



TO: BC's Distribution List for International Competitive Bidding

DATE: 05 June 2023

Subject: **Notification of Intent (NOI)** to issue an Invitation for International Bidding (IFIB)

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 number : ACO-SH-23-14  
 Title of IFIB : Short-term rental of commercial vehicles for SHAPE HQs.  
 Requirement : The requirement is for the short-term rental of various types of commercial vehicles (e.g. sedans, light trucks, etc) for SHAPE HQs located in Belgium.  
 Type of contract : Firm fixed-price, Requirement type contract  
 Estimated Value : Yearly amount: 310 KEURO – cumulative value: 1,550,000 EUR  
 Period of performance : One base year (2024) + 4 (four) one-year options  
 Bidding procedure : Lowest price technically compliant bid  
 This requirement will be competed via the ACO electronic bidding portal at the following URL: <https://aco.procureware.com>. Eligible firms that are interested to participate in this competition are invited to apply for registration on the ACO eBid portal unless they already hold the status of approved/registered vendor on the aforementioned portal.  
 Funding : SHAPE budget + reimbursable budgets  
 Classification of IFIB : NATO UNCLASSIFIED  
 Issue Date : August 2023, planned  
 Closing Date : October 2023, planned  
 Eligibility : *Governmental or Commercial entities (1) that originate and are chartered/incorporated within NATO-member nations, (2) that maintain a professionally active facility (office, factory, laboratory, etc.) within NATO-member nations and (3) that provide the funding for the aforementioned requirement. Companies that have performed at least two contracts within the last five years substantially similar in scope to the requirement described in the solicitation”.*  
 Delivery location(s) : SHAPE HQs  
 Partial bidding : Is NOT authorized  
 Website : <https://shape.nato.int/financeandacquisition/page136374522>  
<https://aco.procureware.com/home>

2. SHAPE will directly submit this IFIB using the ACO eBid portal to all potential bidders and will provide a short information notice of the tender documents on the Web sites above. Firms that have already been identified are listed in the NOI Annex.

3. NATO Delegations are hereby invited to nominate, **by email and before 07 July 2023**, the name, full address, point of contact, telephone and email address of other potential bidders established within their respective country. This and any other correspondence hereto is to be addressed to:

**SHAPE / FINAC – ACO Acquisition Management Branch**

Attn: Mr. Giuseppe COL, Contracting Officer

Boitier/PO box 18/A

B – 7010 SHAPE, Belgium

Tel : +32 65 44 22 40 – E-mail : [giuseppe.col@shape.nato.int](mailto:giuseppe.col@shape.nato.int)

4. In order to preserve the integrity of the acquisition process, NATO Delegations are kindly requested not to distribute the list of the potential bidders which is provided in the Annex to this NOI.

*(Original signed)*

Danny HOVAERE

ACO Head of Contracts

SHAPE – FINAC, Acquisition Management Branch

Annex: List of potential bidders

**ANNEX to NOI ACO-SH-23-14:** List of Potential Bidders already identified by SHAPE

COMPANY	STREET	ZIP CODE & TOWN	TEL	EMAIL
<b>EUROPCAR SA</b>	Avenue d'Auderghem, 68-74	1040 Brussels Belgium	+32 2 709 71 00 +32 471 989 088	<a href="mailto:manuel.janssens@europcar.com">manuel.janssens@europcar.com</a> <a href="mailto:ingrid.steurs@europcar.com">ingrid.steurs@europcar.com</a>
<b>HERTZ BELGIUM SPRL</b>	Excelsiorlaan, 20	1930 Zaventem, Belgium	+32 2 702 05 12 +32 474 886 989	<a href="mailto:arussica@hertz.com">arussica@hertz.com</a> <a href="mailto:esiewers@hertz.com">esiewers@hertz.com</a> <a href="mailto:jordy.honore@hertz.com">jordy.honore@hertz.com</a>
<b>AVIS BUDGET GROUP</b>	Rue Colonel Bourg, 122/7	1140 Brussels Belgium	+32 2 730 63 33	<a href="mailto:roelandluc.tilburgs@abg.com">roelandluc.tilburgs@abg.com</a> <a href="mailto:sales.info@avis.be">sales.info@avis.be</a> <a href="mailto:bart.bouckaert@abg.com">bart.bouckaert@abg.com</a>
<b>GENERAL LEASE NV / RENT A CAR ENTERPRISE</b>	Overhaamlaan, 71	3700 Tongeren, Belgium	+32 12 39 09 40 +32 491 150 142	<a href="mailto:Christine.heyvaerts@rentacar.be">Christine.heyvaerts@rentacar.be</a>
<b>ARVAL NV SA</b>	Ikaroslaan, 99	1930 Zaventem Belgium	+32 2 240 01 99	<a href="mailto:willem.gilissen@arval.be">willem.gilissen@arval.be</a> <a href="mailto:erik.donders@arval.be">erik.donders@arval.be</a>