

19 Nov 2021

FC(PROC)(2021)0123

To: NATO Delegations
Attn. Secretaries of Delegations (as listed at annex 1)

Cc: As listed at annex 1

From: Procurement Officer

Subject: Request For Proposal (RFP) 2021-48884 – Provision of a Portable Electronic Warfare Simulator

Ref.: A. BC-D(2017)0114 - NATO IS Procurement Manual.

Purpose

1. In accordance with the provisions of Article XXXII of the NATO Financial Regulations and Financial Rules and Procedures for the NATO International Staff (IS), we are pleased to inform you that the RFP stated above has been issued by the NATO IS Procurement Service.
2. The main purpose of the Request for Proposal (RFP) is to award a single contract with one company in order to provide a Portable Electronic Warfare Simulator to NATO FORACS.
3. An electronic version of the RFP has been posted on the NATO IS Business Opportunities web-site <https://nato.procureware.com/home> . Only companies registered on the NATO IS business Opportunities web-site can access the solicitation documents.

Access to the RFP

4. To have access to the document, it is imperative to be registered on the portal (ProcureWare). If the firm is not registered yet, they are invited to register on the portal via the following link: <https://nato.procureware.com/home>. The registration request is not automatic. It must be approved. The process takes at least 2 working days. A notification will be sent to the company informing them that their request to register has been validated. This link - <https://procureware-vendor.zendesk.com/hc/en-us> provides all the guidelines for vendors how to register their profile in ProcureWare (the Portal). If vendors have specific registration questions and cannot find the answer in the portal they can always contact the Procurement Service via procurement.contracts@hq.nato.int.

5. Only firms registered on the portal can have access to the RFP and its annexes.

Governing Rules and Eligibility

6. This procurement action will follow the Formal Procurement procedure specified in Reference A.
7. To be eligible to participate in the bidding process, Bidders must:



- a. Be from one of the 8 NATO FORACS Member Nations;
- b. Having performed at least two contracts within the last six years substantially similar in scope to the requirements described in the solicitation;
- c. Providing sufficient information to allow NATO to evaluate the similarity of the contracts provided to the product detailed in the SOW (Part III of the RFP);
- d. Possess a sound legal and financial condition; and
- e. Be otherwise qualified and eligible to receive an award under applicable regulations.

Bid Procedure and Closing Date

8. Detailed instructions regarding the preparation, submission, and evaluation of proposals are provided in the RFP document, Part I of the RFP (Instructions for the Preparation and Submission of proposals).
9. Proposals are due on **17 December 2021, at 15:00** (Brussels time).

Evaluation Criteria and Contract Award.

10. Bidders will be evaluated on the documentation submitted, and other information and documentation available to the Organization. Considerations include: bidder's resources and capabilities; past performances; understanding of requirements and proposed approach; legal risks and the proposed price.
11. The Contract will be awarded to the responsible Bidder whose conforming proposal represent the best value after evaluation in accordance with the factors and sub-factors specified in the solicitation. The detailed proposal evaluation factors, their relative importance, and the phases of the source selection process are described in Part I of the RFP.

Point of Contact and List of Prospective Participants

12. The Point of Contact for questions and information concerning the RFP is the undersigned:

Ms. Laurie Husting – Procurement Officer
Email: husting.laurie@hq.nato.int
Tel: +32-2-707.12.51
NATO HQ – Procurement Service
Boulevard Leopold III, 1110 Brussels, Belgium

13. We would be grateful if you could invite any eligible national firms who might be interested in this solicitation of offers to register directly at the NATO Business Opportunities web-site thru the URL specified in paragraph above "Access to the RFP".

Laurie Husting
Procurement Officer

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