



Non-Disclosure Agreement For Commercial Activities Review Team Members NIH Competitive Sourcing (A-76) Program

I, _____ as a Government employee supporting the National Institutes of Health Competitive Sourcing (A-76) Program, serve as a member of Commercial Activities Review Team (CART). In this role I understand and agree to the following terms and conditions:

1. As a CART member, my role is advisory only and prohibits active participation in discussions where decisions are being made during the following team meetings: Preliminary Planning, Performance Work Statement, Requirements Document, Most Efficient Organization (MEO), Market Research and Source Selection Evaluation Board.
2. During the above-mentioned meetings, I can respond to policy and A-76 procedure questions and will direct all other questions to the Contracting Officer or appropriate official.
3. In the course of my duties, I may review procurement sensitive data and must therefore comply with non-disclosure and competition requirements. As such, I am required to act in full compliance with OMB Circular No. A-76 which requires that I maintain a firewall and prohibits any discussions between MEO team members and Market Research team members regarding estimates of or actual bids to the cost comparison. I am also required to observe the firewall between the MEO team and the Source Selection Evaluation Board members.
4. I am also prohibited from disclosing confidential, proprietary, and/or source selection information to any individual or entity, unless that individual is authorized by the Contracting Officer or federal law to receive this information.
5. In violate the terms and conditions of the Agreement, I understand that the unauthorized disclosure of sensitive but unclassified information could compromise the outcome of A-76 competitions.
6. By signing this Agreement, I acknowledge my agreement to abide by the standards of conduct regarding A -76 firewalls, conflict of interest and the safeguarding of confidential information.
7. I acknowledge that criminal or civil penalties, or administrative remedies, may apply to disclosures that violate the Procurement Integrity Act, 41 D.S.C. 423 or the Trade Secrets Act, 18 U.S.C. 1905, Cf. FAR 3.104-2(b)(5), 3.104.8.

Signature

Date