

## Request For Proposal

Title : VSAT KU SERVICES FOR VESSEL  
**RFP CMRE-25-003**

### Bidding Instructions

## Contents

A Bidding Instructions .....	3
1 General .....	3
2 Classification .....	3
3 Definitions .....	3
4 Eligibility .....	3
5 Duration of the Contract .....	3
6 Exemption of Taxes .....	4
7 Amendment or Cancellation .....	4
8 Bidder Clarification .....	4
9 Bid Closing Date .....	4
10 Proposal Validity .....	4
11 Content of Proposals .....	5
12 Proposal Submission .....	5
13 Late Proposals .....	5
14 Proposal Withdrawal .....	6
15 Proposal Evaluation .....	6
16 Proposal Clarifications .....	6
17 Award .....	6
18 Communications .....	6
19 Points of Contact .....	7
B Statement of Work (SOW) .....	8
1. Introduction and Background .....	8
2. Area of Operation .....	8
3. VSAT equipment on board NRV Alliance .....	9
4. Requirement .....	9
5. Delivery and installation .....	10

## A Bidding Instructions

### 1 General

As a result of this solicitation, STO-CMRE intends to award a Basic Ordering Agreement - BOA. BOA is a written agreement, not a contract – since no commitment to purchase and neither to perform exists between the parties. Such commitment will be generated by resulting future contracts (in the form of task orders) referencing the BOA's terms & conditions, and price rates. The future contract(s) issued in reference to the BOA will be based on a Level of Effort, and priced using the proposed firm-fixed hourly rates - subject to economic price adjustment for inflation in the option years, if exercised.

The BOA will be awarded in accordance with the STO-CMRE Terms and conditions; STO-CMRE Standards Terms and Conditions, dated July 2016, are applicable to this procurement and can be located on the CMRE website at [www.cmre.nato.int/Procurement](http://www.cmre.nato.int/Procurement) under General Information.

### 2 Classification

This Request For Proposal (RFP) is a NATO UNCLASSIFIED document.

### 3 Definitions

- a. The "Prospective Bidder" shall refer to the entity that has indicated thereon its intention without commitment, to participate in this RFP.
- b. The term "Bidder" shall refer to the bidding entity that has completed a bid in response to this RFP.
- c. The term "Contractor" shall refer to the bidding entity to whom the contract is awarded.
- d. The term "Contracting Officer" designates the official who executes this RFP on behalf of STO-CMRE
- e. "Contracting Officer's Technical Representative" or "COTR" is the official who is appointed for the purpose of determining compliance of the successful bid, per the technical specifications.
- f. The term "STO-CMRE" shall refer to Science & Technology Organisation – Centre for Maritime Research and Experimentation.
- g. The term "NATO" shall refer to the North Atlantic Treaty Organisation.
- h. The term "days" as used in this RFP shall, unless otherwise stated, be interpreted as meaning calendar days.

### 4 Eligibility

This RFP is open to governmental or commercial entities:

1. Established in a North Atlantic Treaty Organisation Alliance member nation.
2. Working in the required field and legally authorised to operate in the country or countries in which this contract is to be performed at the time of bidding.
3. Has performed the desired past performance including size, cost and scope.
4. All proposed key personnel on this requirement must be citizens of a NATO member nation as described in this RFP.

### 5 Duration of the Contract

1. The contract awarded shall be effective upon date of award.
2. Period of Performance:
  - a. Base Period : from date of award to December 2025

- b. Option Periods:
  - i. 01 JAN 2026 – 31 DEC 2026
  - ii. 01 JAN 2027 – 31 DEC 2027

Option periods shall be exercised at the sole discretion of the STO-CMRE Contracting Officer, based on satisfactory work performance, availability of funding, and ongoing evolving requirements.

