Technical Proposal (see RFP for requirements):

- ☐ Technical Approach;
- ☐ Experience (Past Performance Examples); and
- ☐ Warranty.

Pricing & Administrative (see RFP for requirements):

- ☐ Cover Letter with:
  - RFP title and number,
  - Name of your organization,
  - Principal investigator or project manager information,
  - Assent to sample subcontract and applicable appendices or change/exception with reason,
  - Statement confirming location of support center (with address), and
  - Proposed delivery terms.
- ☐ Completed Price Proposal (RFP Attachment 6);
- ☐ Completed Milestone Payment Schedule (RFP Attachment 5);
- ☐ Completed Risk Evaluation Worksheet (RFP Attachment 4);
- ☐ Completed Small Business Size Certification Form, if applicable (RFP Attachment 3)
- ☐ Completed Representations and Certifications document; and
- ☐ Completed Organizational Conflict of Interest document.

NOTE: Successful offers from other than small businesses exceeding $900,000 shall be required to submit a lower-tier subcontracting plan upon notification of intent to negotiate a subcontract in response to this solicitation.