Commercial Solutions Opening

**Frost Effect Research Facility Upgrade**

Solution Brief Template

|  |  |  |
| --- | --- | --- |
| **Solution Volume/Section** | | **Requirements/Limitations** |
| **COVER LETTER** | | • Maximum of 2 pages when printed. Page |
| Must Include: | | limitation does not include screenshot |
| i. | Area of Interest for which solution is | • Offerors shall include screenshot |
|  | submitted |  |
| ii. | Solution Team Member Names |  |
| iii. | Solution “Validity” Date |  |
| iv. | Authorized Offeror Representative or |  |
|  | Point of Contact(s) |  |
| v. | An overview of the company, as it relates |  |
|  | to the Area of Interest under which the |  |
|  | proposed solution is submitted |  |
| vi. | CAGE Code, DUNS Number |  |
| vii. | SAM Screenshot from SAM.gov |  |
| viii. | Relevant NAICS code and description |  |
| **VOLUME I – TECHNICAL** | | • Solution brief shall not exceed 5 pages |
|  |  | when printed |
|  |  | • Pitch/Slide deck shall not exceed 15 |
|  |  | slides |
|  |  | • OPTIONAL: Up to five-minute video clip |
|  |  | to narrate or demonstrate the proposed |
|  |  | solution |
| **VOLUME II – PRICE** | | • No page limit |
| Must include: | | • Flexible quantities or pricing options |
| i. | Proposed price(s) | should be provided to maximize the |
| ii. | Delivery Date or Period of Performance | ERDC-CRREL’s ability to award with |
|  |  | available funding. |
|  |  | • Awards for supplies will be delivered |
|  |  | Freight on Board (FOB) Destination |

\*\*Note: Submitted documents shall not contain any classified data or sensitive information and proprietary information shall be clearly marked.\*\*

\*\*Note: All prices shall be valid for a minimum of 90 days after response date.

To limit confusion, all proposal volumes must use the following naming convention:

* *Solution-CoverLetter-<CompanyName>.pdf*
* *Solution-Brief-<CompanyName>.pdf*
* *Solution-PitchDeck-<CompanyName>.pdf*
* *Solution-Price-<CompanyName>.pdf*