## 6 Exemption of Taxes

All prices and rates quoted shall be exclusive of any taxes and duties from which STO-CMRE is exempt pursuant to the provisions of "Agreement on the status of the North Atlantic treaty Organization, National Representatives and International Staff" (Ottawa Agreement), Articles IX and X and the Italian law ART. 72 of the D.P.R. 26/10/1972 n. 633 and subsequent modifications.

## 7 Amendment or Cancellation

STO-CMRE reserves the right to amend or delete any one or more of the terms, conditions, or provisions of the RFP prior to the date set for bid closing. A solicitation amendment or amendments shall announce such action.

STO-CMRE reserves the right to cancel, at any time, this RFP either partially or in its entirety. No legal liability on the part of STO-CMRE shall be considered for recovery of costs in connection to bid preparation. All efforts undertaken by any bidder shall be done considering and accepting, that no costs shall be recovered from STO-CMRE.

## 8 Bidder Clarification

1. Prospective Bidders should seek clarification at their earliest convenience. Any explanation regarding the meaning or interpretation of this RFP, terms, clause, provision, or specifications, shall be requested in writing from the Contracting Officer. The Contracting Officer must receive such requests for clarification no later than 3 (three) working days prior to the bid closing date.
- 2 Bidders' conference (if applicable): not-applicable
- 3 Bidders' site visit (if applicable): not-applicable
- 4 Information in response to all inquiries / requests for clarification to a prospective bidder shall be furnished to all prospective bidders by e-mail. All addendums and any necessary solicitation amendments shall be incorporated into this RFP. Oral Interpretations shall not be binding.

## 9 Bid Closing Date

Proposals shall be submitted by 09.00 hours, local time, **Friday 7 March 2025**. Proposals received after the stated date and time, will not be considered.

Send your proposal via e-mail as an Adobe® .pdf file to: [Contracting@cmre.nato.int](mailto:Contracting@cmre.nato.int) and cc [Registry@cmre.nato.int](mailto:Registry@cmre.nato.int) (See paragraphs 11 & 12)

NOTE: Please DO NOT send your proposal to any other e-mail address, otherwise, it may be determined non-compliant with this RFP.

## 10 Proposal Validity

Proposals shall remain valid for a period of one hundred and twenty days (120) from the applicable closing date set forth within this RFP. STO-CMRE reserves the right to request an extension of validity.

Bidder shall be entitled to either grant or deny this extension of validity. STO-CMRE may consider a denial to extend the validity as a withdrawal of the proposal.

## 11 Content of Proposals

The entire proposal shall be split in two (2) parts:

- a. The Financial proposal containing :
  1. The bidder's full name, address, point of contacts, telephone, and website;
  2. Compliance statement (See Annex 2)
  3. Price Proposal (See Annex 4 for Price proposal).
- b. The Technical proposal containing:
  1. Demonstrated proficiency in English as defined in STANAG 6001 (Standardized Linguistic Profile (SLP) (Written and Oral).; NATO 2222 through submission of a self declaration.
  2. Past Performance Information for similar services (i.e. provision of VSAT for vessels) provided within the past 5 years (See Annex 3); references will be accepted in lieu of past performance;
  3. Compliance matrix (See Annex 5 to Statement of Work).

## 12 Proposal Submission

- a. Proposals shall be submitted electronically in two separate PDF documents; One containing the Technical Proposal and one containing the Financial Proposal, to: [Contracting@cmre.nato.int](mailto:Contracting@cmre.nato.int) and [Registry@cmre.nato.int](mailto:Registry@cmre.nato.int)
- b. Email subjects shall include the solicitation information along with company name (e.g.: RFP-CMRE 25-003\_Tech\_company-name. / RFP-CMRE-25-003\_FIN\_company-name). Allow sufficient time in your submission should you encounter email size challenges.
- c. Price proposals shall be in EURO (€) currency.
- d. Prices shall be on a Firm Fixed Price Basis and include any relevant discount schedule. The proposed prices are valid for the base year only. If option years will be awarded, prices will be adjusted for inflation using the most recently available applicable annual official NATO Countries Inflation rate factor.
- e. No oral bids, oral modifications, or telephonic bids shall be considered.
- f. It is the ultimate responsibility of a prospective bidder prior to submission that all proposal submissions are reviewed to ensure they meet the technical, contractual and administrative specifications and that offers meet the limitations and expressed conditions.

