



Acquisition Directorate

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NCIA/ACQ/2021/06529
15 February 2021

To: All Nominated Prospective Bidders

Subject: Amendment No. 4 to Request for Quotation RFQ-CO-115259-DCEP
REFRESH and SUSTAIN DCIS EQUIPMENT POOL
Project Serial: 2017/0CM03143

Reference:

- A. AC/4(PP)D/28023-ADD1
- B. NCIA/ACQ/2020/12883 RFQ-CO-115259-DCEP dated 18 December 2020
- C. NCIA/ACQ/2021/06456 Amendment 1 to RFQ-CO-115259-DCEP dated 12 January 2021
- D. NCIA/ACQ/2021/06502 Amendment 2 to RFQ-CO-115259-DCEP dated 25 January 2021
- E. NCIA/ACQ/2021/06502 Amendment 3 to RFQ-CO-115259-DCEP dated 05 February 2021

Dear Sir/Madam,

1. At Reference B your firm was 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 Deployable Communications and Information Systems Equipment Pool (DCEP) end-user equipment at Brunssum, Netherlands.
2. The purpose of this Amendment 4 is to:
 - a) Extend the bid closing date;
 - b) Issue revised RFQ documents (Book II) as follows:
 - RFQ-CO-115259-DCEP AMD4 Book I – Bidding Instructions (V01)
 - RFQ-CO-115259-DCEP-AMD4-Book II-Part IV-SOW Annex A SRS (v2.0)
3. To allow sufficient time to address the changes made as part of this amendment, the closing time for the submission of quotations in response to this RFQ is hereby extended to **14:00 HOURS (BRUSSELS TIME) ON FRIDAY, 26 FEBRUARY 2021.**
4. Revised bidding documents as indicated in Paragraph 2 above are attached to this Amendment and replace the original or previously amended versions in their entirety. Potential Bidders are strongly advised to carefully review revised bidding documents.
5. This Amendment makes the following revisions:



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

www.ncia.nato.int

RFQ-CO-115259-DCEP AMD4 Book I – Bidding Instructions (V01)

- 2.3.1:
Changing the Bid Closure Date to 14.00h, 26 February 2021
- 3.4.3.1 is replaced as follows:
“The Bidder shall provide manufacturers datasheet for each equipment proposed.”
- 4.4.1.2 is replaced as follows:
“The Bidder shall provide manufacturers datasheet for each equipment proposed.”

RFQ-CO-115259-DCEP-AMD4-Book II-Part IV-SOW Annex A SRS (v2.0)

- Adding the following requirement to 2.6.1 (Multifunction Device):
 - Printers must be SAFECOM G4 compatible (DCEP20-157).
 - Adding the following restrictions to 2.6.1 (Multifunction Device)
 - Maximum weight: 60 kg (DCEP20-159)
 - Maximum dimension (LxWxD):70x70x70 cm (DCEP20-158)
6. With the exception of the revisions mentioned above, all other RFQ documents remain unchanged or from their original version as issued on 18 December 2020 unless revised under Amendment 1 issued on the 12th January 2021, Amendment 2 issued in the 25th January or Amendment 3 issued on the 5th February 2021. In case a document was subject to more than one Amendment the latest version shall have precedence over the previous ones.
7. Prospective Bidders are advised that the NATO 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.
8. The reference for the RFQ is: **RFQ-CO-115259-DCEP** and all correspondence concerning this RFQ should reference this number.
9. The Purchaser point of contact for all information concerning this Request for Quotation is: NATO Communications and Information Agency
Acquisition Directorate
NATO Headquarters, Boulevard Leopold III
1110 Brussels, Belgium
Attn: Ole Hubner, Senior Contracting Officer
Cc: Tiziana Pezzi, Principal Contracting Officer
Ms Estefania Nunez, Senior Contracting Assistant

Email: RFQCO115259DCEP@ncia.nato.int

FOR THE DIRECTOR OF ACQUISITION:

Digitally signed by Pezzi
Tiziana
Date: 2021.02.15 12:37:10
+01'00'
Pezzi Tiziana
Tiziana Pezzi
Principal Contracting Officer

Enclosures:

Revised Bidding Documents:

- RFQ-CO-115259-DCEP AMD4 Book I – Bidding Instructions (V01)
- RFQ-CO-115259-DCEP-AMD4-Book II-Part IV-SOW Annex A SRS (v2.0)

**DISTRIBUTION LIST FOR Amendment No.4 to REQUEST FOR QUOTATION
RFQ-CO-115259-DCEP**

Offerors (sent separately in electronic version)

NATO Delegations (Attn: Investment Adviser):

Albania	1
Belgium	1
Bulgaria	1
Canada	1
Croatia	1
Czech Republic	1
Denmark	1
Estonia	1
France	1
Germany	1
Greece	1
Hungary	1
Iceland	1
Italy	1
Latvia	1
Lithuania	1
Luxembourg	1
Montenegro	1
Netherlands	1
North Macedonia	1
Norway	1
Poland	1
Portugal	1
Romania	1
Slovakia	1
Slovenia	1
Spain	1
Turkey	1
The United Kingdom	1
The United States of America	1

Belgian Ministry of Economic Affairs 1

Embassies in Brussels (Attn: Commercial Attaché):

Albania	1
Belgium	1
Bulgaria	1
Canada	1
Croatia	1
Czech Republic	1
Denmark	1
Estonia	1
France	1
Germany	1
Greece	1
Hungary	1
Iceland	1
Italy	1
Latvia	1
Lithuania	1
Luxembourg	1
Montenegro	1
Netherlands	1
North Macedonia	1
Norway	1
Poland	1
Portugal	1
Romania	1
Slovakia	1
Slovenia	1
Spain	1
Turkey	1
The United Kingdom	1
The United States of America	1

Distribution for information (Blind to Potential Industrial Suppliers):

NATO International Staff

NATO Office of Resources

Management and Implementation Branch

Attn: Deputy Branch Chief

Director, NATO HQ C3 Staff

Attn: Executive Co-ordinator

SACTREPEUR

Attn: Infrastructure Assistant

Strategic Commands *(as applicable to funding source)*

SACT Attn: ACOS C4ISR

ACO Attn: SPT CIS Director

NATEXs

All NATEXs



RFQ-CO-115259-DCEP

AMD 4

BOOK I

BIDDING INSTRUCTIONS (V01)

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1 INTRODUCTION

- 1.1 The purpose of this Request for Quotation (RFQ) is for the provision of equipment to support Deployable Communications and Information Systems Equipment Pool (DCEP).
- 1.2 The Participating Countries for this RFQ are listed in paragraph 2.1.6 of Section II. The Contractor shall provide and implement the performance requirements as set forth in the relevant Schedule of Supplies and Services (Book II Part I) in the manner, and at times and the place, stated in the prospective Contract.
- 1.3 This RFQ is issued in accordance with the Procedures Governing the Use of Basic Ordering Agreements (**BOAs**) set forth in the NATO document AC/4-D(2019)0004 (INV).
- 1.4 The security classification of this RFQ is “NATO UNCLASSIFIED”.
- 1.5 Award of the Contract will be made on a Firm Fixed Price Basis to the lowest price technically compliant Bidder.
- 1.6 The solicitation, evaluation and award processes will be conducted in accordance with the terms and conditions contained herein.
- 1.7 The Bidder shall refer to the Purchaser all queries for a resolution of conflicts found in information contained in this document in accordance with the procedures set forth in paragraph 2.6 of Section II of the Bidding Instructions entitled “Requests for RFQ Clarifications”.
- 1.8 The target date for Contract Award is April 2021.

2 GENERAL BIDDING INFORMATION

2.1 DEFINITIONS

- 2.1.1 The term “Assembly” as used herein means an item forming a portion of equipment that can be provisioned and replaced as an entity and which normally incorporates replaceable parts or groups of parts.
- 2.1.2 The term “Basic Ordering Agreement” (BOA) refers to the acquisition instruments negotiated between suppliers of products / services and the NCI Agency, on behalf of NATO.
- 2.1.3 The term “Bidder” as used herein refers to a firm, consortium, or joint venture which submits an offer in response to this solicitation.
- 2.1.4 The term “Compliance” as used herein means strict conformity to the requirements and standards specified in this Request for Quotation.
- 2.1.5 The term “Contractor” refers to a firm of a Participating Country which has signed a Contract under which it will perform a service, manufacture a product, or carry out works for NATO.
- 2.1.6 The term “Participating Country” as used herein means one of the contributory NATO nations in the project, namely, (in alphabetical order):

ALBANIA, BELGIUM, BULGARIA, CANADA, CROATIA, CZECH REPUBLIC, DENMARK, ESTONIA, FRANCE, GERMANY, GREECE, HUNGARY, ICELAND, ITALY, LATVIA, LITHUANIA, LUXEMBOURG, MONTENEGRO, NETHERLANDS, NORTH MACEDONIA, NORWAY, POLAND, PORTUGAL, ROMANIA, SLOVAKIA, SLOVENIA, SPAIN, TURKEY, UNITED KINGDOM, UNITED STATES OF AMERICA.

- 2.1.7 The term “Purchaser” refers to the authority issuing the RFQ and/or awarding the Contract (the NATO Communications and Information Agency, NCIA).
- 2.1.8 The term “Sub-Assembly” as used herein refers to a portion of an assembly consisting of two or more parts that can be provisioned and replaced as an entity. The definition purposely excludes components and/or parts as defined in ACodP-1.

2.2 ELIGIBILITY

- 2.2.1 Only firms which hold an active BOA stipulated with the NCI Agency are eligible to take part in this RFQ. In addition, all Contractors, sub-Contractors and manufacturers, at any tier, must be from Participating Countries.
- 2.2.2 No materials or items of equipment down to and including identifiable sub-assemblies shall be manufactured or assembled by a firm other than from and within a Participating Country.
- 2.2.3 The intellectual property rights to all design documentation and related system operating software shall reside in Participating Countries, and no license fee,

or royalty charges shall be paid by the Contractor to firms, individuals or governments other than within the Participating Countries.

2.2.4 Bidders are at liberty to constitute themselves into any form of contractual arrangements or legal entity they desire, bearing in mind that in consortium-type arrangements a single judicial personality shall be established to represent that legal entity. A legal entity, such as an individual, Partnership or Corporation, herein referred to as the “Prime Contractor”, shall represent all members of the consortium with the NCI Agency and/or NATO. The “Prime Contractor” shall be vested with full power and authority to act on behalf of all members of the consortium, within the prescribed powers stated in an irrevocable Power of Attorney issued to the “Prime Contractor” by all members associated with the consortium. Evidence of authority to act on behalf of the consortium by the “Prime Contractor” shall be enclosed and sent with the Bid. Failure to furnish proof of authority shall be a reason for the Bid being declared non-compliant.

2.3 BID DELIVERY AND BID CLOSING

2.3.1 All Bids shall be in the possession of the Purchaser at the e-mail address given below in paragraph 2.3.2 **before 14.00 hours (Brussels Time) on 26 February 2021** at which time and date bidding shall be closed.

