for inclusion in the ML Small Molecule Repository

External Scientific Panel – an external group of scientists that reviews the overall ML Screening Centers Program and provides feedback and suggestions to the NIH Coordinating Committee.

ML Coordinating Center (contract) – the coordinating center assembles external review group recommendations, provides information on screening center capacity, and makes their priority recommendations. The information is forwarded to the NIH Coordinating Committee to form the basis of their prioritization decisions.
Functions:
1) convenes review meetings to evaluate the technical merit of proposals for entry of assays into the screening centers, and small molecules/compounds into the repository
2) communicates implementation info to centers (not policy)
3) tracks progress for optimizing assays and screening library: a) monitors progress/pipeline;
b) reports to NIH Coordinating Committee and ML Network Steering Group
4) solicits assays (if flow is too slow)
5) updates website on assay approvals, prioritization, solicitations for assays, overall description of program, etc.

Assay Review Panel – a scientific review panel officially convened as necessary by the ML Coordinating Center (requirement that all members be approved by NIH) to review assay proposals. Recommendations are sent to the ML Coordinating Center.

Compound Review Panel – a scientific review panel officially convened as necessary by the ML Coordinating Center (requirement that all members be approved by NIH) to recommend acquisition of small molecules from public and private sources for the repository. Recommendations are sent to the ML Coordinating Center.

ML Network Steering Group – Steering Committee for the Molecular Libraries Screening Center network, consisting of the PI of each Center, including the Intramural Research Center Center (NCGC), the NIH Science Officer for each extramural Center, the PI of the ML Coordinating Center, the PI of the Small Molecule Repository, and a representative from PubChem. Considers the recommendations of the Assay Review Group and the Coordinating Center as well as screening center capacity and capability to create a final priority list, which is then sent back to the NIH Coordinating Committee for approval.
Functions:
1) assigns and schedules assays and tasks in conjunction with the PIs of the centers
2) QC, assures integration, consistency, standardization across centers
3) LIMS

4) determines SOPs (e.g., data deposition, assay validation)

ML Screening Center Steering Committees (CSC) – Steering committee for each individual Screening Center (intramural and extramural centers) consisting of center personnel and the NIH Science Officer.

PubChem – oversees the deposition of primary and secondary screening data for ML small molecules tested in the centers, enters accession numbers and description of the assays/protocols; plans to link biological data obtained in follow-up screening done at IC-supported organizations affiliated with the screening centers;

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Authority to use the following clause may be sought:

52.227-11 Patent Rights (Deviation)

This clause deviation applies to discoveries resulting from routine synthesis or repository activities involving the use of proprietary materials (compounds and procedures). Discoveries resulting from research activities pertaining to the development of new assays or the development or modification of chemical synthesis procedures, process development or other unanticipated discoveries developed by the contractor without the use of proprietary materials will be covered by the standard Patent Rights Clause (FAR 52.227-11, Patent Rights – Retention by the Contractor (Short Form) (June 1997)

(a) Definitions. (1) "Invention" means any invention or discovery, which is or may be patentable or otherwise protectable under title 35 of the United States Code, or any novel variety of plant which is or may be protected under the Plant Variety Protection Act (7 U.S.C. 2321, *et, seq*.)

(2) "Made" when used in relation to any invention means the conception or first actual reduction to practice of such invention.

(3) "Nonprofit organization" means a university or other institution of higher education or an organization of the type described in section 501(c)(3) of the Internal Revenue code of 1954 (26 U.S.C. 501(c)) and exempt from taxation under section 501(a) of the Internal Revenue Code (26 U.S.C. 501(a)) or any nonprofit scientific or educational organization qualified under a state nonprofit organization statue.

(4) "Practical application" means to manufacture, in the case of a composition of matter or product; to practice, in the case of a process or method, or to operate, in the case of a machine or system; and, in each case, under such conditions as to establish that the invention is being utilized and that its benefits are, to the extent permitted by law or Government regulations, available to the public on reasonable terms.

(5) "Small business firm" means a small business concern as defined at section 2 of Pub. L. 85-536 (15 U.S.C. 632) and implementing regulations of the Administrator of the Small Business Administration. For the purpose of this clause, the size standards for small business concerns involved in Government procurement and subcontracting at 13 CFR 121.3-8 and 13 CFR 121.3-12, respectively, will be used.

(6) "Subject Invention" for the purpose of this clause, means any invention of the contractor conceived or first actually reduced to practice in the performance of work under this contract, provided that in the case of a variety of plant, the date of determination (as defined in Section 41(d) of the Plant Variety Protection Act, 7 U.S.C. 2401(d)) must also occur during the period of contract performance.

(7) "Compound Suppliers" means any entities or organizations that make available to NIMH a composition of matter or product, patented or unpatented.

(8) "NIMH" means the National Institute of Mental Health of the National Institutes of Health (NIH).

(9) "NIH" means the National Institutes of Health.

(b) *Allocation of principal rights.* (1) Retention of pre-existing rights. Compound Suppliers shall retain all pre-existing rights to those compounds in which the compound supplier has a proprietary interest.

