



INTERNATIONAL MILITARY STAFF
ETAT-MAJOR MILITAIRE INTERNATIONAL



29 August 2003

IMSTAM(FC)-081-03

To : SEE DISTRIBUTION LIST

From : Purchasing & Contracting Officer

Subject : CALL FOR COMPETITIVE BID **IMS 2003/004** FOR THE NATO C3
INTEROPERABILITY PORTAL DEVELOPMENT

1. The NATO HQ Command, Control & Consultation Staff (NHQC3S) is responsible, in association with the elements of the NATO C3 Organisation, for the development and documentation of CIS architectures, interoperability standards and products. It is also responsible for monitoring and recording the implementation status of interoperability standards and products in NATO and National systems, and for supporting the achievement of proven interoperability between fielded CIS. Information to support these activities is currently held in a variety of forms within NATO Information Systems held within the NHQC3S and elsewhere.
2. To promote interoperability of C3 systems within NATO, there is a requirement to harmonise and expand the information currently held and to make it easily available to NATO and National users via existing intra and inter nets. The emerging commercially available portal technology appears to offer a fruitful technical solution to meet this need, and hence the continued development of an NC3 Interoperability Portal (NC3IP) is envisaged. The broad scope and heterogeneous nature of the interoperability information distributed across the organisation indicates the requirement to improve upon our current NC3IP.
3. The International Military Staff Financial Controller is seeking consultancy support for the tasks described above.
4. We believe you may be interested in responding to the enclosed call for bidding.

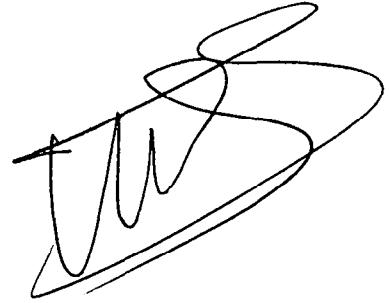
NATO UNCLASSIFIED
Releasable to the Internet

5. Bids must comply with the General Contract Conditions, Special Contract Conditions and the Technical Specifications, but additional options suggested by Contractors will also be considered. Please note that this is our intent to conclude a firm, fixed price contract for this work. The contractor should propose the number and expertise of consultants and outline project plan. The contract start date shall be determined by the competent authority, but will begin no later than 30 days after the signing of the contract.
6. Your attention is drawn to the closing date for bids of 14.00 hrs, 17 October 2003.
7. The bids should be addressed to:

Purchasing & Contracting Officer
North Atlantic Treaty Organisation
International Military Staff
Boulevard Leopold III
1110 Brussels, Belgium
☎ : +32(2) 707 57 39
📠 : +32(2) 707 57 37
✉ : sa.p&c@hq.nato.int
8. Questions relating to the General Contract Conditions or the Technical Requirements will be permitted. The points of contact are as follows:
 - for the Technical Specifications and the Special Contract Conditions:
R. TURNER ☎ +32(2)707.56.57
LTC, USAR 📠 +32(2)707.58.34
Staff Officer NHQC3S
 - for the General Contract Conditions :
S. BOTTELDOORN ☎ +32(2)707.5739
Cdt, BEAR 📠 +32(2)707.5737
Purchasing and Contracting Officer IMS ✉ : sa.p&c@hq.nato.int
9. All documents supplied by the C3 Architecture and Interoperability Branch (C3 AIB) of the NATO Headquarters C3 Staff in relation to this Call for Competitive Bidding are for use within bidding organizations for use in bid preparation only.
10. Prices for any options offered by the Bidder shall be quoted separately.

NATO UNCLASSIFIED
Releasable to the Internet

11. Enclosure 6 has to be completed and returned, by facsimile, to the Purchasing and Contracting Officer of the International Military Staff within 7 days after receipt.

A handwritten signature in black ink, appearing to read 'S. BottelDOORN', with a large, sweeping flourish at the end.

S. BOTTELDOORN
Cdt BEAR
Purchasing & Contracting
Officer

Enclosures

1. General Contract Conditions
2. Special Contract Conditions
3. Technical Specifications
4. Withdrawal form
5. Acceptance form
6. Acknowledgement of receipt

Copy To : RECORDS, NHQC3S (LTC Turner, Mr Elliott), FC
Action Officer : Cdt Serge Botteldoorn, BEAR, IMS P&C

Enclosure I to IMSTAM(FC)-081-03

CALL FOR COMPETITIVE BID IMS 2003-004

NHQC3S CONSULTANCY SUPPORT

**GENERAL CONTRACT CONDITIONS FOR THE NATO C3 INTEROPERABILITY
PORTAL DEVELOPMENT**

1. GENERAL CONTRACT SPECIFICATIONS

- a. The Financial Controller of the International Military Staff, North Atlantic Treaty Organization (NATO), is responsible for applying the bidding procedure to meet the requirements of the Organization.
- b. Implementation of this procedure does not entail any obligation to award the contract; the competent authority may either decide not to let the contract or set the procedure in motion again, if necessary in a different form.
- c. When the contract covers several lots, the competent authority reserves the right to allocate some of them only and it may even decide that the other lots will be covered by one or more contracts, if necessary under a different procedure.
- d. Calls for bids may be altered or cancelled in whole or in part, before the closing date for bids, in which case the bidders are informed in writing.

