



**CONTRACT No G8-21-03 for the provision of Civilian
SMEs for STLE 21 PH I/D GORDIAN BONUS III**

PART II: GENERAL PROVISIONS

Article 1 Subject of the contract

1. NRDC-GR will conduct a land domain Computer Assisted Exercise/Command Post Exercise (CAX/CPX), STEADFAST LEDA 2021 (STLE21) as the main training activity for 2021. STLE21 will train NRDC-GR and LANDCOM Deployable Land Element in the Multi-Corps Land Component Command (MC LCC) role, as well as up to four Corps HQs (NRDC-ESP, ARRC, 3rd and 4th Corps) at MJO+ scale against a peer advisory in the Northern part of NATO strategic Direction East. STLE 21 will repeat LOYAL LEDA 2020 (LOLE 20) scenario, in line with the Deterrence and Defence of the Euro-Atlantic Area (DDA) Alignment.

2. STLE21 PH I/D will be consisted in three (3) independent Battle Staff Training (BST) events (GORDIAN BONUS I, II, III) in order to complete Staff integration, to develop Staff's ability to run cross-functional area processes, to practice collective Reports>Returns a Functional Services (FSs), to assess Staff readiness and to prepare for execution of the exercise. Specifically, GORDIAN BONUS III will be designed to run using vignettes inserted to the Training Audience (TA) by the Exercise Control (EXCON), in order to test and improve MC LCC SOP Decision Making Process (DMP) in the frame of the MC-LCC Battle Rhythm (BR) cycle.

3. EXCON for GORDIAN BONUS III will be considered of NRDC-GR's G7 personnel along with Subject Matter Experts (SMEs) who will be provided by a contracted company. The team of civilian experts and SMEs, provides by a contracted company, will support the scripting of the vignettes to be used during GORDIAN BONUS III in close coordination with NRDC-GR's personnel and participate in the respective working groups as advisors to the working group leaders, covering the Intelligence, Operations, Targeting and Sustainment domains.

Article 2 Form of the contract

This contract is a firm fixed-price contract.

Article 3 Duration of the contract

The contract will come into operation as of the day following the last signature by the parties. The termination date will occur when the contractor will deliver the report for the GORDIAN BONUS III preparation and execution NLT 15 days after the aforementioned activity.

Article 4 Documents of the contract

The contract consists of the documents listed below in order of decreasing priority:

1. These contractual provisions and its annexes.
2. The Directive 60/70 dated 30 June 2015 (BI-STRATEGIC COMMAND PROCUREMENT DIRECTIVE)
3. The technical proposal filled in by the contractor.

Article 5 Contractor obligations

The Contractor will employ a qualified team to carry out all duties which must have sufficient knowledge to support preparation, training and execution of the EXCON before and during the exercise GORDIAN BONUS III as following:

1. GORDIAN BONUS III Vignette Workshop
 - a. The vignettes that will be used to run the GORDIAN BONUS III will be scripted in 1 workshop to be hosted in NRDC-GR premises in Thessaloniki Greece from 28 Jun to 02 Jul 2021.
 - b. Aim of the workshop is to develop the vignettes to be injected to the TA as well as complementary to scenario documents if necessary.
 - c. Civilian team has to deploy in NRDC-GR premises, "PEDION AREOS CAMP" in THESSALONIKI from 28 Jun to 02 July 21.
 - d. Operational requirements.

The contractor has to provide SMEs with the following qualifications:

- (1) NATO Military knowledge and deep military background with relevant experience in an Article 5 Major Joint Operation [MJO+ (L)].
- (2) Deep Knowledge of OCCASUS-North scenario documentation, the STARTEX situation developed by Joint Training Force Centre (JFTC) for exercise STLE21 as well as all related Orders developed by MC LCC/NRDC-GR (CONOPS, OPLAN, OPORDER and Scheme of Manoeuvre), tasking and synchronizing Four Multinational Army Corps operating within a Major Joint Operation Plus (MJO+).
- (3) Functional expertise [Intelligence, Operations (Deep/Rear), Targeting and Sustainment], to lead the development process.
- (4) Ability to design prepare and produce all the relevant vignettes at operational and tactical levels.

(5) Ability to provide instruction/training to EXCON members on a dynamic vignette scripting/amendment process and approval procedure.

2. BST GORDIAN BONUS III

a. GORDIAN BONUS III will be conducted from 01 to 05 Nov 21 either in NRDC-GR premises, "PEDION AREOS CAMP" in THESSALONIKI or/and in "PROKOPIDI CAMP", in ASSIROS, THESSALONIKI area (TBC).

b. Civilian team has to deploy in the designated area from 01 to 05 Nov 21.

c. Operational requirements

The contractor has to provide 4 SMEs with the following qualifications:

(1) NATO Military knowledge and deep military background with relevant experience in an Article 5 Major Joint Operation [MJO+(L)].

