



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:** 28 July 22

**SUBJECT:** Notification of Intent to issue an Invitation for International Bidding (IFIB) for Contractor Support to Headquarter Supreme Allied Commander Transformation for Core Enterprise Services Programme, 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-22-63 – Amendment 1

**Title of IFIB:** Contractor Support: Core Services Development Partner

**Requirement:** Allied Command Transformation is seeking contractor support for Subject Matter Expertise (SME) to enhance its Capability Development (CAPDEV) capacity. NATO has affirmed its ambition to be a 'Data-Centric' Alliance. Underpinning this ambition is NATO's Digital Transformation journey and associated Digital Backbone initiative. Core Services forms a critical pillar of these endeavours. To assist this work, ACT is seeking a Development Partner to provide 'digital SMEs' across many functional areas. To leverage a synergistic effect, ACT is seeking a single supplier to deliver all required labour categories (LC). **However, where a single supplier cannot fill all labour categories, ACT will consider a split award by individual LC. The Labour categories requested are:**

- Next Generation Programme Analyst
- Security Architecture Analyst
- Data Analyst
- Capability Coherence Analyst
- Cost Analyst
- Legacy Programme Support Analyst
- **Capability Change Management Analyst**
- **Operational Effectiveness Support Analyst**

**Type of Contract:** Firm Fixed Price (FFP).

**Period of Performance:** On or about 1 October 2022 – 31 December 2022 with the possibility of 3 12 month option periods, 01 January 2023 – 31 December 2023, 01 January 2024 – 31 December 2024, 01 January 2025 – 31 December 2025.

**Bidding Procedure:** Sealed Bidding (Two Envelopes); Best Value  
**Funding:** MBC 200-2022  
(Estimated 2022 amount \$500K, estimated cumulative amount \$5M)

**Classification:** NATO UNCLASSIFIED

**Issue Date:** 04 August 2022, (target date)

**Bid Closing Date:** 19 SEPTEMBER 2022

**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. The desired place of performance is Norfolk, VA, U.S.A., however a remote working option will be considered.

**Partial bidding:** A single Core Services Partner is preferred, however partial bidding will be considered if a single supplier cannot be found to fulfill all labour categories.

**Website:** [www.act.nato.int/contracting](http://www.act.nato.int/contracting)

2. This HQ will publish the IFIB solicitation package to the ACT website at [www.act.nato.int/contracting](http://www.act.nato.int/contracting) on or about 4 August 2022. You are hereby invited to nominate, by email before 2 August 22, the name, full address, Point of Contact, telephone, 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: Mrs Catherine Giglio – Contracting Officer  
Ms. Magdalena Ornat – Contracting Specialist  
Mrs Tonya Bonilla – Contracting Officer

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Tonya Bonilla  
ACT Contracting Officer,  
HQ SACT