

NATO UNCLASSIFIED  
**SUPREME HEADQUARTERS ALLIED POWERS EUROPE**

TO: BC's Distribution List for International Competitive Bidding  
DATE: 20 March 2018  
Subject: **Notification Of Intent (NOI)** to issue an Invitation For International Proposal (IFIP)

1. In accordance with the stipulations of the Bi-SC procurement directive 60-70, Annex B, the following information is provided on an Invitation For International Proposal (IFIP) that this Headquarters has the intention to release.

IFIP reference number : ACO-SH-18-07  
Title of IFIP : Provision of custodial and window cleaning services to SHAPE compound facilities.  
Requirement : The requirement is for the provision of custodial and window cleaning services to SHAPE compound facilities, including the SHAPE Command Centre (SCC), the NATO Special Operations HQs (NSHQ) and the SHAPE International School. The prospective contractor is to be aware that he will be required to provide his services within NATO restricted areas. To that extent, contractor's personnel shall possess a suitable security clearance up to NATO SECRET.

Type of contract : Firm-Fixed Price  
Period of performance : One base year (2019) + 4 (four) one-year options  
Bidding procedure : Best value  
Funding : SHAPE Military Budget (estimated yearly amount: 2.8 MEURO)  
: Reimbursable budgets (estimated yearly amount: 1.2 MEURO)  
: Estimated total cumulative value of contract: 20 MEURO

Issue Date : July 2018 planned  
Closing Date : September 2018 planned  
Classification of IFIP : NATO UNCLASSIFIED  
Eligibility : Firms (1) that originate and are chartered/incorporated within one of the 29 NATO-member nations, (2) that maintain a professionally active facility (office, factory, laboratory, etc.) within one of the 29 NATO-member nations, (3) that possess a valid NATO security clearance up to NATO SECRET level, and (4) that have performed at least three contracts within the last five years substantially similar in scope and magnitude to the requirement described in the solicitation.

Partial bidding : It is NOT authorized.  
Web site : <http://www.aco.nato.int/page136374522.aspx>

2. SHAPE will directly e-mail this IFIP to all potential bidders and will post an abstract of the tender documents on the Web site above. Firms that have already been identified are listed in the annex. You are hereby invited to nominate, **before the 20<sup>th</sup> of April 2018**, the name, full address, point of contact, telephone and facsimile number, of other potential bidders established within your country meeting the above requirement. Nominations and any other correspondence hereto are to be addressed **by email** to:

**SHAPE / J8 – ACO Acquisition Management Branch**  
Attn: Mr. Giuseppe COL, Contracting Officer  
Boitier/PO box 18/A, B - 7010 SHAPE, Belgium  
Tel: +32 (0)65.44.22.40  
E-mail: [giuseppe.col@shape.nato.int](mailto:giuseppe.col@shape.nato.int)

*(Original signed)*

Danny HOVAERE  
ACO Head of Contracts  
SHAPE – J8, Acquisition Management Branch

Annex: List of potential bidders

## ANNEX to NOI ACO-SH-18-07: List of Potential Bidders already identified by SHAPE

COMPANY	STREET	ZIP CODE & TOWN	TEL	EMAIL
LAURENTY	Zoning de la Rivière 49	B - 7330 SAINT-GHISLAIN	+32 (0)65.39.49.59	mons@laurenty.be
ISS FACILITY SERVICES SA	Leuvensesteenweg 248C	B- 1800 VILVOORDE	+32 (0)2.263.66.11	info@be.issworld.com
GOM	Noorderplaats 7 Box 1	B- 2000 ANTWERPEN	+32 (0)3.224.38.00	marketing@gom.be
ATALIAN (Former EUROCLEAN)	Bld International 55, bât. F	B- 1070 BRUXELLES	+32 (0)2.413.16.70	info@atalianworld.com
ACTIVA	Rue Carli, 13	B- 1040 BRUXELLES	+32 (0)2.215.72.39	info@activagroup.be
CLEANING MASTERS	Parc Industriel d'Ivoz-Ramet 13	B- 4400 FLEMALLE	+32 (0)4.388.12.12	k.ramakers@mm-group.eu