



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: **12 February 2024**

SUBJECT: Notification of Intent to issue an Invitation for International Bidding (IFIB) for Contractor Support to Headquarter Supreme Allied Commander Transformation for Unarmed Security Guard Force, HQ SACT, Norfolk, Virginia, U.S.A.

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

IFIB Reference: **ACT-SACT-24-15**

Title of IFIB: Contractor Support: Unarmed Security Guard Force

Requirement: HQ SACT is seeking contract support for unarmed security guard force to provide services on site 24/7, 365 days a year. The guard force/sentry will require two officers at all time (either two 12-hour shifts or three 8-hour shifts); one which will be posted at the main entrance of the building to oversee incoming visitors to the building and one to perform interior and exterior roves of the building.

Type of Contract: Firm Fixed Price (FFP) Service Delivery

Period of Performance: 01 June 2024 – 31 December 2024 with the possibility of 4 option years
 01 Jan – 31 December 2025, 01 Jan – 31 December 2026, 1 Jan – 31 December 2027, 01 Jan – 31 December 2028.

Bidding Procedure: Sealed Bidding (Two Envelopes)

Funding: Estimated annual amount, \$ 600,000 estimated cumulative amount, \$3M)

Classification: NATO UNCLASSIFIED

Issue Date: 18 March 2024, (target date)

Bid Closing Date: 29 APRIL 2024, (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: <https://www.act.nato.int/contracting>

2. This HQ will post the IFIB on or about 18 March 2024 at the website above. You are hereby invited to nominate, by email or facsimile before **17 March 2024**, the name, full address, Point of Contact, telephone, 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: Tonya Bonilla – Contracting Officer
Fax: 001+757-747-3525 – Tel: +001-757-747-3575
Email: tonya.bonilla@act.nato.int

Or

Supreme Allied Commander Transformation
BUDFIN – Purchasing and Contracting Branch
Attn: Juan Benevidas – Contracting Officer
Fax: 001+757-747-3525 – Tel: +001-757-747-3575
Email: tonya.bonilla@act.nato.int

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Tonya Bonilla
ACT Contracting Officer,
HQ SACT

ANNEX TO IFIB REFERENCE ACT-SACT-24-15: List of Potential Bidders already identified by HQ SACT (HQ Supreme Allied Commander Transformation)

<p>1. ITA International 700 Tech Center Pkwy, Suite 202 Newport News, VA 23606-9544</p>	<p>2. The Whitestone Group, Inc. 6422 East Main Street, Suite 100 Reynoldsburg, OH 43068</p>
<p>3. KR Contracting, Inc. Trinity Technology Group, Inc 7432 Alban Station Boulevard, Suite 258 Springfield, VA 22150</p>	<p>4. FEBA Security Services 9701 Apollo Drive, Suite 253 Largo, MD 20774-4788</p>