2. BIDS

- a. Bids, drafted in English, must be received in triple in the enclosed official envelope, which must be sealed, before the closing date. This envelope should contain two sealed envelopes. The first envelope should contain the technical proposals, which will be evaluated by a technical assessment team. This envelope should be clearly marked "Technical Proposal" and should not contain any financial information. The second envelope should contain the financial proposals and be clearly marked "Financial Proposal".
- b. Up to the closing date, bidders may modify or cancel their offers in whole or in part.
- c. Unless otherwise stated in the special contract specifications, bidders may take alternative proposals on a separate sheet, which must be clearly marked "ALTERNATIVE".
- d. Bid prices must be fixed and firm and valid for 4 months.

NATO UNCLASSIFIED
Releasable to the Internet

e. Travel and subsistence costs for the contractor need to be met within the scope of this contract.

3. AWARDS

a. The Awards Committee meets in private.

b. The Awards Committee may accept or reject bids in whole or in part, as stated in 1.b. and 1.c.

c. The Awards Committee selects the valid bid which it considers the most advantageous, taking into account the quotation, the cost of utilization, the technical characteristics, the reliability of supplies, the professional and financial credibility of each bidder, the time schedule, any other relevant considerations, whether or not they are covered by the Special Contract Specifications, together with any "SUGGESTIONS" made in the bid, unless otherwise stipulated in the Special Contract Specifications.

d. Bidders will be informed in writing whether their offer has been accepted or rejected. No reasons will be given.

4. SCOPE OF THE CONTRACT

a. The Contractor shall provide services as defined in this General Contract Conditions and in the Supplies and Services section of the Contract. The Contractor will provide technical support to the C3 Architecture and Interoperability Branch (C3 AIB) of the NATO Headquarters C3 Staff as specified in the Technical Requirements for Consultancy.

b. Manpower effort applied by the Contractor in the performance of this contract will be measured from the first working day, upon which the Contractor will have the required personnel available at C3 AIB.

c. The Contractor shall provide the required personnel and specifically undertakes to provide personnel familiar with and competent to assist C3 AIB and under C3 AIB direction, in performance of this contract.

d. The Contractor agrees to technically support his personnel by providing rapid response to requests for information when the Contractor's personnel make such requests.

e. Performance of the work covered by this contract shall be under the overall direction of Principal Technical Coordinator, C3 AIB; with Technical management provided by LtCol Turner of the C3 AIB (SV).

5. PLACE AND HOURS OF WORK

- a. The work shall be performed primarily on location within the C3 AIB, NHQC3S, NATO HQ, B-1110 Brussels, Belgium. The precise working arrangements shall be decided by mutual agreement at the start of the contract.
- b. The on-site working day is established as 08.00 hours to 17.00 hours with one hour for lunch from Monday to Friday inclusive. The term 'working day' excludes periods of sickness, leave and non-prototype development related training.
- c. The Contractor's personnel will be required to work with both military and civilian personnel and conform to the normal work schedule of C3 AIB. Normal duty hours will prevail but adjustments of work schedules may necessitate realignment from time to time.

6. PRICES, PAYMENTS AND INVOICES

- a. The contract will be fixed price for the services as specified in this Supplies and Services section of the Contract and in accordance with the agreed terms and conditions as set forth herein.
- b. A proportional reduction in the price shall be made for all unauthorised absences of Contractor's personnel assigned to this contract.
- c. Payment for the services performed by the Contractor shall be paid within 60 days from receipt of acceptable invoices and in the currency set forth in the Contract.
- d. Under Articles 9 and 10 of the Ottawa agreement approved by the act of 1st February 1955 (Moniteur Belge issue of 6th March 1955): "Services supplied and goods delivered to the Organisation for its official use shall be exempt from Value Added Tax for each operation, the cost of which is 123.95 Euros or more, exclusive of VAT. Goods and services supplied in this way will be treated as exports".
- e. Invoices shall be prepared and submitted in triplicate and shall contain: contract number, item number, invoice number, dates and time worked by item and extended totals (exclusive of taxes or duties for which relief is available). Invoices shall be submitted to the Organisation, monthly, in arrears.

f. As stipulated under d., the Organisation is fully exempt from customs duties and VAT for all transactions, which amount to 123.95 Euro or more, exclusive of VAT. For this purpose, all invoices must bear the words: "NET OF VAT, ARTICLE 42 - PARAGRAPH 2 - 2 OF THE CODE - CIRCULAR NO. 67/1970".

