

NCIA/ACQ/2022/07261  
18 November 2022

## Notification Of Intent to Invite Bids

### PROVISION OF SUPPORT TO NATO CORE GEOGRAPHICAL INFORMATION SERVICE INCR. 3 MITIGATION (CG3M) - DEVELOP TRAINING MATERIAL

#### RFQ-CO-115803-CG3M

Estimated Value: EUR 200.000

Period of Performance: Q4 2023

NATO Core Geographical Information Service (GIS) provides NATO customers with a portfolio of services, common geospatial data and geospatial products. NATO missions and systems rely on the provision of mission critical mapping products, services and data through NATO Core GIS. In order to support the implementation and activation of NATO Core GIS in additional sites/locations the NATO Communications and Information Agency requires additional subject matter experts.

This NOI concerns the procurement of Esri Commercial-Off-The-Shelf (COTS) Training Materials to assist the NCI Agency in the update of the Core GIS training courses.

The Agency anticipates issuing the formal Request for Quotation (RFQ) in Q1 2023 with an anticipated Contract Award by Q2 2023.

It is planned to issue the RFQ in accordance with the Basic Ordering Agreement (BOA) Plus procedures, thus allowing for a bid closing date approximately four weeks after issuance of the RFQ.

#### NCI Agency Point of Contact

Ms. Emira Kapetanovic

E-mail: [Emira.Kapetanovic@ncia.nato.int](mailto:Emira.Kapetanovic@ncia.nato.int)

To: Distribution List

Subject: Notification of Intent to Invite Bids

PROVISION OF SUPPORT TO CORE GEOGRAPHICAL INFORMATION SERVICES INCREMENT 3 MITIGATION PLAN (CG3M) - DEVELOP TRAINING MATERIAL

**RFQ-CO-115803-CG3M**

References: A. AC/4-D/2261 (1996 Edition), Procedures for International Competitive Bidding  
B. AC/4-D(2019)0004(INV), dated 4 July 2019, Procedure governing the use of BOAs  
C. C-M(2002)49 – NATO Security Policy  
D. AC/4-DS(2022)0012

1. The NATO Communication and Information Agency (NCI Agency), acting as the Host Nation, hereby gives notice of its intent to issue Request for Quotation (RFQ): Provision of Support to Core Geographical Information Services Increment 3 Mitigation (CG3M) – Procurement Esri Commercial-Off-The-Shelf (COTS) Training Materials.
2. Attached to this letter at Annex A is a high level summary of the requirements. These requirements are being broken down into the required specific COTS Training Modules and will be included in further detail as part of the RFQ.
3. The reference for the Invitation for Bid will be **RFQ-CO-115803-CG3M**, and all correspondence concerning this RFQ should reference this number.
4. For the purpose of planning, the estimated cost for the services and deliverables included within the scope of the intended contract is approximately EUR 200,000.
5. The successful bid pursuant to the RFQ will be that bid which is the lowest price and technically compliant in accordance with the evaluation criteria prescribed in the RFQ.
6. It is planned to award a single contract for the entire scope of work. No partial bidding will be accepted. The envisaged contract vehicle is Firm Fixed Price (FFP) with award to one Contractor.
7. The NCI Agency will use the Basic Ordering Agreement (BOA) Plus bidding procedures. Attached to this letter at Annex B is a list of potential bidders that may be able to provide the services required for this contract. This list was compiled from the companies that have an active BOA with the Agency.
8. The BOA Plus procedures allow National Responsible Authorities to nominate eligible bidders in addition to the companies identified at Annex B. Any such nominations for companies that do not have an active BOA should come from the National Authorities via their Delegation/Mission to NATO, who will provide the requisite Declaration of Eligibility (DoE). Upon receipt of the DoE, the NCI Agency Contracting Officer will add the company to the Bidders List.
9. National Responsible Authorities are kindly requested that the NCI Agency be provided with Declarations of Eligibility (DOE), not later than **28 November 2022**, of qualified and certified companies which may be interested in receiving an RFQ for this project.
10. The Declarations of Eligibility should include the following information for each of the nominated company:
  1. Company Name
  2. Company Address