2.3.2 Offerors are requested to submit their quotation electronically to the following email address

RFQCO115259DCEP@ncia.nato.int

2.3.3 The Quotation shall consist of three (3) separate subject emails:

2.3.3.1 For the first e-mail the subject line shall read: “**RFQ-CO-115259-DCEP– Official Bid for [company name] – Part 1 - Administrative Envelope**”. The e-mail content shall be as described in Paragraph 3.1.4(a) below, with no password protection to the file and shall be not larger than 20MB total.

2.3.3.2 For the second e-mail the subject line shall read: “**RFQ-CO-115259-DCEP –Official Bid for [company name] – Part 2 - Price Quotation**”. The e-mail content shall be as described in Paragraph 3.1.4(b) below, with no password protection to the file, and shall be not larger than 20MB total.

2.3.3.3 For the third e-mail the subject line shall read: “**RFQ-CO-115259-DCEP – Official Bid for [company name] – Part 3 – Technical Proposal**”. The e-mail content shall be as described in Paragraph 3.1.4(c) below, with no password protection to the file, and shall be not larger than 20MB total per e-mail. For large Technical Proposals, multiple e-mails may be required to submit the entire package. In such case, Bidders shall clearly indicate the correct order in the e-mail subject line.

2.3.4 Quotations which are delivered to the Purchaser after the specified time and date set forth above for Bid Closing are “Late Bids” and shall not be considered for award.

2.3.5 It is the responsibility of the Offeror to ensure that the quotation submission is duly completed by the specified quotation closing time and date. If a quotation received at the NCI Agency's facility by electronic data interchange is unreadable to the degree that conformance to the essential requirements of the solicitation cannot be ascertained, the Purchaser will immediately notify the Offeror that the quotation will be rejected unless the Offeror provides clear and convincing evidence:

- (a) Of the content of the Quotation as originally submitted; and,
- (b) That the unreadable condition of the quotation was caused by Purchaser software or hardware error, malfunction, or other Purchaser mishandling.

2.3.6 Bids which are delivered to the Purchaser after the specified time and date set forth above for Bid Closing are "Late Bids" and shall not be considered for award. Such bids will be returned unopened to the Bidder at the Bidder's expense unless the Purchaser can determine that the bid in question meets the criteria for consideration as specified below.

2.3.7 Consideration of Late Bid. It is the responsibility of the Bidder to ensure that the bid submission is duly completed by the specified Bid Closing time. Considering the e-bidding procedure, a Late Bid shall only be considered for award under the following circumstances:

- (a) A Contract has not already been awarded pursuant to the Request for Quotation, and
- (b) the bid was sent to the e-mail address specified in the RFQ not later than the bid closing date and the Bidder bears no responsibility for the delay. (The Bidder shall provide evidence in order to determine the date of the email).

2.4 REQUESTS FOR EXTENSION OF BID CLOSING DATE

The Purchaser does not accept, except in exceptional cases, Bidder requests to extend the Bid Closing Date. In any event, all questions and requests for extension of bid closing date must be submitted in writing by e-mail. Such questions shall be forwarded to the Point of Contact specified in paragraph 2.5 below and shall arrive not later than 10 days before the closing date of the bid. The Purchaser is under no obligation to consider or answer requests submitted after this time. Extensions to the Bid Closing Date are at the sole discretion of the Purchaser.

2.5 PURCHASER POINT OF CONTACT

The Purchaser Point of Contact (POC) for all information concerning this RFQ is:

Mr. Ole Hubner
E-mail: ole.hubner@ncia.nato.int

NATO Communications and Information Agency
NATO HQ
Boulevard Leopold III

B-1110 Brussels
Belgium

CC
Ms Estefania Nunez
E-mail: estefania.nunez@ncia.nato.int

2.6 REQUESTS FOR RFQ CLARIFICATIONS

2.6.1 Bidders, during the solicitation period, are encouraged to query and seek clarification of any matters of a contractual, administrative and technical nature pertaining to this RFQ.

2.6.2 All questions and requests for clarification must be submitted in writing through Annex D – Clarification Requests Form, by e-mail to:

E-mail: ole.hubner@ncia.nato.int

All questions and requests must reference the Section(s) in the RFQ subject for clarifications. The questions and/or requests shall arrive **not later than 14 days before the closing date of the bid**. The Purchaser is under no obligation to answer questions submitted after this time. Requests for clarification must address the totality of the concerns of the Bidder for any given area, as the Bidder will generally not be permitted to revisit areas of the RFQ for additional clarification as noted in 2.6.3 below.

2.6.3 Bidders are advised that subsequent questions and/or requests for clarification included in a bid shall neither be answered nor considered for evaluation and may be grounds for a determination of non-compliance.

2.6.4 Except as provided above, all questions will be answered by the Purchaser and the questions and answers (deprived of any means of identification of the questioner) will be issued in writing to all prospective bidders in accordance with the provisions of paragraph 2.8 below.

2.6.5 The published answers issued by the Purchaser shall be regarded as the authoritative interpretation of the RFQ, and may lead to a formal amendment to the RFQ. Such amendment may also contain changes to the language, terms, conditions and/or specifications of the RFQ. Amendments to the language of the RFQ included in the answers, and/or the formal RFQ amendment, shall be incorporated by the Bidder in its offer.

2.7 REQUESTS FOR WAIVERS AND DEVIATIONS

2.7.1 Bidders are informed that requests for alteration to, waivers of, or deviations from the Schedules, the Special Contract Provisions, the Terms and Conditions in the NCI Agency's Basic Ordering Agreement, the Technical Specifications and any other Terms and Conditions of the Prospective Contract will not be considered after the Request for Clarification process.

2.7.2 Requests for alterations to the other requirements, terms or conditions of the Request for Quotation or the Prospective Contract may only be considered as

part of the clarification process set forth in paragraph 2.6 above. Requests for alterations to the specifications, terms and conditions of the Contract which are included in a Bid as submitted may be regarded by the Purchaser as a qualification or condition of the Bid and may be grounds for a determination of non-compliance.

2.8 AMENDMENT OF THE REQUEST FOR QUOTATION

- 2.8.1 The Purchaser may revise, amend or correct the terms, conditions and/or specifications and provisions of the RFQ documents at any time prior to the date set for the Bid Closing. Any and all modifications will be transmitted to all prospective bidders by an official amendment designated as such and signed by the Contracting Authority. Such amendment shall be recorded in the Acknowledgement of Receipt certificate (Annex C-6) which the bidder shall complete and enclose as part of its bid. This process may be part of the clarification procedures set forth in paragraph 2.6 above or may be an independent action on the part of the Purchaser.
- 2.8.2 The Purchaser will consider the potential impact of amendments on the ability of prospective Bidders to prepare a proper bid within the allotted time. The Purchaser may extend the "Bid Closing Date" at its discretion and such extension will be set forth in the amendment document.
- 2.8.3 In no case, however, will the closing date for receipt of bids be less than seven (7) days from the date of issuance of any amendment to the RFQ.

2.9 MODIFICATION AND WITHDRAWAL OF BIDS

- 2.9.1 Bids, once submitted, may be modified by Bidders, but only to the extent that the modifications are in writing, conform to the requirements of the RFQ, and are received by the Purchaser prior to the exact time and date established for Bid Closing. Such modifications shall be considered as an integral part of the submitted bid.
- 2.9.2 Modifications to bids which arrive after the Bid Closing Date will be considered as "Late Modifications" and will be processed in accordance with the procedure set forth above concerning "Late Bids", except that unlike a "Late Bid", the Purchaser will retain the modification until a selection is made. A modification to a bid which is determined to be late will not be considered in the evaluation and selection process. If the Bidder submitting the modification is determined to be the successful Bidder on the basis of the unmodified bid, the modification may then be opened. If the modification makes the terms of the bid more favourable to the Purchaser, the modified bid may be used as the basis of Contract award. The Purchaser, however, reserves the right to award a Contract to the apparent successful Bidder on the basis of the bid submitted and disregard the late modification.
- 2.9.3 A Bidder may withdraw its bid at any time prior to Bid Opening without penalty. In order to do so, an authorised agent or employee of the Bidder must provide an original statement of the firm's decision to withdraw the bid and remove the bid from the Purchaser's premises.

2.10 BID VALIDITY

- 2.10.1 Bidders shall be bound by the term of their bids for a period of six (6) months starting from the Bid Closing Date specified at paragraph 2.3.1 above.
- 2.10.2 In order to comply with this requirement, the Bidder shall complete the Certificate of Bid Validity set forth in Annex C-3. Bids offering less than the period of time referred to above for acceptance by the Purchaser may be determined to be non-compliant.
- 2.10.3 The Purchaser will endeavour to complete the evaluation and make an award within the period referred to above. However, should that period of time prove insufficient to render an award, the Purchaser reserves the right to request an extension of the period of validity of all bids which remain under consideration for award.
- 2.10.4 Upon notification by the Purchaser of such a request for a time extension, the Bidders shall have the right to:
- (a) accept this extension of time in which case Bidders shall be bound by the terms of their offer for the extended period of time and the Certificate of Bid Validity extended accordingly; or
 - (b) refuse this extension of time and withdraw the bid without penalty.
- 2.10.5 Bidders shall not have the right to modify their bids due to a Purchaser request for extension of the bid validity unless expressly stated in such request.

2.11 BID GUARANTEE

- 2.11.1 The Bid Guarantee shall be submitted by e-mail to the Purchaser either directly by a banking institution or from the Bidder e-mailing the Bid Guarantee to:

NCIAFinanceTreasuryBankGuarantee@ncia.nato.int

In either case, the Bidder shall provide an additional copy of the Bid Guarantee in the Administrative Envelope, Part I.

- 2.11.2 The Bidder shall furnish with its Bid a guarantee in an amount equal to three hundred thousand Euro (€ 300,000). The Bid Guarantee shall be in the form of an irrevocable, unqualified and unconditional bid bond, i.e. Standby Letter of Credit issued by a Belgian banking institution fully governed by Belgian legislation or issued by a non-Belgian financial institution and confirmed by a Belgian banking institution fully governed by Belgian legislation. In the latter case signed original letters from both the issuing institution and the confirming institution must be provided. The confirming Belgian bank shall clearly state that it will guarantee the funds, the drawing against can be made by the NCI Agency at its premises in Belgium. Bid Guarantees shall be made payable to the Treasurer, NATO Communications and Information Agency and its legal successor.

2.11.3 Alternatively, a Bidder may elect to post the required Guarantee in cash (via direct bank deposit) or by certified cheque to be submitted in the Bidders Bid Administration Package. If the latter method is selected, Bidders are informed that the Purchaser will cash the cheque on the Bid Closing Date or as soon as possible thereafter.

2.11.4 “Standby Letter of Credit” as used herein, means a written commitment by a Belgian financial institution either on its own behalf or as a confirmation of the Standby Letter of Credit issued by a non-Belgian bank to pay all or part of a stated amount of money, until the expiration date of the letter, upon presentation by the Purchaser of a written demand therefore. Neither the financial institution nor the Bidder can revoke or condition the Standby Letter of Credit. The term “Belgian financial institution” includes non-Belgian financial institutions licensed to operate in Belgium.

