

# **RFP-ACT-SACT-22-100**

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

## **Description of Acquisition Part 1**

### **Bidding Instructions**

**RFP-ACT-SACT-22-100**

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This Enclosure is designed to assist the respective company provide HQ SACT with all necessary documents/information required. For clarification, please refer to Bidding instructions in part 1 of subject solicitation.

- 1. Duration of the Contract**
- 2. Exemption of Taxes**
- 3. Amendment or Cancellations**
- 4. Bidder Clarifications**
- 5. Bid Closing Date**
- 6. Bid Validity**
- 7. Contents of Proposal**
- 8. Proposal Submission**
- 9. Late Proposal**
- 10. Bid Withdrawal**
- 11. Bid Evaluation**
- 12. Proposal Clarifications**
- 13. Award**
- 14. Communications and Contacts**
- 15. Point of Contact**

**ENCLOSURES:**

- 1. Compliance Statement**
- 2. Past Performance**
- 3. Mandatory Price Proposal format**

**Annex A – Compliance Matrix**

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**PART 1 BIDDING INSTRUCTIONS**

**1. General**

This is a Firm Fixed Price deliverables contract in accordance the General and Terms and Conditions; **Contract Award is contingent upon funding availability; Partial bidding is not allowed.**

**2. Classification**

This RFP is a NATO UNCLASSIFIED document.

**3. Definitions**

- (a) The “Prospective Bidder”, shall refer to the entity that has completed and returned the Enclosure of the transmittal letter of this RFP, and has indicated thereon its intention without commitment, to participate in this RFP.
- (b) The term “Bidder”, shall refer to the bidding entity that has completed a bid in response to this RFP.
- (c) The term Contractor shall refer to the bidding entity to whom the contract is awarded.
- (d) The term “Contracting Officer” designates the official who executes this RFP on behalf of HQ SACT.
- (e) “Contracting Officer’s Technical Representative” or “COTR” is the official who is appointed for the purpose of determining compliance of the successful bid, per the technical specifications.
- (f) The term “HQ SACT” shall refer to Supreme Headquarters Allied Command Transformation.
- (g) The term “ACT” shall refer to Allied Commander Transformation.
- (h) The term “NATO”, shall refer to the North Atlantic Treaty Organisation.
- (i) The term “days” as used in this RFP shall, unless otherwise stated, be interpreted as meaning calendar days.
- (j) The term “Habitual Residence”, means HQ SACT, Norfolk, Virginia, VA 23511.

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#### **4. Eligibility**

This RFP is open to companies:

- (a) Established in a North Atlantic Treaty Organisation Alliance member nation.
- (b) Working in the required field of study and legally authorised to operate in the United States of America, at the time of bidding.
- (c) Has performed the desired past performance including size, cost and scope, as described in this RFP.
- (d) **All proposed key personnel on this requirement must be citizens of a NATO member nation.**

#### **5. Duration of Contract**

- (a) The contract awarded shall be effective upon date of award.
- (b) Period of Performance: on or about August 15, 2022 – 31 December 2022

#### **6. Exemption of Taxes**

- (a) In accordance with the agreements (Article VIII of the Paris Protocol dated, 25 August 1952) goods and services under this contract are exempt from taxes, duties and similar charges.

#### **7. Amendment or Cancellation**

- (a) HQ SACT reserves the right to amend or delete any one or more of the terms, conditions or provisions of the RFP prior to the date set for bid closing. A solicitation amendment or amendments shall announce such action.
- (b) HQ SACT reserves the right to cancel, at any time, this RFP either partially or in its entirety. No legal liability on the part of HQ SACT shall be considered for recovery of costs in connection to bid preparation. All efforts undertaken by any bidder shall be done considering and accepting, that no costs shall be recovered from HQ SACT. If this RFP is cancelled any/all received bids shall be returned unopened, per the bidder's request.

#### **8. Bidder Clarifications**

- (a) Prospective Bidders should seek clarification at their earliest convenience. Any explanation regarding the meaning or interpretation of this RFP, terms, clause, provision or specifications, shall be requested in writing, from the Contracting

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Officer. The Contracting Officer must receive such requests for clarification no later than 3 calendar days prior to the bid closing date.

- (b) In lieu of a bidder's conference, HQ SACT invites bidders to submit initial technical questions not later than 15 Jul 2022.
- (c) Information in response to all inquiries / requests for clarification to a prospective bidder shall be furnished to all prospective bidders at the following link: <http://www.act.nato.int/contracting> as a Question and Answer addendum. All such addendums and any necessary solicitation amendments shall be incorporated into this RFP. Oral Interpretations shall not be binding.

