



REQUEST FOR PROPOSAL (RFP) – INSTRUCTIONS

RFP 2019-627

VTR-S Testing Grapple

TerraPower (referenced as the “Company” hereafter) requests your proposal in response to the following documents:

- Statement of Work (SOW) (draft)
- Specification (Spec) (draft)
- Purchase Order Terms and Conditions, including Required Flowdowns

Proposal selection will focus on the bidder’s team capability to address all areas of the statement of work, specification, and supplier proposed schedule. This work is being done under a government contract requiring the bidder to comply with the terms and conditions above.

This project supports developing equipment for the Versatile Test Reactor (VTR) program by providing pieces for test equipment. This scope of work includes purchasing, fabrication and acceptance inspection.

The scope of services developed under this project includes:

- Material Purchase
- Fabrication
- Assembly
- Inspection
- Delivery

The Company desires to select a bidder who demonstrates the ability to perform the all of the activities called out in the attached scope of work and specification.

The successful bidder will enter into an agreement with the Company. The Company’s format is provided and contains the Company’s terms and conditions, including required flowdowns, and the requirements associated with workscope and pricing.

Further technical details regarding the process envisioned are attached via *Specification* - referenced in the *Statement of Work*.

Bidder is requested to provide firm, fixed pricing for the required scope of services.



SCHEDULE

Date	Activity
November 25, 2019	Request for Proposal (RFP) Release
December 10, 2019	Pre-Proposal Meeting Interest E-mail Due by December 10, 2019, 5:00 PM PST. <i>Suppliers interested in attending the Pre-Proposal Meeting will need to e-mail Sandy Lee (slee@terrapower.com) for the WebEx call in number.</i>
December 11, 2019	Pre-Proposal Meeting on December 11, 2019, 10:00 AM PST via WebEx. <i>TerraPower's technical team will be available via WebEx to provide an overview of the project and answer any questions.</i>
December 16, 2019	Last Day for Bidder Questions
December 17, 2019	Last Day for TerraPower to Provide Answers to Questions
December 18, 2019	Proposals Due. Supplier proposal packages must be uploaded to Bonfire by December 18, 2019, 5:00 PM PST
December 2019 / January 2020	Estimated Expected Award Date

COMPLIANCE WITH FEDERAL GRANT

This project is funded by a U.S. Department of Energy (DOE) grant administered through Battelle Energy Alliance, LLC (BEA). The selected Bidder shall comply with the federal requirements as applicable.

PROPOSAL FORMAT

Proposals shall be submitted in four volumes as shown below. Please provide all volumes as separate documents along with an executive summary (also separate, as an attachment to your submittal letter).

Executive Summary

Include as a minimum: brief statement of the major areas of focus, background information, concise analysis and recommendations.

Volume I – Management & Operations

Volume I (i.e., draft Project Plan) shall describe the management and other organization elements that would be in place to support work under the draft task order (e.g., engineering, document control, design/drafting). Include as a minimum:

1. Organization chart of the management, technical and support team applicable to the Statement of Work; include all sub-tier suppliers and locations/facilities.
2. Schedule, draft, summary/high-level.



3. Level of participation anticipated by the Company's technical personnel to support the SOW activities.

Volume II – Technical

Volume II shall address the technical aspects related to Supplier's approach envisioned to respond to the SOW. Include as a minimum:

1. The technical approach envisioned to perform the SOW; highlight any prior/relevant experience.
2. Description of facility and equipment capabilities to be applied to the SOW activities.
3. Requested changes, if any, to the SOW and Spec (attachment, markup/red-line).

Volume III – Quality

Volume III shall describe the supplier's quality system as applicable to work under the SOW. Include, as a minimum:

1. Quality Manual

Volume IV – Business & Contract

Volume IV shall contain the pricing and business proposal to support the SOW. Company requests a firm-fixed price agreement. As such, Volume IV shall include the following:

1. Firm fixed price for Base Scope activities (see above).
2. Break out pricing for the optional activities/phases.
3. Acceptance of TerraPower Purchase Order Terms and Conditions and Required Flowdowns.
4. List and describe any exceptions to the terms and conditions and provide, as an attachment, any changes (markup/redline) to the document required to address each exception for consideration.
5. Complete and return Request for Proposal Form 1 and Form 2.

ALTERNATIVE APPROACHES

Company will consider ideas and/or recommendations for alternative approaches that will improve the project/program in meeting its specified goals. Please provide your inputs as appropriate in a separate attachment. Note that Company will be under no obligation to choose an alternative approach; however, they will be reviewed.

RESTRICTIONS

Restrictions on end use of technology - if known, please inform Company of any government or other imposed conditions on the end use of the technology and final deployment of the fabricated equipment.

QUESTIONS AND CONTACTS

Please provide (separately) any questions or comments on the RFP package and the process used for selection as per the BonFire schedule. Any questions can be directed to:



Sandy Lee, Lead Contract Administrator
 (425) 324-2698
slee@terrapower.com

Autumn Brown, Procurement Manager
 (425) 324-2683
abrown@terrapower.com

PROPOSAL SELECTION CRITERIA

Bidder proposals will be reviewed for responsiveness to all elements of the RFP documents and Company plans to score proposals in accordance with the allocation shown in the table below. Company reserves the right to reject any or all proposals received, to make an award to other than the low cost proposal, to reject any proposal that is in any way incomplete or irregular, and to waive any informality or irregularity in any proposal received. Further, Company reserves the right in its discretion to modify its scoring allocation and selection process, and all determinations by Company will be final.

