

Header Information.

Header information shall include the BAA number, the Document Identifier, and the Proposal Title. The date and company name should be included along with the appropriate document markings.

Top Left Quadrant, Graphical Depiction.

The top left quadrant is a graphical depiction, photograph, or artist's concept of the proposed solution or prototype. Include labels or brief descriptive text as needed for clarification. Ideally, this will convey the prototype concept, use, capability, and any relevant size or weight relationships based on the published requirement.

Top Right Quadrant, Operational and Performance Capabilities. The top right quadrant contains the operational and performance capabilities summary. Describe any basic, new, or enhanced capabilities the system will provide to meet the published requirement. In bullet form, list key aspects of performance, capability, operational use, relevant software or hardware specifications, and planned interface and/or compatibility.

Bottom Left Quadrant, Technical Approach.

The bottom left quadrant contains the proposed technical approach. Specifically, describe the technology involved, how it will be used to solve the problem, actions done to date, and any related ongoing efforts. Briefly describe the tasks to be performed for each phase. A bulleted list is acceptable.

Bottom Right Quadrant, Cost, and Schedule.

The bottom right quadrant contains the Rough Order of Magnitude (ROM) and Schedule, Products and Deliverables, and Corporate Contact Information.

Vendors shall also note the type of contract proposed (e.g., FFP, CPFF, etc.). ROM and Schedule shall be proposed by phase and include the cost, period of performance (POP), and exit criteria for each phase. A total cost and POP that combines all phases, all applicable data requirements and minimum data report requirements (e.g., MSR, meeting minutes, Final Technical Report, etc.) shall also be included. Products and Deliverables shall include, by phase, a list of all prototype hardware and software along with the required data as described in "Product and Deliverable Requirements" in section 2.6. of this document.

Corporate contact information shall include the submitter's company name, POC, phone number, and email address. Include any significant teaming partner (contact information) relevant to the evaluation.