

NATO UNCLASSIFIED



**NORTH ATLANTIC TREATY  
ORGANIZATION**  
**ORGANISATION DU TRAITÉ DE L'ATLANTIQUE NORD**  
HEADQUARTERS SUPREME ALLIED COMMANDER  
TRANSFORMATION 7857 BLANDY ROAD, SUITE 100  
NORFOLK, VIRGINIA, 23551-2490



TO: BC's Distribution List for Invitation for International Bidding (IFIB) Procedure

DATE: 6 October 2020

SUBJECT: Notification of Intent to issue an Invitation for International Bidding (IFIB)  
for Contractor Support for Innovation Branch Application Development

1. In accordance with the stipulations of the Bi-SC Procurement Directive 60-70, Annex B, and Procedures for International Competitive Bidding (2015 Edition) the following information is provided on an Invitation for International Bidding (IFIB) that this Headquarters has the intention to release:

IFIB REFERENCE: IFIB-ACT-SACT-20-23

TITLE OF IFIB: CONTRACTOR SUPPORT TO INNOVATION BRANCH APPLICATION  
DEVELOPMENT

REQUIREMENT: ACT gives notice of the intent to issue an Invitation for international Bid (IFIB) for the provision of contracted services.

HQ SACT is seeking contract support for Software Intensive Projects (SIP) including Solution Architects, DevSecOps Engineers, Full-Stack Developers, Data Science Engineers, UI/DX Designers, Platform Architects, Product Managers, Agile Acquisition and software Security to expand their iLab Agile DevSecOps operation. The contractors will be embedded within ACT Innovation Lab team and will follow agile methodology to develop required application in incremental, user-centric fashion. The ACT Innovation lab team will follow rapid development cycles, each resulting in Minimum Viable Product, deployable in sandbox environment, and demonstrable to end-users. The Contractors' embedded within iLab teams, will work under the direction and guidance of the COTR.

The preferred location of work performance is the Innovation Lab at Old Dominion University campus in Norfolk, Virginia, or at ACT Headquarters, 7857 Blandly Road, Suite 100, Norfolk Virginia however the option to work remotely is also possible for many of the labour categories. In the case of remote work the contractors will still be considered part of Agile Innovation Lab teams, and will utilize the same toolset as the rest of the team. It will be the contractor responsibility to provide their own devices for conducting the remote work.

The intention is to initiate the contract with a core team of personnel across all labour categories; this core team will remain constant and move from one project to another as needed. Additionally, the contract shall have a robust surge capacity and selected contractors will be able to compete for further task order awards as iLab expands its operations.

NATO UNCLASSIFIED

Type of Contract: Level of Effort

Period of Performance: Base Period: on or about 1 January 2021 – 31 December 2021 with four 12 month option periods

Bidding Procedure: The intended procurement method will be International Competitive Bidding (Sealed Bidding) in accordance with Bi-SC Procurement Directive 60-70, Annex B, and Procedures for International Competitive Bidding (2015 Edition). The contract award will be determined based on the contractor that offers the Best Value to NATO.

Funding: €16.3M (based on full capacity for base and all options)  
Travel costs will not be a consideration for contract award.

Issue Date: Estimated 23 October 2020

Bid Closing Date: Estimated 9 December 2020

Eligibility: Companies which have performed similar tasking to the requirement described in the solicitation. Contractor personnel performing services under the contract must be citizens of a NATO nation, have appropriate professional training and experience in a related field (s).

Delivery location(s): The contract will cover services being accomplished in Norfolk, VA, USA or as approved at contractor facility.

Partial bidding: Partial Bidding is authorized.

Website: <http://www.act.nato.int/contracting>

Contractors will be able to view the IFIB on or about 23 October 2020 at the above website. You are hereby invited to nominate, by email or facsimile before 22 October 2020, the name, full address, Point of Contact, telephone, facsimile number and e-mail address, of other potential bidders established within your country. This and any other correspondence is to be addressed to:

Supreme Allied Commander Transformation BUDFIN  
– Purchasing and Contracting Branch  
Attn:– Ms. Catherine Giglio ACT Contracting Officer  
Attn:– Ms. Tonya Bonilla, ACT Contracting Officer  
7857 Blandy Road, Suite 100,  
Norfolk, Virginia, USA 23551-2490  
Tel: 001+757-747-3575 – Tel: +001-757-747-3856  
Email [tonya.bonilla@act.nato.int](mailto:tonya.bonilla@act.nato.int) or [Catherine.giglio@act.nato.int](mailto:Catherine.giglio@act.nato.int)

//original signed//

TONYA BONILLA  
Contracting Officer  
HQ SACT