

OFFICE OF ACQUISITIONS
NATIONAL CANCER INSTITUTE

REQUEST FOR PROPOSAL NUMBER: N02CO82403-96

Amendment No.: 3

Date of Issuance: October 5, 2007

The above numbered Request For Proposal (RFP) is amended as set forth below. The hour and date specified for receipt of Offers remains unchanged.

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

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

This Amendment revises the RFP as stated below:

Article F.3. LEVEL OF EFFORT is amended to change the labor categories to be consistent with the pricing sheets. The following labor categories are amended in the Labor Years tables.

DELETE:

Professional

Other professional

Support

INSERT:

Key

Professional (Other than Key)

Administrative

Section L 2. b. TECHNICAL PROPOSAL INSTRUCTIONS Subparagraph 1. a. 2. Approach is amended to reflect a clarification regarding base and alternate proposals. The subparagraph is amended as follows:

2. Approach

For the base proposal, use as many subparagraphs, appropriately titled, as needed to clearly outline the general plan of work for accomplishing the requirements outlined in the Statement of Work.

For any alternate proposal, use as many subparagraphs, appropriately titled, as needed to clearly outline the general plan of work for accomplishing the requirements outlined in the Statement of Work and specifically discuss the following:

- The offeror's proposed approach to move the Library print collection to a more virtual model including more on-line subscriptions and less print.
- The offeror's proposed approach for establishing a selection criteria policy for the library books, journals and other reference materials.
- The offeror's proposed approach for providing training and the development of science related programs for the staff and the public.
- The offeror's proposed approach to an element of the Statement of Work that the offeror feels has the most potential for additional innovation and creativity.

Section M. EVALUATION FACTORS FOR AWARD, Item 3. TECHNICAL EVALUATION CRITERIA is amended to reflect a change in the weights of the Evaluation Criteria and to designate specific evaluation criteria which applies separately to the base and alternate proposals. The amended evaluation criteria is as follows:

3. TECHNICAL EVALUATION CRITERIA

The evaluation criteria are used by the technical evaluation committee when reviewing the technical proposals. The criteria below are listed in the order of relative importance with weights assigned for evaluation purposes.

BASE PROPOSAL

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.

EVALUATION CRITERIA (Sub-Criteria are listed in descending order of importance)

APPROACH (60)

The quality and feasibility of the proposed approach to accomplish the scientific library services for the NCI-Frederick, including understanding of the work to be performed. Quality of the proposed strategies to respond to changes in information accession and to changes in the research priorities and directions of the NCI.

Quality and feasibility of the management approach for ensuring effective, efficient use of personnel and financial resources to respond to the requirements of the Statement of Work.

Adequacy of the methods, concepts and resources proposed for ensuring effective customer relations and interface with NCI/NIH service requesters, other NCI-Frederick contractors, and government management.

Adequacy of the phase-in plan for continuity of on-going work, including continuity of employment and comparability of fringe benefits.

KEY PERSONNEL (25)

Experience

Documented experience in the flexible operation and management of specialized library services within a large, complex, multifaceted research and research support operation comparable to the NCI-Frederick.

Documented experience in successfully identifying and implementing information formats or technologies and in rapidly responding to new requirements for information resources in support of new or changing research priorities and technology applications.

Documented experience in providing high quality library services in support of basic and applied research, research and development, and research support programs in cancer, AIDS, or related research conducted by the NCI.

Professional Experience and Accomplishments

Documented professional expertise, including education, training, and experience, in management and provision of library services and the relevance of this expertise to the Statement of Work.

CORPORATE INPUT/EXPERIENCE (15)

Documented corporate experience in and resources for the successful operation and management of a specialized library facility in support of a large, complex, multifaceted research and research support facility comparable to the NCI-Frederick.

Proposed corporate support for addressing the requirements of the Statement of Work.

ALTERNATE PROPOSAL

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.

EVALUATION CRITERIA (Sub-Criteria are listed in descending order of importance)

APPROACH (60)

The quality, feasibility and innovation/creativity of the proposed approach to accomplish the scientific library services for the NCI-Frederick, including understanding of the work to be performed. Quality of the proposed strategies for proactively responding to innovations in information accession and to changes in the research priorities and directions of the NCI.

Quality, feasibility and innovation/creativity of the management approach for ensuring effective, efficient use of personnel and financial resources to respond to the requirements of the Statement of Work.

Adequacy of the methods, concepts and resources proposed for ensuring effective customer relations and interface with NCI/NIH service requesters, other NCI-Frederick contractors, and government management.

Adequacy of the phase-in plan for continuity of on-going work.

KEY PERSONNEL (25)

Experience

Documented experience in the flexible operation and management of specialized library services using creative and innovative methods within a large, complex, multifaceted research and research support operation comparable to the NCI-Frederick.

Documented experience in successfully identifying and implementing novel information formats or technologies and in rapidly responding to new requirements for information resources in support of new or changing research priorities and technology applications.

Documented experience in providing high quality library services in support of basic and applied research, research and development, and research support programs in cancer, AIDS, or related research conducted by the NCI.

Professional Experience and Accomplishments

Documented professional expertise, including education, training, and experience, in management and provision of library services and the relevance of this expertise to the Statement of Work.

CORPORATE INPUT/EXPERIENCE (15)

Documented corporate experience in and resources for the successful operation and management of a specialized library facility in support of a large, complex, multifaceted research and research support facility comparable to the NCI-Frederick.

Proposed corporate support for addressing the requirements of the Statement of Work.

Any additional questions in response to the RFP must be submitted no later than November 5, 2007. The question(s) must be submitted in writing via email to the cognizant contract specialist for this procurement.

The answers to questions at the pre-proposal conference are provided in the following attachment:

[PreProposalQuestionsandAnswersDURINGFINAL.pdf](#)