



**RfP23/02777: SMJ/ Conducting a cyber security audit to assess the Minister of Justice security program**  
**SECTION 1: LETTER OF INVITATION**

United Nations Development Programme, hereinafter referred to as UNDP, through "**Strengthening the capacities of the Ministry of Justice of Moldova to deliver on the justice reform mandate**" Project, hereby invites prospective proposers to submit a proposal for **Conducting a cyber security audit to assess the MoJ security program related to processes, technology (hardware/software/applications) and capacities/resources and inform the mitigation actions/strategies to be undertaken in order to reduce the vulnerabilities and strengthen the cyber resilience** in accordance with the General Conditions of Contract and the Terms of Reference as set out in this Request for Proposal (RFP).

To enable you to submit a proposal, please read the following attached documents carefully.

**Section 1:** This Letter of Invitation

**Section 2:** Instruction to Proposers

**Section 3:** Data Sheet

**Section 4:** Evaluation Criteria

**Section 5:** Terms of Reference

**Section 6:** Conditions of Contract and Contract Forms

**Section 7:** Proposal Forms

- **Form A:** Proposal confirmation
- **Form B:** Checklist
- **Form C:** Technical Proposal Submission
- **Form D:** Proposer Information
- **Form E:** Joint Venture/Consortium/Association Information
- **Form F:** Eligibility and Qualification
- **Form G:** Format for Technical Proposal
- **Form H:** Format for CV of Proposed Key Personnel



- **Form I:** Statement of Exclusivity and Availability

- **Form J:** Financial Proposal Submission

- **Form K:** Format for Financial Proposal

If you are interested in submitting a proposal in response to this RFP, please prepare your proposal in accordance with the requirements and procedure as set out in this RFP and submit it by the deadline for submission of proposals set out in Section 3: Data Sheet.

Should you be interested to submit a proposal, please log in to the Quantum NextGenERP supplier portal and subscribe to this tender following the instructions in the system user guide. Please search for the tender using search filters, namely **Negotiation ID: UNDP-MDA-00344**. Once subscribed to the tender, you will be able to receive notifications in case of amendments of the tender document and requirements.

Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the Quantum NextGenERP supplier portal.

Offers must be submitted directly in the Quantum NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org/> using the profile you may have in the portal (please log in using your username and password). In case you have never registered before, follow the [Supplier Portal Registration Link \(https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&\\_afz.ctrl-state=azywmctp\\_1&\\_afz.loop=6329722925931702&\\_afz.windowMode=0&\\_afz.windowId=null&\\_afz.FS=16&\\_afz.MT=screen&\\_afz.MFW=1042&\\_afz.MFH=575&\\_afz.MFDW=1280&\\_afz.MFDH=720&\\_afz.MFC=8&\\_afz.MFCI=0&\\_afz.MFM=0&\\_afz.MFR=144&\\_afz.MFG=0&\\_afz.MFS=0&\\_afz.MFO=0\)](https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_afz.ctrl-state=azywmctp_1&_afz.loop=6329722925931702&_afz.windowMode=0&_afz.windowId=null&_afz.FS=16&_afz.MT=screen&_afz.MFW=1042&_afz.MFH=575&_afz.MFDW=1280&_afz.MFDH=720&_afz.MFC=8&_afz.MFCI=0&_afz.MFM=0&_afz.MFR=144&_afz.MFG=0&_afz.MFS=0&_afz.MFO=0) to register a profile in the system.

**Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: [sc.md@undp.org](mailto:sc.md@undp.org).** In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: [sc.md@undp.org](mailto:sc.md@undp.org).

Computer firewall could block *oracle* or *undp.org* extension and Suppliers might not receive the Oracle notifications.

Please turn down any firewalls on your computers to ensure receipt of email notification.

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at [sc.md@undp.org](mailto:sc.md@undp.org). Please pay attention that the proposal shall be submitted online through the Quantum system and any proposal sent to the above email shall be disqualified.

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We look forward to receiving your proposal.