(2) Assignment to the NIH or compound supplier. The contractor agrees to assign to the NIH or to a Compound Supplier designated by NIMH the entire right, title, and interest throughout the world to each subject invention except to the extent that rights are retained by the contractor under subparagraph (b)(3) of this clause and subject to a nonexclusive, nontransferable, irrevocable, paid-up license to the United States Government to practice or have practiced the subject invention for or on behalf of the United States throughout the world.

(3) Greater Rights Determinations. The contractor, or an employee-inventor after consultation by the NIMH with the contractor, may request greater rights to an identified subject invention of the contract in accordance with the procedures of FAR paragraph 27.304-1(b) and FAR paragraph 27.304-1(c) (in the case of an employee-inventor) subject to the considerations set forth below. The NIMH will grant greater rights if the supplier is not interested in developing the invention. In addition to the considerations set forth in paragraph 27.304-1(b), NIMH will consider whether granting the requested greater rights will interfere with rights of the Government or any Compound Supplier or otherwise impede the ability of the Government or the Compound Supplier to develop and commercialize new compositions of matter, compounds, product designs, dosage forms, therapies, technologies or other approaches for the treatment of mental disorders in a rapid, efficient, and cost-effective manner. A request for a determination of whether the contractor or the employee-inventor is entitled to retain such greater rights must be submitted to the NIMH Contracting Officer at the time of the first disclosure of the invention pursuant to subparagraph (c)(1) below, or not later than eight (8) months thereafter, unless a longer period is authorized in writing by the Contracting Officer for good cause shown in writing by the contractor. Each determination of greater rights under this contract shall be subject to paragraph (c) of the FAR clause at 52.227-13, and to any reservations and conditions deemed to be appropriate by NIMH such as the requirement to assign or exclusively license the rights to subject inventions to the Compound supplier. A determination by NIMH denying a request by the contractor for greater rights in a subject invention may be appealed within 30 days of the date the contractor is notified of the determination to an agency official at a level above the individual who made the determination. If greater rights are granted, the contractor must file a patent application on the invention. Upon request, the contractor shall provide the filing date, serial number and title, a copy of the patent application (including an English-language version if filed in a language other than English), and patent number and issue date for any subject invention in any country for which the contractor has retained title. Upon request, the contractor shall furnish the Government an irrevocable power to inspect and make copies of the patent application file.

(c) *Invention disclosure by contractor.* The contractor will disclose each subject invention to the NIMH Contracting Officer as provided in paragraph (j) within two months after the inventor discloses it in writing to contractor personnel responsible for patent matters. The disclosure to the NIMH Contracting Officer shall be in the form of a written report and shall identify the contract under which the invention was made and the inventor(s). It shall be sufficiently complete in technical detail to convey a clear understanding to the extent known at the time of the disclosure, of the nature, purpose, operation, and the physical, chemical, biological or electrical characteristics of the invention. The disclosure shall also identify any publication, on sale (offer for sale), or public use of the invention and whether a manuscript describing the invention has been submitted for publication and, if so, whether it has been accepted for publication at the time of disclosure. In addition, after disclosure to the agency, the contractor will promptly notify the agency of the acceptance of any manuscript describing the invention for publication or of any on sale or public use planned by the contractor.

(d) *Contractor action to protect the Government's interest. (1)* The contractor agrees to execute or to have executed and promptly deliver to the NIH all instruments necessary to – (i) Establish or confirm the rights the Government has throughout the world in subject inventions pursuant to paragraph b.2. above, and (ii) Convey

title to the NIH or to a Compound Supplier when requested under paragraph b.2. of this clause and to enable the NIH or a Compound supplier to obtain patent protection throughout the world in that subject invention.

(2) The contractor agrees to require, by written agreement, its employees, other than clerical and nontechnical employees, to disclose promptly in writing to personnel identified as responsible for the administration of patent matters and in a format suggested by the contractor each subject invention made under contract in order that the contractor can comply with the disclosure provisions of paragraph (c) of this clause, and to execute all papers necessary to file patent applications on subject inventions and to establish the Government's right or a Compound Supplier's right in the subject inventions. This disclosure format should require, as a minimum, the information required by subparagraph (c)(1) of this clause. The contractor shall instruct such employees, through employee agreements or other suitable educational programs, on the importance of reporting inventions in sufficient time to permit the filing of patent applications prior to U.S. or foreign statutory bars. The contractor will notify the NIH of any decisions not to continue the prosecution of a patent application, pay maintenance fees, or defend in a reexamination or opposition proceeding on a patent, in any country, not less than 30 days before the expiration of the response period required by the relevant patent office.

(3) The contractor agrees to include, within the specification of any United States patent application it files and any patent issuing thereon covering a subject invention the following statement, "This invention was made with Government support under (identify the contract) awarded by the National Institute of Mental Health. The Government has certain rights in the invention."

(4) The contractor agrees to provide a final invention statement and certification prior to the close-out of the contract listing all subject inventions or stating that there were none.

(e) *Subcontracts.* (1) The contractor will include this clause, suitably modified to identify the parties, in all subcontracts, regardless of tier, for experimental, developmental, or research work. The subcontractor will retain all rights provided for the contractor in this clause, and the contractor will not, as part of the consideration for awarding the contract, obtain rights in the subcontractor's subject inventions.