3. Point of Contact (POC)
  4. POC Telephone number
  5. POC E-mail address
10. This information is critical to enable prompt and accurate communication with prospective bidders and should be sent to the following address:
- NATO Communications and Information Agency  
NATO HQ Boulevard Leopold III  
B-1110 Brussels, Belgium  
Attention: Emira Kapetanovic – Principal Contracting Assistant  
E-mail: [Emira.Kapetanovic@ncia.nato.int](mailto:Emira.Kapetanovic@ncia.nato.int)
11. Please note that requests for participation in this competition received directly from individual companies cannot be considered, unless they hold a valid BOA with the NCI Agency.
  12. The formal RFQ is planned to be issued in Q1 2023, and Contract Award is planned for no later than Q2 2023. The Purchaser reserves the right to amend these dates at their discretion.
  13. Bidders will be required to declare a bid validity of six (6) months from closing date for receipt of bids. If the selection and award procedure exceed the bid closing date by more than six (6) months, companies may be requested to voluntarily extend the validity of their bids. Bidders may decline to do so, withdraw their bid and excuse themselves from the bidding process without penalty.
  14. The participating National Authorities are advised that the RFQ package will be “NATO UNCLASSIFIED”.
  15. The NCI Agency point of contact for all information concerning this RFQ is Emira Kapetanovic, Principal Contracting Assistant, at [Emira.Kapetanovic@ncia.nato.int](mailto:Emira.Kapetanovic@ncia.nato.int).
  16. Your assistance in this procurement is greatly appreciated.

For the Chief of Acquisition:

Emira Kapetanovic  
Principal Contracting Assistant

**Attachment(s):**

- Annex A – Summary of the Requirements
- Annex B – Initial List of Bidders

## RFQ-CO-115803-CG3M

### Distribution List

- **NATO Delegations (Attn: Infrastructure Adviser):**

1. Albania
2. Belgium
3. Bulgaria
4. Canada
5. Croatia
6. Czech Republic
7. Denmark
8. Estonia
9. France
10. Germany
11. Greece
12. Hungary
13. Iceland
14. Italy
15. Latvia
16. Lithuania
17. Luxembourg
18. Montenegro
19. The Netherlands
20. North Macedonia
21. Norway
22. Poland
23. Portugal
24. Romania
25. Slovakia
26. Slovenia
27. Spain
28. Türkiye
29. United Kingdom
30. United States

- **NATO HQ**

NATO Office of Resources, Management and Implementation Branch,  
Attn: Deputy Branch Chief  
Director, NATO HQ C3 Staff, Attn: Executive Coordinator  
SACTREPEUR, Attn: Infrastructure Assistant  
SHAPE, Attn: J3 & J2

- **Strategic Commands**

HQ SACT Attn: R&D Contracting Office  
ACO Liaison Office

- **All NATEXs**

- **NCI Agency – Internal**

## Annex A – Summary of the Requirements

### RFQ-CO-115737-GIS

#### PROVISION OF SUPPORT TO NATO CORE GEOGRAPHICAL INFORMATION SERVICE (GIS) INCR. 3

#### 1. Introduction

1.1 NATO Core Geographical Information Service (GIS) is the central Geospatial Information System within NATO. It provides NATO customers with a portfolio of services, geospatial data, and geospatial products. NATO Core GIS supports the complete geospatial information lifecycle to ensure that all phases of military operations are conducted on the same spatial reference. It addresses two main user communities: Specialised Geospatial Sections and the broad community of Functional Service (FS) users. NATO Core GIS is fully Commercial-Off-The-Shelf (COTS) based, mainly using the ArcGIS product suite from Esri.

#### 2. Scope

2.1 The Geospatial Services Branch requires Esri Commercial-Off-The-Shelf (COTS) Training Materials in the context of the training update for the Core GIS Incr. 3 courses.

2.2 The project shall deliver Esri Commercial-Off-The-Shelf (COTS) Training Materials/Modules to the NCI Agency in The Hague, Netherlands.

