

Request for Project Proposals



Solicitation Number: MTEC 20-11-PTSD-DT

“Posttraumatic Stress Disorder-Drug Treatment (PTSD-DT) Adaptive Platform Trial (APT)”

Issued by:
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for the
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Request Issue Date: April 24, 2020

Amendment No. 01 Issue Date: May 5, 2020

Proposal Due Date: May 21, 2020

Noon Eastern Time

Amendment No. 01 revises the link to access the Technical Proposal and Cost Proposal Preparation Manual in sections 2.1 and 5.5 as indicated below.

White Papers Are NOT Required

2.1 Request for Proposals (RPP)

Each MTEC research project proposal submitted shall contain both a Technical and Cost Proposal Volume as described in Section 5 of this request and shall be submitted in accordance with the mandatory format provided in the ***“Technical Proposal and Cost Proposal Preparation Instruction Manual,”*** which is available on the MTEC website via the following link: <https://www.mtec-sc.org/wp-content/uploads/2020/05/20-11-PTSD-DT-Proposal-Instruction-Manual.pdf>. ***White papers are not required for this RPP.*** The Government reserves the right to award Proposals received from this RPP on a follow-on Other Transaction Agreement for prototype projects or other stand-alone OTAs as necessary to meet mission requirements.

5.5 Preparation of the Proposal

Proposals shall reference this RPP number (MTEC-20-11-PTSD-DT). The Technical Proposal and Cost Proposal must be submitted in two separate volumes, and shall remain valid for 180 days unless otherwise specified by the Offeror in the proposal. Offerors are encouraged to contact MTEC with any questions so that all aspects are clearly understood by both parties. The full proposal should include the following. **Each document will be uploaded to BIDS separately.**

- **Technical Proposal by Focus Area submission:** one signed Technical Proposal (.doc or .docx). The Technical Proposal requirements and format provided in the ***“Technical Proposal and Cost Proposal Preparation Instruction Manual”*** is mandatory (<https://www.mtec-sc.org/wp-content/uploads/2020/05/20-11-PTSD-DT-Proposal-Instruction-Manual.pdf>).
- **Statement of Work (SOW)/Milestone Payment Schedule by Focus Area:** one document in Word (.docx or .doc). The Offeror is required to provide a detailed SOW/Milestone Payment Schedule using the format provided herein (Section 9 of RPP). The Government reserves the right to negotiate and revise any or all parts of SOW/Milestone Payment Schedule. Offerors will have the opportunity to concur with revised SOW/Milestone Payment Schedule as necessary.
- **Project Schedule:** one document in Excel (.xlsx or .xls) or Microsoft Project format. The Offeror is required to provide a project schedule, including assumptions, broken out either monthly or quarterly. The project schedule is a detailed illustration of the timing of initiation, duration, and completion of project activities over the course of the PoP. The project schedule does not include costs, and is not limited to milestones. *(Submitted information is subject to change through negotiation if the Government recommends the proposal for funding.)* There is no template required for the project schedule.

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- **Cost Proposal by Focus Area submission:** one Word (.docx or .doc) for Section I: Cost Proposal Narrative, including all assumptions, by Focus Area (see Section 12.1 of the *“Technical Proposal and Cost Proposal Preparation Instruction Manual”*) is required. Separately, Section II: Cost Proposal Formats by Focus Area in Excel (.xlsx or .xls) is required. The Cost Proposal format outlined in the *“Technical Proposal and Cost Proposal Preparation Instruction Manual”* is mandatory (<https://www.mtec-sc.org/wp-content/uploads/2020/05/20-11-PTSD-DT-Proposal-Instruction-Manual.pdf>). [Note: Each major task included in the SOW should be priced separately in the cost proposal. For Focus Areas #1 and #2, subtasks need not be priced separately in the cost proposal. For Focus Area #3, subtasks should be priced separately in the cost proposal.]
- **Warranties and Representations:** one Word (.docx or .doc) that contains all Warranties and Representations is required. See Section 13 of the *“Technical Proposal and Cost Proposal Preparation Instruction Manual”* for the template.
- **Royalty Payment Agreement or Additional Research Project Award Assessment:** Each Offeror will select either the MTEC Additional Research Project Award Assessment Fee or the Royalty Payment Agreement (available on the MTEC members only website), **not both**, and submit a signed copy with the proposal.
- **Current and Pending Support (no page limit)**
 - For all current and pending research support (to include government and non-government), include the award number and title, funding agency and requiring activity’s names, period of performance (dates of funding), level of funding (total direct costs only), brief description of the project’s goals, and list of specific aims. If applicable, identify where the proposed project overlaps with other existing and pending research projects. Clearly state if there is no overlap.
 - If there is no current and/or pending support, enter “None.”
 - See Section 10 of RPP for template
- **Data Rights (no page limit)**
 - Please reference RPP Section 2.12 for details
 - See Section 11 of RPP for template

Evaluation: The Government will evaluate and determine which proposal(s) to award based on criteria described in **Section 6, “Selection,”** of this RPP. The Government reserves the right to negotiate with Offerors.