

**AAV Reference Material Working Group  
Bid Submission Form  
Formulation of the AAV reference lot, RFP 3.0**

Item for Submission

A proposal for formulation of AAV reference material AAV2CMVGFP vector and selection of appropriate vials for aliquoting and storage. The basic requirements for the formulation and vial selection include: being able to store the vector at a concentration of  $2-5 \times 10^{12}$  VG/ml stably in a 0.1 ml aliquot, no aggregation and no non-specific absorption to the vials and non-toxic to cells.

General Requirements for Bidding

The chemical composition of the formulation, property of vials and operating temperature of each step must be described in detail (e.g. specific parameters such as pH, ionic strength, nature and concentration of surfactant or other stabilizers used in the formulation, chemical property and special treatment of the vials, etc). QC test, methods and QA standard for cleaning and sanitizing the equipment used for vialing the AAV reference material and for the formulated AAV vector need to be reported. Conditions and procedures for storage and shipment of pre-formulation and formulated AAV vector should also be described. The bidder should include a description of the facility, plus the qualifications of the individuals who will do the work. There should also be information about similar work that has been accomplished in this facility by these personnel.

Documentation Requirements

Provide information as stated above. Summary of stability studies on AAV vectors stored in the formulation and corresponding storage condition for bidding should be included to demonstrate performance of the proposed formulation and storage condition (e.g. effect of freeze/thaw cycles on vector infectivity, temperature and duration of vector storage, vector stability as measured by ratios of virus genome to infectious particles during the span of studies, etc).

**Please complete the following fields:**

***Contact Information – RFP 3.0***

Contact Individual:	
Institution:	
Address:	
Phone Number:	
Email Address:	

Please indicate if your institution is also submitting proposals for the other activities:

AAV reference material production

AAV reference material purification

Adenovirus Helper Virus or rHSV Helper virus purification

Plasmid purification

Down stream processing equipment and materials (filtration, concentration, etc)

Column chromatography materials (resins, columns, tubing, bags, containers and other accessories)

Chromatography work station

Donation of Cell Bank

Tissue culture reagents

Tissue culture plastic wares and equipment

Donation of other supplies/services

Vialing, storage and distribution services for the AAV reference material

*Please attach:*

Documentation mentioned above

Submit this completed form and all attached information for receipt **by October 15, 2003** to the address below. Electronic submissions are encouraged. Final decisions will be communicated by or about November 15, 2003. Please note that all information submitted will be publicly available. Please do not mark any information confidential, as we cannot honor that request. Please include an estimated cost and market value for goods and services donated.

**Williamsburg BioProcessing Foundation**  
**Attn: AAV Reference Material Working Group**  
**1206 Laskin Road, Suite 201**  
**Virginia Beach, VA 23451**  
**(757) 423-8823**  
**Fax: 423-2065**