## 13 Late Proposals

- a. It is solely the bidder's responsibility that every effort is made to ensure that the proposal reaches STO-CMRE prior to the established closing date and time. Only if it can be unequivocally demonstrated that the late arrival of the proposal package was the result of NATO staff negligence (mishandling) shall the bid be considered, as long as it is received before an award is made.

- b. A delay in email exchange due to the server or size restrictions does not constitute a delay by NATO.

## 14 Proposal Withdrawal

A bidder may withdraw their proposal up to the date and time specified for bid closing. Such a withdrawal must be completed in writing, with attention to the STO-CMRE Contracting Officer.

## 15 Proposal Evaluation

- a. The evaluation of proposals and determination as to the responsiveness and technical adequacy or technical compliance, of the products or services requested, shall be the responsibility of STO-CMRE. Such determinations shall be consistent with the evaluation criteria specified in the RFP.
- b. STO-CMRE is not responsible for any content that is not clearly identified in any proposal package.
- c. Proposals shall be evaluated and awarded based upon the lowest price, technically compliant offer. The following factors are considerations:
  - 1. Successful administrative submission of bid packages as requested at paragraph 11 of this RFP.
  - 2. Successful determination of Technical Compliance.
  - 3. Successful cost price criteria (Lowest Price Technical Compliant Offer).
  - 4. Acceptance of STO-CMRE General Terms and Conditions.

## 16 Proposal Clarifications

During the entire evaluation process, STO-CMRE reserves the right to discuss any proposal with the order to clarify what is offered and interpretation of language within the proposal, to resolve in potential areas of concern.

## 17 Award

- a. STO-CMRE intends to award a requirements contract to the Bidder whose proposal represents the Lowest Priced Technically Compliant offer to NATO. Partial awards will not be considered.
- b. STO-CMRE will collect information from references provided by the Bidder in regard to its past performance. Contractors must provide authorization to contact references.
- c. STO-CMRE reserves the right to negotiate minor deviations to the listed General Terms and Conditions to this RFP.

## 18 Communications

Any communication related to this RFP, between a prospective bidder and STO-CMRE shall only be through the nominated STO-CMRE Contracting Officer. Designated contracting staff shall assist the STO-CMRE Contracting Officer in the administrative process. There shall be no contact with other STO-CMRE personnel regarding this RFP. Such adherence shall ensure Fair and Open Competition with equal consideration and competitive footing leverage to all interested parties.

## 19 Points of Contact

### **(PLEASE INCLUDE ALL BELOW ON ALL CORRESPONDENCE)**

- (a) Ms Laure Briegne, Contracting Officer: [Laure.Briegne@cmre.nato.int](mailto:Laure.Briegne@cmre.nato.int)
- (b) Ms Edlira Llazo, Contracting specialist, buyer: [Edlira.Llazo@cmre.nato.int](mailto:Edlira.Llazo@cmre.nato.int)
- (c) Contracting Office: [Contracting@cmre.nato.int](mailto:Contracting@cmre.nato.int)

## B Statement of Work (SOW)

### 1. Introduction and Background

The NATO STO Centre for Maritime Research and Experimentation (CMRE) located in La Spezia, Italy - owner of the vessel NRV ALLIANCE, flagged and operated by the Italian Navy, is looking for a Ku – band VSAT coverage service for NRV ALLIANCE. The service must deliver high-speed, secure, and reliable maritime unclassified connectivity for on board communications and meet the vessel's mission requirement for data, email, internet and voice service in the area of operations as specified below.

### 2. Area of Operation

The area of operation (see Table 1) is enclosed by the following geographical coordinates, from

015° W to 030° E of Longitude

AND

30° N to 83 ° N of Latitude.