2.3 The Core GIS Increment 3 updated training courses content is described in the table below.

CG3M Course	Planned Content	Duration	Distribution
<b>CoreGIS - Using ArcPro (basic)</b>	<b>ArcGIS Pro</b> <ul style="list-style-type: none"> <li>• Introduction to Pro (project structure, map navigation, data exploration)</li> <li>• Migration to Pro from ArcMap</li> <li>• Work with Geodatabases/shape files and manage tabular data</li> <li>• Perform basic feature and attribute editing tasks: projecting data, symbolizing (including labelling), selecting, editing geometry and attributes, create features from table</li> <li>• Perform basic vector data analysis tasks: buffer, intersection, spatial joins</li> <li>• Create a simple printable map</li> <li>• Share data with Pro</li> </ul>	1 week	Classroom

<b>CoreGIS Data Processing</b>	<ul style="list-style-type: none"> <li>• NATO Geo workflows (Exercise the latest SOPs) <ul style="list-style-type: none"> <li>- Introduction to ArcGIS Enterprise (Server)</li> <li>- Preparing data for publishing</li> <li>- Working with services</li> <li>- Caching</li> <li>- Geoprocessing Services</li> <li>- Sharing</li> </ul> </li> </ul>	1 week	Classroom
<b>CoreGIS Data Management</b>	<ul style="list-style-type: none"> <li>• Overview of CoreGIS</li> <li>• CONOPS for Core GIS <ul style="list-style-type: none"> <li>- data structure</li> <li>- data management</li> <li>- Searching for data</li> <li>- Acquisition Process</li> <li>- Data preparation <ul style="list-style-type: none"> <li>- vector</li> <li>- Raster maps</li> <li>- Imagery (incl. Geo Express)</li> </ul> </li> <li>- Metadata</li> <li>- Publishing (basic)/sharing maps</li> </ul> </li> <li>• Understanding FAS GEO requirements/interfaces with FASs</li> <li>• Sharing: <ul style="list-style-type: none"> <li>- Portal</li> <li>- Dashboard</li> <li>- Storymaps</li> </ul> </li> </ul>	1 week	Classroom
<b>CoreGIS for system admins</b>	<ul style="list-style-type: none"> <li>• Understand Core GIS system architecture and the role of the individual components.</li> <li>• Be able to apply the RFC/CCP installation instructions to install and configure a fully functional Core GIS system.</li> </ul>	1 week	Classroom

2.4 The initial COTS training materials/modules requirements for the Core GIS training courses updates are described below:

- 2.4.1 Digital COTS training material, including slides, exercises, exercise data and student workbooks as applicable in editable formats like Word documents or PowerPoints files;
- 2.4.2 All training material provided under this Contract shall be in English language;
- 2.4.3 License to reprint by NATO as required to support the courses in scope;
- 2.4.4 Perpetual usage;
- 2.4.5 Unlimited number of students and courses although as an order of magnitude, the last year's average numbers were 10 maximum courses per year with 100 students total per year;
- 2.4.6 Usage for on-site training courses hosted in the NCI Academy and NATO Headquarters (HQs).

### **3. The Period of Performance**

The Contractor is expected to deliver the COTS training material no later than 30 days after contract award.

## Annex B – Initial List of Bidders

### RFQ-CO-115803-CG3M

COUNTRY	VENDOR
BELGIUM	ATOS
	Brevco Services
	Eurocity
	Luciad n.v.
	Sopra Steria Benelux
	UNIFY COMMUNICATIONS
CANADA	Compusult Limited
FRANCE	AIRBUS DEFENCE & SPACE SAS
	Global Technologies
	SOPRA STERIA
GERMANY	CGI DEUTSCHLAND LTD. & CO. KG
	ESG Elektroniksystem - und Logistik GmbH
	Intec Industrie-Technik GmbH & Co KG
ITALY	Engineering Ingegneria Informatica S.p.A
	SIRTI SpA
LATVIA	DATI Group, LLC
NETHERLANDS	NCIM-Groep
POLAND	Asseco Poland S.A.
ROMANIA	SC SIVECO Romania SA
	KranszWald
SPAIN	Indra Sistemas S.A.
	TECNOBIT
TURKEY	Atos Bilisim Danismanlik ve Müsteri Hizmetleri San Ve Tic A.S.
UNITED KINGDOM	Helyx Secure Information Systems Limited
UNITED STATES	Blue Canopy Group, LLC
	Creative Information Technology, Inc.
	ESRI Inc. (USA)