



NATO UNCLASSIFIED

Acquisition Directorate

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NCIA/ACQ/2019/12559

27 August 2019

To: See Distribution List

Subject: **Request for Quotation RFQ-CO-15061-TVV
Procurement of Hardware and Software Components for the Test,
Validation and Verification (TV&V) Integration Facility in the
Hague/Netherlands**

Reference: A. AC/4-DS(2018)0020 dated September 2018
B. AC/4-D(2019)0004 (INV), Procedure Governing the Use of Basic
Ordering Agreements concluded by the NATO Communications and
Information Agency – 2019 version

Dear Sir/Madam,

1. Your firm is hereby invited, in conformance with the terms of your active Basic Ordering Agreement (BOA) with the NCI Agency, to participate in a BOA competition for the provision of **“Hardware and Software Components for the Test, Validation and Verification (TV&V) Integration Facility in the Hague/Netherlands”**.
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 MONDAY 16 SEPTEMBER 2019.**
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 B – Certificates.
 - b) Book II – Prospective Contract. This contains the following sections:



NATO Communications
and Information Agency
Agence OTAN d'information
et de communication

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1110 Brussels, Belgium

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- i. The Schedule of Supplies and Services (SSS) – please note this will be completed at contract award;
 - ii. Contract Special terms and conditions;
 - iii. The Generic BOA General Provisions;
 - iv. 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. 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.
8. The reference for this RFQ is RFQ-CO-15061-TVV, and all correspondence concerning the RFQ should reference this number.
9. 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.
10. Your point of contact for all information concerning this RFQ is Graham Hindle, Senior Contracting Officer, who may be reached at Graham.Hindle@ncia.nato.int.

For the Director of Acquisition:

A handwritten signature in black ink, appearing to read 'G. Hindle'.

Graham Hindle
Senior Contracting Officer

Enclosures:

- 02_RFQ-CO-15061-TVV-Book I Bidding Instructions
- 03_RFQ-CO-15061-TVV-Book I Annex A Bidding Sheets (Excel)
- 04_RFQ-CO-15061-TVV-Book II Prospective Contract
- 05_RFQ-CO-15061-TVV-Generic BOA General Provisions
- 06_RFQ-CO-15061-TVV-Book II Statement of Work