

SUPREME HEADQUARTERS ALLIED POWERS EUROPE

TO: BC's Distribution List for International Competitive Bidding

DATE: 25 January 2019

Subject: Notification of Intent (NOI) to Issue an Invitation for International Proposals for the Provision of Human Resources Data Services (HRDS) Programme Contracted Support (Business, Technical and Security Services) for NATO Command Structure (NCS) and non-NCS entities.

1. In accordance with the stipulations of the Bi-SC Procurement Directive 060-070 dated 30 June 2015, Annex C, the following information is provided on an Invitation for International Proposals that this Headquarters has the intention to release.

IFIP reference number: ACO-SH-19-05

Title of IFIP: Provision of Human Resources Data Services (HRDS) Programme Contracted Support (Business, Technical and Security Services) for NATO Command Structure (NCS) and non-NCS entities

Requirement: The contractor shall provide on-site and off-site support to the HRDS Programme in three main areas: Lot A – Business Support Services; Lot B – Technical Support Services and Lot C: Data Security Support Services.

The HRDS systems to be supported include: the Automated Personnel Management System (APMS) based on Allocate Software's Allocate Defence Suite (ADS); the Establishment Review Tool (ERT), a bespoke system based on Python code; the ACO/ACT & Missions Identification System (AMIS), based upon Creative Information Technology Inc's managelD Suite; the NATO system for Tracking Entitlements and Privileges (NSTEP); the NATO Performance Management System (NPMS); the Integrated Security and in-processing System (ISIPS), a bespoke system based upon VB6 and .NET technologies; the NATO Installation Access Control System (NIACS). Services shall include development and maintenance of several key components of the HRDS systems including Microsoft SQL database objects; SQL Reporting Services Reports; .NET-based code and workflows; SHAREPOINT 2013 version and above; and MS Office Visual Basic for Applications (VBA).

Contractor's proposed personnel shall be in possession, as a minimum, of NATO SECRET security clearance.

Type of contract: firm, fixed price (FFP), IDIQ contract

Period of performance: base period (1 February – 31 December 2020) with possibility to exercise up to four one-year options. Bidders will be also asked to provide a quotation based on a period of performance of one base (1 February 2020 – 31 December 2022) with possibility to exercise one 2-years option (1 January 2023 – 31 December 2024).

Bidding procedure: Two sealed envelopes (technical/financial), Best Value. The competitive process will be conducted on the ACO electronic bidding portal (www.ebidexchange.com.aco). Firms interested to participate into this competition shall apply for registration on the portal to become an approved vendor.

Funding: Multiple sources of funding. Estimated total cumulative value of contract EUR 7,000,000 (subject to funds availability)

Classification: NATO UNCLASSIFIED

Issue Date: June 2019 (planned)

Closing Date: October, 2019 (planned)

Eligibility: Governmental or Commercial entities (1) that originate and are chartered/incorporated within NATO-member nations, (2) that maintain a professionally active facility (office, factory, laboratory, etc.) within NATO-member nations and (3) that provide the funding for the aforementioned requirement. Vendors shall have successfully performed at least three contracts within the last five years substantially similar in scope, complexity and magnitude to the requirement described in the SHAPE solicitation.

Delivery location(s): SHAPE Headquarters, Belgium (for the on-site services); support at other NCS and non-NCS locations may be required including theatre/operational locations as temporary duty; Off-site services using reach-back capability.

Partial bidding: Authorized per Lot.

Web site: www.aco.nato.int/page136374522.aspx

2. SHAPE will directly submit the IFIP via electronic means, when issued, to all potential bidders and will post an abstract of the tender documents on the Web site above. Firms that have already been identified are listed in the Enclosure A to this NOI. NATO Delegations are hereby invited to nominate, **by facsimile or email and before 15 June 2019**, the name, full address (to include email), Point of Contact, telephone and facsimile number, of other potential bidders established within their respective Country.

This and any other correspondence hereto is to be addressed to:

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