

1 REQUEST FOR VENDOR SERVICES

- Team Leads Download and fill out the [Vendor Services Request form](#).
- An example form can be found [here](#).
- Send filled out document to commercialization@venturewell.org.

2 OPEN APPLICATION FOR VENDOR SERVICES

- Vendors can review the opportunity requirement and submit their proposals at [VentureWell's Procurement Portal](#).
- Q&A - Questions and their corresponding answers posed by vendors will be posted on the solicitation's page.

3 SELECTION OF VENDOR SERVICES

- Vendor submissions are reviewed by the assigned reviewers (i.e., Team Leads, Vendor Review Panel, etc.).
- NIH reviews the submission and recommendation and determines whether to fund the opportunity.

4 ENGAGEMENT WITH VENDOR SERVICES

- NIH approves vendor SOW, and VentureWell then begins contracting with the selected vendor.