

NATO UNCLASSIFIED

09 October 2025

FC(2025)0479

To: NATO Delegations
Attn. Secretaries of Delegations (as listed at annex 1)

Cc: As listed at annex 1

From: Procurement Officer

Subject: Invitation For Bids (IFB) 2025-82234 – Contract for the design, construction, renting and dismantling of one (1) temporary office building at the NATO Headquarters in Brussels

Ref.: A. BC-D (2017)0114 - NATO IS Procurement Manual

Purpose

1. In accordance with the provisions of Article XXXII of the NATO Financial Regulations and Financial Rules and Procedures, we are pleased to inform you that the IFB referenced above has been issued by the NATO IS Procurement Service.
2. The purpose of this IFB is to award a contract to the selected Bidder for the design, construction, renting and dismantling of one (1) temporary office building at the NATO Headquarters in Brussels that meet the needs of NATO as specified in the solicitation of offers.
3. This tender replaces the previously issued solicitation IFB 2025-77633, which has been formally cancelled.
4. An electronic version of the IFB has been posted on the NATO IS Business Opportunities web-site : <https://nato.bonfirehub.com/portal/?tab=openOpportunities>

Governing Rules and Eligibility

5. This procurement action will follow the International Competitive Bidding procedure specified in Reference A.
6. To be eligible to participate in the bidding process, Bidders must:
 - a. Be from one of the NATO Member Nations;
 - b. Have a sound financial and legal standing and sufficient capacity and resources to provide the services specified in the Statement of Work;
 - c. Be qualified and eligible to receive an award under applicable regulations.

Bid Procedure and closing date

7. Detailed instructions regarding the preparation, submission and evaluation of proposals are provided in Part I of the IFB (Instructions for the Preparation and Submission of proposals).
8. **Proposals are due no later than 07 November 2025, 23h30 (Brussels time).**

Evaluation Criteria and Contract Award

9. The IFB will be awarded to the responsible Bidder whose conforming proposal represents the lowest price. The detailed proposal evaluation factors and the phases of the source selection process are described in Part I, Sections 7, of the IFB.

Point of Contact and List of Prospective Bidders

10. The Point of Contact for questions and information concerning this IFB is:

Mr. Benoit BIENFAIT
Category Management Officer
Email: bienfait.benoit@hq.nato.int
Tel: +32-2-707-2298
NATO HQ – Procurement Service
Boulevard Leopold III, 1110 Brussels, Belgium

11. We would be grateful if you could invite any eligible national firms who might be interested in this solicitation, to register on the NATO Business Opportunities platform in order to participate to this Invitation For Bids.

(Signed) Benoit Bienfait
Category Management Officer

Annexes:

Annex 1: Distribution List

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ANNEX 1
FC(2025)0479

DISTRIBUTION LIST

To NATO Nations as selected by "X":

Albania	X
Belgium	X
Bulgaria	X
Canada	X
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Czechia	X
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Estonia	X
Finland	X
France	X
Germany	X
Greece	X
Hungary	X
Iceland	X
Italy	X
Latvia	X

Lithuania	X
Luxembourg	X
Montenegro	X
The Netherlands	X
North Macedonia	X
Norway	X
Poland	X
Portugal	X
Romania	X
Slovakia	X
Slovenia	X
Spain	X
Sweden	X
Türkiye	X
UK	X
US	X

To Partner Nations as selected by "X":

Copy to NATO Staff as selected by "X"

Office of Financial Control (OFC)	Silva, Rui – Financial Controller	X
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OFFICE OF WORKSPACE MANAGEMENT AND BUSINESS CONTINUITY (WMBC)	Heredia-Borreguero, Gonzalo – Head of Building Systems Section	X

