

SPECIFIC PROCUREMENT NOTICE – IT SERVICES

Funding source:	Asian Infrastructure Investment Bank (AIIB)
Sector:	Information Technology
Project Name:	On-site IT Security Service
Project No.	AIIB CP - 00043
Deadline:	March 6, 2018

Date: February 13, 2018

The Asian Infrastructure Investment Bank (AIIB) now invites Expression of Interest (EOI) from qualified firms, to provide On-site IT Security Service. A shortlist will be prepared following the pre-defined selection criteria for participating in the selection process. The selection will follow AIIB's Corporate Procurement Policy, relevant rules and procedures.

The letter of expression of interest (EOI) should provide information of the company's technical qualifications and experience in undertaking On-site IT Security related services in the past five (5) years. Please provide the information requested in the Annex A and B.

Firms should submit all related documents as required under Annex A and B to the following Email address in PDF format, before 24:00 PM, March 6, 2018 (Beijing time).

Contact information:

Corporate Procurement Division
E-mail Address: it.procurement@aiib.org
Facilities and Administration Services Department
Asian Infrastructure Investment Bank
B-9 Financial Street, Xicheng District
100033 BEIJING, CHINA

Annex A – Simplified Terms of Reference

Annex B - EOI Form

Annex A

Simplified Terms of Reference

On-site IT Security Service

1. Background

In order to protect IT security of AIIB effectively, it requires 7×24-hour monitoring of attacks (including both on-site monitoring and remote monitoring), constantly assessing and repairing IT security weaknesses, timely handling of IT security incidents, and researching and preventing new IT security threats. To accomplish these tasks, sufficient manpower and professional IT security resources are needed.

In addition to AIIB's own efforts in protecting IT security, cooperation with professional IT security institution or company will greatly enhance our IT security capabilities. Such cooperation will enable us to utilize their professional IT security manpower, experiences and intelligence to reduce AIIB's IT security risks.

2. Objective

The project objective is to purchase an on-site IT security service in AIIB's Headquarter in Beijing, which includes engagement of two IT security professionals working on-site in AIIB for one year.

3. Scope of work

- IT Security Monitoring. 7×24-hour monitoring of attacks (including both on-site monitoring and remote monitoring), timely detection of and respond to attacks, reduce the losses caused by attacks.
- IT Security Weakness Assessment. Reducing the vulnerabilities that exist in the AIIB' IT systems, thereby reducing the risk of being attacked.
- IT Security Incident Handling. Eliminating the negative impact caused by the incidents and preventing similar incidents from happening again.
- IT Security Threat Analysis and Defense. Keeping track of the latest IT security threat occurring all over the world, and preventing the threats in advance for AIIB.
- IT Security Management Assistance. Helping developing IT security documents and training programs, improving the efficiency of IT security management.

4. Timeline

- On-site Service: One year from the signing of the contract.

5. Deliverables

- IT Security Monitoring Report (weekly)
- IT Security Weakness Assessment Report

- IT Security Incident Handling Report
- IT Security Incident Knowledge Base
- IT Security Threat Analysis Report

6. Qualification

The firm undertaking the assignment should have a minimum of 5 (five) years of direct experience in IT security.

- The team member should have equivalent professional work experience combined with knowledge and degree in the related field.
- Experience with implementing IT security standards or frameworks.
- Experience with implementing IT security technology and solutions.
- Demonstrated experience in IT security monitoring, assessment, incident handling and security controls of cloud computing.
- Ability to provide IT security improvement suggestions and solutions.
- Can work well and deliver effectively without close daily supervision once the clear deliverables are set.

7. Documents Required in Your Response

- Solution Description
- Reference Cases (shall provide copy of contracts in response)
- Project Team & Schedule
- Proposed Deliverables
- Resource Plan
- Cost Estimation

Annex B: EOI Form

[Expressions of interest are subject to a 10-page limit, including any attachments.]

Expression of Interest (EOI) by Firm

Date: [dd/mm/yyyy]

Dear Mr./Ms. [copy the AIIB's representative's name, designation and department as indicated in the EOI],

We have read carefully your Invitation for Expression of Interest for the captioned assignment/project and find the Terms of References (TOR) match our firm's capacity for providing the services required in the TOR. We would like to express our interest for being considered for the Shortlist. We understand that AIIB does not have an obligation that we must be shortlisted.

Our firm's profile and information relevant to this EOI are provided below:

I. Firm Profile

Firm's Name	
Country of Incorporation:	
Firm's Address: (Street name, City, State/Province, Country, ZIP code) Fax No.: Phone No.: Email: Website:	

II. Specific Qualifications and Experience

[Highlight the technical qualifications and experiences of your firm in undertaking tasks in the area of focus, as indicated in the EOI].

III. Proposal for On-site IT Security Service

[To demonstrate the firm’s knowledge about and experience in On-site IT Security Service you must propose one solution for AIIB with providing ample justifications]

IV. Project References

[Please select at least three of the most relevant projects to demonstrate the firm’s technical qualifications and experience, according to the requests in the Sec. 6, TOR (Annex A)]

Period	Client	Project	Country	Role of the Firm (As lead firm or partner?)	Contract Value

V. Eligibility Declaration

We, the undersigned, certify to the best of our knowledge and belief:

- We have read the advertisement, including the generic terms of reference (TOR), for this assignment.
- We confirm that the project references submitted as part of this EOI accurately reflect the experience of our firm.
- We confirm our firm and all the personnel indicated in the EOI have met the requirements of Corporate Procurement Policy of AIIB, which can be found on <https://www.aiib.org/en/opportunities/business/corporate-procurement/index.html>

[Signature:

Name of the firm's authorized representative:

Position]