UNDP Moldova







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## 1 Overview

### 1.1 General Information

<b>Title</b>	RfP23/02777: SMJ/ Conducting a cyber security audit to assess the MoJ
<b>Contact Point</b>	Procurement Unit
<b>Outcome</b>	
<b>Two Stage Evaluation</b>	Yes
<b>E-Mail</b>	sc.md@undp.org
<b>Reference Number</b>	RfP23/02777
<b>Beneficiary Country</b>	MDA
<b>Introduction</b>	<b>RfP23/02777: SMJ/ Conducting a cyber security audit to assess the Minister of Justice security program</b> <b>SECTION 1: LETTER OF INVITATION</b>

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[MFDW=1280& afrMFDH=720& afrMFC=8& afrMFCI=0& afrMFM=0& afrMFR=144& afrMFG=0& afrMFS=0& afrMFO=0](#)) to register a profile in the system.

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UNDP Moldova

**This is a two stage negotiation and all responses will be evaluated in two stages.**

**1.2 Tender Timeline**

**Preview Date**  
**Open Date** 28/11/23 16:49 PM  
**Close Date** 19/12/23 14:30 PM  
**Time Zone** Coordinated Universal Time

**1.3 Response Rules**

*This negotiation is governed by all the rules displayed below.*

	Rule
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

**1.4 Terms**





Negotiation Currency        USD

**Eligible Response Currencies**

*Check the one currency in which you will enter your response.*

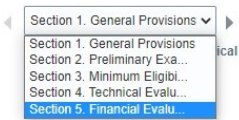
	Response Currency	Description	Price Precision
<input type="checkbox"/>	USD	US Dollar	2
<input type="checkbox"/>	MDL	Moldovan Leu	2



2 Requirements

*\*Response is required*

**Dear supplier,**  
**Please review carefully the requirements and questions in this section.**  
**Provide answers where required (marked with \*asterisk symbol) and upload supporting documents when requested so (marked with \*asterisk symbol).**  
**Kindly note that your Financial Proposal (Forms K-J) should ONLY be uploaded under Section 6 (the "Financial Evaluation" section below/ Commercial), and price should also be included in the Price Schedule on the platform under "Lines".**  
**Please note that there are several Sections to be filled in, under the "Requirements" (2) step on the right side the page:**



2.1 Section 1. General Provisions

- \*1. General Instructions to Proposers**  
This tender is governed by the provisions in Section 2. Instructions to Proposers herewith attached. By participating and submitting an offer you confirm to have understood and accepted such provisions.

*Target: Confirm acceptance of instructions and provisions of this tender*
- \*2. Bid Data Sheet**  
Section 3. Bid Data Sheet contains information and instructions specific to this Tender. Please confirm to have read, understood, and accepted such provisions, herewith attached.

*Target: Have read and understood provisions in BDS*
- 3. Criteria for Evaluation and Contract Award**  
Combined Scoring Method, using the 60%-40% distribution for technical and financial proposals respectively. The minimum technical score required to pass is 70%.

**Technical Proposal (60%)**  
- Bidder's Qualification, Capacity and Experience



- Methodology, Approach and Implementation Plan
- Management Structure and Key Personnel

**Financial Proposal (40%)**

To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.

Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.

**2.2 Section 2. Evaluation Criteria - Preliminary Examination**

**\*1. General Conditions of Contract**

Do you accept the General Conditions of Contract as specified in Section 6: Conditions of Contract and Contract Forms?

*Target: Accept General Conditions of Contract.*

**\*2. Proposal Validity**

Do you accept that your proposal is valid for 90 days as required in Section 2. General Instructions and Section 3. Bid Data Sheet sections?

*Target: Accept Proposal Validity Conditions.*

**\*3. Proposal Forms**

Please provide Technical Proposal Forms (A-I) as per forms provided, duly signed by a legal representative of your company. **Do not provide the Financial Proposal Forms (J-K) at this stage. The Financial Proposal Forms (J-K) shall be submitted only in the "Commercial section" below. Non-compliance with this instruction may result in rejection of the proposal received.**

*Target: Proposal Forms Submitted*

**\*4. Company profile**

Please provide a Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the services being procured. The document shall include company portfolio, demonstrating experience in implementation of projects with similar content and similar complexity

*Target: Company profile provided*

**\*5. Legal documents**

Please provide legal documents including company registration certificate, legal representation, etc.