7. DELIVERABLES

The prime purpose of this contract is to provide specialist support to the NHQC3S C3 AIB for the ongoing development of the NATO C3 Interoperability Portal as explicitly identified in the Technical Specification.

8. CONTRACT PERIOD

The contractor should propose the number and expertise of consultants and outline project plan. The contract start date shall be determined by the competent authority, but will begin no later than 30 days after the signing of the contract.

9. IOB FURNISHED SUPPORT

IMS will provide free of charge to the Contractor at C3 AIB, IMS:

- a. Office space.
- b. Standard issue office furniture.
- c. Expendable office supplies.
- d. National telephone service.
- e. Utility services within the work area.
- f. Long-distance telephone charges as authorised by C3 AIB.
- g. Access to the C3 AIB Information System.

10. TERMINATION AND SUBSTITUTION RIGHTS

a. IMS, by written notice of two (2) weeks, may terminate this contract, in whole or in part, when it is in the IMS' best interests. If the contract is so terminated, IMS shall be liable only for payment in accordance with Article 5, Prices, Payments and Invoices, of this contract for work performed prior to the effective date of termination.

b. IMS may, for just cause, require the Contractor to remove, without any additional cost to IMS, one or more of his employees provided that notice in written form is given to the Contractor.

c. Additions, withdrawals or changes made by the Contractor in personnel assigned to this contract shall not be permitted without prior agreement with IMS in accordance with the terms and conditions of Article 11, Key Personnel, of this contract.

11. KEY PERSONNEL

The personnel provided under this contract are considered to be essential to the work being performed hereunder. If, nevertheless, the Contractor wishes to replace personnel, the Contractor shall notify IMS and shall submit justification of the impact on the programme. No substitution shall be made without the full knowledge and consent of IMS. In this case, IMS will prepare a contract modification to reflect the personnel changes. Notwithstanding the above, in the event of unforeseen personnel losses, the Contractor will be expected to take whatever measures are necessary to assure continued performance under this contract and any emergency replacement of key personnel will be submitted to IMS for consideration as soon as possible.

12. RIGHTS IN TECHNICAL DATA

All technical data defined as all recorded information of a technical nature, specifications, including computer software data, technical text, drawings, design type documents, instructions, illustrations, schematics or wiring diagrams, test procedures, training material and any other similar data resulting directly from the performance of this contract shall be the sole and exclusive property of NATO, and will be used by NATO nations for defence purpose.

13. WORK IN PROGRESS

a. The Contractor shall submit a draft Work Plan including proposed work schedule and contents or deliverables for review and acceptance by IMS within ten working days from the start of the contract period. The Contractor will regularly update the Work Plan during the execution of the contract.

b. Every two weeks in written form, the Contractor shall provide to IMS a brief status report including:

- Status of work in relation to the approved Work Plan;
- Problems encountered;
- Outstanding deliverables.

On the basis of these status reports and the deliverables in accordance with the Supplies and Services of Contractor and Technical Requirements for Consultancy, the quality of the Contractor's work and his performance will be closely monitored and controlled.

14. COUNTRIES OF ORIGIN

The Contractor personnel must come from one of the NATO member countries, namely (in alphabetical order). BELGIUM, CANADA, CZECH REPUBLIC, DENMARK, FRANCE, GERMANY, GREECE, HUNGARY, ITALY, ICELAND, LUXEMBOURG, NETHERLANDS, NORWAY, POLAND, PORTUGAL, SPAIN, TURKEY, UNITED KINGDOM and UNITED STATES.

15. CONTRACTOR PERSONNEL

a. All documentation, discussions, correspondence and meetings will be in English. The Contractor shall employ only highly skilled labour with thorough experience of the work to be performed.

b. The Contractor shall, except as otherwise provided for in the contract, make good or, at the option of IMS, pay compensation for all direct damage occurring to any IMS facilities occasioned by the Contractor, or by his servants, agents or sub-contractors, arising from his or their presence, on NATO facilities in connection with the contract up to a maximum amount of 1.250.000 Euro; provided that this condition shall not apply to the extent that the Contractor is able to show that any such damage was not caused or contributed to by his neglect or default, or the neglect or default of his servants, agents or sub-contractors, or by any circumstances within his or their control. Consequential losses are excluded from the liability described above. Direct physical injury caused by the proven negligence of Contractor's agents or employers shall be covered without limit.

