



**CONTRACT No 02/2017 for the provision of a GREY
CELL for EXERCISE GORDIAN KNOT 2017 (GOKT 2017)**

PART II: GENERAL PROVISIONS

Article 1 Object of the contract

NRDC-GREECE will conduct a Command Post Exercise, GORDIAN KNOT 2017 (GOKT 2017) as the main training activity for 2017, focusing on JTF HQ processes, procedures and capabilities. GOKT 2017 will train, and exercise NRDC-GREECE with its associated JLSC in planning and conducting a Non-Article 5 Crisis Response SJO (L) of limited complexity, under direct command of SACEUR, in a military, civilian and not-failed state environment involving combat incidents with High Intensity moments. This exercise will set the condition for achieving the National Full Operational Capability (FOC). It will be the test bed for TRJR18 which will serve as the Joint Evaluation venue for the JTF mission. The exercise will focus on Decisive operations and will include a robust Grey (White) Cell, comprised of 1 company as core, reinforced by civilian experts and subject matter experts able to portray different roles related to politics, humanitarian community, economical actors or international organizations.

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 on the exercise.

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 GREY CELL before and during the exercise GORDIAN KNOT 2017 as following:

1. MELMIL (Main Events List/Main Incidents List)
 - a. Part of injects, or incidents' scripting, are written before the exercise execution phase. This is carried out through MELMIL process which develops in 3 workshops.

b. Particularly MELMIL/Scenario Workshops 3a and 3b will take place in Thessaloniki in Greece from the **27 to 30 Jun (TBC)** and from **18 to 22 Sep 2017 (TBC)** respectively with the aim to develop all the outputs to be injected through JEMM software as well as developing complementary scenario documents.

c. The contractor is expected to participate to each one of these 2 workshops with 1 Subject Matter Expert (SME) respectively (it is preferable to be the same person). These SMEs must have a strong military knowledge and military background with relevant experience to a Non-Article 5 Crisis Response SJO (L) in a civilian and not-failed state environment and the ability to engage HN and IOs-NGOs with the context of Civil-Military Interaction and the Comprehensive Approach. Based on NATO Skolkan 2 scenario, these 2 SMEs must have the ability to engineer, design and prepare all the relevant scenario and MELMIL storyboards at operational and tactical levels and to work throughout the MELMIL process from development to execution.

2. Exercise GORDIAN KNOT 17 Execution Phase IIIB

a. GREY CELL staff has to be deployed in ASSIROS "PROKOPIDI CAMP" in the area of Thessaloniki for the whole exercise execution phase, from the 22 Nov to 07 Dec 2017 with the following timeline:

(1) 22 Nov 2017: arrival and in-processing.

(2) From 23 to 28 Nov 2017: Battle Staff Training 3 and Warm up.

(3) From 29 Nov to 7 Dec 2017: Execution Phase.

(4) 7 Dec 2017: Out – processing.

b. Operational requirements

(1) During the execution phase from 28 Nov to 06 Dec 2017, the contractor has to execute the entire job 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. Thus, the contractor has to:

(a) Provide a Team Leader Chief who will also serve as the SRSG/UN with the following qualifications:

1/ All relevant information related to GREY CELL, composed of subject matter experts (SME) or role players representing agencies, organizations, institutions and individuals outside of the NATO or opposing force structure.

2/ Managerial experience with synchronization and prioritization of GREY CELL activities based on NATO Skolkan 2 scenario.

3/ Field experience to engage HN and IOs-NGOs with the context of Civil-Military Interaction and the Comprehensive Approach.

(b) Provide 1 SMEs who will play the role of the IOs and NGOs (ICRC, EU etc) according to the scenario of the exercise with the following qualifications:

1/ Mission in conflict affected countries, complex emergency. Operational experience with political and humanitarian affairs, security and conflict management.

2/ Field experience to engage HN and IOs-NGOs with the context of Civil-Military Interaction and the Comprehensive Approach.

3/ Work experience in different areas with political issues that may arise during JTF operations, including all bi-lateral and multi-lateral political affairs at the local, national, regional and international level.

(c) Provide 2 SMEs who will play the roles of the Host Nation civilian and military officials (MoPO, MoP, Min FA/Dep PM, Min Infra, CHOD etc.):

1/ Relevant experience with governance issues that may arise during JTF operations (based on NATO Skolkan 2.0 scenario), including all civil-military governance relations and relevant officials of neighboring countries.

2/ Serves as the subject matter expert regarding national police and military issues including all bi-lateral and multi-lateral affairs at the local, national, regional and international level.

(d) Additional roles:

1/ Be prepared to simulate cultural, social or legal issues in accordance with the scenario to unsettle players.

2/ Role players may have multiple roles and must be prepared to dress in accordance with their role.

3. Coordination

The GREY CELL will be committed under the coordination of a senior officer from NRDC-GREECE called "GREY CELL CHIEF". Access to the MELMIL management tool (JEMM) will be coordinate through a NCO from NRDC-GREECE.

4. Deliverables

The contractor has to:

- Participate to the MELMIL/Scenario Workshops 3a and 3b which will take place in Thessaloniki in Greece from the 27 to 30 Jun 2017, from 8.00 to

14.00 (TBC) and from 18 to 22 Sep 2017, from 8.00 to 14.00 (TBC) with 1 Subject Matter Expert (SME) respectively (It is preferable to be the same person). The incidents' scripting are essentials for the GREY CELL to prepare its actions before and during the exercise.

- Provide a GREY CELL with 4 SMEs, with the duties which are described in the sub-paragraph 2b (operational requirements), from 28 Nov to 6 Dec 2017, from 8.00 to 20.00.

- Provide a "STARTEX package" which will be developed through the MELMIL workshop 3 NLT 1st Nov 2017.

- Prepare, organize and execute meetings. After each meeting, GREY CELL has to deliver a debrief to the training audience in order to advise and give practical guidance.

- Injects in the form of talking points, letters or any relevant documents.

- Create or review written biographies of main role-players within the scenario

- Provide a "after action review report" no later than 09 Jan 2018 about the representatives 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 GREY CELL professional point of view.

- Deliver a final report on the exercise preparation and execution NLT 30 of Jan 2018.

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

5. Disclosure

The Contractor agrees to a duty of non-disclosure for all information concerning the NRDC-GREECE, 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 whatsoever without permission of the chief of the "GREY CELL Chief", 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-GREECE property.

The use of this information, pictures, recording, or written documents for any purpose outside the exercise GOKT17 is strictly forbidden, except if the Commander of the NRDC-GREECE gives a written approval.

6. Security

a. **Chosen contractors' personnel must be NATO SECRET cleared, even for MELMIL/Scenario seminars. Documents to be sent to Contracting Technical Representative (COTR) before the 20 Jun 2017.**

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

c. The Contractor shall be responsible for the safeguarding of NATO classified information or any other information labelled sensitive, entrusted to it or generated by it in connection with the performance of the Contract. It undertakes not to pass on to anyone outside its staff information provided for the performance of the Contract, or any information or to use it for any purpose whatsoever.

d. Eight days before every activity (MEL/MIL Workshop 3 and exercise), the contractor has to send an e-mail to the Contracting Officer Technical Representative with the following information:

- (1) Name
- (2) Surname
- (3) Nationality
- (4) Date and place of birth
- (5) NATO clearance

7. 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.

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-GREECE camp to ASSIROS "PROKOPIDI CAMP" will be provided by HQ means).

Article 6 Warranty anti-virus

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