



NORTH ATLANTIC TREATY ORGANIZATION  
HEADQUARTERS, SUPREME ALLIED COMMANDER TRANSFORMATION  
7857 BLANDY ROAD, SUITE 100  
NORFOLK, VIRGINIA 23551-2490



## MBC's Distribution List for International Competitive Bidding

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

**DATE:** 18 August 2022

**SUBJECT:** Notification of Intent to issue an Invitation for International Bidding (IFIB) for Contractor Support to Headquarter Supreme Allied Commander Transformation for Strategic Alternatives Branch, Two Strategic Thinkers Contractor Support for development of Cognitive Superiority implementation, HQ SACT, Norfolk, Virginia, U.S.A.

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

**IFIB Reference:** ACT-SACT-22-119

**Title of IFIB:** Contract Support: Two Strategic Thinkers Contractor Support for Strategic Alternatives Branch.

**Requirement:** Strategic Alternatives (SALT) Branch requires the support of two full-time, on-site contractors, specifically, personnel with a strong background in strategic thinking, programme or project management experience, with valuable experience and knowledge of cognitive topics, security and defense specific domains, to assist with the planned work.

**Type of Contract:** Firm Fixed Price (FFP), Level of Effort Contract (Approximately 1,800 hours per person per year).

**Period of Performance:** Base period: on or about 01 January – 31 December 2023 for a total of 1,800 hours per contractor, with a potential of two (2) 12-month option periods.

**Bidding Procedure:** Sealed Bidding (Two Envelopes).

**Funding:** MBC 20X-20XX-XXXXXX, RRIS # XXXX,  
Estimated base year amount for 2023 is \$384,000 (\$192,000 per contractor). Estimated cumulative amount for base year plus two-option year is \$1,152,000 (\$384,000 for 2024 and \$384,000 for 2025).

**Classification:** NATO Secret; possess a minimum of Facility Security Clearance (FSC) and Personal Security Clearance (PSC).

**Issue Date:** 23 SEPTEMBER 2022 (target date)

**Bid Closing Date:** 04 NOVEMBER 2022, (target date)

**Eligibility:** Companies which 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, have appropriate professional training and experience in a related field (s).

**Delivery location(s):** Norfolk, VA, U.S.A.

**Partial bidding:** Partial Bidding is not authorised.

**Website:** <http://www.act.nato.int/organization/hq-sact/contracting/notifications-of-intent-noi>

2. This HQ will directly mail this IFIB to all potential bidders. You are hereby invited to nominate, by email or facsimile before **23 September 2022**, 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 hereto is to be addressed to:

Supreme Allied Commander Transformation  
BUDFIN – Purchasing and Contracting Branch  
Attn: Mr./Mrs Mark Macsule – Contracting Officer  
Mrs. Kellie Hagen  
7857 Blandy Road, Suite 100,  
Norfolk, Virginia, USA 23551-2490  
Fax: 001+757-747-3525 – Tel: +001-757-747-**3612**/4180  
Email: [Mark.Macsule@act.nato.int](mailto:Mark.Macsule@act.nato.int); [Kellie.Hagen@act.nato.int](mailto:Kellie.Hagen@act.nato.int)

*//original signed//*

LCDR Brandon Stewart  
ACT Contracting Officer,  
HQ SACT

ANNEX: List of potential bidders.

**ANNEX TO IFIB REFERENCE ACT-SACT-22-119:** List of Potential Bidders already identified by HQ SACT (HQ Supreme Allied Commander Transformation)

**Not applicable for this NOI.**

1. XXXX	2. XXXX
3. XXXX	4. XXXX
5. XXXX	6. XXXX