



## MBC's Distribution List for International Competitive Bidding

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

**DATE:** **19 September 2022**

**SUBJECT:** Notification of Intent to issue an Invitation for International Bidding (IFIB) for Contractor Support to Headquarter Supreme Allied Commander Transformation for Strategic Foresight Branch, 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-22-132**

**Title of IFIB:** Contract Support for 2 SMEs for the China Analysis and Cross Function Support Capacity

**Requirement:** HQ SACT is seeking contract support for 2 subject matter experts for the China Analysis and Cross Function Support Capacity.

**Type of Contract:** Firm Fixed Price (FFP) Level of Effort.

**Period of Performance:** Base Period: 1 Jan 2023 – 31 Dec 2023 with the 4 option years 1 Jan – 31 Dec 2024, 1 Jan – 31 Dec 2025, 1 Jan – 31 Dec 2026, 1 Jan – 31 Dec 2027.

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

**Funding:** Yet To be Determined. Pending 2023 budget approval, (Estimated annual amount, \$600,000 estimated cumulative amount,\$3,000,000)

**Classification:** NATO UNCLASSIFIED

**Issue Date:** 24 OCT 2022, (target date)

**Bid Closing Date:** 05 DEC 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.

NATO UNCLASSIFIED

**Partial bidding:** Partial Bidding is authorised.

**Website:** <https://www.act.nato.int/contracting>

2. This HQ will directly mail this IFIB to all potential bidders. You are hereby invited to nominate, by email or facsimile before **24 October 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: LCDR Brandon Stewart – Contracting Officer  
Mrs. Kellie Hagen – Contracting Officer  
7857 Blandy Road, Suite 100,  
Norfolk, Virginia, USA 23551-2490  
Fax: 001+757-747-3525 – Tel: +001-757-747-3977  
Email: [Brandon.Stewart@act.nato.int](mailto:Brandon.Stewart@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-XX-XX:** 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 |