National Institutes of Health/Office of Extramural Research/electronic Research Administration

Statement of Work

Vitrium Security Enterprise

Scope:

The National Institutes of Health, Office of the Director, Office of Extramural Research, electronic Research Administration has a requirement for the purchase of **Vitrium Security Enterprise**.

This is a Statement of Work (SoW) for commercial items in accordance with the format under Simplified Acquisition Procedures at Federal Acquisition Regulation (FAR) Subpart 12.603, supplemented with additional information included in this notice. This announcement constitutes the only solicitation; quotes are being requested and a written solicitation will not be issued. This solicitation document incorporates provisions and clauses that are in effect in the March 2005 Federal Acquisition Regulation (FAR) Revision, including all FAR Circulars issued as of the date of this synopsis. The North American Industry Classification System (NAICS) code is 541519, Other Computer Related Services.

It is the intent of The National Institutes of Health, Office of the Director/Office of Extramural Research/electronic Research Administration to purchase **Vitrium Security Enterprise**.

Contractor Requirements:

Provide as follows:

BASE YEAR

CLIN	Part Number	Description	Qty
1	**Vitrium Enterprise Installed License with Annual Support & Maintenance**	Protection for documents and images • Unlimited number of end users and storage of content • Distribution of content to unlimited authorized users • Access to over 20 different DRM & content controls • Access to Vitrium Enterprise APIs and related documentation • Access to user activity logs and other analytics reports	1

		• Includes Annual Support & Maintenance • *Subscription fee discounted to reflect use as a non-production testing environment during the first few months of this agreement.	
2	**Installation and Implementation**	Includes assistance from Vitrium's installation team to install the Vitrium Enterprise software (1 production license + 1 backup license) on your hosted environment • The initial install would be a single node setup with subsequent assistance to help build the more complex production environment. • Includes Vitrium's WatchDog app which will allow you to get regular updates from Vitrium faster and easier, at the timing of your choice • Guidance on which configuration options to set for your environment and for your use case • Refer to the Implementation Support section for more details on what support services the Vitrium team will provide to your team.	1

OPTION YEAR ONE (1)

CLIN	Part Number	Description	Qty
1	**Vitrium Enterprise Installed License with Annual Support & Maintenance**	Protection for documents and images • Unlimited number of end users and storage of content • Distribution of content to unlimited authorized users • Access to over 20 different DRM & content controls	1

		• Access to Vitrium Enterprise APIs and related documentation • Access to user activity logs and other analytics reports • Includes Annual Support & Maintenance • *Subscription fee discounted to reflect use as a non-production testing environment during the first few months of this agreement.	

OPTION YEAR TWO (2)

CLIN	Part Number	Description	Qty
1	**Vitrium Enterprise Installed License with Annual Support & Maintenance**	Protection for documents and images • Unlimited number of end users and storage of content • Distribution of content to unlimited authorized users • Access to over 20 different DRM & content controls • Access to Vitrium Enterprise APIs and related documentation • Access to user activity logs and other analytics reports • Includes Annual Support & Maintenance • *Subscription fee discounted to reflect use as a non-production testing environment during the first few months of this agreement.	1

<u>Period of Performance & Cost:</u>

Support will be for a Base Year (12-month) and two Option Years. Award will be made to the vendor based on lowest price technically accepted (LPTA) or best value.

Contract Type: Fixed Price

Special Instructions:

1. Upon contract award, the company must submit the following information to eRAOpsProcure@mail.nih.gov :
   A. Order Number:
   B. Manufacturer/Publisher:
   C. Product Name:
   D. Product Description:
   E. Version:
   F. License Count:
   G. Type of License Agreement: On-Going Software Maintenance
   H. License Expiration Date:
   I. Vendor/Reseller:
   J. Vendor Technical Support Point of Contact Information:
   K. Vendor Administrative Support Point of Contact Information:
   L. Copy of End User License and/or Maintenance Agreement

2. When submitting a copy of the invoice to OFM for payment. Please submit an electronic copy to the eRA Vendor Invoices Mailbox, at invoices6@mail.nih.gov.

The Contract Officer Representatives are as follows:

Keith Tittermary

W: 301-402-7104

keith.tittermary@nih.gov

And:

Vitali Brovkine

W: 301-827-9257

vitali.brovkine@nih.gov

Additional Provisions:

At any time during the life of this contract, the Government may also request new or revised products and services under this contract. New or revised products may include, but are not limited to, existing products at a higher license count, new versions of existing products and/or additional products not currently included under this contract.

