

21 October 2022

FC(PROC)(2022)0100

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

Cc: As listed at annex 1

From: Procurement Officer

Subject: Invitation For Bid (IFB) 2022-56149 – Provision of a High Power, Broadband Power Amplifier

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 IFB stated above has been issued by the NATO IS Procurement Service.
2. The purpose of the Invitation For Bid (IFB) is to award a single contract with one company in order to provide a high power, broadband power amplifier for NATO FORACS.
3. An electronic version of the IFB has been posted on the NATO IS Business Opportunities web-site <https://www.nato.procureware.com/home>. **Only companies registered** on the NATO IS business Opportunities web-site **can access the solicitation documents**.

### Access to the IFB

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](mailto:procurement.contracts@hq.nato.int).

5. **Only firms registered on the portal can have access to the IFB 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 IFB);
- 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 IFB document, Part I of the IFB (Instructions for the Preparation and Submission of proposals).
9. Proposals are due on **25 NOVEMBER 2022, 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.
11. The contract will be awarded to the responsible Bidder whose bid, conforming to the solicitation, will be most advantageous to the Organization, considering only price and the price related factors specified in the solicitation of offers. The award approach and the phases of the source selection process are described in Part I of the IFB.

### **Point of Contact and List of Prospective Bidders**

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

Ms. Laurie Husting – Procurement Officer  
Email: [husting.laurie@hq.nato.int](mailto:husting.laurie@hq.nato.int)  
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 procurement action to participate in the IFB.

(signed) Laurie Husting  
Procurement Officer

Annex 1: Distribution List

**DISTRIBUTION LIST**

To NATO Nations as selected by "X":

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

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

To Partner Nations as selected by "X":



Copy to NATO Staff as selected by "X"

Office of Financial Controller (OFC)	Boryczka, Mirosława - Financial Controller	X
Office of Financial Controller (OFC)	Goefrey, Julie – Head, Procurement Service	X
Office of Financial Controller (OFC)	Husting, Laurie – Procurement Officer	X
NATO FORACS Office	Magan, Michael –Project Manager & Technical Director	X