(2) In the case of subcontracts, at any tier, NIH, the subcontractor, and the contractor agree that the mutual obligations of the parties created by this clause constitute a contract between the subcontractor and NIH with respect to the matters covered by the clause; provided, however, that nothing in this paragraph is intended to confer any jurisdiction under the Contract Disputes Act in connection with proceedings under paragraph (c)(1)(ii) of FAR clause 52.227-13 which is incorporated by reference in paragraph b.3 of this clause.

(f) *Reporting on utilization of subject inventions in the event greater rights are granted to the contractor.* The contractor agrees to submit, on request, periodic reports no more frequently than annually on the utilization of a subject invention or on efforts at obtaining such utilization that are being made by the contractor or its licensees or assignees when the NIH has granted a request under subparagraph b.3. Such reports shall include information regarding the status of development, date of first commercial sale or use, gross royalties received by the contractor, and such other data and information as the agency may reasonably specify. The contractor also agrees to provide additional reports as may be requested by the NIH in connection with any march-in proceeding undertaken by the NIH in accordance with paragraph (h) of this clause. As required by 35 U.S.C. 202(c)(5), the NIH agrees it will not disclose such information to persons outside the Government without permission of the contractor.

(g) Preference for United States industry in the event greater rights are granted to the contractor. Notwithstanding any other provision of this clause, the contractor agrees that neither it nor any assignee will grant to any person the exclusive right to use or sell any subject invention in the United States unless such

person agrees that any product embodying the subject invention or produced through the use of the subject invention will be manufactured substantially in the United States. However, in individual cases, the requirement for such an agreement may be waived by the NIH upon a showing by the contractor or its assignee that reasonable but unsuccessful efforts have been made to grant licenses on similar terms to potential licensees that would be likely to manufacture substantially in the United States or that under the circumstances domestic manufacture is not commercially feasible.

(h) March-in rights in the event greater rights are granted to the contractor. The contractor agrees that, with respect to any subject invention in which it has acquired title through the exercise of the rights specified in subparagraph (b)(3), the NIH has the right in accordance with the procedures in FAR paragraph 27.304-1 and any supplemental regulations of the agency to require the contractor, an assignee or exclusive licensee of a subject invention to grant a nonexclusive, partially exclusive, or exclusive license in any field of use to a responsible applicant or applicants, upon terms that are reasonable under the circumstances, and if the contractor, assignee, or exclusive licensee refuses such a request the NIH has the right to grant such a license itself if the NIH determines that—

(1) Such action is necessary because the contractor or assignee has not taken, or is not expected to take within a reasonable time, effective steps to achieve practical application of the subject invention in such field of use;

(2) Such action is necessary to alleviate health or safety needs which are not reasonably satisfied by the contractor, assignee, or their licensees;

(3) Such action is necessary to meet requirements for public use specified by Federal regulations and such requirements are not reasonably satisfied by the contractor, assignee, or licensees; or

(4) Such action is necessary because the agreement required by paragraph (g) of this clause has not been obtained or waived or because a licensee of the exclusive right to use or sell any subject invention in the United States is in breach of such agreement.

(i) *Special provisions for contracts with nonprofit organizations in the event greater rights are granted to the contractor.* If the contractor is a nonprofit organization, it agrees that—

(1) Rights to a subject invention in the United States may not be assigned without the approval of the NIH, except where such assignment is made to an organization which has as one of its primary functions the management of inventions; provided, that such assignee will be subject to the same provisions as the contractor;

(2) The contractor will share royalties collected on a subject invention with the inventor, including Federal employee co-inventors (when the NIH deems it appropriate) when the subject invention is assigned in accordance with 35 U.S.C. 202(e);

(3) The balance of any royalties or income earned by the contractor with respect to subject inventions, after payment of expenses, (including payments to inventors) incidental to the administration of subject inventions will be utilized for the support of scientific research or education; and

(4) It will make efforts that are reasonable under the circumstances to attract licensees of subject inventions that are small business firms, and that it ill give a preference to a small business firm when licensing a subject invention if the contractor determines that the small business firm has plan or proposal for marketing the invention which, if executed, is equally as likely to bring the invention to practical application as any plans or proposals from applicants that are not small business firms; provided, that the

contractor is also satisfied that the small business firm has the capability and resources to carry out its plan or proposal. The decision whether to give a preference in any specific case will be at the discretion of the contractor. However, the contractor agrees that the Secretary of Commerce may review the contractor's licensing program and decisions regarding small business applicants, and the contractor will negotiate changes to its licensing policies, procedures, or practices with the Secretary of Commerce when the Secretary's review discloses that the contractor could take reasonable steps to more effectively implement the requirements of this subparagraph.