*Target: Legal documents provided*

**6. Official Letter of Appointment or Power of Attorney**

Please provide an Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country or the Power of Attorney.

*Response attachments are optional.*

**7. List of Shareholders and Other Entities Financially Interested in the Firm**

Please provide the List of Shareholders and Other Entities Financially Interested in the Firm owning 5% or more of the stocks and other interests, or its equivalent if Bidder is not a corporation including the Certificate from State Register

*Response attachments are optional.*



**8. Quality Certificates**

Please provide (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any

*Response attachments are optional.*

**\*9. Statement of Satisfactory Performance**

Please provide the statement of satisfactory performance from the Top three (3) Clients in terms of Contract Value in the past three (3) years.

*Target: Statement of Satisfactory Performance provided*

**10. Consortium or Subcontracting Agreement**

Please provide Consortium or Subcontracting Agreement or letter of intent to form a consortium or a partnership, if applicable

**\*11. Financial Statement**

Please provide the Financial Statements (Income Statements and Balance Sheets) for the past 3 years (2020, 2021, 2022).

*Target: Financial Statements provided*

**\*12. Methodology, Approach and Implementation Plan**

Please provide a detailed description of the Methodology, Approach and Implementation Plan (sequence of actions) for the services required in the ToR, with clear distribution of roles and responsibilities of the proposed key personnel and submission of necessary supporting information and documents as per ToR. The supporting information and documents shall include but shall not be limited to: project management organizational chart with clear roles and responsibilities, as well as practices applied to interaction and collaboration within the project, including: project plan management, detailed activity planning, resource management, communication plan, change management, risk management, deliverable quality management, progress monitoring and reporting.

*Target: Methodology, Approach and Implementation Plan provided*

**\*13. CVs and Statements of Exclusivity and Availability**

Please provide CVs (signed by the envisaged personnel), clearly stipulating the relevant experience which meets the listed requirements, of the Key personnel (mentioned in Section 5: Terms of Reference). Please provide Statements of Exclusivity and Availability (signed by the envisaged personnel) for the Key personnel proposed.

*Target: CVs and Statements of Exclusivity and Availability provided*

**2.3 Section 3. Evaluation Criteria - Minimum Eligibility**

**1. Evaluation Criteria - Minimum Eligibility**

Eligibility will be evaluated on "Pass"/"Fail" basis.  
If the Proposal is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

Eligibility Criteria	Documents to establish compliance
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<p>Legal Status: Vendor is a legally registered entity and can ensure rapid local response (including presence of staff) to any of the contract related requests (whether through a local branch or office, through a local consortium partner or a local subcontracted consultant or company or other – all relationships to be documented through official documents and valid contracts submitted with the Proposal).</p>	<p>Form D: Proposer Information</p>
<p><b>Eligibility:</b> Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.</p>	<p>Form C: Technical Proposal Submission</p>
<p><b>Conflict of Interest:</b> No conflicts of interest in accordance with Section 2 Article 4.</p>	<p>Form C: Technical Proposal Submission</p>
<p><b>Bankruptcy:</b> The Proposer has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future</p>	<p>Form C: Technical Proposal Submission</p>



**\*2. Compliance with Minimum Eligibility Criteria**

Do you confirm that you comply with the Minimum Eligibility Criteria?

**2.4 Section 4. Evaluation Criteria - Qualification**

**1. Evaluation Criteria - Qualification**

Qualification will be evaluated on "Pass"/"Fail" basis.  
If the Proposal is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

Qualification Criteria	Documents to establish compliance
<b>History of non-performing contracts</b> <a href="#">[1]</a> : Non-performance of a contract did not occur as a result of contractor default within the last 3 years <sup>1</sup> .	Form F: Eligibility and Qualification
<b>Litigation History:</b> No consistent history of court/arbitral award decisions against the Proposer for the last 3 years.	Form F: Eligibility and Qualification
<b>Previous Experience:</b>	
At least four (4) years of experience in providing consultancy services related to the assessment of compliance and implementation of national ICT and cyber security projects (based on national legislation and international recognized standards for cybersecurity and ICT management);	Form F: Eligibility and Qualification



