

4 April 2022

FC(PROC)(2022)0041

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) 2022-53292 Provision of an e-Sourcing Solution

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, we are pleased to inform you that the RFP stated above has been issued by the NATO International Staff (IS) Procurement Service.
2. The purpose of this RFP is to award a single contract for the provision of an e-Sourcing Solution to be provided by the selected Contractor that meet the needs of the NATO IS Procurement Service.
3. An electronic version of the RFP has been posted on the NATO IS Business Opportunities web-site www.nato.int/structur/procurement.

Governing Rules and Eligibility

4. This procurement action will follow the International Competitive Bidding procedure specified in Reference A.
5. To be eligible to participate in the bidding process, Bidders must:
 - a. Be from one of the NATO Member Nations;
 - b. Having performed at least three contracts within the last five years substantially similar in scope to the requirements described in this solicitation;
 - c. Having a sound financial and legal standing and sufficient capacity and resources to provide the services specified in the Statement of Work;
 - d. Be otherwise qualified and eligible to receive an award under applicable regulations.



Bid Procedure and closing date

6. Detailed instructions regarding the preparation, submission, and evaluation of proposals are provided in Part I of the RFP (Instructions for the Preparation and Submission of proposals).
7. Proposals are due on 25 May 2022 at 15h00 (Brussels time).

Evaluation Criteria and Contract Award.

8. Bidders will be evaluated on the documentation submitted, and other information and documentation available to the Organization. Considerations include: understanding of requirements and proposed approach and solution; bidder's resources and capabilities; past performance; legal risks and the proposed price.
9. The contract will be awarded to the responsible Bidder whose conforming proposal represents 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, Section 8, of the RFP.

Point of Contact and List of Prospective Bidders

10. The Point of Contact for questions and information concerning this RFP is:

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11. We would be grateful if you could invite any eligible national firms, who might be interested in this solicitation, to register on the NATO Business Opportunities website in order to participate in this request for proposals.

(Signed) Tiago Brito
Procurement Officer

Annexes:
Annex 1: Distribution List