

### Requirements Matrix

Contractor’s technical proposals will be assessed on the qualifications of the both the company and individuals proposed to perform the work. Individuals’ résumés will be measured against each of the criteria specified below in order to ascertain whether the individuals have adequately qualifications to be considered compliant. (HQ SACT reserves the right to conduct technical discussions of nominated candidates). Examples of how detailed knowledge levels were attained are expected. Ultimately Contractor companies shall clearly demonstrate by providing unequivocal reference to where company/key personnel meet the criteria set forth in this solicitation (please include page number, reference to CV or links as applicable).

**Best Value Criteria for LABOR CATEGORY #10 – DATA SCIENTIST / AI ENGINEER (FOCUS WARGAMING INTEGRATION)**

Company Name

Proposed Candidate Name:

Proposed Candidate’s Nationality (identify if multiple citizenship & nation):

Item	Compliant	Non-Compliant
Minimum of one past performance citations within the last seven years to show that it has successfully completed work that is similar to or directly traceable to the requirements outlined in this SOW		
Demonstrated proficiency in English as defined in STANAG 6001 (Standardized Linguistic Profile (SLP) 3333 - Listening, Speaking, Reading and Writing) or equivalent.		
Active NATO or National SECRET (or higher) security clearance		
Valid NATO Nation passport with no travel restrictions to NATO nations		
Proficiency in the use of the Microsoft Office Tool suite and collaborative software		
Minimum of <b>70 Points</b> in the Subject Matter Expert Criteria		
<b>Key personnel citizen of NATO member nation (Nationality must be indicated to include other citizenships)</b>		

Item	Range Point values assigned based on level of knowledge/experience in relation to the tasks contained in the SOW – not solely on the number of years' experience. Failure to provide exact reference (page, paragraph, line #, ref to CV) to where experience can be validated will result in disqualification. <b>ANY SCORE OF ZERO IS NONCOMPLIANT</b>	Page, Paragraph and Line Number referencing where candidates meet the criteria and how.	Score (100 Pts possible)
1. A University degree in Data Science, Machine Learning (ML), Artificial Intelligence (AI), Computer Science, or a related field OR four years minimum professional experience in the area of Data Science, ML, AI within the last 5 years.	<ul style="list-style-type: none"> <li>• No Degree and Less than 4 years of Experience: 1-2 points</li> <li>• Four years+ of Professional Experience: 3-4 points</li> <li>• Bachelor's Degree with Experience: 5-6 points</li> <li>• Master's Degree with Experience: 7-8 points</li> </ul>		
2. Minimum of 4 years in the last 5 years working in data science, machine learning, or AI engineering in a professional environment (not including studies).	<ul style="list-style-type: none"> <li>• Less than 4 years: 1-2 points</li> <li>• 4-5 years: 3-4 points</li> <li>• 6+ years: 5-10 points</li> </ul>		
3. Demonstrated experience (minimum of 3 years in the last 5 years) in integrating AI technologies into practical applications.	<ul style="list-style-type: none"> <li>• Less than 3 years: 1-2 points</li> <li>• 3-4 years: 3-4 points</li> <li>• 5+ years: 5-10 points</li> </ul>		
4. Proficiency in AI and machine learning frameworks and tools such as TensorFlow, PyTorch, scikit-learn.	<ul style="list-style-type: none"> <li>• Limited experience (1-2 years): 1-3 points</li> <li>• Moderate experience (3-4 years): 4-6 points</li> <li>• Extensive experience (5+ years): 7-10 points</li> </ul>		
5. Experience with generative AI models, including Large Language Models (LLMs)	<ul style="list-style-type: none"> <li>• Limited experience (1-2 years): 1-3 points</li> <li>• Moderate experience (3-4 years): 4-6 points</li> <li>• Extensive experience (5+ years): 7-10 points</li> </ul>		
6. Demonstrated experience (minimum of 3 years in the last 8 years) in data collection, analysis, and visualization using tools such as Python, R, Tableau, or Power BI.	<ul style="list-style-type: none"> <li>• Less than 3 years: 4 point</li> <li>• 3-4 years: 2-4 points</li> <li>• 5+ years: 5-8 points</li> </ul>		
7. Understanding of wargaming principles and methodologies	<ul style="list-style-type: none"> <li>• Basic understanding: 1-3 points</li> <li>• Moderate understanding: 4-6 points</li> <li>• Extensive understanding: 7-9 points</li> </ul>		

