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24/10/2025

FC(2025)0501

To: NATO Delegations
Attn. Secretaries of Delegations (as listed at Annex 1)
Representatives, Budget Committee

Cc: As listed at Annex 1

From: Head, Procurement

Subject: **Notification Of Intent (NOI) for the upcoming Request for Proposals (RFP) 80463 Management Advisory Services Framework Agreements (MAS+)**

Ref.: A. FC(2017)103-REV1 - NATO IS Procurement Manual (as amended)
B. PO(2025)0198 - Procurement Policy for NATO Common Funding
C. PO(2025)0198;-AS1 - Procedure for NATO Competitive Procurement

Purpose

1. In accordance with the provisions of Article XXXII of the NATO Financial Regulations and Financial Rules and Procedures, we are pleased to inform you that the NATO IS Procurement Service intends to issue RFP stated above and this is a NOI to inform the marketplace and NATO Delegations about this upcoming opportunity.

a. The purpose of the NOI is to inform industry that NATO IS Procurement Service intends to establish a set of strategic Framework Agreements (FA) for Management Advisory Services (MAS+) including a wide range of consulting services to support principally NATO International Staff mission and objectives on simple and expeditious basis, as a result of the public solicitation.

b. FAs duration: 5 years

c. Principal Place of Performance: NATO HQ Brussels (BE); Remotely case by case

d. Security Clearance: case by case

e. NATO International Staff requirements stakeholders:
<https://www.nato.int/cps/en/natohq/structure.htm>

f. Principal domains of expertise (list is not comprehensive):

- 1.1. Cost Estimating / Analysis And Procurement
- 1.2. Cyber Defence Support
- 1.3. Architect and Engineering Support
- 1.4. General Office and Facility Infrastructure Support

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- 1.5. Logistics Support
- 1.6. Military Operations Research, Analysis and Support
- 1.7. Professional Management and Administrative Support
- 1.8. Quality Assurance Support
- 1.9. Software, IT and Communications Support
- 1.10. Strategic Communications Support

g. Contract Type: Level of Effort & Deliverable/Outcome Based, Multiple Award Schedule

h. Estimated solicitation release to industry: Q4 2025 / Q1 2026

i. Estimated FAs award: Q2 2026 / Q3 2026

j. FAs will be governed by NATO IS standard T&Cs which will be included in the Template for Contracts for the Provision of Services at NATO HQ

2. An electronic version of this NOI has been posted on the NATO IS Business Opportunities portal: <https://nato.bonfirehub.com/portal/?tab=openOpportunities>

3. An electronic version of the RFP will be posted in Q4 2025 / Q1 2026 on the NATO IS Business Opportunities portal: <https://nato.bonfirehub.com/portal/?tab=openOpportunities>

Governing Rules and Eligibility

4. This procurement action will follow the Formal Procurement procedure specified in References A and B.

5. To be eligible to participate in the bidding process, Bidders must:

- a. Be from one of the NATO Participating Nation
- b. Have a sound financial and legal standing and sufficient capacity and resources to provide the products/services specified in the Statement of Work; and
- c. Be otherwise qualified and eligible to receive an award under applicable NATO regulations.

Solicitation content and closing date

6. Offers will be solicited as Request For Proposal (RFP). Detailed instructions regarding the preparation, submission, and evaluation of proposals will be provided in Part I of the RFP (Instructions for the Preparation and Submission of Offers).

7. Aside from proof of the eligibility requirements stated above, Bidders may also be required to provide the following mandatory documentation as part of their proposals (Part I, Section 4 of the RFP will provide further details about the mandatory composition of proposals):

- a) Statements of legal and financial condition and other statements and certificates required to verify Bidder's financial and legal standing;
- b) Data on relevant past performance and subcontracting arrangements;
- c) Information about the proposed approach, services and capabilities;
- d) Elaboration of any deviations to the terms and conditions of the proposed contract;
- e) Price proposal.

Evaluation Criteria and Contract Award

8. Bidders will be evaluated on the documentation submitted and other information and documentation available to the Organization (e.g. verification of past performance references). Considerations may include: understanding of requirements and proposed approach, proposed resources and capabilities, past performance; legal risks; and the proposed price.
9. The individual Framework Agreements will be awarded to the responsible Bidder(s) whose conforming proposal represents the best value after evaluation in accordance with the factors and sub-factors specified in the RFP. The detailed proposal evaluation factors, their relative importance, and the phases of the source selection process will be described in Part I of the RFP.

Point of Contact

10. The Point of Contact (POC) for questions and information concerning this NOI is:
Ms. Momik, Anika
Email: Momik.anika@hq.nato.int
Tel: +32-2-707-8728
NATO HQ – Procurement Service
Boulevard Leopold III, 1110 Brussels, Belgium
11. We would be grateful if you could invite any eligible national firms who might be interested in the solicitation of offers to register directly at the NATO Business Opportunities website thru the URL specified in paragraphs 2 and 3 above, contact the POC - through the the website - if they wish to be included in the list of prospective Bidders, and monitor the solicitation package release within the estimated period in paragraph 3.

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KOROTINA
93113

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KOROTINA 93113
Date: 2025.11.07
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(Signed) Yara Korotina

Annexes:

Annex 1: Distribution List

DISTRIBUTION LIST

To NATO Nations as selected by "X":

Albania	X
Belgium	X
Bulgaria	X
Canada	X
Croatia	X
Czech Republic	X
Denmark	X
Estonia	X
Finland	X
France	X
Germany	X
Greece	X
Hungary	X
Iceland	X
Italy	X
Latvia	X

Lithuania	X
Luxembourg	X
Montenegro	X
Netherlands	X
North Macedonia	X
Norway	X
Poland	X
Portugal	X
Romania	X
Slovak Republic	X
Slovenia	X
Spain	X
Sweden	X
Turkey	X
UK	X
US	X

To Partner Nations as selected by "X":

Copy to NATO Staff as selected by "X"

Financial Controller, NATO-IS, OFC	Mr Rui Silva through IS OFC Front Office <ISOFC.FO@HQ.NATO.INT>	X
Head, Procurement Service	Ms Yara Korotina	X
Procurement Officer, NATO-IS, OFC	Ms Anika Momik	X
CDT Budget Officer	Ms Juliana Mardon	X
CONSEC Budget Officer	Ms Amélie Carnevali	X
IOS Investigator	Mr Wouter MONTEN	X
JISD Budget Officer	Mr Giovanni Vitiello	X
OFC Front Office	Ms Nevena Manojlovic	X
OPS Budget Officer	Mr Marjukka Posio	X
WMBC Budget Officer	Mr Simon Parthoens	X
D2IA Budget Officer	Ms Van Donghen Nathalie	X
NHR Budget Officer (acting)	Ms Geraldine Briand	X
OSC Budget Officer	Mr Bertrand Pigneur	X