<i>(For JV/Consortium/Association, Lead company should meet requirement ((2 years for Consortium partners)).</i>	
At least three (3) assignments in providing consultancy services related to the implementation of national and/or internationally recognized cybersecurity and/or information management standards and/or frameworks;  <i>(For JV/Consortium/Association, Lead company should meet requirement).</i>	Form F: Eligibility and Qualification
Certification related to quality and security management (ISO 9001 and/or ISO 27001)  <i>(For JV/Consortium/Association, Lead company should meet requirement).</i>	Form D: Proposer Information
<b>Minimum Key Personnel:</b>	
The Key personnel mandatory for the implementation of the contract:  · Project/Task Manager	Attach required documents to Form H: Format for CV of proposed Key Personnel



<div><div><div><div><div></div><div>Lead Cybersecurity Expert</div></div><div><div></div><div>Lead ICT advisor</div></div><div><div></div><div>Infrastructure expert</div></div></div></div><p>Please note: The above listed roles can be cumulated by certain team members, but not more than two roles per team member, clarifying in the Methodology the reasoning for such approach and distribution of tasks. <i>Any additional staff (up to a max of 3 person) should be included in the financial proposal under <u>Other staff</u> but will not be evaluated technically.</i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement. Project/Task Manager should be employed by Lead company. )</p></div>	
<b>Financial Standing:</b>	
<b>Turnover:</b> Proposers should have annual sales turnover of minimum USD 70,000. for the last 3 (three) years.  (For	Copy of audited financial statements for the last 3 (three) years.  Form F: Eligibility and Qualification





JV/Consortium/Association, the Lead Partner should meet the requirement).	
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**\*2. Compliance with Minimum Qualification Criteria**

Do you confirm that you comply with the Minimum Qualification Criteria?

**2.5 Section 5. Technical Evaluation Criteria**

**1. Technical Evaluation Criteria**

The technical proposal will be evaluated based on the criteria set here below following the maximum obtainable points set.  
Evaluation team will score each criteria based on the information provided in the proposal.  
To pass the technical evaluation, the proposal must score at least 70% of the maximum total obtainable points.

*Narrative and applicable documents relevant to this section must be provided under the Technical Proposal (Forms A-I) or uploaded here. Proposers shall refer to the Form and/or Section of the Technical Proposal in which the relevant information per each requirements/criteria is provided.*

Summary of technical proposal evaluation sections		Points obtainable
1.	Proposer's qualification, capacity and experience	250
2.	Proposed methodology, approach and implementation plan	360
3.	Management structure and key personnel	390
	Total	1000

Section 1. Proposer's qualification, capacity and experience		Points obtainable
1.1	<p>Reputation of organisation and staff credibility / reliability / industry standing</p> <p>Organization / Company profile – 25 points:</p> <p>The company is a well-known market player with a good standing – 25 pts</p> <ul style="list-style-type: none"> <li>The company is well-known but lacks a good standing in the field – 10 pts</li> </ul>	25
1.2	<p>General organisational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted.</p> <ul style="list-style-type: none"> <li>Age of the legal entity (public/business association, public/business support organization, public/business development service provider, etc.) (less than 4 years – 0 pts, 4 years – 20 pts, 2,5 pts for each additional year, up to 30 pts)</li> <li>Project management support mechanism (no – 0 pts, yes -10 pts.)</li> <li>Project management controls (up to 10 pts.)</li> </ul>	50
1.3	Relevance of specialised knowledge and experience on similar engagements done in the region / country	160



	<ul style="list-style-type: none"><li>• Have at least (4) years of experience providing consultancy services related to the assessment of compliance and implementation of national ICT and cyber security projects (based on national legislation and international recognized standards for cybersecurity and ICT management);<b>(less than 4 years – 0 points, 4 years – 20 pts, 10 pts for each additional year, up to 40pts);</b></li><li>• At least three (3) assignments in providing consultancy services related to the implementation of national and/or internationally recognized cybersecurity and/or information management standards and/or frameworks<b>(less than 3 assignments – 0 points, 3 assignments – 30 points, 5 points for each additional assignment, up to 40 points);</b></li><li>• Proven experience in projects for state entities in similar projects is a strong advantage <b>(no experience – 0 pts, some experience – 15 pts, extensive experience – 25 pts);</b></li><li>• Proven previous experience in the Republic of Moldova or in the region of Central and Eastern Europe is an advantage <b>(no experience – 0 pts, some experience – 10 pts, extensive experience – 20 pts);;</b></li><li>• Previous proven experience of working with UNDP and other international development partners and capacity to properly manage a contract/subcontract under a donor funded effort is an asset <b>(no experience – 0 pts, some experience – 10 pts, extensive experience – 20 pts);.</b></li><li>• Certification related to quality and security management (ISO 9001, ISO 27001)  <b>(no certification – 0 points, ISO 9001 certification - 5 pts, ISO 27001 certification – 5 pts, each additional certification 5 pts, up to 15 pts)</b></li></ul>	
1.4	Quality assurance procedures and risk mitigation measures	20

