



NORTH ATLANTIC TREATY ORGANIZATION
 HEADQUARTERS, SUPREME ALLIED COMMANDER TRANSFORMATION
 7857 BLANDY ROAD, SUITE 100
 NORFOLK, VIRGINIA 23551-2490



MBC's Distribution List for International Competitive Bidding

TO: MBC's Distribution List for Invitation for International Bidding (IFIB) Procedure

DATE: **24 August 2022**

SUBJECT: Notification of Intent to issue an Invitation for International Bidding (IFIB) for Contractor Support to Headquarter Supreme Allied Commander Transformation for Experimentation and Wargaming Branch, Wargame Support and Delivery Team, HQ SACT, Norfolk, Virginia, U.S.A.

1. In accordance with the stipulations of the Bi-Sc Procurement Directive 60-70, Annex B, the following information is provided on an Invitation for International Bidding (IFIB) that this Headquarters has the intention to release:

IFIB Reference: **ACT-SACT-22-121**

Title of IFIB: Contract Support: Wargame Support and Delivery Team for Experimentation and Wargaming Branch.

Requirement: Experimentation and Wargaming (EW) Branch requires the support of **six full-time contractors**, specifically, personnel with a strong background in wargame design, development, delivery, and analysis, to assist with the execution of discrete wargaming events.

Type of Contract: Level-of-effort, firm-fixed-price contract with a maximum limit of 1800 hours per person per calendar year.

Period of Performance: Base period: on or about 01 January – 31 December 2023 for a total of no more than 1,800 hours per contractor, with a potential of two (2) 12-month option periods.

Bidding Procedure: Sealed Bidding (Two Envelopes).

Funding: MBC 20**X-20XX-XXXXXX**, RRIS # **XXXX**,
 Estimated base year amount for 2023 is \$1,080,000 (\$180,000 per contractor). Estimated cumulative amount for base year plus two option years is \$3,240,000 (\$1,080,000 for 2024 and \$1,080,000 for 2025).

Classification: NATO Secret; possess a minimum of Facility Security Clearance (FSC) and Personal Security Clearance (PSC).

Issue Date: **30 September 2022**, (target date)

Bid Closing Date: **11 November 2022**, (target date)

Eligibility: Companies which have performed similar contracts within the last three years substantially similar in scope to the requirement described in the solicitation. Contractor personnel performing services under the contract must be citizens of a NATO nation, possess at least a valid NATO Secret level security clearance, have appropriate professional training and experience in a related field (s).

Delivery location(s): Norfolk, VA, U.S.A.

Partial bidding: Partial Bidding is not authorised.

Website: <http://www.act.nato.int/organization/hq-sact/contracting/>

2. This HQ will directly mail this IFIB to all potential bidders. You are hereby invited to nominate, by email or facsimile before **30 September 2022**, the name, full address, Point of Contact, telephone, facsimile number and e-mail address, of other potential bidders established within your country. This and any other correspondence hereto is to be addressed to:

Supreme Allied Commander Transformation
BUDFIN – Purchasing and Contracting Branch
Attn: LCDR Brandon Stewart – Contracting Officer
Mrs. Kellie Hagen
7857 Blandy Road, Suite 100,
Norfolk, Virginia, USA 23551-2490
Fax: 001+757-747-3525 – Tel: +001-757-747-3977
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Kellie.Hagen@act.nato.int

//original signed//

LCDR Brandon Stewart
ACT Contracting Officer,
HQ SACT

ANNEX: List of potential bidders.

ANNEX TO IFIB REFERENCE ACT-SACT-XX-XX: List of Potential Bidders already identified by HQ SACT (HQ Supreme Allied Commander Transformation)

Not applicable for this NOI.

1. XXXX	2. XXXX
3. XXXX	4. XXXX
5. XXXX	6. XXXX