(j) *Communications.* All invention disclosures and requests for greater rights shall be sent to the NIMH Contracting Officer. Additionally, a copy of all disclosures, confirmatory licenses to the Government, face page of the patent applications, waivers and other routine communications should be sent to the Office of Extramural Inventions and Technology Resources Branch, OPERA, National Institutes of Health, Rockledge, II, 6701 Rockledge Drive, Room 3190, MSC 7750, Bethesda, MD 20892-7750

(End of Clause)

PART I

ATTACHMENT 2
December 29, 2003
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EVALUATION CRITERIA FOR AWARD

A. GENERAL - BASIS FOR AWARD

The technical proposal will receive paramount consideration in the selection of the Contractor for this acquisition. All evaluation factors, other than cost or price, when combined are significantly more important than cost or price (i.e. technical merit, past performance, and SDB participation). However, cost/price may become a critical factor in source selection in the event that two or more offerors are determined to be essentially technically equal following the evaluation of all factors other than cost or price. In any event, the Government reserves the right to make an award(s) to that offeror(s) whose proposal provides the best overall value to the Government.

B. EVALUATION OF OPTIONS

It is anticipated that any contract awarded from this solicitation will contain option provisions and periods.

In accordance with FAR Clause 52.217-5, Evaluation of Options, (July 1990), the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement, except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests. Evaluation of options will not obligate the Government to exercise the option(s).

C. TECHNICAL EVALUATION CRITERIA

The technical evaluation group (TEG) will use the following evaluation criteria when reviewing the technical proposals. **The criteria below are listed in the order of relative importance with weights assigned for evaluation purposes.**

Proposals submitted in response to this RFP will be judged solely on the written material provided by the offeror. The maximum score for a proposal is **100** Points.

Offers form qualified HUBZone firms and small disadvantaged business concerns may have special evaluation terms (see below). The small disadvantaged business participation (SDBP) factor is explained in E. below.

Offerors are advised that award will be made to that offeror whose proposal provides the best overall value to the Government.

The evaluation will be based on the demonstrated capabilities of the prospective Contractors in relation to the needs of the project as set forth in the RFP. The merits of each proposal will be evaluated carefully. Each proposal must document the feasibility of successful implementation of the requirements of the RFP. Offerors must submit information sufficient to evaluate their proposals based on the detailed criteria listed below.

Proposals are intended to be evaluated and award made after discussions with offerors, but an award may be made without discussions with offerors.

SPECIFIC TECHNICAL CRITERIA

1. TECHNICAL APPROACH 55 Points

The technical adequacy, feasibility, and effectiveness of the detailed and specific plans demonstrating knowledge, experience and competence, standard operating procedures, and quality control measures proposed to establish and operate the Molecular Libraries Small Molecule Repository, including:

Note: The Government considers each of the following subcategories to be roughly equal in value and importance for achievement of the overall contract objectives. Each subcategory shall be evaluated individually, but one summary score shall be applied which overall represents the perceived technical capability to perform these tasks.

(a) Identification, prioritization, and acquisition of compounds from a variety of sources.

(b) Production of storage and screening arrays of repository compounds and distribution to Screening Centers and extramural requestors.

(c) Storage of compound arrays and quality control to monitor compound stability and purity.

(d) Replenishment of depleted compounds, including demonstrated quality, soundness, feasibility, and reliability of procedures for synthesis, purification, and analysis of compounds; quality of experience doing chemical synthesis as evidenced by list of compounds synthesized in past 3 years, the amount, and the purity of the compound (note: if a compound synthesized was proprietary and you cannot discuss specifics, indicate the class of the compound synthesized, and if possible the amount and purity).

(e) Creating, maintaining and updating information database systems to track all information that relates to the activities of the Molecular Libraries Small Molecule Repository, including an inventory of compounds and shipment and receiving of compounds and arrays; creation and maintenance of a program website; interfacing with other Molecular Library informatics systems.

2. KNOWLEDGE AND TECHNICAL CAPABILITIES OF PERSONNEL 25 Points

(a) Principal Investigator: Documented training, experience and availability of a Principal Investigator with technical and administrative competence to establish and operate a large compound library repository or with experience directing a Project of comparable size and complexity; the proposed PI should have the equivalent of a Ph.D. and postdoctoral research experience in biological sciences or chemistry (or comparable experience if not a Ph.D.); demonstrated knowledge and research experience in medicinal chemistry in order to identify and prioritize compounds for inclusion in the collection and to provide technical assistance. **(10 points)**.

(b) Other Professional and Support Staff: Documented training, experience and availability of other professional and support staff necessary to successfully carry out proposed roles, including compound identification and acquisition, arraying, distribution, compound tracking and storage, synthesis, and informatics. **(15 points).**

3. FACILITIES AND MANAGEMENT **20 Points**

(a) Documented availability of adequate facilities, equipment and organizational resources necessary To successfully establish, operate, maintain and expand this Small Molecule Repository; facilities to array, ship, receive and store a large compound library, and maintain compound activity and viability.

(b) As evidence of adequate facilities, equipment, organizational structure and resources, the offeror should provide the following: 1) a detailed floor plan of the proposed facility that shows location of the equipment and resources; 2) information regarding ownership/lease of the facility, which demonstrates availability for the duration of the proposed contract; 3) detailed description of equipment proposed for the project and its availability (i.e., percentage of time equipment will dedicated to the project, or in the case of freezers the percentage of storage space currently available for the project); 4) evidence of adequate security for the facility and alarm systems in case of freezer malfunction, etc.; 5) evidence of any special licenses or local permits that may be needed (e.g. controlled substances license); and 6) an organizational chart delineating lines of authority, areas of management for specific tasks, reporting responsibilities, coordination with NIH, and quality control procedures.

