

Announcement of NFPF Competition

RFQ-CO-NFPF-2024-001

Portfolio Management Office – Portfolio Planner

Estimated Value: EUR 233.000,00

RFQ Estimated Release Date: Q4 2023

Estimated Bid Closing Date: Q4 2023

Estimated Award Date: Q1 2024

The prospective Not-For-Profit Organisations' list is attached.

Interested organizations holding an active NFPF Agreement with the NCI Agency may contact the below POCs to request inclusion in the Bidders' list:

Gracja Jablonska and Dace Skele Horvat solely at:
Nfpf.bids@ncia.nato.int

Annexes:

1. Summary of Requirements
2. Prospective Organisations List

Annex A – Summary of Requirements

1. Introduction

The purpose of this Request for Quotation is to provide the Chief Operating Office (COO) with data and information for situational awareness and decision-making process about the Common Funded Capabilities portfolio.

2. Project Scope

The expert contractor will carry out the specific activities, per table below:

ID	Activity
1	<p>Support CFC portfolio management</p> <ul style="list-style-type: none"> a) Capture and analyse capability delivery through-life process data from Management Products and CMF realm. b) Support COO's decision-making process via the information in the CFCDGM Portal and ad-hoc reports. c) Design and update of the information and data model for the CFCDGM Portal (including dashboards) to support the COO's information needs. d) Support the Agency's (common funded) demand forecast in support of the NCIA Business Plan. e) Support the adaptation of the CFCDGM processes and training the relevant staff within NCIA. f) Support NCIA teams during Capability Programme Planning (CPPs and PPs) and execution (RAP, CAR). g) Support the identification and implementation of improvements in the P3M framework.
2	<p>Support to NCIA participation in CMF</p> <ul style="list-style-type: none"> a) Support the Agency's participation and activities in the CMF. b) Internal coordination of Management Products and other CFCDGM framework documents. c) Assessment of quality, completeness and feasibility of management products (ORS, CRB, CPP, PP, RAP) and support documents and meetings, workshops etc. d) Contribution to the development of CMF directives and framework documents.

3

Risk & Dependency Management

- a) Identification, assessment and monitoring of programmatic risks and dependencies of project and programmes within the CFC portfolio,
- b) Design and maintenance of the Agency' Project Complexity Tool and Tolerance Estimation Tool (names can be changed).
- c) Early warning through the CFCDGM Portal of increased probability of risks materialization or issues occurred.
- d) Continuous monitoring of NCIA projects tolerances status and early warning of potential breaches.

Annex B – Prospective Bidder List

1	ISDEFE	Spain
2	Instituto de Telecomunicacoes	Portugal
3	NASK - National Research Institute	Poland
4	Universidade Autonoma	Portugal
5	TECHNICAL UNIVERSITY OF MADRID/Universidad Politecnica de Madrid	Spain
6	Czech Technical University in Prague	Czech Republic
7	INOV - Portuguese research centre in Information and Communication Technologies (ICT) and Electronics	Portugal
8	INEGI – Institute of Science and Innovation in Mechanical and Industrial Engineering	Portugal
9	Spektrum RDS LTD	United Kingdom
10	INESC TEC	Portugal