Table 1: Area of operations



### 3. VSAT equipment on board NRV Alliance

NRV ALLIANCE has a VSAT ORBIT AL 7103 MK II dual antenna system, which can operate in Ku and X band.

Main radio electrical characteristic are:

Terminal EIRP	System G/T	Gain Tx	Gain Rx	Antenna diameter:
50.4dBW	21.1 dB/K°	42.5 dBi @14.25 GHz	41 dBi @11.7GHz	1.15m (45")

*Table 2: Ku – band radio electrical characteristic*

Main BUC, LNB characteristic are:

BUC model type	AGILIS
BUC power (W)	8W
BUC LO (GHz)	12,8 GHz
BUC DC Power 24 V (On/off)	Off
BUC 10 MHz (On/Off)	OFF
LNB model type	SMW Type O
LNB LO(s) (GHz)	-
LNB DC Power 24 V (On/off)	Off
LNB 10 MHz (On/Off)	Off

*Table 3: BUC model/ power and LNB model/ LO frequency*

The VSAT terminal of the vessel can be equipped with the following modems:

- Nr. 2 IDIRECT X7 (s/n 059272, s/n 035358)
- Nr. 2 NEWTEC MDM3310
- Nr. 1 COMTECH CDM570L

Satellite modems are integrated in an on-board aggregator CITRIX SD WAN 210 managed by ITA Navy to ensure connectivity and interoperability with the national military system and NATO STO - CMRE.

### 4. Requirement

#### 4.1 Coverage area and time period

Satellite coverage must ensure connection to the public internet with a bandwidth profile of at least 2/2 Mbps (upload/download) in the area as in Para 2 - Table 1, with unlimited data in the period 01 April - 31 December 2025.

As a scouting proposal, CMRE asks vendors to submit their proposal for a solution on 2/4 Mbps and 2/6 Mbps, also.

## 4.2 General characteristics Ku-BAND

4.2.1 Vendors must guarantee that the satellite modem has a fully dedicated downstream and upstream channel of at least 2 Mbps.

4.2.2 The service must be guaranteed with a tolerance of at least  $\pm 3$  days with respect to the reference dates.

4.2.3 In favourable weather conditions, 99% availability on the throughput must be guaranteed.

4.2.4 NRV ALLIANCE must be provided exclusively with public internet connectivity with a dedicated band profile equivalent to the entire satellite channel in SPCP mode.

4.2.5 Data transfer speeds must be scalable at CMRE request for temporary periods of increased data transfer requirements.

4.2.6 Service must come with a 24/7 Customer Service Support in English language. Italian language, as secondary language is desirable but not essential.

Vendors must declare that they meet each of the above essential requirements.

CMRE reserves the right to request additional documentation at a later stage regarding the possession of the requirements.

## 5. Delivery and installation

CMRE expects the connection to be operational by 01 April 2025.

Vendors should state the Service Deployment Time from the moment a purchase order is received to the time the system is functioning.

Vendors will be 100% responsible for end-to-end activation; service will be activated in coordination with ITA Navy technical team, which is available to support on board the vessel.

End of SOW

## **Proposal Content / Checklist**

### **PROPOSAL CONTENT / CHECKLIST**

Table of Contents:

- ☐ Bidder's name, address, POC, Contact numbers, email address.
- ☐ Compliance Statement.
- ☐ Past Performance (including References).
- ☐ Technical Proposal.
- ☐ Financial Proposal.
- ☐ Compliance matrix (See Annex 5).

## Annex 2: Compliance Statement

### Compliance Statement

#### COMPLIANCE STATEMENT TO RFP CMRE-25-003

It is hereby stated that our company has read and understood all documentation issued as part of **RFP CMRE-25-003**. Our company proposal submitted in response to the referenced solicitation is fully compliant with the provisions of **RFP CMRE-25-003** and the intended contract with the following exception(s); such exemptions are considered non-substantial to the STO-CMRE solicitation provisions issued.