2.11.5 The following format may be used by the issuing financial institution to create a Standby Letter of Credit:

BID GUARANTEE - STANDBY LETTER OF CREDIT

Standby Letter of Credit Number: _____

Issue Date: _____

Beneficiary: NATO Communications and Information Agency,
(NCI Agency) or its legal successor
Acquisition Directorate – Attn: Mrs. Tiziana Pezzi
CO-115259-DCEP
Boulevard Leopold III, B-1110, Brussels, Belgium

Expiry Date: _____

1. We, (issuing bank) hereby establish in your favour our irrevocable standby letter of credit number {number} by order and for the account of (NAME AND ADDRESS OF BIDDER) in the original amount of [€ 300,000 (Three Hundred Thousand Euro)]. We are advised this Guarantee fulfils a requirement under Request for Quotation CO-115259-DCEP dated _____.

2. Funds under this standby letter of credit are available to you upon first demand and without question or delay against presentation of a certificate from the NCI Agency Contracting Officer that:

(NAME OF BIDDER) has submitted a bid and, after Bid Closing Date (including extensions thereto) and prior to the selection of the lowest priced, technically compliant bid, has withdrawn its Bid, or stated that it does not consider its bid valid or agree to be bound by its bid, or

(NAME OF BIDDER) has submitted a bid determined by the Agency to be the lowest priced, technically compliant bid, but (NAME OF BIDDER) has declined to execute the contract offered by the Agency, such contract being consistent with the terms of the Request for Quotation , or

The NCI Agency or its legal successor has offered (NAME OF BIDDER) the contract for execution but (NAME OF BIDDER) has been unable to demonstrate compliance with the security requirements of the contract within a reasonable time, or

The NCI Agency or its legal successor has entered into the contract with (NAME OF BIDDER) but (NAME OF BIDDER) has been unable or unwilling to provide the Performance Guarantee required under the terms of the contract within the time frame required.

3. This Letter of Credit is effective the date hereof and shall expire at our office located at (Bank Address) on _____. All demands for payment must be made prior to the expiry date.

4. It is a condition of this letter of credit that the expiry date will be automatically extended without amendment for a period of sixty (60) calendar days from the current or any successive expiry date unless at least thirty (30) calendar days prior to the then current expiry date the NCI Agency Contracting Officer notifies us that the Letter of Credit is not required to be extended or is required to be extended for a shorter duration.

5. We may terminate this letter of credit at any time upon sixty (60) calendar days notice furnished to both (NAME OF BIDDER) and the NCI Agency or its legal successor by registered mail.

6. In the event we (the issuing bank) notify you that we elect not to extend the expiry date in accordance with paragraph 4 above, or, at any time, to terminate the letter of credit, funds under this credit will be available to you without question or delay against presentation of a certificate signed by the NCI Agency Contracting Officer which states:

“The NCI Agency or its legal successor has been notified by {issuing bank} of its election not to automatically extend the expiry date of letter of credit number {number} dated {date} pursuant to the automatic renewal clause (or to terminate the letter of credit). As of the date of this certificate, no suitable replacement letter of credit, or equivalent financial guarantee has been received by the NCI Agency or its legal successor from, or on behalf of (NAME OF BIDDER), and the NCI Agency or its legal successor, as beneficiary, hereby draws on the standby letter of credit number _____ in the amount of EUR (Amount up to the maximum available under the LOC), such funds to be transferred to the account of the Beneficiary number _____ (to be identified when certificate is presented).”

Such certificate shall be accompanied by the original of this letter of credit and a copy of the letter from the issuing bank that it elects not to automatically extend the standby letter of credit, or terminating the letter of credit.

7. The Beneficiary may not present the certificate described in paragraph 6 above until 20 (twenty) calendar days prior to a) the date of expiration of the letter of credit should {issuing bank} elect not to automatically extend the expiration date of the letter of credit, b) the date of termination of the letter of credit if {issuing bank} notifies the Beneficiary that the letter of credit is to be terminated in accordance with paragraph 6 above.

8. *Multiple partial drawings are allowed to the maximum value of this letter of credit.*

9. *Drafts drawn hereunder must be marked, "Drawn under {issuing bank} Letter of Credit No. {number}" and indicate the date hereof.*

10. *This letter of credit sets forth in full the terms of our undertaking, and this undertaking shall not in any way be modified, amended, or amplified by reference to any document, instrument, or agreement referred to herein (except the International Standby Practices (ISP 98) hereinafter defined) or in which this letter of credit is referred to or to which this letter of credit relates, and any such reference shall not be deemed to incorporate herein by reference any document, instrument, or agreement.*

11. *We hereby engage with you that drafts drawn under and in compliance with the terms of this letter of credit will be duly honoured upon presentation of documents to us on or before the expiration date of this letter of credit.*

12. *This Letter of Credit is subject to The International Standby Practices-ISP98 (1998 Publication) International Chamber of Commerce Publication No.590*

2.11.6 If the Bid Closing Date is extended after a Bidder's financial institution has issued a Bid Guarantee, it is the obligation of the Bidder to have such Bid Guarantee (and confirmation, as applicable) extended to reflect the revised Bid Validity date occasioned by such extension.

2.11.7 Failure to furnish the required Bid Guarantee in the proper amount, and in the proper form and for the appropriate duration by the Bid Closing Date may be cause for the bid to be determined non-compliant.

2.11.8 Bid Guarantees will be returned to Bidders as follows:

- (a) to non-compliant Bidders forty-five (45) days after notification by the Purchaser of a non-compliant bid (except where such determination is challenged by the Bidder; in which case the Bid Guarantee will be returned forty-five (45) days after a final determination of non-compliance);
- (b) to all other unsuccessful Bidders within thirty (30) days following the award of the Contract to the successful Bidder;
- (c) to the successful Bidder upon submission of the Performance Guarantee required by the Contract or, if there is no requirement for such a Performance Guarantee, upon contract execution by both parties.
- (d) pursuant to paragraph 2.10.4 (b).

2.12 CANCELLATION OF REQUEST FOR QUOTATIONS

The Purchaser may cancel, suspend or withdraw for re-issue at a later date this RFQ at any time prior to Contract award. No legal liability on the part of the Purchaser for payment of any sort shall arise and in no event will any Bidder

have cause for action against the Purchaser for the recovery of costs incurred in connection with preparation and submission of a bid in response to this RFQ.

2.13 ELECTRONIC TRANSMISSION OF INFORMATION AND DATA

The Purchaser will endeavour to communicate answers to requests for clarification and amendments to this RFQ to the prospective bidders by the fastest means possible, including the use of e-mail where the firms have forwarded the necessary address information. All bidders are consequently strongly encouraged to provide accurate email addressing information and notify the Purchaser at the earliest practicable date should any changes occur.

3 BID PREPARATION INSTRUCTIONS

3.1 GENERAL

3.1.1 Bids shall be prepared in accordance with the instructions set forth herein. Failure to comply with these instructions may result in the Bid being declared non-compliant.

3.1.2 Bidders shall prepare a complete bid which comprehensively addresses all requirements stated herein. The Bid shall demonstrate the Bidder's understanding of the RFQ and its ability to provide all the deliverables and services listed in the Schedule of Supplies and Services. Bids, which are not complete, will be declared non-compliant.

3.1.3 **The Bidder shall not restate the RFQ requirements in confirmatory terms only.** The Bidder must clearly describe what is being offered and how the Bidder will meet all RFQ requirements. Statements in confirmatory terms only will be sufficient grounds for determining the bid to be non-compliant.

3.1.4 **Bidders shall prepare their bid in 3 parts in the following quantities:**

(a) Administrative Package (Part 1): Electronic: Scanned PDF copies of the certificates with physical (non-digital) signatures of the prescribed certifications and a PDF copy of the Bid Guarantee detailed in 3.2. **No** Password Protection.

(b) Price Quotation (Part 2): Electronic: The Price Quotation shall contain one (1) ZIP file containing one (1) electronic copy in Microsoft Excel(readable and searchable) of the completed Schedule of Supplies and Services and one (1) PDF copy of the completed Schedule of Supplies and Services as detailed in 3.3. **No** Password Protection.

(c) Technical Proposal (Part 3): Electronic: The Technical Proposal shall be self-contained as a separate electronic file in one (1) ZIP file, named as described in Section 3.4. **No** Password Protection.

- 3.1.5 No information disclosing or contributing to disclose the bid price shall be made part of the Technical Proposal.
- 3.1.6 Documents submitted in accordance with section 3.1.4 above shall be classified no higher than “NATO UNCLASSIFIED” material
- 3.1.7 Partial Bids and/or bids containing conditional statements will be declared non-compliant.
- 3.1.8 Where no specific format is mandated, electronic bid documentation shall be delivered in PDF format without limitations of printing or “copy & paste”. The Purchaser reserves the right to request native formats electronic files of the proposal to facilitate the evaluation process.
- 3.1.9 Bidders are advised that the Purchaser reserves the right to incorporate the Bidders Technical Proposal in whole or in part in the resulting Contract.
- 3.1.10 Bid language shall be English.

3.2 PREPARATION OF THE ADMINISTRATIVE ENVELOPE (PART 1)

- 3.2.1 The Bid Administrative Package shall include in accordance with 3.1.4(a) one ZIP file submitted by email Comprised of the required documents and one copy of the Bid Guarantee submitted directly to the Purchaser Treasury Office as explained in 2.11.
- 3.2.2 No information disclosing or contributing to disclose the bid price shall be made part of the Bid Administration volume.
- 3.2.3 As explained in 2.11, the Bid Guarantee shall be sent directly to the Purchaser Treasury email address specified in 2.11.1. Additionally, a copy of the Bid Guarantee shall be included in this volume. Bidders are reminded that the Bid Guarantee shall reflect any extensions to the Bid Validity Date due to extensions in the Bid Closing Date.
- 3.2.4 The Package shall include the Certificates set forth in Annexes to these Bidding Instructions, signed in the original by an authorised representative of the Bidder. Within the Package the bidder shall also include the signed electronic copies of the **certifications** – with physical, not electronic signatures - **set forth in Annex C** hereto, specifically:
 - (a) C-1 Certificate of Legal Name of Bidder
 - (b) C-2 Certificate of Independent Determination
 - (c) C-3 Certificate of Bid Validity

- (d) C-4 Certificate of Understanding
- (e) C-5 Certificate of Exclusion of Taxes, Duties and Charges
- (f) C-6 Acknowledgement of Receipt of RFQ Amendments (if applicable)
- (g) C-7 Disclosure of Requirements for NCI Agency Execution of Supplemental Agreements
- (h) C-8 Certification of NATO Member Country of Origin of Delivered Equipment, Services, Materials and Intellectual Property Rights
- (i) C-9 Comprehension and Acceptance of Contract Special Provisions and general BOA Provisions
- (j) C-10 List of Prospective Sub-Contractors / Consortium members
- (k) C-11 Certificate of AQAP 2110 or ISO-9001:2015 Compliance. The Bidder shall attach a copy of the company's AQAP 2110 or ISO 9001 Certification.
- (m) C-12 Disclosure of Involvement of Former NCI Agency Employment
- (n) C-12 Bid Guarantee- Standby Letter of Credit

3.2.5 Concerning Certificate C-10, the Contractor shall identify by name, project role, and country of origin, all sub-contractors whose sub-contract value is expected to equal or exceed EUR 125,000, if any. A list of consortium members shall also be completed and included. If there are no sub-contractors/consortium members involved, the Bidder shall state this separately. **The subcontractors listed in this certificate shall be traceable in the Bidding Sheets.**

3.2.6 Concerning Certificate C-7, Disclosure of Requirements for NCI Agency Execution of Supplemental Agreements, Bidders shall note especially the following:

3.2.6.1 If supplemental agreements, such as End-User Certificates or Technical Assistance Agreements, are required by national regulations, these must be submitted with the Bidders Bid. Supplemental agreements submitted after the Bid Closing Date shall not be considered.