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8. Ability to communicate complex concepts effectively to non-technical stakeholders.	<ul style="list-style-type: none"> <li>• Limited experience (1-2 years): 1 point</li> <li>• Moderate experience (3-4 years): 2-4 points</li> <li>• Extensive experience (5+ years): 5-8 points</li> </ul>		
9. Proven ability to work collaboratively in cross-functional and <del>cross-directorate</del> interdisciplinary teams.	<ul style="list-style-type: none"> <li>• Limited experience (1-2 years): 1-2 points</li> <li>• Moderate experience (3-4 years): 3-4 points</li> <li>• Extensive experience (5+ years): 5 points</li> </ul>		
10. Experience in managing AI-related projects, including planning, execution, and (analytical) reporting.	<ul style="list-style-type: none"> <li>• Limited experience (1-2 years): 1-2 points</li> <li>• Moderate experience (3-4 years): 3-4 points</li> <li>• Extensive experience (5+ years): 5-6 points</li> </ul>		
11. Experience in multimedia content such as short videos for educational or preparatory purposes, with a willingness to explore AI technologies for content generation.	<ul style="list-style-type: none"> <li>• Basic experience (&lt;1 year): 1 point</li> <li>• Moderate experience (1-3 years): 2-5 points</li> <li>• Extensive experience (4+ years): 6-8 points</li> </ul>		
12. Knowledge of data security principles and best practices.	<ul style="list-style-type: none"> <li>• Basic knowledge: 1-3 points</li> <li>• Moderate knowledge: 4-6 points</li> <li>• Extensive knowledge: 7-8 points</li> </ul>		

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#### Best Value Criteria for LABOR CATEGORY #12 – ACT RISK MANAGER

Company Name

Proposed Candidate Name:

Proposed Candidate’s Nationality (identify if multiple citizenship & nation):

Item	Compliant	Non-Compliant
Minimum of one past performance citations within the last seven years to show that it has successfully completed work that is similar to or directly traceable to the requirements outlined in this SOW		
Demonstrated proficiency in English as defined in STANAG 6001 (Standardized Linguistic Profile (SLP) 3333 - Listening, Speaking, Reading and Writing) or equivalent.		
Active NATO or National SECRET (or higher) security clearance		
Valid NATO Nation passport with no travel restrictions to NATO nations		
Proficiency in the use of the Microsoft Office Tool suite and collaborative software		
Minimum of <b>70 Points</b> in the Subject Matter Expert Criteria		
<b>Key personnel citizen of NATO member nation (Nationality must be indicated to include other citizenships)</b>		

Item	Point values assigned based on level of knowledge/experience in relation to the tasks contained in the SOW – not solely on the number of years' experience.  Failure to provide exact reference (page, paragraph, line #, ref to CV) to where experience can be validated will result in disqualification.  ANY SCORE OF ZERO IS NONCOMPLIANT UNLESS OTHERWISE STATED	Page, Paragraph and Line Number referencing where candidates meet the criteria and how.	Score 100
1. A business-related bachelor's degree.	Yes – <b>6-19 Points</b> No – <b>1-5 Points</b>		
2. Demonstrate a working knowledge of 5 years in the last 10 years of risk management.	Five years and over <b>9 – 18</b> <b>9</b>  Less than 5 years – <b>3-8 Points</b>  No experience – <b>1-2 Points</b>		
3. Demonstrate 5 years in the last 10 of Programme and Project management for large organizations (National/NATO)	Five years and over ( <b>5 – 18 points</b> )  Less than 5 years – <b>3-4 Points</b>  No experience – <b>1-2 Points</b>		
4. Demonstrate 3 years in the last 5 years' experience in briefing senior leaders/decision makers	Over 3 years ( <b>9 - 18 points</b> )  Less than 3 years – <b>3-8 Points</b>  No experience – <b>1-2 Points</b>		
5. Demonstrate 3 years' experience in the last 10	Three years or more <b>9 - 18 points</b>		

<p>with working in a National or NATO strategic or operational command.</p>	<p>Less than 3 years – <b>3-8 Points</b></p> <p>No experience – <b>1-2 Points</b></p>		
<p>6. Desirable experience in national (1) and/or NATO Common Funded resource planning (1). Experience in Lean process improvement (1). Experience in budget development within a large organization (1). Possession of advanced (1), senior (1) or expert (1) risk management qualifications. Experience of operational resilience (1) and business continuity management (1).</p>	<p>1 <b>desirable</b> point per proven skill. Scoring zero here does not make a candidate non-compliant. <b>(9 max)</b>. This is bonus scoring and does not meet essential criteria.</p>		