### **9. Bid closing date**

Bids shall be received at HQ SACT, Purchasing and Contracting Office, no later than **25 July 2022, 0900 hours, Eastern Daylight Time, Norfolk, Virginia, USA**. No bids shall be accepted after this time and date.

### **10. Bid Validity**

Bids shall remain valid for a period of one hundred and twenty days (120) from the applicable closing date set forth within this RFP. HQ SACT reserves the right to request an extension of validity. Bidder shall be entitled to either grant or deny this extension of validity; HQ SACT shall automatically consider a denial to extend the validity as a withdrawal of the bid.

### **11. Content of Proposal**

The proposal shall consist of electronic copies only, A) e-mailed as one single PDF file version for the **technical proposal** and B) e-mailed as one single PDF file version for the **price proposal**. Both the technical and price proposal are required no later than **25 July 2022, 0900 hours, Eastern Daylight Time, Norfolk, Virginia, USA**. **No hard copy proposals will be accepted.**

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A table of contents for the entire proposal

- (a) The bidder's full name address, Point of Contacts, Telephone, Fax number and Internet site,
- (b) Compliance statement (See Enclosure #1);
- (c) Provision of technical and price volumes
- (d) Compliance criteria, (See Annex A to Statement of Work).
- (e) Past performance (See Enclosure #2)

### 12. Proposal Submission

- (a) Proposals shall be submitted in a two separate PDF documents, one containing the Technical volume and one containing the Price volume, each e-mailed separately. The subject of the e-mail shall cite RFP Solicitation reference number and identify if it is the technical or price volume. The electronic proposal submission is required to the assigned Contracting Officer, prior to the established bid closing date and time. **It is the sole responsibility of the company to confirm receipt of both the technical and price volumes prior to the deadline. Allow sufficient time in your submission should you encounter e-mail size challenges.**
- (b) **Price proposals shall be in U.S. Dollar currency.** Contractor may request payment post award in alternate currency based on agreed conversion rate.
- (c) Prices shall be on a Firm Fixed Price Basis and include any relevant discount schedule.
- (d) It is the sole responsibility of the interested company to review any Q & A that may be issued in support of this solicitation, prior to bid submission.
- (e) No oral bids or oral modifications or telephonic bids shall be considered.
- (f) It is the ultimate responsibility prior to submission that all proposal submissions are reviewed to ensure they meet the technical and administrative specifications and that offers meet the limitations and expressed conditions.

### 13. Late Proposals

- (a) It is solely the bidder's responsibility that every effort is made to ensure that the proposal reaches HQ SACT prior to the established closing date and time. All late bids shall be returned to the offering company unopened. Only if it can be unequivocally demonstrated that the late arrival of the bid package was the

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result of NATO staff negligence (mishandling) shall the bid be considered.

- (b) **A delay in an e-mail exchange due to server or size restrictions does not constitute a delay by NATO.**

### **14. Bid Withdrawal**

A bidder may withdraw their bid up to the date and time specified for bid closing. Such a withdrawal must be completed in writing or facsimile, with attention to the HQ SACT Contracting Officer.

### **15. Bid Evaluation**

- (a) The evaluation of bids and determination as to the responsiveness and technical adequacy or technical compliance, of the products or services requested, shall be the responsibility of HQ SACT. Such determinations shall be consistent with the evaluation criteria specified in the RFP. HQ SACT is not responsible for any content that is not clearly identified in any proposal package.
- (b) Proposals shall be evaluated and awarded to the company that represents the lowest priced technically compliant bid.

- (c) Acceptance of HQ SACT General Terms and Conditions.

### **16. Proposal Clarifications**

During the entire evaluation process HQ SACT reserves the right to discuss any bid with the order to clarify what is offered and interpretation of language within the bid, to resolve in potential areas of concern.

### **17. Award**

HQ SACT intends to award a firm fixed price contract(s) to the Offeror(s) whose proposal(s) represents the lowest price, technically acceptable offer to NATO. Partial awards are not authorized.

HQ SACT will collect information from references provided by the Offeror in regard to its past performance. Contractors must provide authorization to contact references. HQ SACT reserves the right to negotiate minor deviations to the listed General Terms and Conditions to this RFP.

