

Acquisition

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NCIA/ACQ/2021/07330

18 October 2021

**NOTIFICATION OF INTENT
to invite International Competitive Bids for:**

**Guard Services for
LOT 1: NCIA HQ at Braine l'Alleud, Belgium
and
LOT 2: NATO Satellite Ground Station (SGS) Kester, Belgium**

Invitation For Bid (IFB)-CO-115592-IFP

**Estimated Value: 1,400,000 EUR (LOT 1) + 11,200,000 EUR for four (4)
optional years (LOT 1 + 2)**

Period of performance: 1 BASE YEAR (LOT 1) + 4 OPTION YEARS (LOT 1 + 2)

The NCI Agency has a requirement for the provision of Guard Services at the NCIA Site at Braine l'Alleud, Belgium and the NATO SGS site at Kester, Belgium.

The formal IFB is planned to be issued by beginning of November 2021 with the Bid Closing date by the beginning of December 2021 and the anticipated Contract Award by end of December 2021. The envisaged contract vehicle is Firm Fixed Price with award to one Contractor.

NCI Agency Point of Contact

Diana Nedelea, Senior Contracting Assistant

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Tel: +32 2 707 1391 or +32 2 360 54 03 (Skype)

To : See Distribution List

Subject : **Notification of Intent to Call for Bids for International Competitive Bidding for Guard Services for NCIA HQ Braine l'Alleud and NATO SGS Kester, Belgium**
IFB-CO-115592-IFP

- A. AC/337-D(2016)0014 dated 16 March 2016
- B. BC-D(2018)0004-FINAL dated 29 January 2018

1. In accordance with References A through C, notice is hereby given of the intent of the NATO Communications and Information Agency (NCI Agency), acting as Host Nation responsible of implementing the subject requirement, to issue an Invitation for Bid (IFB) for the provision of Guard Services at the NCIA HQ at Braine l'Alleud, Belgium and the NATO SGS site at Kester, Belgium.

2. A summary of the requirements of this Invitation for Bid (IFB) is set forth in Annex A, attached to this letter. This requirement is being refined and detailed as part of the preparation of the Invitation for Bid.

3. The reference for the Invitation for Bid is IFB-CO-115592-IFP, and all correspondence concerning this IFB should reference this number.

4. The estimated cost for the services and deliverables included within the basic scope of the intended contract is 1,400,000 EUR for the one-year base period and 2,800,000 EUR for each option period when exercised, for a total of 12,600,000 EUR for five years. The Bid Guarantee for this requirement is 50,000 Euro.

5. NCI Agency will use International Competitive Bidding (ICB) Procedures for this procurement with a bidding methodology of award to lowest price technically compliant.

The Contract resulting from the IFB will be a single Firm Fixed Price (FFP) Contract.

The NCI Agency intends to place a single Contract with one Contractor. No partial bidding shall be allowed.

6. The formal IFB will be issued by beginning of November 2021 with the Bid Closing date by the beginning of December 2021 and the anticipated Contract Award by end of December 2021.

The period of performance for LOT 1 is planned to start on 01 of January 2022 until 31 December 2022 for the Base Period, followed by 4 one-year options and for LOT 2, there will only be 4 one-year options starting not early than 1 January 2023.

7. Bidders are advised that there will be a required bid validity of 6 months from the closing date for receipt of bids. Should the selection and award procedure extend beyond 6 months after the Bid Closing Date; firms will be requested to voluntarily

extend the validity of their bids. Bidders may decline to do so, withdraw their bid and excuse themselves from the bidding process without penalty.

8. National responsible authorities are kindly requested that the NCI Agency be provided with Declarations of Eligibility, **not later than 08 November 2021** of qualified and certified firms, which are interested in bidding for this project.

9. The firms nominated and the proposed personnel are required to be Security Cleared and with the necessary certifications and authorizations to provide such type of service in Belgium.

10. The Declarations of Eligibility shall include the following information for each of the nominated firms: name of the firm, telephone number, fax number, e-mail address and Point of Contact. This information is critical to enable prompt and accurate communication with prospective Bidders and should be sent to the following EMAIL address:

E-mail to: diana.nedelea@ncia.nato.int

11. National authorities are advised that the IFB package is anticipated to be NATO UNCLASSIFIED.

12. It is emphasised that requests for participation in this competition received directly from individual firms cannot be considered.

