

NATO UNCLASSIFIED



**NORTH ATLANTIC TREATY  
ORGANIZATION**  
**ORGANISATION DU TRAITÉ DE L'ATLANTIQUE NORD**  
HEADQUARTERS SUPREME ALLIED COMMANDER  
TRANSFORMATION 7857 BLANDY ROAD, SUITE 100  
NORFOLK, VIRGINIA, 23551-2490



TO: BC's Distribution List for Invitation for International Bidding (IFIB) Procedure

DATE: 31 July 2024

SUBJECT: Notification of Intent to issue an Invitation for International Bidding (IFIB) for Contractor Support for Capability Development Management Support (**CDMS**)

In accordance with the stipulations of the Bi-SC Procurement Directive 60-70, Annex B, and Procedures for International Competitive Bidding (2015 Edition) the following information is provided on an Invitation for International Bidding (IFIB) that this Headquarters has the intention to release:

IFIB REFERENCE: IFIB-ACT-SACT-25-01

TITLE OF IFIB: Contractor Support for Capability Development Management Support (**CDMS**)

REQUIREMENT: HQ SACT gives notice of the intent to issue an Invitation for international Bid (IFIB) for the provision of contracted services.

HQ SACT is seeking contract support to establish the conditions in which HQ SACT has timely access to the leading-edge capabilities necessary to tackle challenges and problems whose size and complexity defy solutions by solely using existing staff or tools within NATO's established organisation. HQ SACT is seeking contract support to include but not limited to the capture, development, architecture, data science and quality assurance of capability requirements and operational analysis and climate change support. Additional support to include but not limited to the management of capability programmes/portfolios and areas of logistics, capability engineering/testing, IT support specialists, as well as business management specialists. Others areas for contract support may include but not limited to human resources, areas of administration, facility management / planning, command support areas (procurement and acquisition, financial management; CIS Management) and command engagement / functional support.

**CDMS** is an integral part of SACT's comprehensive organizational and operating strategy that enables mission accomplishment by integrating high quality support from trusted industry partners, with the unique and manifold capacities of NATO's established workforce and toolset. This requirement emphasizes to support long-term, programmed needs, as well to assist in meeting shorter-term requirements.

Included Programmes are as follows: Modelling Simulation and Learning Technologies / Distributed Learning, Experimentation and Wargaming, C2 Interoperability Verification, Capability Enablers / Requirement Services, Data Science / Analytics and AI, Innovation, ACT Project 2030, HQ SACT Fit for Purpose, Administrative, ACT Strategic Engagements Events, Cognitive Superiority Implementation, Concept Development, Global Picture and Strategy Development, NATO Resilience, NEW Climate Change, Strategic Foresight Analysis and Defence Planning.

Full details of eligibility per labour category will be provided in the IFIB document.

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TYPE OF CONTRACT: Firm-fixed Price, Level of Effort

PERIOD OF PERFORMANCE: Base: Estimated 7 January 2025 – 31 December 2025  
with four 12 month option periods (2026-2029)

BIDDING PROCEDURE: The intended procurement method will be International Competitive Bidding (Sealed Bidding) in accordance with Bi-SC Procurement Directive 60-70, Annex B, and Procedures for International Competitive Bidding (2015 Edition). The contract award will be determined based on the contractor(s) that offers the Best Value to NATO.

FUNDING: TO BE DETERMINED, estimated value EUR 10M annually

ISSUE DATE: Estimated 1-15 September 2024

BID CLOSING DATE: Estimated 19-25 October 2024

ELIGIBILITY: Companies that 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 (exceptions will be identified per labour category), have appropriate professional training and experience in a related field (s).

DELIVERY LOCATION(S): The contract will cover services being accomplished in Norfolk, VA, USA or as determined and approved at cleared contractor facilities.

PARTIAL BIDDING: Partial Bidding is authorized.

WEBSITE: <http://www.act.nato.int/contracting>

Contractors will be able to view the IFIB at the above website. You are hereby invited to nominate, by email before 1 September 2024, the name, full address, Point of Contact, telephone, facsimile number and e-mail address, of other potential bidders established within your country. This and any other correspondence is to be addressed to:

Supreme Allied Commander Transformation BUDFIN – Purchasing and Contracting Branch

Attn: – Ms. Tonya Bonilla, ACT Contracting Officer, Tel: +1-757-747-3575  
– Ms. Catherine Giglio, ACT Contracting Officer, Tel: +1-757-747-3856  
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TONYA BONILLA

Contracting Officer HQ SACT