

02/02/2026

FC(2026)0053

To: NATO Delegations
Attn. Secretaries of Delegations (as listed at Annex 1)
Representatives, Budget Committee

Cc: As listed at Annex 1

From: Head, Procurement

Subject: **Request for Proposal - RFP 2026/85693 – Provision of services for the concept and execution of communication campaigns about Ukraine for the Office of Strategic Communications**

Ref.: A. FC(2017)103-REV1 - NATO IS Procurement Manual (as amended)
B. PO(2025)0198 - Procurement Policy for NATO Common Funding
C. PO(2025)0198;-AS1 - Procedure for NATO Competitive Procurement

Purpose

1. In accordance with the provisions of Article XXXII of the NATO Financial Regulations and Financial Rules and Procedures, we are pleased to inform you that the RFP stated above will be issued by the NATO IS Procurement Service on 03 February 2026.
2. The purpose of this RFP is to award a contract for the provision of services for the concept and execution of communication campaigns about Ukraine for the Office of Strategic Communications.
3. An electronic version of the RFP has been posted on the NATO IS Business Opportunities portal <https://nato.bonfirehub.com/portal/?tab=openOpportunities>.

Governing Rules and Eligibility

4. This procurement action will follow the Formal Procurement procedure specified in References A and B.
5. To be eligible to participate in the bidding process, Bidders must:
 - a. Be from one of the NATO Participating Nation
 - b. Have at least 5 years' experience in design and delivery of campaigns of similar scope and size
 - c. Have a sound financial and legal standing and sufficient capacity and resources to provide the products/services specified in the Statement of Work; and
 - d. Be otherwise qualified and eligible to receive an award under applicable NATO regulations.

Proposal content and closing date

6. Detailed instructions regarding the preparation, submission, and evaluation of proposals are provided in Part I of the RFP (Instructions for the Preparation and Submission of Offers).
7. Aside from proof of the eligibility requirements stated above, Bidders must also provide the following main documentation as part of their proposals (see Part I, Section 4, of the RFP for further details about the mandatory composition of proposals):

- a. Statements of legal and financial condition and other statements and certificates required to verify Bidder's financial and legal standing (as per required Annexes of RFP Part I);
 - b. Data on relevant corporate experience, past performance and subcontracting arrangements;
 - c. Information about the proposed services approach and Bidder's understanding of Statement of Work (SOW) requirements;
 - d. Information about the Bidder's Corporate Resources and Capabilities;
 - e. Elaboration of any deviations to the terms and conditions of the proposed contract;
 - f. Price proposal.
8. Proposals are due on 10 March 2026 (Brussels time). Final selection and contract award is expected on 03 April 2026 (tentative).

Evaluation Criteria and Contract Award

- 9. Bidders will be evaluated on the documentation submitted and other information and documentation available to the Organization (e.g. verification of past performance references). Considerations include: understanding of requirements and proposed approach, proposed resources and capabilities, past performance, legal risks, and the proposed price.
- 10. The contract will be awarded to the responsible Bidder whose conforming proposal represents the best value after evaluation in accordance with the factors and sub-factors specified in the solicitation. The detailed proposal evaluation factors, their relative importance, and the phases of the source selection process are described in Part I of the RFP.

Point of Contact and List of Prospective Bidders

11. The Point of Contact for questions and information concerning this RFP is:
- Kowalewska, Ola
 Email: kowalewska.aleksandra@hq.nato.int
 Tel: +32 2 707 8479
 NATO HQ – Procurement Service
 Boulevard Leopold III, 1110 Brussels, Belgium
12. We would be grateful if you could invite any eligible national firms who might be interested in this solicitation of offers to contact the point of contact stated above in order to be included in the list of prospective Bidders or to register directly at the NATO Business Opportunities website thru the URL specified in paragraph 3 above.

YAROSLAVA
 KOROTINA
 93113

Digitally signed by
 YAROSLAVA
 KOROTINA 93113
 Date: 2026.02.02
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(Signed) Yara Korotina

Annexes:
 Annex 1: Distribution List

DISTRIBUTION LIST

To NATO Nations as selected by "X":

Albania	X
Belgium	X
Bulgaria	X
Canada	X
Croatia	X
Czech Republic	X
Denmark	X
Estonia	X
Finland	X
France	X
Germany	X
Greece	X
Hungary	X
Iceland	X
Italy	X
Latvia	X

Lithuania	X
Luxembourg	X
Montenegro	X
Netherlands	X
North Macedonia	X
Norway	X
Poland	X
Portugal	X
Romania	X
Slovak Republic	X
Slovenia	X
Spain	X
Sweden	X
Turkey	X
UK	X
US	X

To Partner Nations as selected by "X":

Copy to NATO Staff as selected by "X"

Financial Controller, NATO-IS, OFC	Mr Rui Silva through IS OFC Front Office <ISOFC.FO@HQ.NATO.INT>	X
Head, Procurement Service	Ms Yara Korotina	X
Procurement Officer, NATO-IS, OFC	Ms Ola Kowalewska	X
Division POC	Mr Benjamin Tufft	X