16. SECURITY

a. The Contractor shall comply with such security measures as are prescribed by NATO and the National Security Authorities of the NATO countries in which the contract is being performed for the safeguarding of classified information entrusted to him or generated by him in connection with the performance of the contract.

b. Contractor and sub-contractor personnel employed under this project may require access to locations where classified materials and information up to and including 'NATO SECRET' are handled; therefore, such personnel shall be required to have a security clearance to this level from their National Security Authority. It shall be the Contractor's responsibility to inform NATO of the confirmation of such clearances by the relevant National Security Authority.

c. In particular, the Contractor undertakes to:

(1) Appoint an official responsible for supervising and directing security measures in relation to the contract;

NATO UNCLASSIFIED
Releasable to the Internet

- (2) Maintain, preferably through the official responsible for security measures, a continuing relationship with the National Security Authority or designated security agency charged with ensuring that all NATO classified information involved in the contract is properly safeguarded;
- (3) Abstain from copying by any means, without the authorisation of the National Security Authority or designated security agency any classified documents, plans, photographs or other classified material entrusted to him by the Government through channels approved by the Government;
- (4) Furnish, on request, information to the National Security Authority or designated security agency pertaining to all persons who will be required to have access to NATO classified information;
- (5) Maintain at the work site a current record of his employees at the site who have been cleared for access to NATO classified information. The record should show the date and level of clearance;
- (6) Deny access to NATO classified information to any person other than those persons authorised to have such access by the National Security Authority or designated security agency;
- (7) Limit the dissemination of NATO classified information to the smallest number of persons as is consistent with the proper execution of the contract;
- (8) Comply with any request from the National Security Authority or designated security agency that persons entrusted with NATO classified information signify their understanding both of their obligations under national legislation affecting the safeguarding of classified information, and of their comparable obligations under the laws of the other NATO Nations in which they may have access to classified information;
- (9) Report to the National Security Authority or designated Security Agency any breaches or suspected breaches of security, suspected sabotage, or other matters of security significance which would include any changes that may occur in the ownership, control or management of the facility or any changes that affect the security arrangements and security status of the facility and to make such other reports as may be required by the National Security reports as may be required by the National Security Authority or designated security agency, e.g. reports on the holdings of NATO classified information;
- (10) Apply to IMS for approval before sub-contracting any part of the work and, if the sub-contract would involve the sub-contractor in access of NATO classified information, to place the sub-contractor under appropriate security obligations no less stringent than those applied to his own contract;

NATO UNCLASSIFIED
Releasable to the Internet

(11) Undertake not to utilize, other than for the specific purpose of the contract, without the prior written permission of IOB or his authorised representative, any NATO classified information furnished to him, including all reproductions thereof in connection with the contract, and to return all NATO classified information referred to above as well as that developed in connection with the contract, unless such information has been destroyed, or its retention has been duly authorised with the approval of IOB. Such NATO classified information will be returned at such time as IOB or his authorised representative may direct.

17. ARBITRATION CLAUSE

a. In the event of a dispute, the parties shall attempt to settle their differences in an amicable manner; however, notwithstanding the foregoing, the parties agree to institute arbitration proceedings in the manner provided below.

b. The party instituting the arbitration proceedings shall advise the other party by registered letter, with official notice of delivery of his desire to have recourse to arbitration. Within a period of thirty days from the date of receipt of this letter, the parties shall jointly appoint an arbitrator. In the event of failure to appoint an arbitrator, the dispute or disputes shall be submitted to an Arbitration Tribunal consisting of three arbitrators, one being appointed by NATO, another by the other contracting party, and the third, who shall act as President of the Tribunal, by these two arbitrators. Should one of the parties fail to appoint an arbitrator during the fifteen days following the expiration of the first period of thirty days, or should the two arbitrators be unable to agree on the choice of the third member of the Arbitration Tribunal, within thirty days following the expiration of the said first period, the appointment shall be made, within twenty-one days, at the request of the party instituting the proceedings, by the Secretary General of the North Atlantic Treaty Organisation.

c. Regardless of the procedure concerning the appointment of this Arbitration Tribunal, the third arbitrator will have to be of a nationality different from the nationality of the other two members of the Tribunal.

d. Any arbitrator must be of the nationality of any one of the member states of NATO and shall be bound by the rules of security in force within NATO.

e. Any person appearing before the Arbitration Tribunal in the capacity of an expert witness shall, if he is of the nationality of one of the member states of NATO, be bound by the rules of security in force within NATO; if he is of another nationality, no NATO classified documents or information shall be communicated to him.