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### 18. Communications

All communication related to this RFP, between a prospective bidder and HQ SACT shall only be through the nominated HQ SACT Contracting Officer. Designated contracting staff shall assist the HQ SACT Contracting Officer in the administrative process. There shall be no contact with other HQ SACT personnel in regards to this RFP. Such adherence shall ensure Fair and Open Competition with equal consideration and competitive footing leverage to all interested parties.

### 19. Point of Contact is:

Tonya Bonilla, ACT Contracting Officer, 757-747-3575, [tonya.bonilla@act.nato.int](mailto:tonya.bonilla@act.nato.int) or  
Catherine Giglio, ACT Contracting Officer, 757-747-3575, [Catherine.gigilo@act.nato.int](mailto:Catherine.gigilo@act.nato.int) or  
Magdalena Ornat, ACT Contracting Specialist, 757-747-3150,  
[magdalena.ornat@act.nato.int](mailto:magdalena.ornat@act.nato.int)

All correspondence shall be forward to:

HQ SACT, BUDFIN BRANCH  
Purchasing & Contracting, Contracting Officer  
RFP-ACT-SACT-22-100  
7857 Blandy Road, Suite 100, Norfolk, VA,  
U.S.A.

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**Enclosure 2**

(The label below is to be completed by the bidder and affixed to the exterior envelope; parcel or package mailed or deliver to ACT)

**SEALED BID TO RFP-ACT-SACT-22-100  
(To be opened by Contract Awards Committee (CAC) Only**

**Sender:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**HQ SACT  
RFP-ACT-SACT-22-100  
ATTN: Tonya Bonilla / Catherine  
Giglio / Magda Ornat  
7857 Blandy Road, Suite 100,  
Norfolk, VA 23551-2490 U.S.A**

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## RFP-ACT-SACT-22-100

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### Enclosure 1

#### **COMPLIANCE STATEMENT TO SEALED BID RFP-ACT-SACT-22-100**

It is hereby stated that our company has read and understands all documentation issued as part of RFP-ACT-SACT-22-100. Our company proposal submitted in response to the referenced solicitation is fully compliant with the provisions of RFP-ACT-SACT-22-100 and the intended contract with the following exception(s); such exemptions are considered non substantial to the HQ SACT solicitation provisions issued.

<u>Clause</u>	<u>Description of Minor Deviation.</u>
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(If applicable, add another page)

Company: \_\_\_\_\_ Signature: \_\_\_\_\_

Name & Title: \_\_\_\_\_ Date: \_\_\_\_\_

Company Bid Reference: \_\_\_\_\_

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Bidder's proposal must be based on full compliance with the terms, conditions and requirements of the RFP and all future clarifications and/or amendments. The bidder may offer variations in specific implementation and operational details provided that the functional and performance requirements are fully satisfied. In case of conflict between the compliance statement and the detailed evidence or explanation furnished, the detailed evidence/comments shall take precedence/priority for the actual determination of compliance. Minor or non-substantial deviations may be accepted. Substantial changes shall be considered non responsive.

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## **RFP-ACT-SACT-22-100**

### **Enclosure 2**

#### **PAST PERFORMANCE INFORMATION FORM**

- (a) Contracting Agency:
- (b) Contract No:
- (c) Type of Contract (Firm Fixed Price, IDIQ, Requirements):
- (d) Title of Contract:
- (e) Description of Work Performance and Relevance to Current Acquisition (Type of facility, capacity, estimated patronage, summary of staff used):
- (f) Contract Dollar Amount:
- (g) Period of Performance:
- (h) Name, Address, Fax and Telephone No. of Reference:
- (i) Indicate Whether Reference Acted as Prime or Sub-contractor:
- (j) Comments regarding compliance with contract terms and conditions:
- (k) Complete Contact Information for client:
- (l) Permission to contact client for reference: Yes/ No

Name/Signature of Authorized Company Official

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**Enclosure 3**

**RFP-ACT-SACT-22-100 SEALED BID PRICE PROPOSAL**

**COMPANY NAME:** **ABC, Inc**  
**ADDRESS:** **Street,**  
**City, Post code**

**TO:** Chairman of Supreme Allied Commander Transformation, (HQ SACT)  
Contracts Award Committee.  
ATTN: Tonya Bonilla/Catherine Giglio  
7857 Blandy Road, Suite 100  
Norfolk, VA 23551

Please verify and acknowledge propriety of above, by duly completing signatures below.

Authorizing Company Official:

Printed \_\_\_\_\_ Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Title: \_\_\_\_\_

Authorizing Company (Signature): \_\_\_\_\_, Date: \_\_\_\_\_.