	Quality assurance procedures and risk mitigation measures (no – 0 pts, up to some extent description – 10 pts., clearly described mechanism/existing proven certification - 20pts.)	
<b>Total Section 1</b>		<b>250</b>

<b>Section 2. Proposed methodology approach and implementation plan</b>		<b>Points obtainable</b>
1.	<p>To what degree does the Proposer understand the task? (up to max 90 pts.):</p> <ul style="list-style-type: none"> <li>the Proposer has full understanding of the assignment. The proposed approach and methodology fully demonstrate responsiveness to the ToR – 61 pts. to 80 pts;</li> <li>the Proposer has satisfactory understanding of the assignment. The proposed approach and methodology correspond to the TOR but require some adjustments to properly address all the tasks – 31 pts. to 60 pts;</li> <li>the Proposer has no and/or limited understanding of the assignment. The proposed approach and methodology don't correspond to the TOR and require major adjustments to properly address the tasks – 0 pts. to 30 pts.</li> </ul>	80
2.	<p>Have the important aspects of the task been addressed in sufficient detail? (up to max 90 pts):</p> <ul style="list-style-type: none"> <li>the important aspects of the task have been addressed in sufficient detail in a manner which does not require any further clarification on the proposed methodology – 61 pts. to 90 pts;</li> <li>the important aspects of the task have been addressed in a manner which requires some clarification on the proposed methodology – 31 pts. to 60 pts;</li> <li>the important aspects of the task have not been addressed in sufficient detail and require major clarification on the proposed methodology – 0 pts. to 30 pts.</li> </ul>	90
3.	<p>Is the adopted conceptual framework appropriate for the task? (up to max 120 pts):</p> <ul style="list-style-type: none"> <li>the presented conceptual framework is appropriate for the assignment, all important aspects being fully described, and</li> </ul>	100



	requirements addressed – 81 pts. to 100 pts; · the presented conceptual framework requires some adjustments to fully incorporate all aspects and requirements of the assignment – 41 pts. to 80 pts; · the presented conceptual framework requires major adjustments to address all the aspects and requirements of the assignment – 0 pts. to 40 pts.	
4.	Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation of the project? (up to max 80 pts.) · the presentation is clear, well-structured with a defined and realistic sequence of activities, which promises efficient implementation of the assignment – 51 pts. to 70 pts; · the presentation is clear, well-structured with a defined yet rather unrealistic sequence of activities – 31 pts. to 50 pts; · the presentation is not well structured and doesn't present a clear sequence of activities – 0 pts. to 30 pts.	70
5.	Were any quality assurance, risk mitigation measures procedures and warranty proposed? (no – 0 pts., yes – 20 pts.).	20
Total Section 2		360

Section 3. Management Structure and Key Personnel			Points obtainable
1	Project/Task Manager		130
	· University degree in the field of Computer Science and/or Information Technologies, or another relevant technical sciences field; (5 pts)	5	
	At least 7 years of professional experience in the field of evaluation, assessment, design and/or implementation of complex infrastructure, IT and cyber security solutions (less than 7 years – 0 pts, 7 years – 25 pts, each additional year – 2,5 pts, up to 30 pts)	30	



