



NATO UNCLASSIFIED

Acquisition Directorate  
Peter.Kowalski@ncia.nato.int

Fax: +32 (0)2 707 8770

NCIA/ACQ/2020/7024  
21 September 2020

**Notification of Intent to Invite International Competitive Bids for:**

**OPERATIONAL ASSURANCE, HAND OVER, TRAINING AND MENTORING CAPABILITY WITHIN BALLISTIC MISSILE DEFENCE (BMD) INCREMENT 1 FUNCTIONS IN EDUCATION, TRAINING, EXERCISE AND EVALUATION (ETEE) FUNCTIONAL SERVICES (FS)**

**IFB-CO-115115-ETEE**

**TOTAL ESTIMATED VALUE: EUR 2,968,127**

The NCI Agency expects to issue the Invitation for Bid (IFB) in December 2020 with an anticipated contract award in December 2021.

**NCI Agency Point of Contact**

**Mr Peter Kowalski, Senior Contracting Officer**

**E-mail: [peter.kowalski@ncia.nato.int](mailto:peter.kowalski@ncia.nato.int)**

To: Distribution List

Subject: **Notification of Intent to Invite International Competitive Bids for Operational Assurance, Hand-Over, Training And Mentoring capability within Ballistic Missile Defence (BMD) Increment 1 Functions in Education, Training, Exercise and Evaluation (ETEE) Functional Services (FS)**

Reference(s): A. AC/4-D/2261 (1996 Edition)  
B. AC/4-DS(2020)0004  
C. AC/4-D/2261-ADD2 (1996 Edition)  
D. C-M(2002)49

1. In accordance with paragraph 6 (C) of Reference A, the NCI Agency, as Host Nation, hereby gives notice of its intent to issue an Invitation for Bid (IFB) for delivery of Operational Assurance, Hand-Over, Training And Mentoring capability within Ballistic Missile Defence (BMD) Increment 1 functions in Education, Training, Exercise and Evaluation (ETEE) Functional Services (FS).

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2. Following the IC authorization in Reference B for the release of the formal Invitation for Bid (IFB), the IFB is currently under preparation and planned to be issued in Q4 2020.
3. The project will implement the setup and management of a continuous operational assurance and integration test program including schedule, test plan, test data and result. This will be synchronised with the timelines of ETEE BMD FS Work Package (WP) 1 (BMD Enhanced JEMM System), WP2 (AMD Simulation System), and WP3 (BMD Exercise IM Portal) for sprints and releases. The resulting contract will also support the handover to and the training and mentoring of the operational users of the ETEE BMD FS.
4. Attached to this letter (Annex A) is a summary of the project's requirements. These requirements are being refined and detailed as part of the preparation of the proposed contract.
5. National authorities and their participating industry shall note that the upcoming IFB for this procurement will contain mandatory compliance criteria which requires Bidders on this project to already possess, and be able to demonstrate, expert knowledge and experience in the operational area of Ballistic Missile Defence.
6. The reference for the Invitation for Bid is IFB-CO-115115-ETEE, and all correspondence concerning the IFB should reference this number.
7. With the aim to prevent an organizational conflict of interest in industrial roles under the BMD Increment 1 Functions in ETEE FS project, the NATO authorities authorizing this project have directed that Bidders and their prospective Sub-Contractors shall be excluded from participation in the companion NCI Agency ETEE FS projects conducted under solicitations IFB-CO-115112-ETEE, IFB-CO-115113, and RFQ-CO-115114.
8. The estimated investment cost for the services and deliverables included within the basic scope of the intended contract is EUR 2,968,127. Funding for this project is provided by the NATO Investment Committee "at 29B".
9. The NCI Agency will use the International Competitive Bidding (ICB) Procedure, best value (BV) evaluation. The successful bid for the contract, pursuant to the IFB following this NOI, will be the bid which is deemed to offer the **best value** in accordance with predefined bid evaluation criteria, which will be detailed in the IFB. The top-level criteria weightings for both contracts will be 40% Price and 60% Technical.
10. The NCI Agency plans to issue the IFB in December 2020 with a bid closing date after 84 days. Contract award is planned for December 2021. Partial bidding will not be allowed. The expected contract period of performance is from Q4 2021 to Q4 2024.
11. National responsible authorities are kindly requested to provide to the NCI Agency Declarations of Eligibility, not later than **22 October 2020** of qualified and certified firms which are interested in bidding for this project. In addition to the certification of the firm's security clearances required under this NOI, the Declarations of Eligibility should include the following information for each of the nominated firms: Name of the Firm, Telephone number, Fax number, E-mail address and Point of