Total Points: 100

D. PAST PERFORMANCE FACTOR

An evaluation of offeror's past performance information will be conducted subsequent to the technical evaluation. However, this evaluation will not be conducted on any offeror whose proposal would not be selected for award based on the results of the evaluation of factors other than past performance.

The evaluation will be based on information obtained from references provided by the offeror, other relevant past performance information obtained from other sources known to the Government, and any information supplied by the offeror concerning problems encountered on the identified contracts and corrective action taken.

The government will assess the relative risks associated with each offeror. Performance risks are those associated with an offeror's likelihood of success in performing the acquisition requirements as indicated by that offeror's record of past performance.

The assessment of performance risk is not intended to be a product of a mechanical or mathematical analysis of an offeror's performance on a list of contracts but rather the product of subjective judgment by the Government after it considers relevant information.

When assessing performance risks, the Government will focus on the past performance of the offeror as it relates to all acquisition requirements, such as the offeror's record of performing according to specifications, including standards of good workmanship; the offeror's record of controlling and forecasting costs; the offeror's adherence to contract schedules, including the administrative aspects of

performance; the offeror's reputation for reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the offeror's business-like concern for the interest of the customer.

The Government will consider the currency and relevance of the information, source of the information, context of the data, and general trends in the offeror's performance.

The lack of a relevant performance record may result in an unknown performance risk assessment, which will neither be used to the advantage nor disadvantage of the offeror.

E. EXTENT OF SMALL DISADVANTAGED BUSINESS PARTICIPATION

SDB participation will not be scored, but the Government's conclusions about overall commitment and realism of the offeror's SDB Participation targets will be used in determining the relative merits of the offeror's proposal and in selecting the offeror whose proposal is considered to offer the best value to the Government.

The extent of the offeror's Small Disadvantaged Business Participation Targets will be conducted subsequent to the technical evaluation. However, this evaluation will not be conducted on any offeror whose proposal would not be selected for award based on the results of the evaluation of factors other than SDB participation. Evaluation of SDB participation will be assessed based on consideration of the information presented in the offeror's proposal. The Government is seeking to determine whether the offeror has demonstrated a commitment to use SDB concerns for the work that it intends to perform.

Offers will be evaluated on the following sub-factors:

(a) Extent to which SDB concerns are specifically identified
(b) Extent of commitment to use SDB concerns
(c) Complexity and variety of the work SDB concerns are to perform
(d) Realism of the proposal
(e) Past performance of offerors in complying with subcontracting plan goals for SDB concerns and monetary targets for SDB participation
(f) Extent of participation of SDB concerns in terms of the value of the total acquisition.

PART II

ATTACHMENT 3
December 29, 2003
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INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

Preface: This attachment is intended to provide specific instructions to offerors in order to facilitate preparation of a proposal for this solicitation.

In order to limit the size of this attachment, we have *linked* the large body of very detailed instructions (referred to as "Section L" on the NCI internet site, below), which should be reviewed prior to completing your offer. ANY REFERENCES TO "NCI" IN THE LINKED SECTION L SHOULD BE CHANGED TO READ "NIMH".

> **Section I** (A-D below) *completes/updates* certain items in the linked instructions that are specific to this acquisition. The item numbers below correspond to like numbered items in the linked instructions (i.e., item 2 corresponds to item 2 in the linked instructions).
>
> **Section II** (below) is provided to summarize the content and format of the technical and business proposals.

SECTION I

THE FOLLOWING INFORMATION IS SPECIFIC TO THIS SOLICITATION AND IS PROVIDED TO SUPPLEMENT AND/OR COMPLETE THE ASSOCIATED ITEMS PRESENTED AT THE SECTION L WEBSITE AT HTTP://RCB.CANCER.GOV/RCB-INTERNET/WKF/SECTIONL.PDF

A. General Information

Item 2: **Alternate I, of FAR Clause 52.215-1, INSTRUCTIONS TO OFFERORS-COMPETITIVE ACQUISITION, is applicable to this solicitation.**

Item 5: **JUST IN TIME PROCEDURES are applicable to this solicitation.**

The submission of an acceptable subcontracting plan ☒ is, ☐ is not required.

If a subcontracting plan is required:

☒ It may be requested from all those offerors in the competitive range.
☒ It will be requested from the apparent successful offeror.
☐ It WILL NOT be submitted in accordance with the JUST IN TIME procedures, therefore, a subcontracting plan will be requested from all offerors at the time of

original submission in accordance with Alternate II, of FAR Clause 52.219-9, SMALL BUSINESS SUBCONTRACTING PLAN which is incorporated by reference.

Item 8: **NAICS CODE AND SIZE STANDARD:**

Note: The following information is to be used by the offeror in preparing its Representations and Certifications (See Section K of this RFP), specifically in completing the provision entitled, SMALL BUSINESS PROGRAM REPRESENTATION, FAR Clause 52.219-1.