3.2.6.2 The terms of supplemental agreements, if necessary, are the Bidders / Contractors responsibility and shall be totally consistent with the terms of the (Prospective) Contract, and shall not duplicate, negate, or further interpret any provisions of this Contract. The terms of the (Prospective) Contract shall take precedence over the Supplemental Agreement.

3.2.6.3 A problem with the supplemental agreement in any of the areas mentioned previously in this provision may result in a determination that the Bid is not compliant with the terms of the RFQ, and in rejection of the Bid, or termination

for default of the Contract if the supplemental agreement is submitted after Contract award.

3.3 PREPARATION OF THE PRICE QUOTATION (PART 2)

3.3.1 The Price Quotation shall be prepared and submitted in the form of the completed Schedule of Supplies and Services in accordance with RFQ Book I, Section III and Annexes A and B. No iteration of the form and pre-filled content of the Schedule of Supplies and Services is allowed, unless otherwise specified. The prices entered shall reflect the amount of the total items required to meet the contractual requirements.

3.3.2 This envelope must contain the following documentation and media:

3.3.2.1 One (1) completed as per Book I Annex B instructions. **Please note that both, CLIN Summary tab of the Schedule of Supplies and Services, as well as CLIN Price Breakdown tabs per each CLIN need to be printed as PDF and included in the Package;**

3.3.3 Bidders shall prepare their Price Quotation by completing the sections of the Schedule of Supplies and Services referred in paragraph 3.3.2.1 above, in accordance with the instructions specified in Annex B.

3.3.4 Bidders shall quote in their own national currency or in EUR. Bidders may also submit bids in multiple currencies including other NATO member states' currencies under the following conditions:

- (a) the currency is of a "Participating Country" in the project, and
- (b) the Bidder can demonstrate, either through sub-contract arrangements or in its proposed work methodology, that it will have equivalent expenses in that currency. All major sub-contracts and their approximate anticipated value should be listed on a separate sheet and included with the Price Quotation.

3.3.5 The Purchaser, by virtue of its status under the terms of Article IX and X of the Ottawa Agreement, is exempt from all direct taxes (incl. VAT) and all customs duties on merchandise imported or exported. The Contractor, therefore, shall certify that the prices stipulated in this Contract do not include amounts to cover such direct taxes or customs duties.

3.3.6 The Contractor shall be responsible for ensuring that its respective Sub-contractors are aware that the Purchaser is exempt from taxes and customs duties. The Contractor (and its respective Sub-contractors) shall be responsible for complying with all applicable national and local legal and administrative procedures to ensure that authorities do not attempt to assess taxes and customs duties on goods and property imported or exported through NATO member nation frontiers under this Contract nor assess direct taxation (VAT) on goods sold to the NCI Agency under this Contract. Bidders are reminded of the requirement to complete the certification to this effect in Annex C-5.

- 3.3.7 Unless otherwise specified in the instructions for the preparation of bidding sheets, all prices quoted in the proposal shall be DDP (Delivered Duty Paid) to specified destination, in accordance with the International Chamber of Commerce INCOTERMS 2000 and shall also cover all packaging, packing, preservation, insurance and transportation charges. Prices quoted shall include all costs for items supplied and delivered to final destination.
- 3.3.8 The Bidder's attention is directed to the fact that Price Quotation shall contain no document and/or information other than the priced copies of the Schedule of Supplies and Services. Any other document of a contractual or technical nature will not be considered for evaluation and may be cause for a determination of non-compliance by the Purchaser.
- 3.3.9 When completing the Schedule of Supplies and Services, a unit price and total fixed price for each specified element needs to be supplied on each CLIN line item. Bidders are required to insert price information in all cells marked in yellow in the Schedule of Supplies and Services. Prices should not be grouped. The prices and quantities entered on the document shall reflect the total items required to meet the contractual requirements. The total price shall be indicated in the appropriate columns and in the currency quoted. If the price of a line item is expressed in different currencies, these shall be identified, and there shall be as many totals on that line item as there are currencies. In preparing the Price Quotation, Bidders shall ensure that the prices of the Sub-items total the price of the major item of which they constitute a part. The accuracy of the inputs of the Schedule of Supplies and Services is the responsibility of the Bidder. The Purchaser in its favour may resolve ambiguous computation of prices.
- 3.3.10 The Bidder shall furnish firm fixed price quotations, for all proposed items. Partial quotations shall be rejected.
- 3.3.11 The Bidder understands that there is no obligation under this Contract for the Purchaser to exercise an optional increase of the quantities set forth in any line items, and that the Purchaser bears no liability should it decide not to exercise such option. Further, the NCI Agency reserves the right to order another contractor through a new contract with other conditions for the additional quantities of any line item it might need.
- 3.3.12 The Contractor shall be liable for all other taxes, assessments, fees, licences, administrative charges or other Government assessments or charges which are applicable to the performance of this Contract. It is the Contractor's responsibility to inform itself of its liability in each country where such liability may arise.
- 3.3.13 Price Proposals specifying exceeding the deadlines for delivery and completion of works indicated in the Schedule of Supplies and Services may be declared non-compliant.
- 3.3.14 The Bidder shall identify for each CLIN all significant sub-contractors and provide required information about their prospective sub-contractors whose estimated value of the subcontract is expected to equal or exceed EUR 125,000

using the “List of Prospective Sub-Contractors” form attached to Book I Annex C-10.

3.3.15 Bidders shall separately price the cost of Warranty. Zero values or the statement that the Bid price includes the cost of warranty are not allowed.

3.4 PREPARATION OF THE TECHNICAL PROPOSAL (PART 3)

3.4.1 Bidders shall submit their Technical Proposal in on accordance with the requirements of paragraphs 3.4.2 and 3.4.3 below.

3.4.2 The Technical Proposal must be in compliance of the items against those listed in the Schedule of Supplies and Services and requirements given in Sow Annex A SRS, including identifying suitability of fit form and function alternatives as applicable and matched accordingly

3.4.3 Manufacturers Datasheets

3.4.3.1 The Bidder shall provide manufacturers datasheet for each equipment proposed.

3.5 PACKAGING AND MARKING OF BIDS

All copies of the Administrative Package, Price Quotation, and the Technical Proposal shall be segregated and not password protected. Three emails shall be sent in accordance to Section 3.1.4 of Book I.

4 BID EVALUATION

4.1 GENERAL

4.1.1 The evaluation of bids will be made by the Purchaser solely on the basis of the requirements in this RFQ.

4.1.2 The evaluation of bids and the determination as to the compliance or technical adequacy of the supplies and services offered will be based only on that information furnished by the Bidder and contained in its bid. The Purchaser shall not be responsible for locating or securing any information which is not included in the bid.

4.1.3 To ensure that sufficient information is available, the Bidder shall furnish with its bid all information appropriate to provide a complete description of the work which will be performed and/or the supplies to be delivered. The information provided shall be to a level of detail necessary for the Purchaser to determine exactly what the Bidder proposes to furnish and whether the offer meets the technical, administrative and contractual requirements of this RFQ. Significant omissions and/or cursory submissions may result in a determination of non-compliance without recourse to further clarification.

4.1.4 During the evaluation, the Purchaser may request clarification of the bid from the Bidder, and the Bidder shall provide sufficient detailed information in

connection with such requests as to permit the Purchaser to make a final determination based upon the facts. The purpose of such clarifications will be to resolve ambiguities in the bid and to permit the Bidder to state its intentions regarding certain statements contained therein. The Bidder is not permitted any cardinal alteration of the bid regarding technical matters and shall not make any change to its price quotation at any time.

4.1.5 The Bidder's prompt response to the Purchaser's RFQ clarification requests is important and therefore failure to provide the requested clarifications within the time-limits set forth in the specific Clarification Requests may cause the bid to be deemed non-compliant.

4.1.6 The evaluation will be conducted in accordance with the Use of Basic Ordering Agreements (BOAs) by the NATO Communications and Information Agency (NCI Agency) set forth in the NATO document AC/4-D(2019)0004 (INV).

4.1.7 The administrative compliance of the Bids will be evaluated first. Bids that are declared administratively non-compliant may be rejected without further evaluation. Following evaluation for administrative compliance, evaluation will be carried out in the following area: Part 2 - Price.

4.1.8 All administrative compliant Bids will be reviewed for price compliancy. The Contract resulting from this RFQ will be awarded to the bidder whose offer, as evaluated by the Purchaser, is the lowest priced bid and in compliance with the requirements of this RFQ.

4.2 ADMINISTRATIVE CRITERIA

4.2.1 Prior to commencement of the Price and Technical evaluation, Bids will be reviewed for compliance with the Bid Submission Requirements of this RFQ. These are as follows:

- (a) The Bid was received by the Bid Closing Date and Time,
- (b) The Bid was packaged and marked properly
- (c) The Bid was submitted in the required format
- (d) The Bid Package contains a Bid Guarantee in the proper amount (EUR 300.000,00), proper form and for the established length of time.
- (e) The Administrative Package contains all the requested signed originals of the required Certificates at Annex C hereto plus the bid guarantee

4.2.2 A Bid that fails to conform to the above requirements may be declared non-compliant and may not be evaluated further by the Purchaser.

4.2.3 If it is discovered, during the Price evaluation, that the Bidder has taken exception to the Terms and Conditions of the Prospective Contract, or has qualified and/or otherwise conditioned its offer on a modification or alteration of the Terms and Conditions, the Bidder may be determined to have submitted a non-compliant bid.

