



NCIA/ACQ/2024/IFB
Wednesday, 21 February 2024

To: All Prospective Bidders

Subject: Invitation For Bids (IFB) – IFB-CO-115854-BMC – PROVIDE BMC PROFESSIONAL SERVICES FOR SERVICE MANAGEMENT AND CONTROL (SMC)

References:

- A. NCI Agency Standard Operating Procedure SOP 16.01 Procurement, dated 03 January 2019
- B. BC D(2018)0004-FINAL, BC Budget Procurement Guidance, dated 29 January 2018
- C. AC/4-D/2261, IC-NSIP Procedures for International Competitive Bidding, dated 12 January 1996
- D. NCIA/ACQ/2023/06605

Dear Prospective Bidders,

1. The NATO Communications and Information Agency (NCIA) hereby invites your firm to participate in an Invitation For Bids (IFB), for the provision of experienced personnel, specialized and qualified to work in the support of BMC Professional Services.
2. The award will be based on the IFB being evaluated using lowest price technically compliant methodology in accordance with the selection criteria set forth in Book I: Bidding Instructions.
3. This solicitation represents an opportunity for your company to contribute its expertise and capabilities in support of NATO's critical mission. By participating, you will be part of a competitive process that values excellence and innovation.
4. The bid closing date and time for this IFB is on or before Wednesday, 03 April 2024 at **12:00 hours Central European Time (CET)**. Please ensure that your submission reaches us before this date and time, late submissions may not be considered.
5. The solicitation package includes:
 - 5.1. Book I: Bidding Instructions
 - a. Annex A – Administrative Forms and Certificates (provided separately);
 - b. Annex B – Cross Reference Traceability Matrix;
 - c. Annex C – Questions and Answers Form (provided separately);
 - d. Annex D – Bidding Sheets (provided separately).
 - 5.2. Book II: Prospective Contract:
 - a. Part I: Schedule of Supplies and Services
 - b. Part II: Contract Special Provisions
 - c. Part III: Contract General Provisions
 - d. Part IV: Statement of Work

6. You are requested to complete and return the enclosed acknowledgement of receipt within seven (7) calendar days from the date of this IFB, informing the NCI Agency of your firm's intention to bid. Your firm is not bound by its initial decision and if you decide to reverse your stated intention at a later date, you are requested to advise the point of contact listed below via email.
7. We encourage you to carefully review the solicitation package and its associated documents to ensure compliance with our requirements.
8. If you have any questions or require clarifications regarding this solicitation, we have provided a dedicated Questions and Answer Form in Book I for your convenience. Please submit your inquiries in accordance with the specified guidelines.
9. Your participation in this solicitation is highly valued, and we look forward to receiving your proposal. By joining forces with NATO, you contribute to the security and stability of our alliance.
10. Should you decide to participate, please submit your bid in accordance with the instructions provided in Book I by the specified bid closing date.
11. Prospective Bidders are advised that the NCI Agency reserves the right to cancel, withdraw, or suspend this IFB at any time in its entirety without incurring any repercussions, or liabilities.
12. The NCI Agency bears no liability for solicitation preparation costs incurred by firms or any other collateral bid preparation costs.
13. The reference for the Invitation For Bids is IFB-CO-115854-BMC, and all correspondence concerning this Invitation For Bids should reference this number.
14. Your Point of Contact for all information concerning this IFB is Tiziana Pezzi, NCI Agency Principal Contracting Officer who may be reached at:

IFB-CO-115854-BMC@ncia.nato.int
15. In accordance with the NATO Management of Non-Classified NATO Information policy (CM(2002)60), this IFB-CO-115854-BMC shall not be published on the internet.
16. Thank you for your attention to this important opportunity. We anticipate your active involvement in this process and your commitment to upholding the highest standards of excellence.



FOR THE CHIEF OF ACQUISITION:

Tiziana Pezzi

Digitally signed by Tiziana Pezzi
Date: 2024.02.21 17:36:22
+01'00'

Tiziana Pezzi
Principal Contracting Officer
NATO Communications and
Information Agency (NCI Agency)

Enclosures: 5

Attachment A to IFB-CO-115854-BMC: Acknowledgement of Receipt of Invitation For Bids

Attachment B to IFB-CO-115854-BMC: Distribution List

Attachment C to IFB-CO-115854-BMC: Bidders List

Attachment D to IFB-CO-115854-BMC: Book I Bidding Instructions (separate file)

Attachment E to IFB-CO-115854-BMC: Book II Prospective Contract (separate file)



**ATTACHMENT A.
ACKNOWLEDGEMENT OF RECEIPT OF INVITATION FOR BIDS
IFB-CO-115854-BMC**

Please complete, sign and return by email (scanned to PDF) by **12:00 hours Central European Time (CET) on 28/02/2024**
to: IFB-CO-115854-BMC@ncia.nato.int

We hereby advise that we have received Invitation For Bids IFB-CO-115854-BMC on Wednesday, 21 February 2024, together with all enclosures.

PLEASE CHECK ONE:

- As of this date and without commitment on our part, we do intend to submit a bid.
- We do not intend to submit a bid.
- We are reviewing the requirements of the IFB and will notify you of our decision as soon as possible.

Signature: _____

Printed Name: _____

Title: _____

Company: _____

**ATTACHMENT B.
DISTRIBUTION LIST - IFB-CO-115854-BMC**

NATO Delegation (Attn: Infrastructure Adviser):

- Albania
- Belgium
- Bulgaria
- Canada
- Croatia
- Czechia
- Denmark
- Estonia
- Finland
- France
- Germany
- Greece
- Hungary
- Iceland
- Italy
- Latvia
- Lithuania
- Luxembourg
- Montenegro
- The Netherlands
- North Macedonia
- Norway
- Poland
- Portugal
- Republic of Türkiye
- Romania
- Slovakia
- Slovenia
- Spain
- United Kingdom
- United States

NATO HQ

- NATO Office of Resources

Strategic Commands

- ACO Registry

**Principal Contracting Officer
Project Manager
CAB Mailbox
All NATEXs**

**ATTACHMENT C.
FINAL BIDDER'S LIST - IFB-CO-115854-BMC**

Country	Nominated Bidders
Belgium	ATOS
Belgium	BREVCO SERVICES
Belgium	HEWLETT-PACKARD ENTERPRISE BELGIUM
Belgium	IBM BELGIUM
Belgium	PRICEWATERHOUSECOOPER (PWC) ENTERPRISE ADVISORY
Bulgaria	Lirex BG Ltd
Croatia	KODEKS d.o.o
Poland	Vector Synergy Sp.zo.o.
Spain	COTECO INFORMATICA INTERNACIONAL SL
Türkiye	ICTERRA BILGI VE ILETISIM TEKNOLOJILERI SAN. VE TIC. A.S.
Türkiye	OBSS Teknoloji A.S
United Kingdom	FUSION GLOBAL BUSINESS SOLUTIONS
United Kingdom	LA International Computer Consultants Ltd
United Kingdom	Spektrum Management Group Ltd
United States Of America	Regan Technologies Corporation