13. The NCI Agency point of contact for all information concerning this IFB is Mrs. Diana Nedelea, email: diana.nedelea@ncia.nato.int

14. Your assistance in this procurement is greatly appreciated.

FOR THE DIRECTOR OF ACQUISITION:

Alain Courtois
Principal Contracting Officer

Attachment(s):

Annex A - Summary of the Requirements

Distribution List



NATO Delegations

Embassies in Brussels (Attn: Commercial Attaché)

NCI Agency – All NATEXs

ANNEX A – SUMMARY OF REQUIREMENTS – IFB-CO-115592-IFP

1. Introduction

This requirement is for provision of security guarding and dog handling services (on request) at NCI Agency, Braine l'Alleud, Belgium and the NATO Satellite Ground Station (SGS) at Kester, Belgium. The Contractor must furnish the necessary manpower, materials, tools, training, supervision and management, to provide the services.

Contractor's personnel shall possess a suitable security clearance up to NATO SECRET.

2. Background

The site physical security is based on the principal of 'defence in depth'.

The site NCIA HQ Braine l'Alleud will be provided with an integrated security system comprising a fence line, two Tiger Traps for vehicle access to two levels of underground parking, a Perimeter Intruder Detection System (PIDS), a comprehensive Closed Circuit Television (CCTV) system and an Automatic Access Control System (AACS) to certain areas. The fence, Tiger Traps and other physical obstacles, will be used to delay any intrusion attempts. Fixed CCTV systems trained along the fence and on all site mission-critical locations and security zone access points, in combination with the PIDS, will be used to detect and record intrusion attempts and to identify the zone in which an attempt has been launched. In addition, Pan, Tilt and Zoom (PTZ) CCTV cameras are installed such that any security incident anywhere on the site can be tracked and recorded. All visible security elements will have a deterrent effect on would-be intruders.

The site NATO SGS Kester will be provided with an integrated security system comprising two (2) separate and distinct fence lines, a Perimeter Intruder Detection System (PIDS), a comprehensive Closed Circuit Television (CCTV) system and an Automatic Access Control System (AACS) to certain areas. The fences, and other physical obstacles, will be used to delay any intrusion attempts. Fixed CCTV systems trained on the inner fence and on all site mission-critical building entrance and security zone access points, in combination with the PIDS, will be used to detect and record intrusion attempts and to identify the zone in which an attempt has been launched. In addition, Pan, Tilt and Zoom (PTZ) CCTV cameras are installed such that any security incident anywhere on the site can be tracked and recorded. All visible security elements will have a deterrent effect on would-be intruders.

3. Scope

3.1. The Contractor is to provide security services on the site 24-hours a day, 7-days a week, 365 days a year to enhance the security profile of the site through providing a capability that will deter and detect adversaries who may wish to make an unauthorised incursion into the Agency Compound. The Contractor shall ensure that the following established security guard positions are manned as follows:

3.1.1. LOT 1: NCIA HQ Braine l'Alleud, Belgium

3.1.1.1. During the constructions works:

- a. 2 (Two) Security Armed Guards 24/7 in a two shift system (Mon-Sun, NATO Holidays included).

3.1.1.2. After establishment of the Security Control Center and the secure areas in the building:

- a. 4 (Four) Security Armed Guards between 0600 - 1800 (Mon-Fri, except NATO-Holidays);
- b. 3 (Three) Security Armed Guards between 1800 - 0600 (Mon-Fri);
- c. 3 (Three) Security Armed Guards required for both shifts during weekends and official NATO holidays.

3.1.2. LOT 2: NATO SGS Kester, Belgium

The Contractor is to provide security services on the site 24-hours a day, 7-days a week, 365 days a year. The Contractor shall ensure that the following established security guard positions are manned at all times:

- a. 4 (Four) Security Armed Guards between 0600 - 1800 (Mon-Fri, except NATO-Holidays);
- b. 3 (Three) Security Armed Guards between 1800 - 0600 (Mon-Fri);
- c. 3 (Three) Security Armed Guards required for both shifts during weekends and official NATO holidays.

3.2. The Security Guard shall carry out the principles of deterrence, detection, delay and response.

3.3. The Contractor is responsible for providing Armed Guard Services in accordance with all current applicable Belgian legislation, rules and regulations including weapon training, safety, storage and use.