

Request For Proposal

Organizational Overview

The Embraceable Pickle Corporation was founded in 1967 to provide the latest in scientific conversion utilities to the research community. We have worked closely with the National Institute of Standards and Technology (NIST) to provide software applications to the academic community for almost 40 years. Our company currently has over \$100 quadrillion in assets, with branches located in all 50 states and Sri Lanka; we have over 30 employees serving more than 2 major clients.

Project Description

We need a computer application that can perform temperature conversion between different temperature scales on the engineering workstations of our staff. We operate in a scientific setting which requires the use of the Celsius, Kelvin, Réaumur, and Rankine temperature scales for many calculations. However, in the United States, the common temperature scale is the Fahrenheit scale; consequently, most of the engineers at our electronics development locations are not familiar with the temperature systems used in calculations.

This will be an entirely new application, which should show equivalent temperatures for all the different scales when a value is entered for any single scale. The application should also include fault tolerance such that erroneous input, such as alphabetic characters, is excluded. The program must have a graphical user interface, and should be platform independent. All values should be displayed with a minimum of two, and a maximum of three, decimal places of precision.

Target Audience

The target audience for this project is entry-level software engineering firms (newly incorporated firms with little or no experience). Delivery systems will be Pentium 4 class computers, Solaris Sunfire 240 servers, and Apple iMac computer systems. All systems will be equipped with a minimum of 512 MB of RAM and 52X CD-ROM drives.

Required Deliverables

1. Storyboards will detail and document the program and the user interface. The storyboards will be developed and submitted by the vendor, and will be approved by the Embraceable Pickle contract representative.
2. A tutorial (courseware) will transfer product operation information to the users of the product. The tutorial must include practice exercises and/or questions with feedback, and feature branching and remediation strategies. No video or audio is allowed in the tutorial package.
3. Evidence of qualification and final testing of all modules must be presented to, and approved by, the Embraceable Pickle contract representative.
4. Electronic help and information screens must be integrated into the application, and must have the capability of serving as a reference after the tutorial has been completed. This component will not require word search or indexing capabilities.

Assumptions and Agreements

- The project must be completed by 12 December, 2005.
- A preliminary budget for this project has been approved.
- Vendor bids may not exceed \$150,000.
- ALL task/job/policy data will be current and approved as such by Embraceable Pickle management.
- Technical materials loaned to the vendor, and tutorial materials produced by the vendor will be in Standard American English.
- ALL technical illustrations, drawings, and schematics to be included in the tutorial will be approved by Embraceable Pickle Corporation.
- Embraceable Pickle Corporation will appoint one person, with decision making authority, to serve as a project coordinator/manager. Embraceable Pickle will provide appropriate support documentation for the successful completion of the project.
- There will be no significant changes to the task/job/policy data during the project. The vendor will provide technical support to the Embraceable Pickle support staff once the program is distributed.
- The tutorial will be written as a computer application.
- The vendor shall warrant that on delivery, all media containing the program and instructional content are free of material faults and processing errors.
- At the conclusion of the project, all materials developed by the project team will become the exclusive property of Embraceable Pickle. In addition, any and all work sheets and other working documentation will also become the property of Embraceable Pickle.
- When applicable, travel and lodging will be billed at cost. Ground travel will be billed at the standard rate used by Embraceable Pickle. Air travel will be by coach with a major U.S. Airline. Lodging and meals will not exceed \$50 per day. All postage, UPS ground, overnight delivery, and shipping charges will be billed at cost. All telephone and data transmission charges will be billed at cost.
- Billing for services and products completed will be submitted at the end of each month.
- Billing for travel, lodging, meals, postage, shipping, communications, et cetera, will be invoiced separately at the end of each month.

Required Proposal Format

The proposal must contain (1) a Technical section and (2) a Time-cost section.

Technical Section

In the technical section, the vendor should include time-lines, projected required personnel, and schedules for completing the project.

Time-cost Section

In the Time-cost section, the vendor must detail the time and costs that will be required to complete the project.

Additional Documentation

No additional documentation, other than what is already specified, is required for this project.

Request For References

No additional references, other than what is already specified, are requested or required for this project.

Proposal Submission Deadline

Proposals will be submitted no later than midnight on September 1, 2005. For purposes of submission timing, the envelope postmark will suffice.

Submit Proposal To

Ms. Dee Cision
Vice President for Project Development
Embraceable Pickle Corporation
P.O. Box 12345
El Segundo, CA 90245
Telephone (310) 555.6789

For Additional Information or Clarification, Contact

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Basis for Award of Contract

Contract will be awarded to the lowest bid.

Award Date

September 8, 2005