Contact. This information is critical to enable prompt and accurate communication with prospective Bidders and should be sent to the following address:

NATO Communications and Information Agency  
Boulevard Leopold III, 1110, Brussels, BELGIUM  
Attention: Mr. Peter Kowalski – Senior Contracting Officer, S2/2083

Fax : +32 (0)2 707-8770  
E-mail : [Peter.Kowalski@ncia.nato.int](mailto:Peter.Kowalski@ncia.nato.int)

12. Bidders will be required to declare a bid validity of eighteen (18) months from closing date for receipt of bids, supported by a Bid Guarantee of EUR 148,000 (one hundred forty-eight thousand Euro). Should the selection and award procedure exceed the Bid Closing Date by more than eighteen (18) months firms will be requested to voluntarily extend the validity of their bids and Bid Guarantee accordingly. Bidders may decline to do so, withdraw their bid and excuse themselves from the bidding process without penalty.
13. National authorities are advised that; the IFB package is anticipated to be NATO UNCLASSIFIED.
14. The successful Bidder will be required to handle and store classified information up to the level of NATO RESTRICTED. In addition, Contractor personnel will be required to work unescorted in Class II Security areas and therefore, in accordance with paragraph 8(b) of Enclosure D of Reference D access can only be permitted to cleared individuals. Only companies maintaining such cleared facilities and the appropriate personnel clearances will be able to perform the resulting contract.
15. Requests for participation in this competition received directly from individual firms cannot be considered.
16. The NCI Agency point of contact for all information concerning this IFB is Mr. Peter Kowalski, Senior Contracting Officer, fax:+32 (0)2 707 8770, email: [peter.kowalski@ncia.nato.int](mailto:peter.kowalski@ncia.nato.int)
17. Your assistance in this procurement is greatly appreciated.

FOR THE DIRECTOR OF ACQUISITION:

*[Original Signed By]*

Peter Kowalski  
Senior Contracting Officer

**Attachment(s):**

Annex A - Summary of the Requirements

**Distribution List**

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**NCI Agency – All NATEXs**

## **Annex A – Summary of the Requirements**

### **1. Introduction**

This project will contribute to the successful delivery of the ETEE FS BMD capability by providing support for:

- The testing and validation of the BMD enhanced JEMM system in synchronization with the agile development of the system.
- The testing and validation of the AMD simulation system in synchronization with the agile development of the system.
- The testing and validation of the BMD IM portal template system in synchronization with the iterative development of the system.
- The production of the necessary documentation for the three systems above to achieve AFPL approval.
- The production of user training materials
- The hand-over of the ETEE FS BMD capability to the operational user community including training and mentoring during its initial utilisation.

### **2. Project Scope**

This project will develop the necessary test plans and test cases to support the testing of each of the steps of the agile development process for the three systems mentioned in the introduction based on functionality that needs to be delivered during each step of the development process. This project will develop the associated test data, support the execution of the tests and assist in capturing and documenting test results.

The project will consist of two phases of approximately 18 months each, both resulting in a baseline delivery for each of the three systems. For the two baseline deliveries that are planned for the ETEE FS for BMD, the project will produce the necessary documentation to achieve AFPL approval.

The project will produce the necessary training materials for the ETEE FS BMD baselines. For both deliveries, the project will assist in the hand-over, training and mentoring of the operational users in their initial usage of the delivered system baselines.

The project scope includes:

- Project management
- Test plan, Test case and data development
- Test execution and results documentation
- AFPL documentation production
- Production of Training materials
- Hand-over, training and mentoring support for the operational users