4.3 PRICE CRITERIA

4.3.1 The Bidder's Price Quotation will be first assessed for compliance against the following standards:

4.3.1.1 The Price Quotation meets the requirements for preparation and submission of the Price Quotation set forth in the Bid Preparation Section and the Instructions for Contractor's Schedule of Supplies and Services, in particular:

- a. Compliance with the requirements for preparation and submission of the Price Quotation set forth in the Bid Preparation Section (Book I, Section III) and Instructions for Contractor's Schedule of Supplies and Services (Annex B hereto).
- b. The Bidder has furnished Firm Fixed Prices for all items listed.
- c. All pricing data, i.e., quantities, unit prices, has been provided as reflected in the Schedule of Supplies and Services.
- d. Bid prices include all costs for items supplied, delivered, and supported.
- e. All prices have been accurately entered into appropriate columns, and accurately totalled.
- f. The Bidder has provided accurate unit price (where required) and total price for each line item.
- g. The Bidder has provided accurate unit price and total price of each of the sub-items it added (if any).
- h. The grand total is accurate.
- i. The currency of all line items has been clearly indicated.
- j. The Bidder has quoted in its own national currency or in the Host Nation currency, Euros. Where multiple currencies including other NATO member states' currencies are quoted, the conditions of Section III 3.3.4 are met.
- k. The Bidder has indicated that in accordance with the treaties governing the terms of business with NATO, it excluded from its prices all taxes, duties and customs charges from which the Purchaser has been exempted.
- l. Price quotes for each individual item(s), and totalled prices are accurate and realistic (based on historic data, and/or market and competitive trends in the specified industrial sector(s)).

4.3.1.2 Detailed pricing information has been provided and is adequate, accurate, traceable, and complete.

4.3.1.3 The Price Quotation meets requirements for price realism as described below in paragraph 4.3.4.

4.3.1.4 A bid which fails to meet the compliance standards defined in this section may be declared non-compliant and may not be evaluated further by the Purchaser.

4.3.2 Basis of Price Comparison

4.3.2.1 The Purchaser will convert all prices quoted into EURO for purposes of comparison and computation of price scores. The exchange rate to be utilised by the Purchaser will be the average of the official buying and selling rates of the European Central Bank at close of business on the last working day preceding the Bid Closing Date.

4.3.2.2 The price comparison will be based on the offered Grand Total Firm Fixed Price which includes all **CLINs** in the Bidding Sheets.

4.3.3 Inconsistencies and discrepancies in bid price quotation

4.3.3.1 In case of inconsistencies, discrepancies and/or contradictory pricing information in the different parts of the bid price submission and notwithstanding the possibility for the Purchaser, at its sole discretion to obtain clarification from the bidder, for the purpose of determining the total price of the Bid, the following order of precedence shall apply:

a. Electronic Submission

i. Schedule of Supplies and Services Total to be Evaluated Bid Price as indicated by the Bidder

ii. Total of the Bid calculated from the indicated Total Prices(s) indicated per CLIN(s)

4.3.4 Price Realism

4.3.4.1 Otherwise successful Bidders that submit a price quotation so low that it is not a realistic reflection of the objective cost of performance of the associated technical proposal may be considered by the Purchaser to have submitted an unrealistic offer and that offer may be determined to be non-compliant.

4.3.4.2 Indicators of an unrealistically low bid may be the following, amongst others:

a. Labour Costs that, when amortised over the expected or proposed direct labour hours, indicate average labour rates far below those prevailing in the Bidders locality for the types of labour proposed.

b. Direct Material costs that are considered to be too low for the amounts and types of material proposed, based on prevailing market prices for such material.

c. Numerous Line Item prices for supplies and services that are provided at no cost or at nominal prices.

4.3.4.3 If the Purchaser has reason to suspect that a Bidder has artificially debased its prices in order to secure contract award, the Purchaser will request clarification of the bid in this regard and the Bidder shall provide explanation on one of the following bases:

- a. An error was made in the preparation of the Price Quotation. In such a case, the Bidder must document the nature of the error and show background documentation concerning the preparation of the Price Quotation that makes a convincing case that a mistake was made by the Bidder. In such a case, the Bidder shall petition the Purchaser to both remain in the competition and accept the Contract at the offered price, or to withdraw from the competition.
 - b. The Bidder has a competitive advantage due to prior experience or industrial/technological processes that demonstrably reduce the costs of Bidder performance and therefore the price offered is realistic. Such an argument must support the technical proposal offered and convincingly and objectively describe the competitive advantage and the net savings achieved by this advantage over standard market practices and technology.
 - c. The Bidder recognises that the submitted Price Quotation is unrealistically low compared to its cost of performance and, for business reasons, the Bidder is willing to absorb such a loss. Such a statement can only be made by the head of the business unit submitting the Bid and will normally be made at the level of Chief Operating Officer or Chief Executive Officer. In such a case, the Bidder shall estimate the potential loss and show that the financial resources of the Bidder are adequate to withstand such reduction in revenue.
- 4.3.4.4 If a Bidder fails to submit a comprehensive and compelling response on one of the bases above, the Purchaser may determine the Bid submitted as non-compliant. If the Bidder responds on the basis of a) above and requests to withdraw from the competition, the Purchaser may, depending on the nature and gravity of the mistake, allow the Bidder to withdraw.
- 4.3.4.5 If the Purchaser accepts the Bidder's explanation of mistake in paragraph 4.3.4.3(a) and allows the Bidder to accept the Contract at the offered price, or the Purchaser accepts the Bidder's explanation pursuant to paragraph 4.3.4.3(c) above, the Bidder shall agree that the supporting pricing data submitted with its Bid will be incorporated by reference in the resultant Contract. The Bidder shall agree as a condition of Contract signature, that the pricing data will be the basis of determining fair and reasonable pricing for all subsequent negotiations for modifications of or additions to the Contract and that no revisions of proposed prices will be made.
- 4.3.4.6 If the Bidder presents a convincing rationale pursuant to paragraph 4.3.4.3(b) above, no additional action will be warranted. The Purchaser, however, reserves its right to reject such an argument if the rationale is not compelling or capable of objective analysis. In such a case the Bid may be determined to be non-compliant.

4.4 TECHNICAL CRITERIA

4.4.1 Upon determination of the lowest-priced Bid as described above, the Bid shall be evaluated to confirm compliance with the following criteria associated with the respective sections of the Technical Proposal.

4.4.1.1 Compliance of the items against those listed in the Schedule of Supplies and Services and requirements given in Sow Annex A SRS, including identifying suitability of fit form and function alternatives as applicable and matched accordingly.

4.4.1.2 Bidder shall provide manufacturers datasheet for each equipment proposed.

5 ANNEX A – SCHEDULE OF SUPPLIES AND SERVICES – PRICE QUOTATION

[Provided under separate MS Excel File:

“RFQ-CO-115259-DCEP –Schedule of Supplies and Services.xls”]

6 ANNEX B - INSTRUCTIONS for the preparation of Schedule of Supplies and Services-PRICE QUOTATION

1. Bidders must complete and submit the Schedule of Supplies and Services with their Price per CLIN. The Contractor shall not exceed the Required Delivery Time.
2. The prices entered on the Schedule of Supplies and Services shall reflect the total items required to meet the contractual requirements.
3. The total price shall be indicated in the appropriate columns and in the currency quoted.
4. The total evaluated price shall be the price of the basic Contract.
5. If the price of a CLIN is expressed in different currencies, these shall be identified, and there shall be as many bidding sheets for that CLIN as there are currencies.
6. In preparing the Price Quotation, Bidders shall ensure that the prices of the Sub-items total the price of the major item of which they constitute a part. Pricing for lower level items shall add to the total for the Sub-CLINs, and the Sub-CLIN totals shall add to the CLIN total.
7. Prices shall not include any provision for taxes or duties for which the Purchaser is exempt.
8. Bidders shall not introduce any changes or deviations to the Schedule of Supplies and Services as Published by the Purchaser, unless otherwise specified.

7 ANNEX C – CERTIFICATES

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ANNEX C-1

CERTIFICATE OF LEGAL NAME OF BIDDER

This Bid is prepared and submitted on behalf of the legal corporate entity specified below:

FULL NAME OF CORPORATION: _____

DIVISION (IF APPLICABLE): _____

SUB DIVISION (IF APPLICABLE): _____

OFFICIAL MAILING ADDRESS: _____

E-MAIL ADDRESS: _____

FAX NO.: _____

BOA NO.: _____

POINT OF CONTACT (POC) REGARDING THIS BID:

NAME: _____

POSITION: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

ALTERNATIVE POC:

NAME: _____

POSITION: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

DATE

SIGNATURE OF AUTHORISED REPRESENTATIVE

PRINTED NAME

TITLE

ANNEX C-2

CERTIFICATE OF INDEPENDENT DETERMINATION

1. Each Bidder shall certify that in connection with this procurement:
 - a. This Bid has been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, with any other Bidder or with any competitor;
 - b. The contents of this bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to award, directly or indirectly to any other Bidder or to any competitor, and
 - c. No attempt has been made, or will be made by the Bidder to induce any other person or firm to submit, or not to submit, a Bid for the purpose of restricting competition.

2. Each person signing this Bid shall also certify that:
 - a. He/she is the person in the Bidder's organisation responsible within that organisation for the decision as to the bid and that he/she has not participated and will not participate in any action contrary to 1(a) through 1(c) above, or
 - b. (i) He/she is not the person in the Bidder's organisation responsible within that organisation for the bid but that he/she has been authorised in writing to act as agent for the persons responsible for such a decision in certifying that such persons have not participated, and will not participate in any action contrary to 1(a) through 1(c) above, and as their agent does hereby so certify, and

(ii) He/she has not participated and will not participate in any action contrary to 1(a) through 1(c) above.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

NOTE: IF THE BIDDER DELETES OR MODIFIES SUBPARAGRAPH (1B) OF THIS ANNEX, THE BIDDER MUST FURNISH WITH ITS OFFER A SIGNED STATEMENT SETTING FORTH IN DETAIL THE CIRCUMSTANCES OF THE DISCLOSURE.

ANNEX C-3

CERTIFICATE OF BID VALIDITY

I, the undersigned, as an authorised representative of the firm submitting this bid, do hereby certify that the pricing and all other aspects of our Bid will remain valid for a period of six (6) months from the Bid Closing Date of this Request for Quotation.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-4

CERTIFICATE OF UNDERSTANDING

I certify that

.....
.....(*Company Name*) has read and fully understands the requirements of this Request for Quotation (RFQ) and that the Bid recognises these requirements in total.

