



Acquisition Directorate

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NCIA/ACQ/2020/6989

24 September 2020

To: See Distribution List

Subject: **Request for Quotation RFQ-CO-115268-AFAP
Procurement of Passive Network Structured Cabling for the
Technical Facilities at the NCI Agency The Hague**

Reference: A. AC/4-D/2261 (1996 Edition)
B. AC/4-D(2019)0004 (INV) dated 12 July 2019
C. C-M(2002)49 – NATO Security Policy
D. AC/4 (PP)D/27701-ADD5
E. NOI-RFQ-115268-FGFS dated 25 August 2020

Dear Sir/Madam,

1. Your firm is hereby invited to participate in a Request for Quote under Basic Ordering Agreement (BOA) Plus bidding procedure for the provision of "Passive Network Structured Cabling for the Technical Facilities at the NCI Agency The Hague".
2. NATO will place one contract to cover the entire scope of the project.
3. The award will be based on the proposal evaluated as the lowest price, technically compliant in accordance with the selection criteria set forth in the Bidding Instructions.
4. **THE CLOSING TIME FOR SUBMISSION OF BIDS IN RESPONSE TO THIS REQUEST FOR QUOTATION IS 12:00 HOURS (BRUSSELS TIME) ON FRIDAY 23 OCTOBER 2020.**
5. This Request for Quotation consists of the following documents:
 - a) Book I – Bidding Instructions. This provides the general bidding information and includes the following annexes:
 - i. Annex A – Bidding Sheets – The bidding sheets should be completed exactly as instructed.
 - ii. Annex C – Certificates.
 - b) Book II – Prospective Contract. This contains the following sections:
 - i. Contract Special terms and conditions.



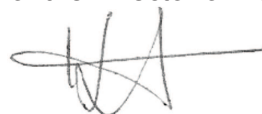
NATO Communications
and Information Agency
Agence OTAN d'information
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- ii. The terms and conditions of the BOA between the contractor and the NCI Agency.
 - iii. The Statement of Work. This sets forth the detailed specifications governing the performance requirements of the contract.
6. The overall security classification of this Request for Quotation is "NATO UNCLASSIFIED". This Request for Quotation remains the property of the NCI Agency and shall be protected in accordance with the applicable national security regulations.
7. The Bidders have the right to request RFQ clarifications as outlined in section 2.6 of the Bidding Instructions (Book I).
8. Execution of the proposed contract may require unescorted access and work of contractor personnel at NATO Class I and II security areas, and in accordance with Reference C, personnel of the winning bidder will be required to hold individual security clearances of "NATO SECRET". Only companies maintaining appropriate personnel clearances will be able to perform the resulting contract. Bidders are to note that contract award will not be delayed in order to allow Contractor personnel to obtain missing clearances.
9. Prospective Bidders are hereby invited to participate in a Site Visit that is scheduled to be held at the NCI Agency, The Hague on 09 October 2020. Please note that participation in Site Visit **is not mandatory** and bids shall be received and evaluated from Bidders who have not attended a Site Visit.
10. Those companies that wish to participate in the Site Visit shall indicate their intention by filling out the Registration Form that is attached as Attachment B to this letter not later than 02 October 2020. Additional information regarding this event is included in the attached Book I, Bidding Instructions Paragraph 1.4.
11. You are requested to complete and return the enclosed acknowledgement of receipt within 5 days of receipt of this RFQ, informing NCI Agency of your intention to bid/not to bid. Your firm is not bound by its initial decision, and if you decide to reverse your stated intention at a later date, you are requested to advise us by a separate letter.
12. The reference for this RFQ is RFQ-CO-115268-AFAP, and all correspondence concerning the RFQ should reference this number.
13. Prospective Bidders are advised that the NCI Agency reserves the right to cancel this RFQ at any time in its entirety and bears no liability for bid preparation costs incurred by firms or any other collateral costs if bid cancellation occurs.
14. Your point of contact for all information concerning this RFQ is Ms. Natalia Wojciak, who may be reached at Natalia.Wojciak@ncia.nato.int.

For the Director of Acquisition:



Ijeoma Ike-Meertens
Senior Contracting Officer