

**Guidance: Terms and Conditions (RFP 4.2.1)**

By checking the box on the electronic submission form, the PI indicates that his or her home organization, and proposed partner(s) have read and agree to all the mandatory terms and conditions set out in the RFP and reproduced below:

**DOE NE University Programs Proposal Mandatory Requirements**

No.	Requirement	Description	Evaluation
1	Commitment to reporting and budget requirements	Commitment to quarterly billing. Commitment to quarterly reporting to National campaign director; and reports approved by Campaign director; Annual Report. The quarterly report will provide status and progress information on R&D, deliverables, milestones, schedule and budget. The annual report is due each year within one month of the anniversary of the contract award date and will provide the same type of information as the quarterly reports, but with more detail and a section on future outlook of the R&D.	Go/No-go
2	10 CFR 851 Worker Safety and Health Program	If an applicant proposes work scope to be conducted at a DOE facility, the work performed at DOE facilities shall be conducted in accordance with 10 CFR 851, Worker Safety and Health Program requirements.	Go/No-go
3	Export Control	Each respondent to the RFP and their partners are responsible for their own compliance with all US Export Control regulations in the performance of any work that is funded through the NEUP program. Respondents and partners who are selected to perform work in accordance with this RFP agree to have in place a documented export control process by the time a contract is awarded. Respondents and partners can contact the U.S. Departments of Commerce, State, Energy and Treasury for guidance as to applicable licensing requirements and other restrictions. By participating in this RFP, respondents and partners acknowledge that the work proposed will be subject to all export control regulations that may prohibit or restrict (i) transactions with certain persons, and (ii) the type and level of technologies and services that may be exported. These regulations include, without limitation, the Arms Export Control Act, the Export	Go/No-go

		Administration Act, the International Economic Emergency Powers Act, the Atomic Energy Act and regulations issued pursuant to these including the Export Administration Regulations (EAR) (15 CFR Parts 730-774), the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130), and the Nuclear Regulatory Commission and Department of Energy export regulations (10 CFR Parts 110 and 810). Respondents and partners acknowledge that export control requirements may change and that the export of goods, technical data or services from the U.S. without an export license or other governmental authorization may result in both civil and criminal liability.	
4	Standard Research Subcontract	Applicant must agree to the terms and conditions of a Standard Research Subcontract without exceptions. If the lead institution has a current Blanket Agreement in place with BEA and is awarded a R&D contract in response to this RFP, then the NEUP R&D award will be added to the existing Blanket (ie Release or Task Order). If no current Blanket exists, the action will be awarded under a stand-alone Standard Research Subcontract.	Go/No-go
5	Quality Assurance (applies only to non-academic partners)	Each respondent to the RPA (NO.CROPCA-001-08) and their partners agreed to meet QA requirements as they apply to a specific scope of work and associated deliverables. As noted in the RPA, in most cases, an institution's process for peer review in support of publishing research results in refereed technical journals provides a sufficient basis for QA requirements. For some work scopes, however, respondents and partners must meet additional QA requirements. Accompanying each acceptance letter that invited full proposals is a QA Requirements form that defines the QA requirements deemed necessary by the TIOs to insure the integrity of R&D products and their usability by NE. These requirements range from the publication standards noted above to selected elements of the NQA-1 standard. Respondents and partners who are selected to perform work in accordance with this RFP agree to have in place a documented QA process that conforms with the specifications of the QA Requirements form by the time a contract is awarded.	Go/No-go

6	Commitment to prepare additional contract elements	Depending on the nature and terms of agreements already in place with BEA, offerors should be prepared to provide the following: University Contract Office Approval, Current Negotiated Rate Agreement, Most Recent Audit Report, University Travel Policy, Resumes for other degreed individuals, faculty members, and administrators, Forecast of monthly accrual based on best estimate of costs incurred.	Go/No-go
---	--	--	----------