I also certify to the best of my expert knowledge that this Bid is within the "state of art" boundaries as they exist at the time of bidding for this project.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-5

CERTIFICATE OF EXCLUSION OF TAXES, DUTIES AND CHARGES

I hereby certify that the prices offered in the price quotation of this Bid exclude all taxes, duties and customs charges from which the Purchaser has been exempted by international agreement.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-6

ACKNOWLEDGEMENT OF RECEIPT OF RFQ AMENDMENTS

I confirm that the following Amendments to Request for Quotation No RFQ-CO-115259-DCEP have been received and the Bid as submitted reflects the content of such Amendments:

Amendment Number	Date of Issue by the Purchaser	Date of Receipt by the Bidder

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-7

**DISCLOSURE OF REQUIREMENTS FOR NCI AGENCY EXECUTION OF
SUPPLEMENTAL AGREEMENTS**

I, the undersigned, as an authorised representative of
.....(*Company Name*), certify the following statement:

1. All supplemental agreements, defined as agreements, documents and/or permissions outside the body of the Contract but required by my Government, and the governments of my sub-Contractors, to be executed by the NCIA as a condition of my firm's performance of the Contract, have been identified, as part of the Bid.
2. These supplemental agreements are listed as follows:
3. Examples of the terms and conditions of these agreements are attached hereto. The anticipated restrictions to be imposed on NATO, if any, have been identified in our offer along with any potential conflicts with the terms, conditions and specifications of the Prospective Contract, see (*complete, if any*). These anticipated restrictions and potential conflicts are based on our knowledge of and prior experience with such agreements and their implementing regulations. We do not certify that the language or the terms of these agreements will be exactly as we have anticipated.
4. The processing time for these agreements has been calculated into our delivery and performance plans and contingency plans made in the case that there is delay in processing on the part of the issuing government(s), see (*complete, if any*).
5. We recognise that additional supplemental agreements, documents and permissions presented as a condition of Contract performance or MOU signature after our firm would be selected as the successful Bidder may be cause for the NCIA to determine the submitted bid to be non-compliant with the requirements of the RFQ.
6. We accept that should the resultant supplemental agreements issued in final form by the government(s) result in an impossibility to perform the Contract in accordance with its schedule, terms or specifications, the Contract may be terminated by the Purchaser at no cost to either Party.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-8

**CERTIFICATION OF NATO MEMBER COUNTRY ORIGIN OF DELIVERED
EQUIPMENT, SERVICES, MATERIALS AND INTELLECTUAL PROPERTY
RIGHTS**

The Bidder hereby certifies that, if awarded the Contract pursuant to this solicitation, it will perform the contract subject to the following conditions:

- (a) none of the work, including project design, labour and services shall be performed other than by firms from and within participating NATO member countries;
- (b) no material or items of equipment down to and including identifiable sub-assemblies shall be manufactured or assembled by a firm other than from and within a participating NATO member country (a sub-assembly is defined as a portion of an assembly consisting of two or more parts that can be provided and replaced as an entity)*; and
- (c) the intellectual property rights to all design documentation and related system operating software shall reside in NATO member countries, and no license fees or royalty charges shall be paid by the Contractor to firms, individuals or governments other than within the NATO member countries.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

*This definition purposely excludes components and/or parts (as defined in AcodP-1), which are not subject to this certification.

ANNEX C-9

**COMPREHENSION AND ACCEPTANCE OF CONTRACT SPECIAL PROVISIONS
AND GENERAL BOA PROVISIONS**

The Bidder hereby certifies that it has reviewed the Contract Special Provisions set forth in the Prospective Contract, Book II of this Request for Quotation and the Contract Provisions set forth in the Basic Ordering Agreement signed with the NCI Agency. The Bidder hereby provides its confirmation that it fully comprehends the rights, obligations and responsibilities of the Contractor as set forth in the Articles and Clauses of the Prospective Contract. The Bidder additionally certifies that the offer submitted by the Bidder is without prejudice, qualification or exception to any of the Terms and Conditions and it will accept and abide by the stated Special Contract Provisions if awarded the contract as a result of this Request for Quotation.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-10

LIST OF PROSPECTIVE SUB-CONTRACTORS/CONSORTIUM MEMBERS

Name and Address of Sub-Contractor, incl. country of origin/registration	Primary Location of Work	Items/Services to be Provided	Estimated Value of Sub-Contract

If no sub-Contractors/consortium members are involved, state this here:

.....
.....
.....
.....

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-11

CERTIFICATE OF AQAP 2110 OR ISO 9001:2008 COMPLIANCE

I hereby certify that (*Company Name*) is fully compliant with the AQAP 2110 or ISO 9001:2015 Quality Assurance Standards and Procedures and is currently so certified.

A copy of the quality certification is **attached herewith**.

.....
Date

.....
Signature of Authorised Representative

.....
Printed Name and Title

.....
Company

ANNEX C-12

Disclosure of Involvement of Former NCI Agency Employment

The Bidder hereby certifies that, in preparing its Bid, the Bidder did not have access to solicitation information prior to such information been authorized for release to Bidders (e.g., draft statement of work and requirement documentation).

The Bidder hereby acknowledges the post-employment measures applicable to former NCI Agency Personnel as per the NCI Agency Code of Conduct.

The Bidder hereby certifies that its personnel working as part of the company's team, at any tier, preparing the Bid:

- Have not held employment with NCI Agency within the last two years.
- Has obtained a signed statement from the former NCI Agency personnel below, who departed the NCI Agency within the last two years, that they were not previously involved in the project under competition (as defined in the extract of the NCI Agency Code of Conduct provided below):

Employee Name	Former NCIA Position	Current Company Position

The Bidder also hereby certifies that it does not employ and/or receive services from former NCI Agency Personnel at grades A5 and above or ranks OF-5 and above, who departed the NCI Agency within the last 12 months. This prohibitions covers negotiations, representational communications and/or advisory activities.

Date

Signature of Authorised Representative

Printed Name

Title

Company

Article 14 PROCUREMENT AND CONTRACTORS

- 14.1 NCI Agency Personnel are required to maintain unquestionable integrity and impartiality in relation to procurements initiated by the NCI Agency.
- 14.2 NCI Agency Personnel shall not disclose any proprietary or contract related information regarding procurement directly or indirectly to any person other than a person authorized by the NCI Agency to receive such information. NCI Agency Personnel shall not disclose any documentation related to a procurement action to any third party without a need to know¹ (e.g., draft statement of work, statement of requirements) unless this is expressly provided under NATO Procurement Regulations or authorized in writing by the Director of Acquisition. During an on-going selection, NCI Agency Personnel shall not disclose any information on the selection procedure unless authorized by the Chairman of the award committee/board. The NCI Agency Personnel concerned will ensure that proper access controls are put in place to prevent disclosure of procurement information that has not yet been authorized for release for outside distribution, including draft statements of work and requirement documentations.
- 14.3 NCI Agency Personnel will not participate in a source selection if an offer has been provided by a friend, family member, a relative, or by a business concern owned, substantially owned, or controlled by him/her or by a friend, family member or a relative. NCI Agency Personnel appointed as part of an evaluation shall report such links to the Director of Acquisition immediately upon becoming aware of it.
- 14.4 Contractors and consultants shall not be allowed to participate in the drafting of the statement of work or in the source selection process unless they and their company/employer will be excluded from competition of the related contract. The same will apply to contractors and consultants involved in the definition and development of requirements.
- 14.5 Contractors will be given specific and coherent statements of work, providing precise explanation of how she/he is going to be employed. Tasks to be performed and minimum qualifications are to be well defined from the start. In addition, supervisors will ensure that contractors do not occupy managerial positions within the Agency.
- 14.6 NCI Agency Personnel shall not enter into authorized commitments in the name of NCI Agency or NATO unless specifically authorized. NCI Agency Personnel must abstain from making promises or commitment to award or amend a contract or otherwise create the appearance of a commitment from the NCI Agency unless properly authorized by the NCI Agency.
- 14.7 NCI Agency Personnel shall not endorse directly or indirectly products from industry. Therefore, NCI Agency Personnel shall not name or make statements endorsing or appearing to endorse products of specific companies.
- 14.8 Industry partners will need to abide with the post-employment measures under this Directive upon submission of their bids / proposals to the NCI Agency. As part of the selection process, industry will be requested to agree with an ethical statement.

15 INDUSTRY INITIATIVES

- 15.1 Industry initiatives may include loans, displays, tests or evaluation of equipment and software, requesting NCI Agency speakers at industry gatherings and conferences, inviting speakers from industry to NCI Agency events, consultancy or studies of technical or organizational issues, etc. These initiatives are usually at no cost to the NCI

Agency and take place at a pre-contractual phase or before the development of requirements and specifications. While there are benefits associated with the early involvement of industry in the definition of requirements and specifications, this also raises the potential for unfair treatment of potential competitors.

- 15.2 Industry initiatives which go beyond routine interaction in connection with on-going contracts must be reported to and coordinated by the NCI Agency Acquisition Directorate for approval. Industry initiatives shall be properly documented and governed by written agreements between the NCI Agency and the company concerned where relevant. Such agreements may contain provisions describing the nature of the initiative, the non-disclosure of NCI Agency/NATO information, NCI Agency ownership of any resulting work, the NCI Agency's right to release such work product to future competitors for any follow-on competition or contract, the requirement that any studies must provide non-proprietary solutions and/or an acknowledgement that the participating companies will not receive any preferential treatment in the contracting process.
- 15.3 Any authorized industry initiatives must be conducted in such a way that it does not confer an unfair advantage to the industry concerned or create competitive hurdles for potential competitors.

16 POST EMPLOYMENT MEASURES

- 16.1 The NCI Agency will not offer employment contracts to former NCI Agency Personnel who departed less than 2 years earlier, unless prior approval by the General Manager has been received.
- 16.2 Former NCI Agency Personnel will not be accepted as consultants or commercial counterpart for two (2) years after finalization of their employment at NCI Agency, unless the General Manager decides otherwise in the interest of the Agency and as long as NATO rules on double remuneration are observed. Such decision shall be recorded in writing. Commercial counterparts include owners or majority shareholders, key account managers, or staff member, agent or consultant of a company and/or subcontractors seeking business at any tier with the NCI Agency in relation to a procurement action in which the departing NCI Agency staff member was involved when he/she was under the employment of the NCI Agency. As per the Prince 2 Project methodology, a Project is defined as a "temporary organization that is created for the purpose of delivering one or more business products according to an agreed business case". For the purpose of this provision, involvement requires (i) drafting, review or coordination of internal procurement activities and documentation, such as statement of work and statement of requirement; and/or (ii) access to procurement information that has not yet been authorized for release for outside distribution, including draft statements of work and requirement documentations; and/or (iii) being appointed as a representative to the Project governance (e.g., Project Board) with access to procurement information as per (ii) above; and/or (iv) having provided strategic guidance to the project, with access to procurement information as per (ii) above.
- 16.3 In addition to Section 17.2 above, former NCI Agency Personnel at grades A5 and above or ranks OF-5 and above are prohibited during twelve months following the end of their employment with the NCI Agency to engaging in negotiations, representational communications and/or advisory activities with the NCI Agency on behalf of a private entity, unless this has been agreed in advance by the NCI Agency General Manager and notified to the ASB.

- 16.4 NCI Agency Personnel leaving the Agency shall not contact their former colleagues in view of obtaining any information or documentation about procurement activities not yet authorized' release. NCI Agency Personnel shall immediately report such contacts to the Director of Acquisition.
- 16.5 The ASB Chairman will be the approving authority upon recommendation by the Legal Adviser when the NCI Agency Personnel concerned by the above is the NCI Agency General Manager and will notify the ASB.
- 16.6 NCI Agency Personnel leaving the Agency shall sign a statement that they are aware of the post-employment measures set out in this Directive.
- 16.7 The post-employment measures set out in this Directive shall be reflected in the NCI Agency procurement documents, such as IFBs, and contract provisions.