Category/item	Weight (max-points)
General	Pass/Fail
Responsiveness to RFP – Bidders must submit all proposal forms	
Document quality – references, support for claims	
On-time submittal	
I - Management & Operations	20
Staffing, facilities/equipment, qualifications	
Management organization defined & adequate	
Technical staff defined and adequate	
Facilities and equipment capable of delivering the right product	
Plan and schedule	
Plan and schedule includes all deliverables and will meet end-goal	
Resource commitments identified and adequate	
II – Technical	30
Technical Approach	
Requirements understood & addressed	
Design/development approach is feasible	
Applicable technical experience highlighted in development approach	
Comments provided to Spec are substantive and supported	
Comments provided to SOW are substantive and supported	
III – Quality	20

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Quality Program	
IV - Business & Contract	30
Pricing	
Costs and estimates are reasonable and supported	
Delivery lead time to meet SOW Requirements	
Contract - acceptance of terms and conditions	
TOTAL	100

DOCUMENTS AVAILABLE FOR DOWNLOAD

Ref. #	Document Number	Document Name	Revision	Release Date to Suppliers
1	N/A	Statement of Work (SOW)		Available
2	VTRS-TE-EQSPEC-0002	Specification (Spec) – VTR-S Testing Grapple Equipment Specification	Draft	Available
3	VTRS-MD-ASSY-0021	Grapple Assembly	0	Available
4	VTRS-MD-PART-0021	Grapple Body	0	Available
5	VTRS-MD-PART-0022	Grapple Cam for VTR	0	Available
6	VTRS-MD-PART-0023	Grapple Finger	0	Available
7	VTRS-MD-PART-0024	Pivot Pin VTR	0	Available
8	VTRS-MD-PART-0025	VTR Grapple Cam Stop Plate	0	Available
9	VTRS-MD-PART-0030	Grapple Body Bottom	0	Available
21	N/A	Submittals Guide		Available
22	N/A	Guide to Supplier Coordination Requests		Available



REQUEST FOR PROPOSAL FORM 1

PROPOSER INFORMATION AND SIGNATURE

Date:	
Principal Contact Person:	
Title:	
Telephone Number:	
E-Mail Address:	
Firm's Legal Name:	
Firm's Address:	
State of Incorporation and Date Established:	

Check all that apply:

Firm's address is the following: Main Office Branch Office Other: _____

Corporate structure: Corporation Partnership Joint Venture Sole Proprietorship
 Other: _____

Complete the following:

Former Firm Name (if any):	
Parent Company Name:	
Parent Company Address:	
Washington State Contractor Registration Number:	
Washington State Unified Business Identifier Number:	

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Employment Security Department Number:	
Federal Tax Identification Number:	
DUNS Number:	

Certification

The Proposer certifies that, to the best of his/her knowledge, the information presented in this Request for Proposal is a statement of facts and that the firm has the financial capability to perform the work. The Proposer further certifies that it knows of no personal and/or organizational conflict of interest prohibited under federal, state and local law.

I certify/declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Signature

Name

Title

Date

City and State



REQUEST FOR PROPOSAL FORM 2

PROPOSAL PRICE OFFER

After careful review of all RFP documents and drawings, the Proposer shall furnish all services, labor, materials and equipment to complete the work as specified for the price below. If additional space is needed, Proposer may submit pricing on separate sheets of paper. Please attach all sheets to this form.

VTRS-S Testing Grapple – Firm Fixed Price	
Provide pieces for the VTR test equipment that includes: <ul style="list-style-type: none"> • Material Purchase • Fabrication • Assembly • Inspection • Delivery 	\$
Shipping and delivery of the equipment – FOB Destination to the following address: TerraPower, LLC c/o Intellectual Ventures Laboratory 14360 SE Eastgate Way Bellevue, WA 98007	\$
Subtotal	\$
Washington State Sales Tax (10%)	\$
TOTAL	\$

Terms and Conditions

Do you accept TerraPower Purchase Order Terms and Conditions? Yes No

If No, list and describe any exceptions as an attachment with markup/redlines to the document for consideration. The Company will be under no obligation to accept the exceptions; however, they will be reviewed.

Payment Terms

TerraPower is offering the following payment terms:

- 20% of the purchase order amount at the time of order to procure materials
- 20% of the purchase order amount after approval of submittals and the start of fabrication
- 40% of the purchase order amount at completion of assembly, delivery and inspection
- 20% of the purchase order amount with TerraPower final acceptance

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Initial here to indicate agreement to the payment terms outlined above: _____

If the proposer would like to offer different payment terms, please indicate in the space below.

Proposer or Authorized Representative:

Signed this _____ day of _____ 2019

Company Name _____

Print Name & Title _____

Signature _____