NATO UNCLASSIFIED
Releasable to the Internet

f. An arbitrator who, for any reason whatsoever, ceases to act as an arbitrator, shall be replaced under the procedure laid down in paragraph 17.b above.

g. The Arbitration Tribunal will take its decisions by a majority vote. It shall decide whether it will meet and, unless it decides otherwise, shall follow the arbitration procedures of the International Chamber of Commerce in force at the date of the signature of the present contract.

h. The awards of the arbitrator or of the Arbitration Tribunal shall be final and there will be no right of appeal or recourse of any kind. These awards shall determine the apportionment of the arbitration expenses.

18. VALIDITY OF CONTRACT

The validity of the contract is contingent on signature by the Financial Controller, IMS and the Purchasing & Contracting Officer IMS on behalf of NATO and by the appointed representative of the Contractor.

CALL FOR COMPETITIVE BID IMS 2003

NHQC3S CONSULTANCY SUPPORT

**SPECIAL CONTRACT SPECIFICATIONS (TECHNICAL REQUIREMENTS) FOR
THE NATO C3 INTEROPERABILITY PORTAL DEVELOPMENT**

I Introduction

1. To promote interoperability of C3 systems within NATO, there is a requirement to harmonise and expand the information currently held within the NHQC3S and elsewhere within NATO authorities, and to make it easily available to NATO and National users via existing intra and inter nets. The progressive development of an NATO Command, Control and Consultation Interoperability Portal (NC3IP) is envisaged. The C3 Architecture and Interoperability Branch (C3 AIB) of the NATO HQ Command, Control & Consultation Staff (NHQC3S) is responsible for the execution of this task.
2. This requirement for consultancy support is to continue development of the NATO C3 Interoperability Portal.

II General

1. Provide expert assistance in the development of an interoperability portal.
2. Support the development and implementation of new information portlets that enhance the portal's capabilities outlined in the Technical Specification.
3. Support the development and implementation of procedures for the transfer of unclassified data from the portal located on the Intranet to the portal located on the Internet.

III Technical Requirements

Tasks/Deliverables

1. The contractor, at a minimum, will be required to perform the following tasks and provide the following deliverables:
 - a. Document and rectify software issues; deliverable is the Application Server and Database with all service packs and security updates applied.
 - b. Develop and implement information portlets; deliverables are customer required portlets for access to data elements of

NATO UNCLASSIFIED
Releasable to the Internet

unstructured/structured data sources within NATO's information systems.

- c. Implement the Ultra-Search application of the application server; deliverable is fully-functioning Ultra-Search application.
- d. Develop and implement procedures for creating automated processes for transferring relevant unclassified data from the Intranet Portal to the Intranet Portal; deliverable are software application to transfer and replicate unclassified information on the Internet portal.
- e. Develop and implement disaster recovery plan & backup procedure for both application and database servers; deliverable is a written disaster recovery plan to include associated backup procedures.
- f. Initial training/knowledge transfer to Portal content managers and database administrators; deliverable is a formal class presentation to content managers and database administrators.

Experience

- 2. It is expected that the consultant will possess at least the following skills:
 - a. IT professional with practical experience in database design.
 - b. Broad and practical understanding of current IT solutions.
 - c. Practical experience in developing web based applications and the use of automated web technology (e.g. web portal development or .asp) including portal development.
 - d. Experience of developing products within a quality environment such as ISO 9000.
 - e. (Desirable) A working knowledge of interoperability testing.
 - f. (Desirable) Familiarity with NATO interoperability databases (RIP, NSDD, NCTIT)

Qualifications

- 5. The minimum formal qualification that the consultant shall possess is a first degree from a recognised European or North American University in one of computing, engineering, physics, or mathematics.

Language

- 6. The working language in the NHQC3S is English and the consultant must have a good command of written and spoken English language.

Security

- 7. The consultant must have a NATO SECRET clearance.

CALL FOR COMPETITIVE BID IMS 2003

NHQC3S CONSULTANCY

THE NATO C3 INTEROPERABILITY PORTAL

TECHNICAL SPECIFICATIONS

1. INTRODUCTION

1.1. The NATO HQ Command, Control & Consultation Staff (NHQC3S) is responsible, in association with the elements of the NATO C3 Organisation, for the development and documentation of CIS architectures, interoperability standards and products. It is also responsible for monitoring and recording the implementation status of interoperability standards and products in NATO and National systems, and for supporting the achievement of proven interoperability between fielded CIS. Information to support these activities is currently held in a variety of forms within NATO Information Systems held within the NHQC3S and elsewhere.