Clause	Description of Minor Deviation

Company: \_\_\_\_\_ Signature: \_\_\_\_\_

Name & Title: \_\_\_\_\_ Date: \_\_\_\_\_

Company Bid Reference: \_\_\_\_\_

Bidder's proposal must be based on full compliance with the terms, conditions and requirements of the RFP and all future clarifications and/or amendments. The bidder may offer variations in specific implementation and operational details, provided that the functional and performance requirements are fully satisfied. In case of conflict between the compliance statement and the detailed evidence or explanation furnished, the detailed evidence/comments shall take precedence/priority for the actual determination of compliance. Minor or non-substantial deviations may be accepted. Substantial changes shall be considered non-responsive.

### Annex 3: Past performance Information Form

#### **PAST PERFORMANCE INFORMATION FORM**

(Company is required to submit a minimum of **one** – references may be submitted in lieu of past performance).

Contracting Entity:

Contract No:

1. Type of Contract (Firm Fixed Price, Requirements):
2. Title of Contract:
3. Description of Work Performance and Relevance to Current Acquisition :
4. Contract Euro Amount:
5. Period of Performance:
6. Name, Address, Fax and Telephone No. of Reference:
7. Indicate Whether Reference Acted as Prime or Sub-contractor:
8. Comments regarding compliance with contract terms and conditions:
9. Complete Contact Information for client:
10. Permission to contact client for reference: Yes/ No

Name/Signature of Authorized Company Official\_\_\_\_\_

This Enclosure is designed to assist the respective company provide STO-CMRE with all necessary documents/information required. For clarification, please refer to Bidding Instructions of the subject solicitation.

## Annex 4: Price Proposal

### PRICE PROPOSAL

1. Bidders shall provide an all-inclusive, firm fixed price (FFP) bid, fully loaded (G&A, O/H, etc.) for the items listed below by filling out the "Price" columns/boxes . Partial bidding is not allowed.
2. The prices shall be tax and duty free.
3. The prices shall be expressed in Euro. The prices are valid for the period Apr – Dec 2025. If option years will be awarded, prices will be adjusted for inflation using the most recently available applicable annual official NATO Countries Inflation rate factor.

Item	Description	Unit of Measure	Price
1	<b>Option 1:</b> 2/2 Mbps upload/download as specified in Para 4.1 of SOW for the period Apr - Dec 2025	lumpsum	
2	<b>Option 2:</b> 2/4 Mbps upload/download as specified in Para 4.1 of SOW for the period Apr - Dec 2025	lumpsum	
3	<b>Option 3:</b> 2/6 Mbps upload/download as specified in Para 4.1 of SOW for the period Apr - Dec 2025	lumpsum	

#### Authorizing Company Official:

Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_

Authorizing Company (Signature): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Annex 5: Compliance Matrix

### COMPLIANCE MATRIX

#### Compliance Matrix to STATEMENT OF WORK

Contractor technical proposal will be assessed based on criteria mentioned in the following table. STO-CMRE reserves the right to conduct technical discussions with contractor. Ultimately, companies shall clearly demonstrate by providing unequivocal explanation to where and how it meets the criteria set forth in this solicitation. The Contractor must demonstrate their experience and expertise in the subject matter, in which will be graded in accordance with the Grading Matrix.

No	ITEM	COMPLIANT/ NOT COMPLIANT	Bidders Statement of Compliance – Bidder shall specifically reference the information within the proposal (page/paragraph) that demonstrates compliance with the criteria
1	Demonstrated proficiency in English as defined in STANAG 6001 (Standardized Linguistic Profile (SLP) (Written and Oral). NATO: 2222 – self declaration		
2	Past Performance Information, for similar services provided within the past 5 years		
3	Compliance with all requirements listed in paragraph 4.2 (from 4.2.1 to 4.2.6)		
4	Self-declaration that the personnel who will be dedicated to the required services are citizens of a NATO member country.		

End of RFP