(2) Deep Knowledge of OCCASUS-North scenario documentation, the STARTEX situation developed by Joint Training Force Centre (JFTC) for exercise STLE21 as well as all related Orders developed by MC LCC/NRDC-GR (CONOPS, OPLAN, OPORDER and Scheme of Manoeuvre), tasking and synchronizing Four Multinational Army Corps operating within a Major Joint Operation Plus (MJO+).

(3) Functional expertise [Intelligence, Operations (Deep/Rear), Targeting and Sustainment], to participate in the MC LCC battle rhythm.

(4) Capability to provide "on the job" training to EXCON members.

(5) Capability to participate in the EXCON battle rhythm and provide updates and briefings as required.

(6) Capability to participate in the Training Audience respective Working Groups/Boards and provide personal support, advice and mentoring to key NRDC-GR's personnel (ACOSs) on best practices regarding the "Intended Vignette Outcomes" for significant pre-scripted events.

(7) Managerial experience on synchronization and delivery of Vignettes, including dynamic elements and role-playing. Identify requirements for dynamic amendments to Vignettes. Initiate dynamic Vignette refinement.

(8) Capability to portray further identified units and key players according to the scenario, e.g., Joint level, flanking formations, subordinate units, HN officials, UN/IO/NGOs, media.

3. Deliverables

The contractor has to:

a. Participate to the GORDIAN BONUS Vignette workshop from 28 Jun 21 to 02 Jul 2021, with 4 SMEs at NRDC-GR premises “PEDION AREOS CAMP” THESSALONIKI, to cover the Intelligence, Operations, Targeting and Sustainment domains respectively for 5 days. Working hours 07:00 – 15:00L.

b. Participate to the GORDIAN BONUS III Execution from 01 to 05 Nov 21, with 4 SMEs at NRDC-GR premises “PEDION AREOS CAMP” THESSALONIKI or/and “PROKOPIDI CAMP”, in ASSIROS, THESSALONIKI area, to cover the Intelligence, Operations, Targeting and Sustainment domains respectively for 5 days. Working hours 07:00 – 15:00L.

c. The contractor has to execute the tasks described below and provide the number of qualified persons, supplied with documentary evidence that are legally licensed, registered and have authorization to perform the tasks:

(1) Prepare, script and produce a set of functional and cross functional vignettes covering the Intelligence, Operations, Targeting and Sustainment domains in a warfighting scenario of an Article 5 Major Joint Operation (MJO+), including dynamic amendments to Vignettes.

(2) Provide, “on the job” training to EXCON members of EXCON personnel and all necessary updates and briefings as required.

(3) Participate in the TA’s respective working groups/boards and provide personal support, advice and mentoring to key NRDC-GR’s personnel (ACOSs) on best practices regarding the “Intended Vignette Outcomes” for significant pre-scripted events.

(4) Portray further identified units and key players according to the scenario, e.g., Joint level, flanking formations, subordinate units, HN officials, UN/IO/NGOs, media as required.

(5) Provide an “After Action Review report” no later than 10 days after GORDIAN BONUS III about the representative’s role management. The report will contain evaluation of the players, good points to emphasize in the future, things that need to be improved, etc. based on a professional point of view.

(6) Deliver a final report for the GORDIAN BONUS III preparation and execution NLT 15 days after the aforementioned activity.

c. The contract will not be completed until the delivery of these two reports.

4. Disclosure

The Contractor agrees to a duty of non-disclosure for all information concerning the NRDC-GR, its agents or any information that would have been known in the execution of this contract. The Contractor, and its entire staff, must exercise professional secrecy and the obligation of discretion in all matters relating to the facts, information, studies and decisions of the exercise which he may become cognizant in the contract.

The Contractor agrees to make no such disclosure, in any form of any exercise material known in the market outside of this communication is strictly necessary for the performance of the contract. Information, pictures, recording or written documents about events occurring during the preparation, the exercise or the training are NRDC-GR property.

The use of this information, pictures, recording, or written documents for any purpose outside the exercise GORDIAN BONUS III is strictly forbidden, except if the Commander of the NRDC-GR gives a written approval.