1.2. To promote interoperability of C3 systems within NATO, there is a requirement to harmonise and expand the information currently held and to make it easily available to NATO and National users via existing intra and inter nets. The emerging commercially available portal technology appears to offer a fruitful technical solution to meet this need, and hence the continued development of an NC3 Interoperability Portal (NC3IP) is envisaged. The broad scope and heterogeneous nature of the interoperability information distributed across the organisation¹ indicates the requirement to improve upon our current NC3IP.

2. DEFINITION

2.1. The definition of a portal for the purposes of this technical specification is as follows:

'A portal is a web-based tool that bridges the disparate worlds of structured (databases) and unstructured (documents, text, e-mail systems, images etc) data, providing users with publishing, subscription, search and analysis capabilities via a single point of access'

¹ Comprising a mixture of databases, web sites, word documents, e-mail systems, pdf and ppt files etc

3. TARGET AUDIENCE

3. The target audience for the prototype portal comprises:

3.1. NATO and national staff members engaged in C3 system policy definition, requirements specification, management and development.

3.2. Planning and other operational and exercise staff throughout the NATO Command chain.

3.3. Staff members from Nations and NATO organisations engaged in specifying and designing NATO and national C3 systems.

3.4. National representatives on NATO C3 Working Groups.

4. CONSTRAINTS

4.1. The envisaged full implementation of the NC3IP will be hosted within the environment of the NATO HQ in general and the NHQC3S in particular. Due recognition must therefore be paid to existing capabilities and functionality particularly of the NHQC3S web site as well as physical and financial constraints.

4.2. The NC3IP will be operated on both the Intranet and the public Internet, with maximum automated replication within the bounds of security parameters. For the Internet, there will be a controlled access portion with password and access protection, as well as an open public portion.

5. GENERAL INFORMATION

5.1. The intended major enterprise areas are:

5.1.1. Coalition deployed force interoperability information (focussed on nation-to-nation and nation-to-NATO interoperability issues at the strategic, operational and tactical levels of operation).

5.1.2. National C3 equipment interoperability information.

5.1.3. NATO Architectures for C3 systems.

5.1.4. C3 capability requirements and C3 planning

5.1.5. Operational scenarios

5.1.6. Information on NATO and National C3 equipment test facilities, events and results.

NATO UNCLASSIFIED
Releasable to the Internet

5.1.7. Information Exchange Requirements (primarily word documents).

5.1.8. The NATO C3 Technical Architecture (NC3TA) (XML format)

5.1.9. The NATO C3 Information Resource Dictionary System (IRDS) (which hosts the NATO Corporate Data Model (NCDM) and associated change proposal information.

