≡DAI

Digital Frontiers

Modification 01

to

Request for Proposals (RFP)

No. 2023-05

Pro-ICT: Development of CARICOM Cyber Resilience Strategy

Issue Date: March 30, 2023

1. Purpose

Modification 01 adds Attachment I to this RFP, consisting of responses to questions and requests for clarifications received by April 6, 2023.

2. Attachment I: Responses to Questions and Requests for Clarification

1. Is there a recommended framework, such as NIST, to be utilized in developing the Cyber Resilient Strategy? Additionally, to what degree should the assessment be aligned with the regional plan established by CARICOM IMPACS?

   The Consultant should recommend a framework or amalgamation of existing frameworks. It is likely that the NIST framework would be strongly considered in strategy development. The assessment should be consistent with the IMPACS plan. Please note that information-sharing across agencies and countries should be a major consideration for any framework to be recommended.

2. As CARICOM comprises seventeen member states, and the scope of the project requires a working group of at least three, are there any recommended criteria to be employed in the selection process?

   Consultants will work with the CARICOM Secretariat during the project inception phase to receive guidance for working group determination. The working group will more than likely be composed of two member states and one associate member.

3. Considering the cultural context and the challenges associated with implementing data collection (structured survey), is it allowable to use a CAPI (Computer-Assisted Personal Interviewing) approach to conduct the study

   The use of CAPI tools and methods may be proposed as an approach. Some allowance should be made to use /provide the same survey for some members of civil society and others to be identified. Also, the ability for the Secretariat to receive copies of the raw data (.csv) should also be considered

4. Does Digital Frontiers or DAI have an overall cost estimate or threshold for this TO?

   No. Offerors should prepare their cost proposals based on what they consider to be necessary costs to perform the scope of work described in the RFP and in accordance with the anticipated level of effort of 150 days over the period of performance.

5. What is the ideal size and composition of the team that Digital Frontiers or DAI anticipates for this TO and will teams physically located within the CARICOM region receive preferential consideration for this TO?

   There is no ideal team size, and the ideal team composition is one that meets the RFP's stated qualifications and possesses the skills and experience necessary to successfully deliver across the activity's multiple workstreams. While the activity will require face-to-face consultation with activity stakeholders, consultants' or teams' relevant regional experience is more important than physical location.

6. The RFP mentions that travel may be required to Georgetown, Guyana during the period of performance. What is the expected frequency of travel and approximately how many/which team members (Project Manager, etc.) will be expected to travel to Georgetown during these trips?

   Frequency of travel and composition of travel teams is not actively stipulated in the RFP, but ProICT experience suggests that face-to-face interactions with activity partners often yields significant project efficiencies, strengthens working relationships, and uncovers meaningful insights. Applicants are encouraged to balance these benefits with anticipated costs of travel.

7. Which CARICOM member countries will this TO require the most direct engagement with? In addition to Guyana, does DAI foresee any additional travel to any other CARICOM member states as part of this engagement? If required, what will be the primary purpose of travel under this TO?

   Trinidad & Tobago has leadership for Security in the CARICOM Quasi- cabinet; as such, travel to Trinidad & Tobago may be considered. Additionally, the Prime Minister of Grenada has lead responsibility for Science &

technology (including ICT). This strategy will be 'championed' mainly under his leadership. Grenada should also be considered for in-country engagement.

8. As described in the last sentence of the section titled "Activity 3" on page 13, the Draft Cyber Resilience Strategy 2030 is listed as a deliverable. Will CARICOM provide review of this deliverable and will the contractor be expected to incorporate feedback into a final version of this document? Will this "final draft" also be a deliverable under the scope of work for this engagement?

   CARICOM will review the deliverable, and the contractor will be expected to incorporate feedback into a final version. That "final draft" will be a deliverable required for activity completion.

9. Should the activities under this TO solely consider the needs of full-member states of CARICOM, or will each report need to be inclusive of the needs and considerations of associate member and observer states as well? Please define the scope of the CARICOM community under this TO.

   As far as possible, the scope should be to/for all CARICOM Countries. Some time -savings may be gained by considering the <u>OECS sub-region</u> *(Antigua and Barbuda, Commonwealth of Dominica, Grenada, Montserrat, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines) as one 'bloc' of countries. Also, the ITU Cyber-wellness profiles 2014 may be used as a baseline: https://www.itu.int/dms_pub/itu-d/opb/str/D-STR-SECU-2015-PDF-E.pdf*

10. Is the primary purpose of the activities outlined within the RFP to provide support at the country level or at the CARICOM regional level? For example, given that Jamaica and Trinidad and Tobago already have their own pre-existing cybersecurity legislation (as mentioned in paragraph 3 of the "Background" Section of Attachment 9.1 on page 10 of the RFP), will the scope of work for this engagement focus on developing strategies for member countries to implement autonomously as independent actors or will it be focused on developing a cyber strategy for CARICOM to implement as a regional IGO?

    CARICOM as a region. Member states may then choose to adopt/adapt the strategy for national needs

11. We understand that each full-member country within CARICOM will require its own section within each report outlined in project Activities 1-3, including the inception report, analytical report, and the draft strategy. Please confirm if this understanding is correct.

    As far as possible. Updates may build on the afore-mentioned ITU Cyber-wellness profiles. The Secretariat is aware that not much data may be available for each country.

12. If we apply for this project, and if selected we have another organization as an "implementer" of the projects (subcontract). Is it possible? Or is there any restriction?

    Yes, organizations may include a subcontractor in their proposal. In the budget, please include a breakdown of the subcontractor costs. Technical proposals should also define how the organizations will efficiently collaborate and how the partnership adds value to the proposal.

13. For the avoidance of doubt, given the 937 geocode, were a non-US and non-developing nation supplier be selected, can you confirm DAI would request a waiver from USAID for this project?

    Yes, as stated in Article 7.3 "DAI has the option to seek a waiver to these requirements if selected Offeror is registered in a country outside of Geographic Code 937." DAI cannot guarantee that USAID will issue such a waiver.

14. Do the provisions of 9.4 Attachment D need to be met before tender submission?

    Yes, all offerors should have a CAGE/NCAGE code and be fully registered in SAM.gov or demonstrate that they have made good faith effort to do so by the proposal submission date.

15. For the pricing table, is the same level of detail for items in section II (indirect) as in Section I, i.e. name – rate – loe – unit type – cost?

    All budgeted items should have unit prices, quantities, and explanation in budget notes to facilitate cost verification. Offerors are free to omit categories elements it deems non-applicable to certain cost items, e.g. names and LoEs. Offerors are encouraged to be as detailed and thorough as possible to accelerate the pre-award process.

16. To avoid significant disparities between tenders' proposals, can we assume the beneficiaries' facilities are available for any convened sessions on-site or do costs need to be included for hiring meeting facilities?

    Beneficiaries will be encouraged to provide Meeting facilities, given sufficient notice. Meeting facilities costs do not need to be included in proposals.

17. Is it the expectation that deployments will be required to nations other than Guyana and if so, which?

    Possibly. Specifics pertaining to additional Intra-regional travel will be determined during project implementation. See Q7, above.

All other RFP terms remain unchanged.

The deadline for submission of proposals remains April 27, 2023, no later than 5pm EST, to DigitalFrontiers@dai.com