	Proven professional experience dealing with cyber security governance, evaluation of ICT infrastructure and IT processes within the public sector in at least 3 (three) similar projects (less than 3 projects – 0 pts, 3 projects – 15 pts, each additional project – 5 pts, up to 30 pts)	30	
	Experience as Project Manager in at least 3 (three) similar projects (less than 3 projects – 0 pts, 3 projects – 15 pts, each additional project – 5 pts, up to 25 pts)	25	
	Proven experience in working with Moldovan state/governmental institutions and international development organisations, in at least 2 (two) similar projects; (less than 2 projects – 0 pts, 2 projects – 15 pts, each additional project – 5 pts, up to 25 pts)	25	
	Certifications in IT Audit, ICT Governance, IT Service Management and other relevant fields will be a strong advantage (no certification – 0 pts, 1 certificate – 3 pts, 2 certificates – 6, each additional certificate 2 pts, up to 10 pts)	10	
	Proficiency in Romanian and English languages (Each language 2,5 pts, up to max of 5 pts.)	5	
2	<b>Lead Cybersecurity Expert</b>		110
	University degree in areas such as computer sciences, engineering, telecommunications or related fields (5 pts)	5	
	At least 10 years of experience in information technology on positions involving cyber security projects and/or information security management, implementation and/or assessment (less than 10 years – 0 pts, 10 years – 20 pts, each additional year – 2,5 pts, up to 25 pts)	25	
	Proven experience in implementation and/or provision consultancy/advisory services related to assessment of ICT and cyber security processes and tools (at least 3 projects) (less than 3 projects – 0 pts, 3 projects – 20 pts, each additional project – 5 pts, up to 30 pts)	30	
	Good understanding of national cybersecurity ecosystem and legislative framework (at least 3 projects related to review of institutional frameworks and provision of recommendations related to alignments to cybersecurity ecosystem and legislative	20	

	framework); (less than 3 projects – 0 pts, 3 projects – 15pts, each additional project – 2,5 pts, up to 20 pts)		
	Proven experience within the public sector in at least 3 (three) similar projects(less than 3 projects – 0 pts, 3 projects – 10 pts, each additional project – 2,5 pts, up to 15pts)	15	
	Certifications CISSP and CISM or similar( no certification – 0 pts, 1 certificate – 3 pts, 2 certificates – 6, each additional certificate 2 pts, up to 10 pts)	10	
	Proficiency in Romanian and Russian languages (Each language 2,5 pts, up to max of 5 pts.) Knowledge of English is an asset	5	
3	<b>Lead ICT advisor</b>		75
	Master's Degree (or 5 years university degree) in IT management, Computer Sciences, computer engineering or other relevant discipline (5 pts)	5	
	At least 7 years of progressively responsible experience in planning, design, development, implementation and maintenance of information systems (less than 7 years – 0 pts, 7 years – 15 pts, each additional year – 2,5 pts, up to 20 pts)	20	
	Previous proven experience (at least 3 track records) in conducting assessments and evaluations of complex ICT systems and infrastructures (less than 3 track records – 0 pts, 3 track records – 10 pts, each additional track record – 5 pts, up to 20 pts)	20	
	Previous proven experience (at least 2 track records) in carrying out and/or managing projects related to development of strategic documents connected to the ITC area; (less than 2 projects – 0 pts, 2 projects – 10 pts, each additional project – 2,5 pts, up to 15 pts)	15	
	Working experience with government institutions is a strong advantage(yes – 5 pts, no - 0 pts)	5	
	Previous working experience with international organizations, including UN Agencies, USAID, World Bank, E Governance Agency will be an advantage (yes – 5 pts, no - 0 pts)	5	
	Proficiency in Romanian, Russian and English languages (Each language 2,5 pts, up to max of 5 pts.)	5	



3	<b>Infrastructure expert</b>		75
	University degree in areas such as computer sciences, engineering, telecommunications or related (5 pts)	5	
	At least 10 years of progressive experience in ICT sector (less than 10 years – 0 pts, 10 years – 15 pts, each additional year – 2,5 pts, up to 20 pts)	20	
	At least 5 years of work experience as managing/leading expert for complex ICT and infrastructure solution audit and/or implementation projects (less than 5 years – 0 pts, 5 years – 10 pts, each additional year – 2,5 pts, up to 15 pts)	15	
	Previous proven experience (at least 3 track records) in conducting assessments and evaluations of complex ICT systems and infrastructures (less than 3 projects – 0 pts, 2 projects – 10 pts, each additional project – 2,5 pts, up to 15 pts)	15	
	Previous proven experience (at least 3 track records) in similar projects within the public sector; (less than 3 projects – 0 pts, 3 projects – 10 pts, each additional project – 2,5 pts, up to 15 pts)	15	
	Proficiency in Romanian and English languages (Each language 2,5 pts, up to max of 5 pts.)	5	
<b>Total Section 3</b>			<b>390</b>