5.1.10. The Message Text Format Working Group (MTFWG) ADatP-3 baseline and associated change proposal information.

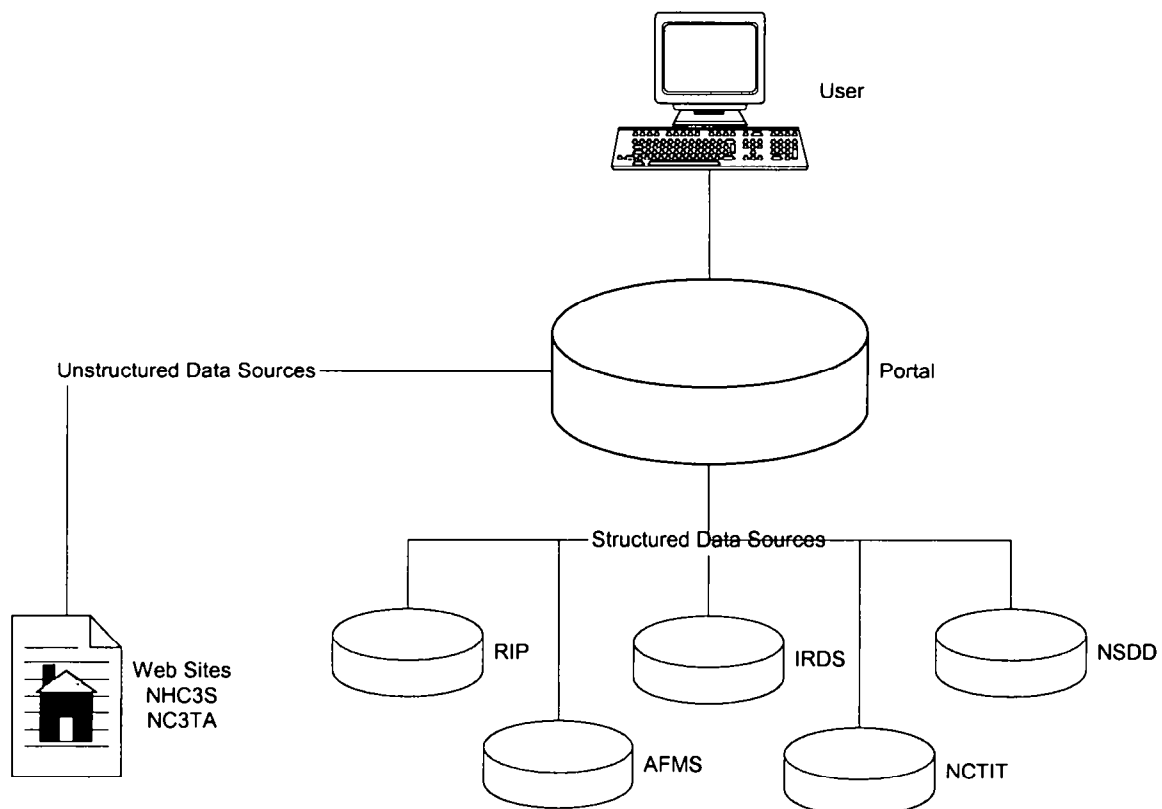
5.1.11. NATO XML Repository

5.1.12. NATO Standardisation Agency Database

5.1.13. NATO C3 Board documents and activity

5.1.14. Other enterprise/process relevant information enabling users to make informed decisions.

5.2. The current structure of the NC3IP is shown below.



6. PORTAL FUNCTIONALITY

6.1. The portal is required to present a 'one-stop shop' to users and to support the maximum functionality that will allow customers to access and use heterogeneous interoperability information. The continued improvement of the following functionalities will be performed during this development phase of the NC3IP:

6.1.1. Single logon and Security features. Separate versions of the NC3IP will operate in the unclassified Internet and the NATO SECRET-high NATO Intranet. For the Internet controlled access portion, a single-logon with an associated access permission profile incorporating identification, authentication and authorisation is required. For the Intranet, access to the NC3IP is to be open to all users via their workstations. For both Internet and Intranet variants, mechanisms to control access to information within the portal are required. User profiles will be developed to store user or user group preferential information that will identify categories or folders of information at start up.

6.1.2. Presentation. The portal is required to integrate all the elements of information (including links to related information and applications), regardless of source and format, into a form that makes sense to the user. The portal should present this collection within a consistent look and feel interface that is intuitive and easy to use with minimal training. The content directory will be hierarchically categorised based on user requirements.

6.1.3. Information Pages. The portal should provide a site map, overviews of information content, news pages, 'Parish Notices' and latest developments. Also links to glossaries and associated common-user documents and information available via local and external web sites.

6.1.4. Application support to Users. The portal should have the capability to support the generation, tracking and updating of NATO C3 architectures standards and products and their associated documents.

6.1.5. Personalisation. Users must be able to customise, within limited degrees, their portal interface in order to manage layout, eliminate unnecessary or undesired content, and tailor information feeds (push/pull). A user or a group of users should be able to define an individual profile of functions and interests, and the portal should heuristically scan the information environment for relevant items of information.

6.1.6. Publish/subscribe engine. The portal should provide a publish/subscribe engine. The engine should have 2 capabilities as follows:

6.1.6.1. Users should be able to publish objects into the portal in a controlled manner, and specify which users, groups or channels may access those objects. The portal solution should have a non-repudiation capability for such objects, which will identify tampering or detract any unauthorised changes to the objects.

NATO UNCLASSIFIED
Releasable to the Internet

6.1.6.2. Users should be able to subscribe to individual objects or a pre-defined channel. When users subscribe, they should be able to define the schedule, timing, format, delivery channel and preferred alert method to notify changes. Users should also be able to assign computing 'agents' to continuously scan selected data sources for information on a particular subject.

6.1.7. Collaboration. Collaboration tools are required to enable user-to-user and project-group interaction (including workflow) and structured/unstructured information exchange. This capability will include as a minimum, instant messaging, document sharing, VTC, and discussion forums.

6.1.8. Application Integration. The portal should present a seamlessly integrated application environment to the user. Ideally, the user should not be aware of data types being accessed (e.g.: meta-data, structured or unstructured), the different platform environment and separate physical locations of the information or tying into back-end databases and applications.

6.1.9. Interactivity. The portal should allow users to explore, analyse, query and share the information, in order to promote better understanding of this information and the NATO interoperability environment in general.

6.1.10. Categorisation. The portal should provide means of organising the information into meaningful categories using a meta-data approach - thus presenting an "interoperability taxonomy". This will allow intelligent and directed navigation of the information within the portal. Meta-data management facilities are also required.

