

General Administrative Guidance for all Offerors

- Requested format for technical and cost proposals must be followed exactly and completely. Incomplete or improperly formatted proposals may be rejected, see BAA Section 4.A.3.
- Read BAA cover to cover and early so that there is time to ask questions. This time is well spent. Do not wait until the last minute and find out that your submission is not compliant or that you do not understand some of the instructions.
- Full proposals must be received by the published deadline, see BAA section 4.C.1. Email submissions will not be accepted, see BAA section 4.C.2.
- Government labs, FFRDCs (Federally Funded Research and Development Centers) and UARCs (University Affiliated Research Centers) are not eligible to submit proposals under this BAA or participate as team members under proposals submitted by eligible entities, see BAA section 3.A.
- As appropriate, separable parts of proposal should be broken out in cost (Task and Phase). See BAA, 4.B.2 section 2 (1).

General Technical Guidance for all Offerors

- IARPA is looking for significant improvements in tool technology, including revolutionary tools and techniques, see BAA page 5. Proposals with overly conservative metrics, as compared to state-of-the-art, will adversely affect a proposal's score, see BAA page 7. Therefore, purely evolutionary engineering or commercial development projects will be scored poorly. Innovations with high risk, new science and approaches that push the envelope of technology must be clearly identified in the proposal.
- Merely stating that an approach is "novel" is not sufficient. All approaches must be described and supported with a detailed research and development plan.
- Please note that feasibility cannot be based solely on prior accomplishments as an organization. Feasibility must be based on scientific reasoning and data that supports the approach described in the proposal.
- Thrust objectives need to be fully addressed, including sample preparation that is required to accomplish goals. If the offeror feels that existing sample preparation techniques are sufficient for their technical approach, it is not necessary to propose sample preparation objectives, but the proposal should explain how the existing capability meets their needs.
- If the offeror feels that the state-of-the-art is more advanced than the example presented in a Technical Objectives table in the BAA, the offeror should update the state-of-the-art metrics in the Technical Objectives table in their proposal.
- Offerors should clearly specify test structure features desired for IARPA-supplied test samples to measure milestone success.