

**COMESA REGIONAL INVESTMENT AGENCY**



**REQUEST FOR PROPOSAL  
TO AN IT EXPERT TO LEAD COMESA RIA IT RISK AND  
VULNERABILITY ASSESSMENT**

**February 2022**

**REQUEST FOR CONSULTANCY SERVICE TO AN IT EXPERT TO LEAD COMESA RIA IT RISK AND VULNERABILITY ASSESSMENT**

**1. BACKGROUND**

**COMESA REGIONAL INVESTMENT AGENCY (COMESA RIA)**

COMESA Regional Investment Agency was launched in 2006 to promote COMESA Member States and to increase awareness on their investment incentives, opportunities, legislation, practices, major events affecting investments and other relevant information in view of attracting FDI for the sustainable economic development of the COMESA region, in particular infrastructure development.

The objectives of RIA set-out in COMESA RIA's Charter are as follows:

- To make COMESA one of the major destinations for regional and international investors while simultaneously enhancing national investment; and
- To carry out other activities in the area of investment promotion, facilitation and advocacy in conformity with the COMESA Treaty.

Moreover, in terms of functions, the Charter mentions the following specific responsibilities:

- Gather and disseminate information including creation and maintenance of a database and website. RIA will collect and disseminate, through publications and its website, detailed information on policies affecting the business environment, cost of doing business, investment procedures, investment opportunities and other relevant information in Member States.
- Identify and promote investment opportunities, with special focus on projects with regional impact; RIA shall identify and promote infrastructure projects and other investment projects with regional impact.
- Provide training and development support for National Investment Promotion Agencies in Member States and facilitate capacity building programmes at a regional level.
- Support the improvement of the national investment environments in Member States by identifying best practices. RIA shall identify constraints in the investment environment of Member States and make recommendations as appropriate for their removal.
- Promote COMESA as a common investment area; RIA will proactively promote the COMESA and Common Investment Area through several activities including image-building activities abroad, investment missions, website, advertisement and tailor-made public relations programmes.

Beyond what is stated in its Charter, COMESA RIA's goals since its inception have been to promote the COMESA region as an attractive investment destination, avail in-depth economic information, data and statistics to potential regional and international investors, and to build the capacity of COMESA Member States Investment Promotion Agencies (IPAs) to attract investment.

Whereas COMESA RIA's main stakeholders are COMESA Member States' IPAs as reflected in its Board of Director composition, COMESA RIA's main targets have been private sector and main final beneficiaries the general COMESA population.

An important mandate of the Agency is to encourage intra-agency collaboration through identifying successful business models adopted by COMESA National Investment Promotion Agencies (NIPAs) and seek various means to encourage sharing such models among other NIPAs and promote peer-to-peer learning. The desired impact is to enhance collaboration and experience sharing between officials responsible for promoting and attracting FDIs into the region and its individual Member States.

### **The COMESA Region**

COMESA is Africa's largest Regional Economic Community. It was notified as a Regional Trade Agreement (RTA) to the World Trade Organisation under the Enabling Clause on 29<sup>th</sup> of June 1995. As of 2019, COMESA became a fully functioning free trade area. The COMESA Common Investment Area (CCIA) was launched in 2007 and its Customs Union in 2009, both of which are yet to be operational. Moreover, COMESA is working towards becoming a Common Market and a full Economic Community. COMESA is one of the eight regional economic communities recognised by the African Union as the building blocks of the wider African Economic Community, and of the Continental Free Trade Area which was launched in June 2015.

### **COMESA Member States**

Burundi, Comoros, DR Congo, Djibouti, Egypt, Eritrea, Eswatini, Ethiopia, Kenya, Libya, Madagascar, Malawi, Mauritius, Rwanda, Seychelles, Somalia, Sudan, Tunisia, Uganda, Zambia, and Zimbabwe.

## **RATIONALE FOR THE ASSIGNMENT**

### **2. SCOPE AND FOCUS**

#### **Overall objective**

COMESA RIA focuses on ICT and digital tools to promote the COMESA Region and the COMESA Members States as favorable investment destinations. In that context, RIA has created a database and website to maintain and disseminate information and policies affecting the trade and investment environment, cost of transacting business, trade procedures, investment procedures, investment and trade opportunities, and other relevant information in the Member States.

Given the breadth of COMESA RIA's activities that focus on ICT tools, COMESA RIA seeks to hire an IT Expert to Lead COMESA RIA IT Risk, which includes identifying, classifying, and prioritizing security vulnerabilities in IT infrastructure.

#### **Scope of Work:**

- 1. Network-based assessment:** Identify possible network security issues and can detect vulnerable systems on wired and wireless networks.
- 2. Host-based assessment:** Locate and identify vulnerabilities in servers, workstations, and other network hosts. This scan typically examines open ports and services and offer visibility into the configuration settings and patch management of scanned systems.