## 2.6 Section 6. Financial Evaluation





**\*1. Financial Proposal**

Please provide the cost breakdown of your financial proposal as per Form K (Format for Financial Proposal) and instructions provided. Indicate the total amount here and make sure it matches with the total amount indicated line items.

*Target: Cost breakdown provided*

**2.7 Section I-1.**

**2.8 Section I-2.**



3 Lines

Instructions

*The proposer is required to prepare the Financial Proposal following the format from Forms J and K and submit them in an envelope separate from the Technical Proposal (Forms A-I) as indicated in the Instruction to Proposers.*

*The inclusion of any financial information in the Technical Proposal (Forms A-I) shall lead to disqualification of the Proposer.*

*The Financial Proposal should align with the requirements of the Terms of Reference and the proposer's Technical Proposal.*

*Kindly note that bidders are expected to complete both Form J and K and upload these forms under the Commercial Section 6 in "Requirements" as well as complete the item line pricing below including the total proposal amount.*

*Prices shall be quoted only in the currency indicated in the system:*

***MDL (Moldovan Leu) for local suppliers (Republic of Moldova)***

*and*

***USD (US Dollars) for international suppliers.***

For evaluation purposes, all the rates shall be recalculated at UN Operational Rate of Exchange indicated in the portal: <https://treasury.un.org/operationalrates/OperationalRates.php>

3.1 Line Information

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-Detailed inception report including the methodology for carrying out the cybersecurity audit in English and Romanian languages, as well as the draft content of the Cyber Security Audit Report prepared and submitted to UNDP Project team	84111602						



Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
2-Part 1 of the comprehensive analyses described at points 2 to4 of section Objectives of the assignment of the ToR carried out	84111602						
3-Draft of the three ICT and Information Security development options prepared and submitted	84111602						
4-Validation workshops described at point 8 and point 9 of section Objectives of the assignment of the ToR organised	84111602						
5-Finalised version of the three ICT and Information Security development options prepared and submitted	84111602						



Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
6-ICT and Information Security development option and the High-Level Plan which will be implemented by the MoJ with the strategic advise and technical support of the Service Provider prepared and submitted	84111602						
7-Technical specifications and tendering documentation for procurement of the hardware equipment and software necessary for implementation of the mutually agreed ICT and Information Security development option developed and submitted	84111602						
8-Part 2 of the Comprehensive analyses described at points 2 to 4 of section Objectives of the assignment of the ToR carried out	84111602						



Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
9-Participatory consultations described at point 11 of section Objectives of the assignment of the ToR to collect feedback and validate the findings of the comprehensive analyses described at points 2 to 4 of section Objectives of the assignm	84111602						
10-Training needs analysis described at point 11 of section Objectives of the assignment of the ToR carried out	84111602						
11-Capacity building program described at point 11 of section Objectives of the assignment of the ToR developed and submitted	84111602						



Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
12-Draft of the Cyber Security Audit Report described at point 10 of section Objectives of the assignment of the ToR developed and submitted	84111602						
13- Participatory consultations described at point 11 of section Objectives of the assignment of the ToR to collect feedback and validate the findings of the Cyber Security Audit Report conducted	84111602						
14-Finalised version of the Cyber Security Audit Report described at point 10 of section Objectives of the assignment of the ToR developed and submitted	84111602						



Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
15- Participatory consultations described at point 11 of section Objectives of the assignment of the ToR to validate the findings of the Cyber Security Audit Report conducted	84111602						
16-Three Interim Reports on the process of provision of strategic advice, technical support and coordination to the MoJ and ARIJ team in the context of implementation of the endorsed ICT and Information Security development option and High-Lev	84111602						
17-Final Report described at point 12.8 of section Objectives of the assignment of the ToR developed and submitted	84111602						

