

## **Red Team Recovery - Notes on Compliance**

Section	Referenced Requirement	Where Addressed	Comments
<b>L.4 PROPOSAL FORMAT AND INSTRUCTIONS</b>			
	a. Each proposal shall consist of two volumes and shall be submitted in searchable PDF and/or MS Word format as well as an MS Excel format for pricing.	Technical volume is provided as a Word document (in the draft/RED REVIEW version_	
	• Volume I, Technical, will cover Project Staffing Plan and Key Personnel; and Technical Approach.	Project staffing starts on page 20 of the Technical Volume.  Ker Personnel starts on page 23 of the Technical Volume.  Technical Approach starts on page 1 of the Technical Volume	
	• Volume II, Business, will provide price information.	Volume II, Business, has not been drafted yet, as pricing narrative has not been provided by the client.	
	b. The Business proposal volume shall be submitted in a combination of MS Word (or a searchable PDF) and MS Excel format documents. All mathematical/ computational sections (proposed price/CLIN structure) of the Price Volume shall be submitted in MS Excel utilizing the attached Pricing Template as a guide (Attachment G). The Offeror shall ensure numerical data fields contain numbers that do not exceed two decimal places.	Volume II, Business, has not been drafted yet, as pricing narrative has not been provided by the client.  The Excel spreadsheet is based on the Pricing Template, Attachment G,	
	All MS Word or PDF documents must be formatted to print on standard 8 1/2" by 11". Use Times New Roman 11-point font or larger for text and 10-point font or larger for tables and graphics.	All documents are formatted to on 8 1/2" by 11" page size and use Times New Roman 11-point font.	

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	d. The cover page of each volume shall include: (1) the volume number and title; (2) the solicitation number of the RFP; (3) the company name of the offeror; (4) the full name and contact information of the main point of contact for the offeror.	The cover page of the Technical Volume contains this information.	
	e. Offerors shall not exceed the specified page limits stated in the chart below. The Government reserves the right to not consider any pages in excess of the limitation for evaluation purposes.		
	Volume I, II - Cover pages and indices, Table of Contents - N/A	N/A	
	Volume I, Technical - Project Staffing Plan & Key Personnel - 10	Starts on page 20 and concludes on page 28.	
	Key Personnel Resume - N/A	N/A	
	Technical Approach - 10	Starts on page 1 and concludes on page 18.	<p>A total of eight (8) pages needs to be edited from the Technical Approach; however, the Project Staffing Plan &amp; Key Personnel section is only eight (8) pages, so can we use the extra two (2) pages from that, to cut only six (6) pages?</p> <p>Otherwise - what material do you recommend we cut from the Technical Approach?</p>
	Volume II, Business - Pricing Narrative, Pricing Template, Excel - N/A	N/A	

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	f. Proposals must be valid for a period of not less than 120 calendar days from the date of delivery.	Noted on Contents page	
	g. Offerors are not permitted to submit one or more additional proposals in response to this solicitation.	N/A	