6.1.11. Unified Search. A powerful and unified rule-based search capability is required that can search information accessible through the portal. This should be independent of data type (meta-data, structured or unstructured), presentation or physical location, and should permit search down to the data element level. The search results should be presented in XML, HTML and native formats.

6.1.12. Multi-repository Support. Some of the proposed information of the portal already exists in data repository form. For example, the NATO C3 IRDS is an information repository based on ISO 10027:1990 (The ISO Information Resource Dictionary System Framework), and some future candidates for incorporation into the portal are self-contained document management systems. Accordingly, the portal must support multiple repository access.

6.1.13. Connectivity. The portal should be able to connect via the NHQC3S networks to external information sources residing on either the Internet or the Intranet. The portal search and query facilities should extend to include these external information sources.

6.1.14. Modularity. The portal should be modular in form, so that specialised functionality (e.g.: analytic toolsets, advanced query/search engines, knowledge management capability) can be added and used immediately, without the need for tailoring or re-integration work.

NATO UNCLASSIFIED
Releasable to the Internet

6.1.15. Openness. The portal should be open, so that it is platform, application and device independent. For example, the portal solution should integrate several web server types, different applications (e.g.: XML applications, data base applications), or multiple technologies within a single web screen.

6.1.16. Scalability. The NC3IP will, potentially, support thousands of users. Solutions demonstrated for the portal prototype operating with a limited user population must, therefore, be scalable to the full NC3IP user community.

6.1.17. Application Program Interface (API). The portal should present an industry standard API so that new applications, legacy systems and tools enabling content management, document management, and collaboration can be integrated in a cost-effective and reliable manner.

6.2. The functionality specified above can be met with an industrial-strength commercial-off-the-shelf portal offering. The main effort of the project is to be the integration of the separate heterogeneous NATO-owned elements within the portal environment.

7. GENERAL

7.1. The work shall be conducted in a project management environment in a defined and recognised manner to fit the task in hand.

7.2. Documents shall be delivered in Microsoft Office 97 format.

7.3. All bespoke software forming part of the solution shall be delivered in an identifiable and controlled manner. The Contractor shall provide licenses for software used for development work.

8. PRODUCTS REQUIRED

8.1. Products to be delivered are:

8.1.1. Software and hardware integrated into the NHQC3S Intranet and Internet to provide Portal capabilities as indicated at paragraph 6.

8.1.2. Software, scripts test results and other files necessary for installation, implementation and as a basis for further development and maintenance of the NATO C3 Interoperability Portal.

8.1.3. System and User documentation.

8.1.4. Multi-user licences for any commercial-off-the-shelf products, valid for 1 year from project completion.

8.1.5. A physical architecture should be developed at the onset of this task identifying server location, size, attributes, network access capabilities, web engines, etc.

8.1.6. Configuration Management plans to cover O&M responsibilities, security considerations, change proposals to existing processes, etc. Metrics should be included in this plan to measure availability and performance as the portal solution expands in capability and number of users.

8.2. Payment will be made after satisfactory delivery of the the products and services shown above. The bidder will propose a payment schedule against deliverables.

9. WORK CO-ORDINATION AND REPORTING

9.1. The contractor should propose the number and expertise of the consultants. All work will be performed on-site in NATO premises within Belgium.

9.2. The Contractor's Project Manager should report progress to the Technical Manager, C3 AIB (LtCol Turner, USAR) once every fortnight (e-mailed reports are acceptable). The contractor will give the Technical Manager full access to all products in development, including drafts. The Technical Manager should be able to discuss all issues directly at all times with all the consultants involved in the work.

9.3. The Technical Manager, the project manager and all other consultants involved should have access to internet e-mail facilities in order to facilitate communication, preferably using Microsoft Outlook.

WITHDRAWAL FORM

I, the undersigned :

Being duly authorised by :

Name of Firm :

Adress :

Town and Country :

We hereby acknowledge receipt of your invitation to bid N° **IMS 2003/004** and regret to decline your offer for the following reason :

Done in _____ on _____

Signature

To :

North Atlantic Military Committee
NATO Headquarters
Purchasing & Contracting Officer
International Military Staff
Boulevard Leopold III
B-1110 BRUSSELS

V-1/1
NATO UNCLASSIFIED
Releasable to Internet

Enclosure VI to IMSTAM(FC)-081-03

(To be completed and returned, by facsimile, to the Purchasing and Contracting Officer
of the International Military Staff within 7 days after receipt)
FAX Nr +32-2-707 5737 or +32-2-707 5706

Reference : Call for bids IMS 2003/004

VI-1/1
NATO-UNCLASSIFIED
Releasable to the Internet