

Standardizing CRO RFPs

By Norman M. Goldfarb

The Pharmaceutical Outsourcing Management Association (POMA), with leadership by Chuck Vanasse and Stubenhofer of PharmaMediation, has created a set of standard forms for contract research organization (CRO) RFPs. By using these forms, sponsors can save everyone a lot of time and obtain apples-to-apples comparisons of CRO services and pricing. It currently costs CROs an average of over \$30,000 to respond to an RFP; someone has to pay for those costs.

[Common RFP Template for CROs](#)

[Common Bid Grid Template for CROs](#)

[Common Program Roles and Responsibilities Matrix](#)

Other contributors were from AAI Development Services, Berlex, Biovail, Celltech, Endo Pharmaceuticals, Gilead Sciences, Jerems Consulting, Proctor & Gamble, PRA International, Protein Design Labs, and West Pharmaceutical Services.

The forms are not copyrighted and may be used freely.

Future versions may include the following modifications:

- Inclusion of Clinical Research Service (CRS) codes, as described in the February 2005 issue of the Journal
- Expansion of pricing column in the Bid Grid into fixed and variable costs
- Expansion into other service providers categories

Please join me in congratulating Chuck, Scott and POMA on a terrific contribution to clinical research best practices.

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