**Company name** Witness Official:

Printed \_\_\_\_\_ Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Title: \_\_\_\_\_

Witness Signature: \_\_\_\_\_, Date \_\_\_\_\_

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Proposed rates must be fully “loaded” [G&A, O/H etc.], however they must not include per diem (meals & lodging) and travel. Travel (and related expenses) will not be covered under this contract, but handled separately in accordance with the ACT Financial Manual.

### SUBJECT: RFP-ACT-SACT-22-100 Sealed Bid Price Proposal

Please find on behalf of **Insert: Company Name** to provide HQ SACT with services (collectively referred as “ITEMS”), subject to the provisions, terms and conditions stated in RFP ACT-SACT-22-100 and the “**Insert : Company Name** Technical proposal”, submitted in accordance with solicitation provisions.

MILESTONE	COST
PROGRESS MEETINGS AND REVIEW OF DRAFT ONE (EXPECTED AT TO + 4 WEEKS)	\$
PROGRESS MEETINGS AND REVIEW OF DRAFT TWO (EXPECTED AT TO + 10 WEEKS)	\$
ACCEPTANCE OF FINAL STUDY (TO + 16 WEEKS)	\$

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Please verify and acknowledge propriety of above, by duly completing signatures below.

Authorizing Company Official:

Printed \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_

Title: \_\_\_\_\_

Authorizing Company (Signature): \_\_\_\_\_, Date: \_\_\_\_\_.

**Company name** Witness Official:

Printed \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_

Title: \_\_\_\_\_

Witness Signature: \_\_\_\_\_, Date \_\_\_\_\_

# Statement of Work

## **Concept Development / Technical Study / Capability Analysis: Digital Library Specification for Operational-Level Cyber Range**

**in support of Headquarters Supreme Allied Commander Transformation  
(HQ SACT), Cyberspace Branch**

### **Introduction**

Allied Command Transformation (ACT) is the NATO warfare development command. The Cyberspace Branch is responsible, among others, for developing appropriate cyberspace warfare products such as strategic outlook analysis, horizon scanning, and research and feasibility studies. Those products inform ACT's activities in the area of concept development & experimentation, and are often the source for development of forward looking cyberspace capabilities in support of NATO operations and missions. The exploitation of cyberspace as a domain of operations presents an increasingly growing challenge for the Alliance, requiring new strategies, concepts, architectures, processes and capabilities to enable NATO to defend itself in cyberspace as effectively as it does in the physical domains.

In an attempt to establish synergies with industry and academia, make existing knowledge and concepts still under development more widely available, and shorten the time it takes to develop new cyberspace capabilities, ACT regularly conducts Requests for Information (RFI) on cyberspace operations concepts and capabilities (e.g. RFI-ACT-SACT-22-22). ACT also awards a number of studies in support of cyberspace concept development, technical studies and capability analysis.

This Statement of Work (SoW) seeks industry support for the specification of a Digital Library and the identification and description of cyberspace operations training scenarios, both in support of NATO Cyber Range capabilities.

### **Background**

At the Warsaw Summit in July 2016, NATO Heads of State and Governments recognized cyberspace as a domain of operations, highlighting the importance of cyberspace education, training, evaluation and exercises (ETEE) in the successful implementation of the cyberspace domain. One of the core capabilities for ETEE in cyberspace is Cyber Ranges (CR), which are virtual environments that can be used for cyberwarfare development and training. NATO CR primary purpose is to enable cyberspace collective training and exercises, including multi-national exercises, in support of NATO Allies and Partners. NATO currently has an unclassified CR capability, and will further

develop a classified one. While the purpose of the unclassified part of NATO CR focuses mainly on technical-level, cyber security and collaboration/information sharing training and exercises, the intent of the NATO classified CR is to enable secure emulation and simulation of mission (operational) environments, scenarios and Tactics, Techniques and Procedures (TTPs).

A sound Digital Library (DL) is crucial to the successful implementation of the NATO classified CR. The DL will contain, among others, scenarios, storylines, playbooks, network/application environments, infrastructure management, automation and assessment/scoring tools. The DL enables broad, semi-automated, repeatable and reusable employment of the CR.

While the DLs for technical activities/CRs are well known and developed, the same cannot be said about classified CR DLs. These scenarios are based on the mission needs of the military commander and forces, and not so much in the technical communities supporting Communication and Information System (CIS) infrastructure operations. They are concerned with mission planning, execution and assessment, including intelligence collection, manoeuvre, fires and development of supporting situational awareness. At the time being, nations are progressing in the development of operational-level-focused DLs (including scenarios).

