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INTERNATIONAL MILITARY STAFF  
ETAT-MAJOR MILITAIRE INTERNATIONAL



25 February 2019

IMSTAM(FC)-0005-2019

PERMANENT REPRESENTATIVES TO NATO

**NOTICE OF INTENTION TO ISSUE AN INVITATION FOR INTERNATIONAL BIDDING  
(IFIB)**

1. In support of the activities of the NATO Headquarters C3 Staff (NHQC3S), the Financial Controller, IMS intends to invite bids for the maintenance of the existing Software Product "NHQC3S Configuration Management System (NHQC3S CMS)". The NHQC3S CMS facilitates the NHQC3S document generation, production, approval, maintenance, and storage process and supports the NHQC3S internal workflows. It also supports the complete management of group meetings, providing all necessary tools for planning and conducting NATO meetings.

2. Title of the IFIB: NHQC3S CMS Software Maintenance

3. Requirements: NHQC3S requires contractors' support for the maintenance of the NHQC3S CMS, which is designed as a Microsoft Share Point 2013 capable separate ASP.NET MVC 5 application built upon a Microsoft.Net framework (currently .NET Framework 4.7.2, October 2018), written in C# and HTML5/JavaScript respecting the latest best practices for any of the utilised and associated Microsoft products. The application is hosted on dedicated NATO owned Windows application servers with the Internet Information Services (IIS) and interacts with Microsoft Share Point 2013 used for document storage and SQL Server 2012.

4. Type of contract: Fixed price contract

5. Period of performance: Maintenance period up to 3 years

6. Bidding Procedure: Sealed Bidding, Two-Envelope method.

7. Classification: NATO UNCLASSIFIED

8. Issue Date: 03 April 2019

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9. Bid closing date: 27 June 2019, planned

10. Eligibility: Companies from all 29 NATO member nations contributing to the financing of the budgets/requirements. Contractor personnel performing services under the contract must be citizens of a NATO nation, have appropriate professional training and experience in related field(s).

11. Delivery location: NATO HQ  
NHQC3S-ISB  
Boulevard Leopold III  
1110 Brussels, Belgium

12. Partial bidding: Not Authorised

13. If your nation knows of contractors qualified for this work, please inform the undersigned of the company name, address, telephone number, and email address of the company's point of contact. Nominations should be provided by **01 April 2019**. The requested information should be addressed to:

International Military Staff – NATO HQ  
Attn: Mr. Scoglionero Ernesto  
Purchasing & Contracting Officer  
Boulevard Leopold III  
1110 Brussels, Belgium  
Tel : +32 (0)2 707.5341  
E-mail : [scoglionero.ernesto@hq.nato.int](mailto:scoglionero.ernesto@hq.nato.int)

14. The International Call for Bids will be sent to all nominated contractors not later than **03 April 2019**.



Mr. E. SCOGLIONERO  
ITACV  
Purchasing & Contracting Officer  
International Military Staff

Copy to: FC, RECORDS

Action Officer: Mr. E. Scoglionero, Purchasing & Contracting Officer, IMS (5341)