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8 ANNEX D – CLARIFICATION REQUESTS FORMS

INSERT COMPANY NAME HERE

INSERT SUBMISSION DATE HERE

ADMINISTRATIVE/CONTRACTUAL				
Serial Nr	RFQ Section Ref.	BIDDERS QUESTION	NCI AGENCY ANSWER	Amendment RFQ*
A.1				
A.2				
A.3				

* Amendment required to bid documents as a direct result of the Clarification Request?

INSERT COMPANY NAME HERE

INSERT SUBMISSION DATE HERE

PRICE				
Serial Nr	RFQ Section Ref.	BIDDERS QUESTION	NCI AGENCY ANSWER	Status*
P.1				
P.2				
P.3				

* Status: Is Amendment required to bid documents as a direct result of the Clarification Request?

INSERT COMPANY NAME HERE

INSERT SUBMISSION DATE HERE

TECHNICAL				
Serial Nr	RFQ Section Ref.	BIDDERS QUESTION	NCI AGENCY ANSWER	Status*
T.1				
T.2				
T.3				

* Status: Is Amendment required to bid documents as a direct result of the Clarification Request?



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

Provision of Deployable CIS Equipment Pool

Short Title: DCEP Renew

Book II - Part IV

Statement of Work (SoW)

Annex A – System Requirements Specification (SRS)

Reference:	RFQ-CO-115259-DCEP
Publication Date:	10/02/2021
Classification:	NATO UNCLASSIFIED
Status:	Final
Version:	2.0
No. of pages	17

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1 Introduction

1.1 Purpose

NOTE (DCEP20-1)

This System Requirements Specification (SRS) document provides the Functional and Technical requirements for the Devices to be delivered under this project.

NOTE (DCEP20-2)

This SRS defines the sizing, standards, quality and design requirements and constraints that shall be adhered to in the design (or modification of a COTS design) and implementation of this project.

NOTE (DCEP20-3)

The SRS does not discuss quantities to be delivered. These are covered under the scope description in the SOW.

1.2 Conventions

1.2.1 SRS Document

NOTE (DCEP20-5)

Information and requirements contained under a "General" heading are applicable to all the elements covered by the corresponding section.

NOTE (DCEP20-6)

All statements are identified with a Unique Reference called the Key.

NOTE (DCEP20-7)

Mandatory requirements are identified as **SRS**.

NOTE (DCEP20-8)

General informational, descriptive text is identified as **NOTE**.

NOTE (DCEP20-9)

Statements in numbered lists (i= 1 to n) under a **SRS** requirement are to be considered individual requirements under the "shall" statement of the parent requirement. As such, they shall be traced (as Key-i) and be subject to verification individually.

SRS (DCEP20-10)

A specific SRS statement shall always supersede the conventions of this section of the document.

1.2.2 Definitions

NOTE (DCEP20-23)

"-xx" is the generic suffix denoting either NATO Unclassified (NU), NATO Secret (NS) or Mission Secret (MS).

NOTE (DCEP20-24)

"-xS" is the generic suffix denoting both NS and/or MS.

SRS (DCEP20-25)

Requirements stating a capability to be "supported" (i.e. "shall support") shall be understood as the ability of the Purchaser to configure the capability to be active or not active at his discretion. This means that the capability is not necessary implemented upon delivery, but shall be available in its full extent, without restrictions.

SRS (DCEP20-26)

Requirements stating a capability to be "implemented" (i.e. "shall implement") shall be understood as requiring the capability to be implemented and configured for use in the delivered system.

SRS (DCEP20-27)

Requirements stating to be supported or implemented "fully conformant" to an architecture shall be understood as requiring full correspondence between architecture specification and implementation, where all features of this specific requirement are implemented in accordance with the architecture specification and there are no features of this specific requirement implemented that are not covered by the architecture specification.

NOTE (DCEP20-28)

The term "including" is never meant to be limiting - the list that follows is always non-exhaustive.

NOTE (DCEP20-32)

The use of the term "notional" is to be interpreted as guidance only.

SRS (DCEP20-35)

The term "enable" (or enabled) is to be interpreted in the way that the capability needs to be implemented but no CIS equipment is meant to be installed nor delivered. For example, if a rack needs to be "enabled" for the integration of a Radio transmitter, it means that the rack is equipped with the Radio Transmitter integration kit (cabling, mounting shelves...) but the Radio Transmitter itself is not to be delivered.

SRS (DCEP20-36)

"Open" shall be understood as enabling the basic functionality to be modified or extended through mechanisms such as API and plugins without any proprietary constraints.

1.2.3 Interfaces

SRS (DCEP20-42)

Labels shall be applied using a method that provides a legible, durable and non-fading result capable of withstanding exposure to the environmental conditions during operation, storage, transport and handling.

SRS (DCEP20-43)

Whenever possible, the labels shall be applied in such a manner that allows them to be visible after installation.

SRS (DCEP20-44)

The labels shall be subject to the same environmental testing regime as the equipment they are attached on (both for indoor and outdoor use).

SRS (DCEP20-45)

The labels shall withstand the same environmental conditions as the equipment they are attached on (both for indoor and outdoor use).

1.3 Applicable standards

1.3.1 EMC and EMSEC

NOTE (DCEP20-69)

Electromagnetic Compatibility (EMC) is a measure of a device's ability to operate as intended in its shared operating environment while, at the same time, not affecting the ability of other equipment within the same environment to operate as intended.

NOTE (DCEP20-70)

Emission Security (EMSEC) is an analysis of a system's vulnerability to unauthorized access and subsequent exploitation as a result of issues with electromagnetic emanations from hardware.

NOTE (DCEP20-71)

TEMPEST concerns preventing attacks using compromising radio frequency emanations.

SRS (DCEP20-73)

All CIS Nodes, Modules, End-User Devices and their electronic components shall be compliant with *SDIP-29/2*, latest edition (hereafter referred to as *SDIP-29/2*).

SRS (DCEP20-77)

All CIS Nodes, Modules, End-User Devices and their electronic components shall comply with *SDIP-27*, latest edition (hereafter referred to as *SDIP-27*).

SRS (DCEP20-80)

TEMPEST testing and certification shall only be performed by approved providers listed on the NATO Information Assurance Product Catalogue (NIAPC - <https://www.ia.nato.int/niapc/tempest>).

SRS (DCEP20-83)

It shall be possible to restore TEMPEST sealing, in theatre, following the replacement of one or more components.

SRS (DCEP20-84)

TEMPEST certified equipment shall be serviceable for cleaning of fans, dust filters and heatsinks, and replacement of storage media with equivalent components without impacting the TEMPEST certification after servicing.

SRS (DCEP20-86)

TEMPEST requirements applied to End-User Devices (EUD) shall extend to intermediate equipment that the Contractor provides for interoperability between pieces of equipment (e.g. DVI to DisplayPort adapters).

SRS (DCEP20-87)

For each individual piece of equipment required to meet a given TEMPEST SDIP-27 level, a certificate shall be provided, demonstrating TEMPEST compliance for the equipment.

1.3.2 Health and Safety

SRS (DCEP20-89)

RoHS-2 Directive 2011/65/EU shall be applied to all modules, subsystems and individual components.

1.4 Structure

NOTE (DCEP20-99)

This SRS is structured as follow:

- 1) **Introduction** (this chapter) covers the *purpose* of the document, the *conventions* and the *standards* which are applicable all this document long;
- 2) **End-User Devices** covers the specifications of End-User Devices.

2 End User Devices

2.1 General

SRS (DCEP20-102)

Within a single computer category (e.g. xU Laptops, xS Desktops ...) hardware and firmware shall be identical to allow same disk image of a Windows 10 Operating System based installation to be successfully applied (cloned) to all equipment of this category without requiring additional driver installation.

SRS (DCEP20-103)

Within a single equipment category (e.g. xU Laptops, xS Desktops, MFD...) parts and accessories shall be fully interchangeable between all equipment of this category.

2.2 Hard Disk Drive Encryption

NOTE (DCEP20-104)

The Hard Disk Drive Encryption (HDDE) is the Viasat Eclipt Core 600, 256 Gb Solid State Drive, 2.5" nom. x 7 mm with part number: *FET-IL6-025635SS Solid State*.

SRS (DCEP20-107)

All computers shall be fully compatible and interoperable with the Purchaser provided HDDE.

2.3 End-Users Laptops

SRS (DCEP20-108)

Laptops shall meet or exceed the following specification:

Attribute	Minimum Requirement
Operating System	Support Microsoft Windows 10
Processor	Performances of Intel Core i5-9400H (4 Core, 8MB Cache, 2.5 GHz, 4.3GHz Turbo, 35W vPro)
GPU	Performance of Intel® Integrated UHD Graphics 630: at least @ 1024x600 in ComputeMark v2.1; USB Type-C 3.1 Gen 2 port (display port); HDMI 1.4a port output for external display; Wireless Display / Miracast support for up to 1080p30
Display	<ul style="list-style-type: none"> • 14" diagonal size; • 1920 x 1080 Full HD; • Contrast 600:1; • Brightness 220 nits (auto adjustable); and, • sRGB coverage of >=70% or CIE1931 value of >=72%

Memory	8GB DDR4, expandable to 32GB
Keyboard	US International QWERTY
Pointing device	<ul style="list-style-type: none"> • Touch pad with multi-touch support; and, • Compatible with Windows Precision Touchpad Implementation
Internal Storage	<ul style="list-style-type: none"> • HDDE; or, • Solid State capacity: 256 GB, performance: 540MB/sec sequential read and 490MB/sec sequential write, durability: 72TBW, supported functions: TCG Opal, IEEE-1667, FDE AES-256, HIPM+DIPM and DevSleep (for those not equipped with HDDE)
I/O Ports	<ul style="list-style-type: none"> • 1x USB Type-C 3.1 Gen 2 port with power delivery & display port; • 2x USB Type-A 3.1 Gen 1 ports; and, • 1 HDMI 2.0
Wi-Fi	Intel IEEE 802.11 Dual-Band Wireless-AC 9560 Wi-Fi (vPro)
Additional Features	<ul style="list-style-type: none"> • Integrated Webcam with built-in cover; • Integrated Microphone Array (dual microphone with noise cancellation); • Bluetooth 5.0; • Integrated Smartcard reader (PIV compliant); and, • TRRS 3.5mm mini-jack connector.
Power	1x Power adapter and cord (auto sensing 110/230V) with 1x USB – C Power Adapter Plus – 2*130W (Power-In Port: AC in, Power-Out Port: 1 x DC out USB-C)
Power consumption	Maximum 90 W
Security	<ul style="list-style-type: none"> • Trusted Platform Module (TPM) 2.0 chip on the motherboard; • AES New Instructions (AES-NI), SecureKey, BIOS Guard, OS Guard or equivalent; and, • PnP and BIOS setup/boot password/system configuration protection.
Power management	Support for Windows InstantGo / Connected Standby, Speed Shift Technology
Remote management	"UEFI Enabled, supports Intel vPro Out of Band Management Technology"

Table 1 - End-user Laptop specification

SRS (DCEP20-140)

Laptops shall be equipped with an Integrated 10/100/1000 Gigabit Ethernet Network Adapter.