This SoW seeks support from industry for DL specification and cyberspace operations training scenarios identification and description, in support of NATO CR capabilities. The incumbent is expected to have worked on the development of CR solutions, preferably at the military level, either at national (cyberspace commands) or international organizations level (e.g. European Union).

## **Aim and Scope**

This SoW seeks industry support for DL specification and cyberspace operations training scenarios identification and description.

The specifications shall at least cover the following DL functionalities: scenarios, storylines, playbooks, network/application environments, automation and assessment/scoring tools, assets management, license management, accessibility of assets and content, configuration management and version control.

Provided specifications shall be cognizant (and reuse the effort) of previous work done by NATO, nations and other international organizations. In accordance with best practices, they shall be product, solution and technology-agnostic.

The incumbent is also expected to provide identification and description for most relevant operational (mission) scenarios that can be part of a DL and deployed in the CR environment. To reiterate, the identification and description



shall focus on operational (mission) scenarios, and not on technical (cyber security) ones. Those scenarios shall integrate CIS infrastructure operations, but focus more on Intelligence, Surveillance and Reconnaissance (IRS), Defensive Cyberspace Operations (DCO) and Offensive Cyberspace Operations<sup>1</sup> (OCO).

## **Activities and results**

The selected provider shall:

- Collect NATO (purchaser furnished) information, including a CR concept paper.
- Collect similar information from other national and EU efforts (previous participation in those projects is an essential requirement in order to gain on-time understanding of those developments).
- Develop and discuss with the NATO project sponsor the technical report containing the specifications and scenarios identification and description.
- Participate in technical reviews and discussions, as needed, notably with ACT Cyberspace Subject Matter Experts (SMEs) and NATO's operational and technical communities, as required.

The deliverables shall include:

- Specifications for the development of the classified CR DL.
- Examples of technical and operational-level scenarios.
- References and any additional documentation required to support the study.
- All deliverables shall be provided in Microsoft Office, editable source formats.
- All products delivered by the provider must be fully releasable to NATO and all NATO nations.
- Unless otherwise agreed by ACT, all products released by the provider shall be unclassified.

## **Milestones**

- Contract award (T0): c.a. 15 August 2022.
- Project kick-off meeting and technical discussion with ACT and other relevant stakeholders (as needed): T0+1 week, location ACT, Norfolk, or remotely via VTC should the works permit.
- Progress meeting and review of draft #1: T0+4 weeks, location ACT, Norfolk, or remotely via VTC should the works permit.

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<sup>1</sup> While current NATO policy on cyberspace does not include OCOs, their understanding and description is necessary in order to enable proper mission planning and execution.

- Progress meeting and review of draft #2: T0+10 weeks, location ACT, Norfolk, or remotely via VTC should the works permit.
- Delivery of final study: T0+16 weeks, location ACT, Norfolk, or remotely via VTC should the works permit.

### **Estimated Effort**

The estimation of effort required to complete the works in the scope of this SoW is the sole responsibility of the bidding contractors. However, to facilitate understanding of ACT expectations, the following assumptions are shared by the ACT project sponsor:

Necessary effort of about two (4) person-month of senior engineer.

It must be noted that the above estimate assumes provider's team pre-existing expertise on (military) mission-level CR development in nations/EU.

### **Essential Qualifications**

To increase the likelihood of success, the provider shall meet or exceed the following essential requirements:

- Demonstrable, recent (less than one year-old, at the time of bidding) company references in the development and implementation of military-focused CR concepts, specifications and capabilities.
- Have the clearances and infrastructure necessary to work with documentation up to NATO RESTRICTED (Both FSC and PSC).

### **Other Considerations**

The following tools will be used to ensure project execution compliance with NATO requirements and continuous inter-organization alignment, while limiting the risk of the execution:

- Formal appointment of a Project Manager (PM) from both ACT and the provider, as the single PoC for each entity for project scope, management, quality assurance and evaluation.
- At the request of ACT's PM, invitation to other NATO stakeholders representatives (e.g., from the NATO Allied Command Operations (ACO) or NATO Communications and Information Agency (NCIA)) to participate in workshops and to discuss supplier products, should those require coherence with those organizations areas of responsibility. This participation could be replaced with a list of questions/comments from those organizations to be discussed during the appropriate technical workshops.
- Formal delivery acceptance, per product and product draft required after each draft as well as prior to project closure.

