

## Developing Business Cases for Investments in Cybersecurity for the Private Sector

*Request for consultancy services - terms of reference*

Project Unit: RisiAlbania – Partner for Growth  
Supported by: Swiss Agency for Development and Cooperation SDC  
Location: Home-based  
Estimated duration: 22<sup>th</sup> October, 2020 – 10<sup>th</sup> December, 2020.  
Estimated workload: up to 40 working days.

**Deadline to submit Application: 20 October, 2020**

### 1. Background

RisiAlbania Project is supported by the Swiss Agency for Development and Cooperation (SDC), in partnership with Ministry of Finance and Economy and implemented by a consortium consisting of HELVETAS Swiss Inter-cooperation and Partners Albania. The overall goal of the project is to contribute to an increase in employment opportunities for young women and men (age 15-29) in Albania. This goal will be achieved through:

- (i) enhanced growth and job creation by the private sector in three selected subsectors agro business, tourism, and ICT (labour demand),
- (ii) improved access to job opportunities and labour market information and services (intermediation), and
- (iii) improved skills of young people by improving the offer of private training providers in the three selected sectors (labour supply).

Risi is supporting the National Authority for Electronic Certification and Cybernetic Security (NAECCS) to guide the companies from sectors of energy, finance, health, and other SMEs to comply with the 2017 Cybersecurity Law and to stimulate the development of cybersecurity and e-commerce services in the market.

### 2. Objective(s) of the consultancy

The objective of consultancy is to build the capacity of key staff of NAECCS in developing business cases for the private sector to invest in information security solutions in compliance with Albanian regulations. NAECCS will get an understanding of the economics of information security. This objective will be achieved through the joint development of business cases as detailed in the expected activities section below.

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### 3. Expected activities

- Draft four business cases each covering private companies in the energy, health, and finance sectors, as well as for SMEs;
- Review and adapt best practices from international organizations such as ENISA, ITU, during the preparation of the cases;
- Involve NAECCS at all stages of developing the business cases;
- Consult with companies of the above-mentioned sectors with NAECCS support for ensuring the cases are relevant;
- Finalize business cases in agreement with NAECCS and RisiAlbania staff;
- Develop a methodology for developing business cases that can be shared with NAECCS staff;
- Deliver training to NAECCS staff on developing similar cases in the future.

### 4. Deliverables

The Consultant will:

- Submit to NAECCS four business cases in Albanian language covering the sectors of energy, health, finance and SMEs that present the information security systems and the levels of investment required for businesses to address information security risks. Therefore, the cases will be specific to each sector and will provide recommendations on what types of investments are required for companies of that sector. The format of the business cases (length, layout) will be previously discussed and agreed with NAECCS.
- Develop a methodology and provide training to NAECCS staff on developing the business cases in other sectors.
- Write an activity report including the business cases, the methodology, list of trainees and lessons learned by 10<sup>th</sup> December, 2020.

### 5. Consultants' profile

- Advanced degrees in economics, finance, IT or cybersecurity (or equivalent professional experience);
- Experience in developing investment plans and financial analysis focusing on measuring return on investment, risk analysis etc.;
- At least three years technical experience in cybersecurity;
- Communication and group work skills;

The consultant must be available and in Albania during the timeframe of this research.

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## 6. Submission of the proposal

- a. **Technical proposal:** describe briefly the methodology and workplan you would use to successfully fulfil the service or activities requested. Free format, up to 3 pages.
- b. **Financial proposal:** The proposed fee shall include all the taxes. Costs must be broken down by fee rate and number of units for each proposed expert and service. Free format.
- c. **Team and references:** Latest CV of team members with relevant experience (up to 2 pages per expert), documentation of relevant previous experience and contacts of the respective references.
- d. **Submission:** Applications may be submitted by individual consultants, teams of consultants, companies and organizations. Interested applicants must send by email a scanned version of the proposal in PDF format, signed, stamped, and including a date of submission. If applicants are a company or an organization, they should also submit the **electronic NIPT** and **registration document in QKB** together with the proposal. We expect proposals to be submitted in English or Albanian (English preferred) in 1 electronic copy via email to the address [info@risialbania.al](mailto:info@risialbania.al) by **20 October, 2020 at 15:00**. Proposals handed outside the indicated timeline may not be considered. For any questions you might have related the application, please, write by email: [info@risialbania.al](mailto:info@risialbania.al) within 19<sup>th</sup> October, 2020.

## 7. Candidate assessment and selection

The selection of the service providers will be evaluated based on a cumulative analysis of the fulfillment of the evaluation criteria. The contract will be awarded to the service provider providing the best technical and financial offer based on the evaluation criteria below:

Evaluation Criteria	Max. points
Relevant academic background or equivalent professional experience	20
Technical experience in cybersecurity, engaging with the private sector and conducting financial analysis	30
Quality of methodology	30
Value for money of the proposed budget	20
<b>Total</b>	<b>100</b>

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Një projekt i Agjencisë Zvicerane  
për Zhvillim dhe Bashkëpunim SDC

 Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

**Agjencia Zvicerane për Zhvillim  
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