



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



BC's Distribution List for International Competitive Bidding

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

DATE: 29 October 2018

SUBJECT: Notification of Intent to issue an Invitation for International Bidding (IFIB) for a pilot study to Headquarter Supreme Allied Commander Transformation for Strategic Plans & Policy division, 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-18-77**

Title of IFIB: Contractor Support for Strategic Alternatives (SALT) and Strategic Partnership (SPART) Branches

Requirement: Through the ongoing Functional Adaptation of the NATO Command Structure (NCS), two new branches under Deputy Chief of Staff (DCOS) for Strategic Plans & Policy (SPP) were created: **Strategic Partnerships Branch (SPART)** and **Strategic Alternatives (SALT) Branch**.

SPART Branch advises SACT on all partnership matters in support of NATO's readiness to execute collective defence, crisis management and cooperative security. The Branch provides strategic military advice to shape long term vision and policy on future partnerships and military cooperation with partners, and develops relationships with International Organizations (IOs), Governmental and Non-Governmental Organizations (GOs/NGOs) using topics of mutual interest to build trust and promote interaction, and enhance SACT's vision and understanding of the broader strategic environment. It conducts open dialogue at the strategic military level with counterparts from the IS, IMS, ACO and non-NATO actors, specifically IOs, GOs/NGOs, Academia and the private sector; undertakes comprehensive analytical studies, identifies gaps in policy, provides regional and functional approaches for future interaction, cooperation, and partnerships. The Branch leads the coherence efforts of internal ACT work

strands pertaining to NATO partnership issues, including support to ACO in the execution of Individually Tailored Roadmaps (ITRs); supports the development of SACT's Direction and Guidance and supports Command Group-related engagements regarding strategic partnerships and the Comprehensive Approach. It is responsible for the coordination of ACT's NATO Strategic Direction (South) staff contributions to ACT strands of work, in close interaction with other SPP Branches. In the execution of its work, the Branch integrates Lessons Learned (LL) in terms of requests, planning, creation, collection, staffing and handling in accordance with the NATO LL Process. The Branch consist of the Strategic Military Partnerships Section and the Comprehensive Approach Section.

SALT operates under the direction of the Deputy Chief of Staff (DCOS) for Strategic Plans & Policy (SPP). It studies complex challenges relevant to the security domain and in areas beyond NATO's traditional geographic and functional expertise. The Branch uses advanced research to improve rigour and responsiveness of transformational work. It provides scientific analysis to improve the depth and diversity of NATO's situational awareness and understanding, risk assessment, strategy, and decision making over the mid- to long-term horizon. The Branch coordinates with internal and external stakeholders including NATO Headquarters, Allied Command Operations, the public and private sectors, international and non-governmental organisations, civil society, and academia to ensure that latest concepts, technologies, and processes are applied to relevant work. The Branch is responsible for all outputs pertaining to the Command's Strategic Alternatives Programme of Work.

This requirement is for a minimum of one SPART data analyst (with the small possibility of two extra personnel) and a minimum of three SALT data scientists (with the high likelihood of two extra personnel).

- Type of Contract:** Firm Fixed Price (FFP), Level of Effort Contract (Approximately 1,800 hours per person).
- Period of Performance:** 15 February 2019 (Estimated) – 31 December 2019, with a 12-month option period in 2020, and two six-month options in 2021.
- Bidding Procedure:** Sealed Bidding (Two Envelopes)
- Funding:** SALT Branch Data Scientist \$250,000 (estimated) per person per year, SPART Branch Data Analyst \$150,000 (estimated) per person per year.
- Classification:** NATO UNCLASSIFIED
- Issue Date:** 30 November 2018, (target date)

- Bid Closing Date:** 15 January 2019, (target date)
- Award Type:** Lowest Price, Technically Compliant
- Eligibility:** Companies which have performed two similar contracts within the last five 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, committed no criminal offences, and have appropriate professional training and experience in a related field(s).
- Delivery location(s):** Norfolk, VA, U.S.A.
- Partial bidding:** Partial bidding will be authorized. Contractors can submit a bid for data scientists or data analysts or both labour categories.
- Website:** <http://www.act.nato.int/organization/hq-sact/contracting/>

2. This HQ will directly mail this IFIB to all potential bidders. You are hereby invited to nominate, by email or facsimile before **29 November 2018**, 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 Michael DiProspero – Contracting Officer
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M. B. DIPROSPERO, LCDR, SC, USN
ACT Contracting Officer,
HQ SACT