



**Joint Analysis and  
Lessons Learned Centre**

Lisboa - Portugal



RFQ-2026-JALLC-002

Lisbon, 21 May 2026

**TO:** All Prospective Bidders

**SUBJECT:** REQUEST FOR QUOTATION

Enclosures:

- A. Statement of Work (SoW)
- B. Firm-Fixed Price (FFP) Proposal
- C. Certification of Security Clearance
- D. JALLC General Contract Terms and Conditions
- E. JALLC Special Terms and Conditions for Commercial Personnel Services Contracts

Dear Sirs,

I am pleased to invite you to submit your best quote for the services listed hereunder:

DESCRIPTION	LEVEL OF EFFORT (LOE)
Analysis Support Services: <b>Administrative Analysis, and Reporting Support Services to NATO Lessons Learned Conference 2026 (NLLC26)</b>	103 Person/Days

If interested in this opportunity, you are requested to fill and sign Annexes B, C, and D separately for each of the applications.

The quotations shall remain valid for a minimum of 180 days. The award of these contracts is conditional upon budgetary approval.

A formal reply, together with the above mentioned Annexes, shall be submitted to JALLC via email no later than **29 MAY 2026 16:00 HRS, Lisbon Time - PORTUGAL**, to the following e-mail address: [andre.grenho@nato.int](mailto:andre.grenho@nato.int).

André Grenho  
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