The provider may request additional information to be provided by ACT prior to any of the kick-off or progress meetings, which ACT will furnish if adequate and available. The provider may request additional information required for the execution of the activities at any time in between meetings. In these cases, ACT speed of response will be "*best possible*". ACT will supply the relevant documentation and support required to complete the tasks within the agreed deadlines, specifically when it applies to sufficient documentation / support in order to understand the existing requirements and solutions that are in place. Review, feedback and acceptance of all draft and deliverable documents and outputs will be provided in a timely manner, as agreed between the parties during the detailed project plan development at the kick-off-meeting.

The provider will only use the above documents and information for the purposes of the execution of this contract and will immediately return or destroy all copies of the documentation once this purpose is fulfilled.

Disclosure of, and access to the above documentation or information to provider's personnel will solely be made on a need-to-know basis.

The provider and/or their personnel will not, without prior authorization from ACT, release to third parties any of the above documentation or information, its subject matter or any other aspect thereof.

This provision will remain in effect after the completion of the project and will cease to apply to any particular piece of information or documentation once that information or documentation becomes public knowledge other than through an act, default or omission of the provider.

### **Type of Contract and Period of Performance**

**Type of Contract:** This is a product-based, firm-fixed-price contract in accordance with the General Terms and Conditions; as such, all employer responsibilities for the contractor performing under this contract shall lie with the contractor company.

**Period of Performance** Contract award date (on or about 15 August to no later than 31<sup>st</sup> December 2022). COTR must approve any deviations from the milestone dates identified above. Any (no-cost) extension to the period of performance shall be subject to ACT approval after careful consideration of the justification.

### **Place of Performance**

Contractor Facility. Location of project meetings shall be in general at ACT HQ in Norfolk, VA, unless prior agreement is reached to conduct them in a different location or (classification permitting) via VTC. No infrastructure or purchaser furnished equipment shall be provided to the provider, which will be responsible for all necessary tools and logistics necessary to execute the work,

including handling of NATO documentation up to the classification of NATO RESTRICTED.

### **Information Security**

The provider will have access and work with not classified, NATO UNCLASSIFIED and NATO RESTRICTED documentation, only. Personnel allocated to the activities in this SoW are required to have active NATO RESTRICTED or national equivalent security clearances **at the time of bidding**. The contractor shall have an equivalent active NATO or National Facility security clearance. The provider shall comply with NATO policy when handling any NATO furnished information.

### **Intellectual Property Rights**

Specific information to IPR is articulated in the General Terms and Conditions that support this contract. All furnished materials, associated assets and documents (Intellectual Property) will be the property of ACT unless otherwise agreed in writing with the parties.

### **Releasability and Export Control**

The products or services covered by this SOW will need to be releasable NATO. The provider will make all required efforts to obtain necessary authorizations from Government, Industry or any other owner of the information to disclose. Nothing herein requires the provider to provide information to ACT that is subject to Export Control Laws, IPRs or any other constraints prior to receiving the applicable authorizations.

## **RFP-ACT-SACT-22-100 Annex A**

Contractor's technical proposals will be assessed on the qualifications of the both the company and individuals proposed to perform the work. Individuals' résumés will be measured against each of the criteria specified below in order to ascertain whether the individuals have adequately qualifications to be considered compliant. (HQ SACT reserves the right to conduct technical discussions of nominated candidates). **Examples of how detailed knowledge levels were attained are expected. Ultimately Contractor companies shall clearly demonstrate by providing unequivocal reference to where company/key personnel meet the criteria set forth in this solicitation (please include page number, reference to CV or links as applicable).**

Criteria	Compliant / Non-Compliant	Notes:
1. Demonstrable, recent (less than one year-old, at the time of bidding) company references in the development and implementation of military-focused CR concepts, specifications and capabilities.		
2. Company holds active Facility Security Clearance at <b>NATO or national RESTRICTED</b> or higher.		
3. Proposed key personnel hold active Personnel Security Clearance at <b>NATO or national RESTRICTED</b> or higher.		
4. Contractors proposed team includes the formal appointment of a Project Manager (PM) as the single PoC for project scope, management, quality assurance and evaluation		

**HQ SACT GENERAL TERMS AND CONDITIONS DATED 01/26/2022 ARE APPLICABLE TO THIS PROCUREMENT AND CAN BE LOCATED ON THE ACT WEBSITE AT [WWW.ACT.NATO.INT/CONTRACTING](http://WWW.ACT.NATO.INT/CONTRACTING) UNDER CONTRACTOR INFORMATION.**