SRS (DCEP20-139)

Laptops shall meet SDIP-27 Level C requirements.

SRS (DCEP20-116)

Any required Laptop TEMPEST certification shall be executed and achieved with the Purchaser provided HDDE fully functioning and integrated into the laptops during the certification, where and when applicable.

SRS (DCEP20-148)

Each Laptop shall be delivered with a 100BASE-FX 50.125µm multimode (SC) USB powered external Network Adapted compatible with 1300nm SFP's.

SRS (DCEP20-149)

Laptops USB power external Fiber Network Adapter shall meet SDIP-27 Level C requirements.

SRS (DCEP20-109)

Each laptop shall be delivered with a docking station meeting or exceed the following specification:

- Display Ports: DisplayPort – 20 pin DisplayPort, HDMI;
- Supported Display number:2;
- Max Resolution: 3840 x 2160 @ 30 Hz, 2560 x 1440 @ 60Hz;
- USB Ports: 3x USB 3.0 ; 1x USB-C, 2xUSB-C Gen3.1;
- Audio/Headphone: 3.5 mm Combo - (1), 3.5 mm Speaker Out (1);
- AC Adapter: 180W; and,
- Docking Cable Type: DisplayPort over USB Type-C.

SRS (DCEP20-144)

Laptops docking stations shall meet SDIP-27 Level C requirements.

SRS (DCEP20-111)

Each Laptop shall be delivered with a nylon carrying bag able to host the laptop and its ancillaries (e.g. power cord, docking station...)

SRS (DCEP20-160)

The Laptop carrying bag shall include a hand-carry strap and a shoulder-carry strap.

2.4 End-Users Desktops

SRS (DCEP20-117)

Desktop shall meet or exceed the following specification:

Attribute	Minimum Requirement
Operating System	No operating system delivery is required, but the desktop computers shall be fully Microsoft Windows 10 compatible
Form Factor	Small
Processor	Performances of Intel Core i5-8500 with at least 6 cores.
GPU	Performance of Intel UHD Graphics 630, i.e. at least 960 @ 1024x600 in ComputeMark v2.14, Triple Display Capable (1920x1200@60Hz on each display minimum); Compatible with DirectX 12 (Feature Level 12.0) and OpenGL 4.4; HDMI 1.4 and DisplayPort
Memory	8GB DDR4 user expandable to 64 GB
Optical	16x DVD+/-RW drive in a slim line external bay
Internal Storage	<ul style="list-style-type: none"> • Hard Disk Cage with Key Lock containing SATA 3.0 Solid State Drive (SSD): 256 GB, performance: 540MB/sec sequential read and 490MB/sec sequential write, durability: 72TBW, supported functions: TCG Opal, IEEE-1667, FDE AES-256. • The Hard Disk Cage shall be accessible from the front of the desktop computer without tools and shall endure daily insertion/ removal during 5 years.
I/O Ports	<ul style="list-style-type: none"> • 10x USB (6x 3.0 & 4x 2.0); • 2x Display Port 1.2; • 1x HDMI; and, • 1x UAJ front incl. audio jack split adapter.
Expansion Slots	<ul style="list-style-type: none"> • 1x PCIe x16low profile; and, • 1x PCIe x4 low profile.
Security	<ul style="list-style-type: none"> • Trusted Platform Module (TPM) 2.0 chip on the motherboard; • AES New Instructions (AES-NI), SecureKey, BIOS Guard, OS Guard or equivalent; and, • PnP and BIOS setup/boot password/system configuration protection.

Table 2 - End-user Desktop specification

SRS (DCEP20-142)

Each Desktops shall be equipped with a 100BASE-FX 1300nm multimode (SC) Network Adapted.

SRS (DCEP20-151)

Each Desktops shall be equipped with a Gigabit Ethernet 10/100/1000 MBit/s, RJ-45 port, Network Adapted.

SRS (DCEP20-141)

Desktops shall meet SDIP-27 Level B requirements.

SRS (DCEP20-121)

Any required Desktop TEMPEST certification shall be executed and achieved with the Contractor delivered HDD fully functioning and integrated into the desktops during the certification, where and when applicable.

2.5 Ancillaries

2.5.1 Monitor

SRS (DCEP20-122)

Monitors shall meet or exceed the following specification:

Attribute	Minimum Requirement
Size – diagonal	23.8” screen with ultra-thin bezel
Contrast	1000:1
Brightness	250 nits
Standards	TCO certified Displays 7.0
Connections	<ul style="list-style-type: none"> • 1 x VGA; • 1 x HDMI; and, • 1 x Display Ports 1.2.
Native refresh rate	60Hz
Horizontal/vertical viewing angle	178 degrees horizontally and vertically
Native resolution	Full HD resolution 1920 x 1080 with 82% sRGB coverage or CIE 1931 value of >= 72%
Stand, Mount, Tilt and Swivel	<ul style="list-style-type: none"> • Height-adjustable stand; • Pivot rotation -90 degree to +90 degree; • Tilt: +21 degree to -5 degree; and, • Swivel: 90 degree.

Power supply and cords	<ul style="list-style-type: none"> • Auto ranging from 100 to 230 VAC 50/60Hz operation;; and, • Power cord with CEE7/7 plug.
Cabling	1x Display Port cable (cable length 1.8m) included

Table 3 - Monitors specification

SRS (DCEP20-124)

Monitors shall meet SDIP-27 Level C requirements.

2.5.2 Keyboard and Mouse

SRS (DCEP20-125)

Keyboards shall meet or exceed the following specification:

Attribute	Minimum Requirement
Layout	US International QWERTY
Compatibility	Microsoft Windows 10 Enterprise
Connectors	USB
Additional Features	Low profile keys
Cabling	Length: 1.5m

Table 4 - Keyboard specification

SRS (DCEP20-146)

Keyboards shall meet SDIP-27 Level C requirements.

SRS (DCEP20-126)

Mice shall meet or exceed the following specification:

Attribute	Minimum Requirement
Type	Optical/laser scroll mouse (5 button minimum)
Connectors	USB
Cabling	Length: 1.5m

Table 5 - Mice specification

SRS (DCEP20-147)

Mice shall meet SDIP-27 Level C requirements.

2.5.3 End-User KVM Switch

NOTE (DCEP20-127)

Keyboard-Video-Mouse (KVM) Switch will be used to control xU and xS computers.

SRS (DCEP20-128)

Keyboard-Video-Mouse (KVM) Switch shall meet or exceed the following specification:

Attribute	Minimum Requirement
Connectors	<ul style="list-style-type: none"> • Ports for 2 computers and 2 monitors; • Input: 4x HDMI and Display Port auto-sensing combo ports. • Output: <ul style="list-style-type: none"> ○ 2x HDMI and Display Port auto-sensing combo ports; and, ○ 2x USB Type-A female connector (1 designated port for mouse and 1 designated port for keyboard).
Cabling	Cabling for two computers and one monitor.

Table 6 - KVM Switch specification

SRS (DCEP20-129)

KVM Switch shall be sourced from approved vendors listed in the NATO Information Assurance Product Catalogue (NIAPC - <https://www.ia.nato.int/niapc/tempest>)

SRS (DCEP20-130)

KVM Switch shall not contain any non-volatile memory.

SRS (DCEP20-131)

KVM Switch switching sources shall be manually operated, not through “hot keys” via keyboard.

SRS (DCEP20-132)

KVM Switch automatic switching between sources shall not be allowed.

SRS (DCEP20-133)

KVM Switch shall comply with SDIP-29/2.

SRS (DCEP20-150)

KVM Switch shall meet SDIP-27 Level C requirements.

2.6 Print, Scan and Copy

2.6.1 Multifunction Device

SRS (DCEP20-134)

Multifunction Device (MFD) shall meet or exceed the following specification:

Attribute	Minimum Requirement
Printing and scanning size	<ul style="list-style-type: none"> • A4 Printing, Copy and Scanning; and, • A3 Printing only
Print resolution	Colour: 600 x 600 dpi
Scan resolution	Colour: 600 x 600 dpi
Copy resolution	Colour: 600 x 600 dpi
Paper capacity	input tray supporting 150 sheets of plain paper
Speed	<ul style="list-style-type: none"> • Print speed: <ul style="list-style-type: none"> ○ A4 black: up to 20 ppm; ○ A4 color: up to 16 ppm; ○ A3 black: up to 15 ppm; ○ A3 color: up to 10 ppm; • Copy speed: up to 20 copies per minute; and, • Scan speed: Up to 7ppm (b&w), up to 5 ppm (color).
Duty Cycle	Recommended Monthly page volume from 2500 to 20,000 or higher.
Network	<ul style="list-style-type: none"> • Gigabit Ethernet 10/100/1000; and, • TCP; and, • IP; and, • SLP; and, • LPD; and, • SNMP v3.
Features	<ul style="list-style-type: none"> • Single Pass; and, • Scan to Email; and, • Multi Copy; and, • Auto Duplex; and, • Follow me; and, • Access Control at Printer through Driver based PIN code; and, • Access Control at Printer through Badge Reader.
Power Supply	<ul style="list-style-type: none"> • Auto ranging from 100 to 230 VAC 50/60Hz operation; and, • Power cord with CEE7/7 plug.

Table 7 - MFD specification

SRS (DCEP20-135)

MFD shall meet SDIP-27 Level C requirements.

SRS (DCEP20-136)

MFD shall include a contactless badge-reader to control Printing, Scanning and Copy activities. The badge reader shall comply with ISO 14443 and support NfcA, NfcB and IsoDep Tag Technologies.

SRS (DCEP20-157)

MFD with badge-reader shall be compatible with Kofax SAFECOM G4.

SRS (DCEP20-158)

MFD shall not exceed following dimensions (LxWxD): 700x700x700mm.

SRS (DCEP20-159)

MFD total weight (including badge-reader, cables...) shall not exceed 60kg.

2.7 Video Teleconference Suite

SRS (DCEP20-137)

Video Teleconference (VTC) Suite shall be composed with components listed in following table:

Component	Item
Video Conference Set	POLYCOM Realpresence 500-720P Group
Table Top Microphone	POLYCOM Microphone 22kHz with a 7.6m Cable
Projector	EPSON EB-W39 (inc. Spare projector lamp)
Projection Screen	OPTOMA 95" (241CM)
Audio cable	Kramer 3.5 mm stereo audio M/M 1.8m Cable
Video Cable	<ul style="list-style-type: none"> • Molded 15-pin HD (M) to 15-pin HD (M) 1.8m Cable; and, • Standard HDMI (M) to HDMI (M) 1.8m Cable
19in Rackmount Shelf	For mounting POLYCOM RPG 300/500
Speakers	LOGITECH Z623 (2.1, powered, 200W)

Table 8 - VTC Suite Components

SRS (DCEP20-161)

VTC Suite shall meet SDIP-27 Level C requirements.