

10 January 2024

FC(PROC)(2024)0001

To: NATO Delegations
Attn. Secretaries of Delegations (as listed at annex 1)

Cc: As listed at annex 1

From: Procurement Officer

Subject: Invitation For Bids (IFB) 2024-64320 for the removal, installation and modification works of modular partition walls and ceilings at NATO Headquarters in Brussels

Ref.: A. BC-D (2017)0114 - NATO IS Procurement Manual

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 IFB referenced above has been issued by the NATO IS Procurement Service.
2. The purpose of this IFB is to award a single contract to the selected Bidder for the removal, installation and modification works of modular partition walls and ceilings of NATO Headquarters in Brussels that meet the needs of NATO as specified in the solicitation of offers.
3. An electronic version of the IFB has been posted on the NATO IS Business Opportunities web-site : <https://nato.bonfirehub.com/portal/?tab=openOpportunities>

Governing Rules and Eligibility

4. This procurement action will follow the International Competitive Bidding procedure specified in Reference A.
5. To be eligible to participate in the bidding process, Bidders must:
 - a. Be from one of the NATO Member Nations;
 - b. Be qualified and eligible to receive an award under applicable regulations.

Bid Procedure and closing date

6. Detailed instructions regarding the preparation, submission and evaluation of proposals are provided in Part I of the IFB (Instructions for the Preparation and Submission of proposals).
7. **A mandatory site visit is foreseen on 30th January or 1st February 2024.**
8. Proposals are due on 19th February 2024 at 1:00 PM CET.

Evaluation Criteria and Contract Award

9. Bidders will be evaluated on the price offered. Considerations include the legal risks.

10. The IFB will be awarded to the responsible Bidder whose conforming proposal represents the lowest price. The detailed proposal evaluation factors and the phases of the source selection process are described in Part I, Sections 9 to 11, of the IFB.

Point of Contact and List of Prospective Bidders

11. The Point of Contact for questions and information concerning this IFB is:

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12. We would be grateful if you could invite any eligible national firms who might be interested in this solicitation, to register on the NATO Business Opportunities platform in order to participate to this Invitation For Bids.

(Signed) Benoit Bienfait
Procurement Officer

Annexes:

Annexe 1: Distribution List