Quoted prices for new or revised products and services shall be constructed in accordance with the pricing structure guidelines established at the time of the original

contract award. Discounts shall be at the same or greater discount level as the original contract award product prices.

The Government reserves the right to accept all, none, or some of the requested changes. Any requested changes shall become effective ONLY upon written acceptance by the Contracting Office.

52.239-1 Privacy or Security Safeguards (AUG 1996)

(a) The Contractor shall not publish or disclose in any manner, without the Contracting Officer's written consent, the details of any safeguards either designed or developed by the Contractor under this contract or otherwise provided by the Government.

(b) To the extent required to carry out a program of inspection to safeguard against threats and hazards to the security, integrity, and confidentiality of Government data, the Contractor shall afford the Government access to the Contractor's facilities, installations, technical capabilities, operations, documentation, records, and databases.

(c) If new or unanticipated threats or hazards are discovered by either the Government or the Contractor, or if existing safeguards have ceased to function, the discoverer shall immediately bring the situation to the attention of the other party.

352.224-71 CONFIDENTIAL INFORMATION (DEC 2015)

(a) Confidential Information, as used in this clause, means information or data of a personal nature about an individual, or proprietary information or data submitted by or pertaining to an institution or organization.

(b) Specific information or categories of information that the Government will furnish to the Contractor, or that the Contractor is expected to generate, which are confidential may be identified elsewhere in this contract. The Contracting Officer may modify this contract to identify Confidential Information from time to time during performance.

(c) Confidential Information or records shall not be disclosed by the Contractor until:

(1) Written advance notice of at least 45 days shall be provided to the Contracting Officer of the Contractor's intent to release findings of studies or research, to which an agency response may be appropriate to protect the public interest or that of the agency.

(2) For information provided by or on behalf of the government,

(i) The publication or dissemination of the following types of information are restricted under this contract: [INSERT RESTRICTED TYPES OF INFORMATION. IF NONE, SO STATE.]

(ii) The reason(s) for restricting the types of information identified in subparagraph (i) is/are: [STATE WHY THE PUBLIC OR GOVERNMENT INTEREST REQUIRES

THE RESTRICTION OF EACH TYPE OF INFORMATION. ANY BASIS FOR NONDISCLOSURE WHICH WOULD BE VALID UNDER THE FREEDOM OF INFORMATION ACT IS SUFFICIENT UNDER THIS CLAUSE.]

(iii) Written advance notice of at least 45 days shall be provided to the Contracting Officer of the Contractor's intent to disseminate or publish information identified in subparagraph (2)(i). The contractor shall not disseminate or publish such information without the written consent of the Contracting Officer.

(d) Whenever the Contractor is uncertain with regard to the confidentiality of or a property interest in information under this contract, the Contractor should consult with the Contracting Officer prior to any release, disclosure, dissemination, or publication.

Section 508 of the Rehabilitation Act (29 U.S.C. § 794d)

Software with Graphic User Interface (GUI) must comply with the Section 508. Please provide statement on quote that software is 508 compliant.

The Section 508 standards applicable to this contract/order are identified below:

a. A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).
b. Documents shall be organized so they are readable without requiring an associated style sheet.
c. Row and column headers shall be identified for data tables.
d. Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.
e. A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.
f. When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.
g. When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with 1194.21(a) through (l).
h. When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.
i. A method shall be provided that permits users to skip repetitive navigation links.

The contractor must provide a written Section 508 conformance certification due at the end of each order/contract exceeding $100,000 when the order/contract duration is one year or less. If it is determined by the Government that EIT products and services provided by the Contractor do not conform to the described accessibility in the Product

Assessment Template, remediation of the products and/or services to the level of conformance specified in the vendor's Product Assessment Template will be the responsibility of the Contractor at its own expense.

In the event of a modification(s) to the contract/order, which adds new EIT products and services or revised the type of, or specifications for, products and services the Contractor is to provide, including EIT deliverables such as electronic documents and reports, the Contracting Officer may require that the contractor submit a completed HHS Section 508 Product Assessment Template to assist the Government in determining that the EIT products and services support Section 508 accessibility requirements. Instructions for documenting accessibility via the HHS Section 508 Product Assessment Template may be found at http://508.hhs.gov.