



NCIA/ACQ/2023/07353  
04 October 2023

To : See Distribution List

Subject : **BOA PLUS INVITATION FOR BID – IFB-CO-115759-DAMS-WCM  
AMENDMENT 6**

**Provision of DIGITAL ASSET AND WEB CONTENT MANAGEMENT  
SYSTEM (DAMS-WCM)**

**Responses to Clarification Requests – Release # 5**

**Revised IFB documents**

Reference(s) : A. BC-D(2018)0004-FINAL BC Budget Procurement Guidance dated 16 January 2018  
B. NCIA/ACQ/2023/06936 - NOI-IFB-CO-115759-DAMS-WCM dated 02 June 2023  
C. NCI Agency Invitation for Bids (IFB), NCIA/ACQ/2023/07137 dated 20 July 2023  
D. IFB-CO-115759-DAMS-WCM Amd 1 – Clarification Request Release 1 dated 27 July 2023  
E. IFB-CO-115759-DAMS-WCM Amd 2 – Clarification Request Release 2 dated 11 Aug 2023  
F. IFB-CO-115759-DAMS-WCM Amd 3 – Clarification Request Release 3 dated 17 Aug 2023  
G. IFB-CO-115759-DAMS-WCM Amd 4 – Clarification Request Release 4 dated 28 Aug 2023  
H. IFB-CO-115759-DAMS-WCM Amd 5 dated 25 Sept 2023

Dear Sir/Madam,

1. The purpose of this Amendment 6 to IFB-CO-115759-DAMS-WCM is to provide all Prospective Bidders with the responses to the additional questions received from potential bidders and the revised IFB documents.
2. The following documents have been revised:
  - a. Book I – IFB-CO-115759-DAMS-WCM – Administrative Certificates
  - b. Book II – Part IV Statement of Work (Annex B - SLA)
  - c. Additional documentation
    - i. NCIA Official letter for Guidance on RFV and CSO procedures
    - ii. Clarification Requests Form

3. By virtue of this Amendment 6, attached Book I - Administrative Certificates and Book II Statement of Work replace and supersede previous versions issued in the context of IFB-CO-115759-DAMS-WCM.
4. The reference for this IFB is IFB-CO-115759-DAMS-WCM. All correspondence related to this IFB shall reference this number.
5. The Contracting Officer responsible for this solicitation is Mrs. Lise Vieux-Rochat, all correspondence regarding this IFB should solely be addressed to [IFBCO115759DAMSWCM@ncia.nato.int](mailto:IFBCO115759DAMSWCM@ncia.nato.int).
6. Except, provided herein, all other terms and conditions of the IFB documents remain unchanged.

FOR THE CHIEF OF ACQUISITION:

Lise Vieux-Rochat  
Senior Contracting Officer

**Attachment(s):** IFB-CO-115759-DAMS-WCM

- A. Responses to Clarification Requests – release #5
- B. Book I –Admin Certificates
- C. Book II – Prospective Contract - Part IV Statement Of Work
- D. NCIA Official letter for Guidance on RFV and CSO procedures
- E. Clarification Requests Form

**Distribution List for IFB-CO-115759-DAMS-WCM Amdt 6**

Bidders List

NATO Delegations (Attn: Infrastructure Adviser)

Embassies in Brussels (Attn: Commercial Attaché)

NCI Agency – All NATEXs

NCI Agency Internal Distribution (not disclosed)

**ANNEX A**

Responses to Clarification Requests release 5 - received for IFB-CO-15759-DAMS-WCM.

CR#	IFB source document	Question	Answer	IFB Amendment required	Amdt#
CR#105		Could you please share the "NCIA Official letter for Guidance on RFV and CSO procedures" referred to in 1.5.2 of the bidding instructions?	This document was released with Amdt 4. It is attached to Amd 6	No	6
CR#106	SOW	Could you please confirm that, for bidders based in countries that do not require an FSC nor PSC in the table in 1.5.5 of the bidding instructions, no clearance is required for any personnel, including personnel that would require an RFV or CSO?	The guidance provided in "NCIA Official letter for Guidance on RFV and CSO procedures" is leading. Based on national regulation, staff involved in the project must have either a CSO or an RFV.	No	6
CR#107	BOOK I Admin Certificates	The new "[...]Annex A _AdministrativeCertificates - renumbered" PDF file is substantially different to the previous version when it comes to its editability.	Revised version is provided with Amd 6	Yes	6
CR#108	BOOK II Special Provisions – Article 24.1 SOFTWARE	If we provide separately, for the cost estimation of the project, an overview of the required licenses and their related costs (based on	Bidders are requested to quote licenses types, quantities and cost associated within the IFB bidding sheets. These	No	6

		current and new enterprise agreement), would this be allowed and would have this approach a negative impact on the evaluation of our proposal?	aspects will be taken into account during the evaluation phase (technical evaluation and price calculation). The NCI Agency will decide before contract award whether the licenses will be procured through the contract or provided as PFE to the Contractor using existing NCIA Enterprise Agreements when available.		
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