- 3. Wireless network assessment:** Scan Wi-Fi networks and attack vectors in the wireless network infrastructure and validate that RIA's network is securely configured to prevent unauthorized access and can also identify rogue access points.
- 4. Database assessment:** The assessment of databases for vulnerabilities and misconfiguration, identifying insecure dev/test environments, and classifying sensitive data to improve data security.

## **5. DELIVERABLES**

Expected deliverables are as follows:

- 1. Vulnerability identification:** Analyzing network scans, pen test results, firewall logs, and vulnerability scan results to find anomalies that suggest a cyber attack could take advantage of a vulnerability.
- 2. Vulnerability analysis:** Decide whether the identified vulnerability could be exploited and classify the severity of the exploit to understand the level of security risk.
- 3. Risk assessment:** Assess which vulnerabilities will be mitigated or remediated first based on their wormability and other risks.
- 4. Remediation:** Update affected software or hardware where possible.
- 5. Mitigation:** Decide on countermeasures and how to measure their effectiveness in the event that a patch is not available.
- 6. Reporting:** Write and present a comprehensive Vulnerability Assessment

## **6. REQUIREMENTS**

**The assignment will require a high-level strategy consultant with the following qualifications and skills**

- Minimum 5 years of experience in the field of web development for international companies and development organizations.
- Provided examples of previous work with development organizations would be an asset.
- Excellent command of Windows, UNIX and Linux operating systems
- Excellent command of Network scanning tools (e.g. Nessus, ACAS, RETINA, Gold Disk, etc.)
- Excellent command of Backend web programming languages such as C# or Java, PHP and Ruby.

## **7. WORK PLAN, SCHEDULE AND REPORTING**

The consultancy is expected to be undertaken during March 2022.

## **8. ELIGIBILITY OF CONSULTANTS**

This consultancy is open for individual consultants from all over the world with sufficient experience in undertaking tasks and possessing the qualifications stated above in Clause 4 above.

### 9. COMMENCEMENT AND COMPLETION OF WORK

The assessment is expected to commence on 27th of February 2022

### 10. CRITERIA FOR EVALUATION OF APPLICATIONS

The technical proposal will be evaluated according to the following criteria:

No.	Criteria	Score
1.	Understanding of the TOR A brief discussion indicating the prospective consultants' understanding of the projects' purpose	15
2.	Approach and methodology A discussion of how the prospective consultant proposes to approach the assignment including but not limited to methodology to undertake the assignment and proposed activities	30
3.	Relevant Experience in similar assignments A brief discussion of the firms' past experience in undertaking similar work and brief summary of projects undertaken	35
4.	Education and qualifications of proposed consultant/s CV of expert who will be engaged in the performance of the assignment.	20

The technical proposal will be assigned a weight of 80% and the financial proposal will be assigned a weighted score of 20%.

### 11. SUBMISSION OF APPLICATIONS

Applications can be submitted through email or courier services and should be addressed to:

COMESA Regional Investment Agency  
3 A, Salah Salem Road,  
Nasr City  
Cairo, Egypt 11562

Attention: Mr. Maged El Kamhawy  
Tel: +202 240 55 421  
Fax: +202 240 55 428  
Email: melkamhawy@comesaria.org

Please note all tenders must have the tender reference number clearly labelled.

### **"REQUEST FOR CONSULTANCY SERVICE TO ORGANIZE COMESA NIPAs' EXPERIENCE SHARING AND NETWORKING SEMINAR"**

### 12. CLOSING DATE OF TENDER

Tenders must be submitted to the COMESA Regional Investment Agency (RIA) by 20<sup>th</sup> of February 2022 at 16:00 hrs Cairo Time.

Any Tender received by COMESA Regional Investment Agency (RIA) after the deadlines for submission of Bids shall be rejected. There shall be no exception to this requirement.

**13. AWARD OF CONTRACTS**

The COMESA Regional Investment Agency (RIA) reserves the right to wholly or partially reject or award these contracts to any bidder and has no obligation to award this tender to the lowest bidder.

**14. PRICING**

All prices MUST be indicated in United States Dollars.

There will be no price variation contract after signing of contract except upon a mutual written agreement between the two prices;

The price quoted shall be covering all the services required by COMESA Regional Investment Agency (RIA) as contained in this Request for Proposal. Prices must be inclusive of all taxes and charges.

Prices must be valid for 30 days from the date of close of tender.

**15. PAYMENT:**

Bidders are required to indicate their professional fees in their offers and their payment terms and conditions.

**16. TECHNICAL QUERIES**

For any technical queries related to specifications of work or TOR, kindly contact [melkamhawy@comesaria.org](mailto:melkamhawy@comesaria.org)

**17. LANGUAGE OF TENDER:**

The language of this tender is English. Tenders submitted in other languages must be accompanied by a translated version in English language.

**Table 2 – Financial proposal Form**

	AMOUNT IN USD
TOTAL PROFESSIONAL FEE	
OTHER RELEVANT EXPENSES	
VATE AND ALL OTHER TAXES	EXCLUSIVE

**Amount in words:**

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