(1) The NAICS Code is: 541710
(2) The small business size standard is: 500 employees

Item 10: **NOTICE OF PRICE EVALUATION ADJUSTMENT FOR SMALL DISADVANTAGED BUSINESS CONCERNS.**

Offerors will be evaluated by adding a factor of **10%** to the price of all offers, except offers from disadvantaged business concerns that have not waived the adjustment.

Item 11: **TYPE OF CONTRACT AND NUMBER OF AWARD(S)**

It is anticipated that *one (1) award* will be made for this solicitation and that the award will be made on or about ***June 1, 2004.***

It is anticipated that the award from this solicitation will be a multiple-year, ***cost-reimbursement (completion) contract,*** and that ***incremental funding*** will be used. [See Section L, PART IV-Business Proposal Instructions.]

Item 13: **ESTIMATE OF EFFORT**

To assist you in the preparation of your proposal, the Government considers the annual effort to be approximately 14,560 - 16,640 labor hours. **This information is furnished for the offeror's information only and is not to be considered restrictive for proposal purposes.**

Item 14: **LEVEL OF EFFORT**

(a) The Government's estimate for the work set forth in the Statement of Work of this solicitation is 14,560-16,640 annual direct labor hours. It is estimated that the labor hours are constituted as specified below and will be expended approximately as follows:

Periods 1-3

Category/Description	**Annual Estimated Hours (Periods One-Three)***
Principal Investigator	1,560
Chemists	4,160
Informatics	2,080
Technician (Informatics)	2,080
Technicians	4,160
Clerical	520
Total	**14,560**

Notes:
1) Period 1: Estimated level of effort for Period 1 (4 mos.) is based on a prorated amount of the annual total (above).
2) 1 FTE = 2,080 hours in the above chart;

Periods 4-5

Category/Description	**Annual Estimated Hours (Periods Four-Five)**
Principal Investigator	1,560
Chemists	4,160
Informatics	2,080
Technician (Informatics)	2,080
*Technicians	6,240
Clerical	520
Total	**16,640**

Notes:
1) 1 FTE = 2,080 hours in the above chart;
2) *1 FTE technician was added beginning in year 4;

OPTION PERIODS:
Option Periods 6-10: Assume same level of effort as Period 5, but a 3% reduction in total costs per year, due to reduced compound acquisition activity. See NOTE 5 TO THE OFFEROR, in Attachment 1, SOW.

Item 16: **COMPARATIVE IMPORTANCE OF PROPOSALS**

You are advised that paramount consideration shall be given to the evaluation of technical proposals. All evaluation factors other than cost or price, when combined, are ***significantly more important than cost or price***. The relative importance of the evaluation factors is specified in SECTION M (**Attachment 2**) of this solicitation. However, the Government reserves the right to make an award to the best advantage of the Government, cost and other factors considered.

Item 20: **LATE PROPOSALS AND REVISIONS, HHSAR 352.215-70 is applicable to this solicitation.**

Item 21: **AVAILABILITY OF THE FEDERAL ADP AND TELECOMMUNICATIONS STANDARDS INDEX@ is applicable to this solicitation.**

B. General Instructions

Item 23: **POTENTIAL AWARD WITHOUT DISCUSSIONS IS APPLICABLE TO THIS SOLICITATION.**

Item 29: **SHARING RESEARCH DATA IS APPLICABLE TO THIS SOLICITATION**

Item 32: **SMALL BUSINESS SUBCONTRACTING PLAN IS APPLICABLE TO THIS SOLICITATION AND THE FOLLOWING INFORMATION IS PROVIDED TO SUPPLEMENT THIS ITEM TO ASSIST IN PROPOSAL PREPARATION:**

The following are the NIH-wide small business subcontracting goals, and are provided *as a guide* for this RFP: **23%** for Small Business; **5%** for Small Disadvantaged Business; **5%** for Women-Owned Small Business; **2.5%** for HUBZone Small Business; and **3%** for Veteran-Owned Small Business and Service-Disabled Veteran-Owned Small Business.

Item 34: **EXTENT OF SMALL DISADVANTAGED BUSINESS PARTICIPATION IS APPLICABLE TO THIS SOLICITATION.**

Item 36: **SALARY RATE LIMITATION IN FISCAL YEAR 2003 IS APPLICABLE TO THIS SOLICITATION.**

Item 39: **PAST PERFORMANCE INFORMATION IS APPLICABLE TO THIS SOLICITATION AND THE FOLLOWING INFORMATION IS PROVIDED TO SUPPLEMENT THIS ITEM TO ASSIST IN PROPOSAL PREPARATION:**

Past Performance information shall be submitted as part of the ***Business*** proposal. Provide a list of the *all contracts* completed during the past ***three (3)*** years and ***all contracts*** currently in process that are considered similar in nature to the solicitation workscope.

Item 48: **PROHIBITION ON CONTRACTOR INVOLVEMENT WITH TERRORIST ACTIVITIES IS APPLICABLE TO THIS SOLICITATION.**

Item 49: **SOLICITATION PROVISIONS INCORPORATED BY REFERENCE: THE FOLLOWING PROVISIONS ARE APPLICABLE TO THIS SOLICITATION.**

Submission of Offers in the English Language, FAR Clause 52.214-34, (April 1991).