5. Security

a. The contracting agency staff must exercise professional secrecy and the obligation of discretion in all matters relating to the facts, information, studies and decisions of the exercise which they may become cognizant of the contract. The agency agrees to make no such disclosure, in any form whatsoever without permission of the NRDC-GR. Information, pictures, recording or written media about events occurred during the preparation, the exercise or the training are NRDC-GR property. The use of this information, pictures, recording, or written media for any purpose outside GORDIAN BONUS III is strictly forbidden, except if the COM NRDC-GR gives a written approval.

b. All contracting personnel must have a valid NATO SECRET clearance, for all GORDIAN BONUS activities. Documents have to be sent to the nominated Contracting Officer Technical Representative (COTR) at least 2 days before each activity.

c. The Contractor shall comply with all security requirements prescribed by NRDC-GR and the National Security Authority or designated security agency of each NATO country in which the contract is performed.

d. The Contractor shall be responsible for the safeguarding of NATO classified information or any other information labelled sensitive, entrusted to or generated by in connection with the performance of the Contract.

e. Coronavirus Preventive Measures

The Contractor shall comply with all COVID-19 preventive measures prescribed by NRDC-GR and the Hellenic National Public Health Organization (www.eody.gov.gr), prior and during all events (Vignette workshop and BST execution), including the provision of all necessary relative documentation which apply to that period.

f. 2 Days (at least) before the respective activities (Vignette workshop, and BST execution), the Contractor has to send an e-mail to the COTR with the following information:

- (a) Name,
- (b) Surname,
- (c) Nationality,
- (d) Date and place of birth,
- (e) NATO clearance.
- (g) Documentation related to COVID-19 preventive measures

6. Regulations

The Contractor shall provide and pay as required qualified personnel as needed for the performance of the services provided under the contract. He shall strictly comply with all Host Nation Labour Laws, tariffs and social security and other regulations applicable to the employment of his personnel.

7. Health, Safety and Accident Prevention

The Contractor shall comply with the European Union, Greek Laws and Regulations on safety at work and with the Regulations in force with regard to health protection, safety and hygiene.

If the Contracting Officer notifies the Contractor in writing of any non-compliance in the performance of this Contract, with regard to safety and health rules and requirements prescribed by applicable national or local laws, ordinances and codes, and the Contractor fails to take immediate corrective action, then the Contracting Officer may order the Contractor to stop all or part of the work until satisfactory corrective action has been taken. Such an order to stop work shall not entitle the Contractor to an adjustment of the Contract price or other reimbursement for resulting increased costs or losses.

At any time, NRDC-GR Safety Officer and Greek labor inspection authorities will be entitled to inspect any Contractor's activities in order to guarantee that this clause is enforced.

8. Equipment

The Contractor will provide all the equipment and office supplies required to meet its obligations. Maintenance and insurance are the responsibility of the Contractor.

9. Real life support

The Contractor's personnel real life support is under the contractor's responsibility. Consequently, the contractor will arrange and bear all costs related to travel and movements during the exercise, the meeting and the conferences, accommodation, etc. (Transportation from HQ NRDC-GR camp to ASSIROS "PROKOPIDI CAMP" can be provided by HQ means, military accommodation for civilian SMEs can't be provided).

10. Source of Instructions

a. Contractor shall neither seek nor accept instructions from any authority external to NRDC-GR in connection with the performance of services under the contract. The Contractor shall refrain from any action that may adversely affect NRDC-GR and shall fulfil its commitments with the fullest regard to the interests of NRDC-GR.

b. COTR for the contract will be appointed by the contracting officer in writing and the appointment will be advertised to the Contractor.

11. Assurance

The NRDC-GR contracting officer is obliged to conduct periodic checks in order to ensure propriety, value for money and fulfilment of the contract requirements. To that end the contract officer will liaise with the COTR to discuss details of performance and contractual fulfilment. The contract officer will approach the Contractor directly to discuss and rectify any issues arising from these dialogs.

12. Sub-Contracting

The Contractor shall obtain the written approval and clearance of the contract officer for all sub-Contractors prior to any agreement with said sub-Contractor. The approval by NRDC-GR of a Sub-Contractor does not relieve the Contractor of any obligations under the contract. The terms of any sub-contract shall be subject to and in conformity with the provisions of the contract.

13. Confidential Information

Neither the Contractor nor its employees, agents or sub-Contractors shall disclose to any person or organization, in any manner of form, during the contract period or after its expiration, any privileged information relating to NATO or NRDC-GR.

14. General

The Contractor is independent of NRDC-GR.

Article 6 Warranty anti-virus

Any electronic support provided by the Contractor must be virus free.

Article 7 Copyright Patents and Other Proprietary Rights

NRDC-GR shall be entitled to all intellectual proprietary rights including but not limited to patents, copyright and trademarks, with regard to documents and other material, which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of the contract.

Article 8 Bankruptcy and Insolvency

The Contractor shall inform NRDC-GR immediately, in writing, of any bankruptcy or insolvency proceedings pending involving themselves, agents or sub-Contractors directly involved in the execution of the contract.

Article 9 Cancellation

In case the event is being cancelled for any unforeseen reason not related to HQ's normal activities and thus the services ordered for the training are no longer being required, the Contractor will agree to cease work immediately, cancel any subcontracts and be compensated for the cost of services provided up to then, with no other demands.