



TENDER - Provision of Data Security Services and ensuring readiness for ISO 27001

RFP No.: 57

Date: July 23, 2024

B.O.T hereby solicits your bid for the above subject, in accordance with this document.

Introduction of the organization

B.O.T is the first impact sourcing platform in the MENA region that provides high quality data services implemented by an upskilled workforce of women and youth from low-income communities in the Arab regions managed by a team of expert project managers that ensure quality deliverables in every task. B.O.T is a spin-off from DOT Lebanon the organization, and as a result, all its workforce are graduates from their training programs which span across all Lebanese territories. The map showcases the training centers of DOT Lebanon that exist in more than 280 communities, which enables B.O.T to continuously onboard and train new freelancers. These freelancers generate income by working with B.O.T's team on several data related projects including Data Collection. The workforce is managed by an in-house team of professionals from different backgrounds, including project managers, data engineers and field specialists.

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Dear Madam/Sirs,

You are invited to submit a bid for the Data Security Services and ensuring readiness for ISO 27001 purchase with details listed below.

Closing Date : August 7, 2024 – 18.00 Beirut time

Subject : Provision of Data Security Services and ensuring readiness for ISO 27001

(a) CURRENCY: **USD**

(b) RETURN OFFER: **EMAIL**

Scope of Work

1) Milestone 1:

Preparation for the ISO27001 international standard certification:

- SOA development and update
- Awareness sessions and campaign
- User accounts review
- Data classification implementation
- BCP document on the main business process
- Social engineering test
- Log review /log management
- Physical security controls of third parties' data centers
- Risk assessment
- Internal audit report review

2) Milestone 2:

Grey box web application penetration test

Objective - to measure the security level of the customer's selected web application through external penetration attempts.

3) Milestone 3:

Cyber Threat Intelligence and Digital Risk Protection

Objective - Having a specialized platform and team responsible for detecting and responding to information security incidents:

Detect major threats, and breaches related to the customer roaming on the surface, deep and dark web.

Timeline: 4-6 months (September 2024 - January 2025)



Tenderer Profile

The entity applying for this bid should be a company registered in Lebanon. In addition the offer should include:

1. Valid registered business
2. VAT registration
3. MoF registration
4. Payment terms
5. Payment method
6. Validity
7. Client portfolio
8. Scope of work should be the same with a detailed Milestone timeline and budget
- 9. Budget split by the 3 milestones mentioned above**
10. Warranty

TENDERING PROCEDURES

Instructions to Tenderers

Offers are required to be submitted in English language, by email addressed to Procurement Officer mbitar@letsbot.io with a subject of Cybersecurity Offers and received by email by **August 7, 2024 @ 18.00 pm.**

Confidentiality

Information relating to the evaluation of tenders shall not be disclosed to tenderers or any other persons not officially concerned with such process until information on contract award is communicated to all tenderers. Any attempt by a tenderer to improperly influence the employer in the evaluation of the tenders or contract award decisions may result in the rejection of its tender.

Clarification of Tenders

To assist in the examination, evaluation, and comparison of the tenders and qualification of the tenderers, the employer may, at its discretion, ask any tenderer for a clarification of its tender, allowing a reasonable time for response. Any clarification submitted by a tenderer that is not in response to a request by the employer shall not be considered. The employer's request for clarification and the



response shall be in writing. No change in the prices or substance of the tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the employer in the evaluation of the tenders.

Best Regards.

B.O.T