Submission of Offers in U.S. Currency, FAR Clause 52.214-35, (April 1991).

Facsimile Proposals, FAR Clause 52.215-5, (October 1997).

Facilities Capital Cost of Money, FAR Clause 52.215-16, (October 1997).

Order of Precedence-Uniform Contract Format, FAR Clause 52.215-8, (October 1997).

Preaward On-Site Equal Opportunity Compliance Evaluation, (Over $10,000,000), FAR Clause 52.222-24, (February 1999).

Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity for Construction, FAR 52.222023, (February 1999).

C. Technical Proposal Instructions

Item 51: **PROJECT OBJECTIVES, NIH-1688-1, IS APPLICABLE TO THIS SOLICITATION.**

D. Business Proposal Instructions

Item 56: **PROPOSAL COVER SHEET IS APPLICABLE TO THIS SOLICITATION.**

Item 57: **INFORMATION OTHER THAN COST OR PRICING DATA IS APPLICABLE TO THIS SOLICITATION.**

☒ This information may be submitted in the offeror's own format.
☐ This information shall be submitted in the following format:

Item 58: **LEVEL OF DETAIL-COST INFORMATION IS APPLICABLE TO THIS SOLICITATION.**

Item 61: **TOTAL COMPENSATION PLAN B INSTRUCTIONS IS APPLICABLE TO THIS SOLICITATION.**

Item 65: **INCREMENTAL FUNDING IS APPLICABLE TO THIS SOLICITATION.**

Item 67: **CERTIFICATION OF VISAS FOR NON-U.S. CITIZENS IS APPLICABLE TO THIS SOLICITATION.**

SECTION II

SUPPLEMENTARY TECHNICAL AND BUSINESS PROPOSAL INSTRUCTIONS

A. Technical Proposal – for detailed instructions see Technical Proposal Instructions at: http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf

As specified in the above site, please format your technical proposal as follows:

Suggested Format of Technical Proposal:

a. Technical Proposal Cover Sheet
b. Government Notice for Handling Proposals (as applicable)
c. Title Page
d NIH form "Project Objectives, NIH-1688-1"
e. Statement of Work (outline and detail how your organization will accomplish the work required – the sections are listed below)
    (1) Objectives
    (2) Approach
    (3) Methods: include methods for accomplishing each task outlined in the Statement of Work (Attachment 1); for synthesis task, supply list of all compounds synthesized in the past 3 years
    (4) Schedule (with milestones for completion of contract objectives)
f. Personnel Qualifications
    (1) Principal Investigator/Project Director (provide evidence that the P.I. is not over committed)

(2) Other Investigators
(3) Additional Personnel
(4) Resumes

g. Other Considerations
(1) Any agreements and/or arrangements with subcontractor(s).
(2) Unique arrangements, available equipment, etc.
(3) Unusual operating procedures established to protect personnel from hazards associated with this project.
(4) Other factors you feel are important and which support your proposed research.

h. Other Forms
Include the remaining applicable forms linked in **Attachment 4:**
- Technical Proposal Cost Summary
- Summary of Current and Proposed Activities.

i. Mandatory Qualification Criterion (as applicable)
Include information on satisfying the Mandatory Qualification Criterion (see Attachment 2)

B. Business Proposal - for detailed instructions see Business Proposal Instructions at: http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf

The business proposal can be submitted in the offeror's own format, but it must, at a minimum, show detailed costs for labor by individual (with hrs./ percent effort) and by other direct cost categories, by year, with an accompanying narrative explanation and justification stating how the costs were estimated, i.e., the basis of the estimated costs. Include your latest indirect rate agreement as the basis for indirect costs, or explain methodology for calculating costs.

An Excel spreadsheet is provided at http://ocm.od.nih.gov/contracts/rfps/FORMS1.HTM which may be used to present costs, or the offeror can use their own spreadsheet. **It is very useful to provide an electronic copy of the spreadsheet used to prepare the business proposal, either via E-mail or on a disc, with the business proposal.**

1. **Suggested Format of Business Proposal:**

a. NIH-2043, Proposal Summary and Data Record
b. Government Notice for Handling Proposals (as applicable)
c. Cover Page
d. Cost Charts/spreadsheets detailing costs by year and total
e. Narrative discussion of each cost element and how costs were developed.
f. Past Performance Data
g. Include these linked forms (**see Attachment 4**):
- Disclosure of Lobbying Activities, OMB SF-LLL (one copy)
- Representations and Certifications (one copy).

h. Financial statements and travel policy - these may be requested if the offeror makes the competitive range, or is selected for an award.

PART III

ATTACHMENT 4
December 29, 2003
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APPLICABLE RFP REFERENCES/FORMS/WEB LINKS

A. Sample Contract Format- General

The website below outlines a "typical" format for Sections B-J of a contract document. This schedule is provided for informational purposes only. The contract schedule set forth in the website below contains information pertinent to many types of R&D solicitations done at the NIH. The Schedule is not an exact representation of the proposed contract document. For example, contractual provisions pertinent to an Offeror's organizational structure (e.g., Non-Profit, Commercial) and specific costs requiring Contracting Officer prior approval will be negotiated and included in the contract.
http://rcb.cancer.gov/rcb-internet/wkf/sample-contract.htm

B. General Clauses and Provisions

The following general clauses and provisions are applicable to this specific RFP and are located on-line at the URL: http://rcb.cancer.gov/rcb-internet/clauses/clauses.html

Any resultant contract will include clauses applicable to your particular type of institution (e.g. educational, for-profit etc.). These clauses are provided for informational purposes only, but may be discussed during negotiations.

C. Forms, Formats and Attachments

The following items are applicable to this specific RFP and are located on-line at URL http://ocm.od.nih.gov/contracts/rfps/FORMS1.HTM under the heading Forms, Formats and Attachments:

1. Submit With Technical Proposal

(Submit with original and each copy of technical proposal)

a. Technical Proposal Cover Sheet
b. NIH form "Project Objectives, NIH-1688-1"
c. Government Notice for Handling Proposals (as applicable)
d. Summary of Current and Proposed Activities
e. Technical Proposal Cost Summary

2. Submit With Business Proposal

(Submit with original and each copy of business proposal)

a. Proposal Summary and Data record, NIH-2043
b. Business Proposal Cost Information (or other Cost spreadsheet in offeror's

format); must show direct labor costs and hours/percent effort by year, by individual, as well as all Other Direct Costs, by cost category, Indirect Costs, etc. [see linked Excel spreadsheet at: http://ocm.od.nih.gov/contracts/rfps/FORMS1.HTM]

(Submit with original copy of business proposal only)

c. Disclosure of Lobbying Activities, OMB SF-LLL
d. Representations and Certifications

3. Other Forms Or Documents - To Be Submitted Later:

a. Certificate of Current Cost or Pricing Data, NIH-1397 (to be submitted with FPR, if required by the CO).
b. Small Business Subcontracting Plan (to be submitted as directed by the CO).

4. Proposal Intent Response Sheet (attached, below)

5. Anticipated To Be Included As Contract Attachments:

a. Invoice/Financing Requests Instructions for NIH Cost-Reimbursement Type Contracts, NIH(RC)-1
b. Procurement of Certain Equipment, NIH(RC)-7
c. Small Business Subcontracting Plan

D. Other web links that may be useful to offerors:

http://farsite.hill.af.mil/vffar1.htm	FAR
http://www.hhs.gov/ogam/oam/procurement/hhsar.html	HHSAR
http://www.eps.gov/	FedBizOpps
http://www.wifcon.com/	Where in Federal Contracting?
http://firstgov.gov/	First Gov
http://www.nimh.nih.gov/	NIMH
http://www.nih.gov/index.html	NIH
http://www.os.dhhs.gov/	DHHS
http://www.whitehouse.gov/omb/grants/	OMB

http://www.opm.gov/oca/PAYRATES/index.htm	Executive Schedule Salaries
http://www.grants.nih.gov/grants/olaw/olaw.htm.	Animal Welfare Regs
http://www.cdc.gov/od/sap/.	Listings of HHS Select Agents and Toxins, biologic agents and toxins, and Overlap agents or toxins
http://ott.od.nih.gov/NewPages/64FR72090.pdf.	"Sharing Biomedical Research Resources: Principles and Guidelines for Recipients of NIH Research Grants and Contracts,"
http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-032.html	NIH's data sharing policy
http://www.sba.gov/hubzone.	HUBZone Firms
http://ocm.od.nih.gov/contracts/rfps/FDP/FDPclausecover.htm	listing of clauses that are required to be incorporated in Research & Development (R&D) subcontracts with educational institutions
http://policyworks.gov/org/main/mt/homepage/mtt/perdiem/perd03d.html	Domestic Per Diem Rates (GSA)

PROPOSAL INTENT RESPONSE SHEET
December 29, 2003
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PLEASE FURNISH THE INFORMATION REQUESTED BELOW AND RETURN THIS PAGE ON OR BEFORE **February 2, 2004**. YOUR EXPRESSION OF INTENT IS *NOT* BINDING, BUT WILL GREATLY ASSIST US IN PLANNING FOR PROPOSAL EVALUATION. CHECK ONLY ONE BOX.

☐ DO INTEND TO SUBMIT A PROPOSAL FOR THE FOLLOWING:

"Molecular Libraries Small Molecule Repository"

☐ DO NOT INTEND TO SUBMIT A PROPOSAL FOR THE FOLLOWING REASONS:

_____
_____
_____

TYPED NAME AND TITLE:_____

INSTITUTION:_____

SIGNATURE:_____

TELEPHONE NO.:_____

EMAIL ADDRESS: _____

FAX NO. _____

DATE:_____

COLLABORATORS/CONSULTANTS - Provide name(s) and institution(s): (Continue list on additional pages if necessary)

_____
_____
_____
_____

RETURN TO:
Attn: Bruce E. Anderson
Contracting Officer, CMB, NIMH, NIH
FAX: (301) 443-0501
E-Mail: ba9i@nih.gov