Assessment of universities' and private training providers' IT security curricula in Albania

Request for consultancy services
Service Contract (SC)

Project Unit: RisiAlbania – Partner for Growth
Funded by: Swiss Agency for Development and Cooperation SDC
Implemented by: HELVETAS Swiss Intercooperation and Partners Albania
Location: Home based
Estimated duration: 20 September – 9 November, 2018
Deadline to submit Application: 17th September, 2018

1.   Background

The RisiAlbania Project is funded by the Swiss Agency for Development and Cooperation (SDC) and implemented by a consortium consisting of HELVETAS Swiss Intercooperation and Partners Albania. The overall goal of the project is to contribute to an increase in employment opportunities for young women and men (age 15-29) in Albania. This goal will be achieved through:

(i) enhanced growth and job creation by the private sector in three selected subsectors agro business, tourism, and ICT (labor demand),

(ii) improved access to job opportunities and labor market information and services (intermediation), and

(iii) improved skills of young people by improving the offer of private training providers in the three selected sectors (labor supply).

Under Risi's interventions in the ICT sector, Risi is cooperating with the National Authority for Electronic Certification and Cybernetic Security (NAECCS) for the implementation of the new electronic security law. The law requires that large enterprises with critical information infrastructures use adequate security measures and employ IT security personnel. Risi is supporting the assessment of the local IT security skills market to ensure that there is demand and supply of IT security specialists. To date, there are no assessment on IT security addressing neither demand nor supply side of the market.

2.   Objective(s) of the consultancy

The objective of consultancy is to assess standards of IT security curricula taught in a) ICT faculties of public and private Universities in Albania, and in b) short-term courses offered by private training providers. The assessment will also identify the skills required to meet minimal requirements for the job profile of IT security officer that enterprises with critical infrastructures will need to hire to comply with the new cybersecurity law. Finally, the assessment will identify the demand and supply for IT security specialist and provide recommendations on how to improve this market. Risi will share the assessment results with universities and private training centers so that they respond to new demand for IT security courses.

3.   Expected outputs

- Review job profiles of IT security specialists, and in co-operation with NAECCS, recommend a job profile framework that satisfies the requirements of new cybersecurity law outlining main specific competencies.
- Assess students' enrolment in IT security courses segregated by gender, level of employability and employment rate in IT security areas.
- Assess labor demand and supply for IT security specialists.
- Assess curricula in IT security offered by IT departments of public and private Universities in Albania, and by private training providers, and if applicable make

recommendations for improving existing programs or new study programs.
- Make recommendations for NAECCS on how to address the effective preparation of IT security specialists in an adequate manner, and on how to strengthen their relations with Universities, private training providers, and Ministry of Education, Sport and Youth.

4.   Deliverables

Following the research and consultation process, the Consultant/s will submit a report covering the objectives and outputs outlined in points 2 and 3 above by the 9th November 2018. The Consultant/s will work closely with NAECCS staff during the consultancy process.

5.   Consultant/s profile
- MSc or Phd in Information Technology, ICT, and/or Computer Science with focus on IT security;
- 10+ years as lecturer/trainer in IT security related subjects, or
- 10+ years of professional experience in national/international standard assessments;
- Experience conducting skills gap assessments or developing job profiles for national curricula will be an asset.

6.   Management and Reporting
- The responsible body representing RisiAlbania is the Country Director of the project but the Intervention Manager (IM) will be the managing partner. The Consultant will work closely with the NAECCS responsible person, Mrs Edlira Bejko, and with the RisiAlbania IM, Mr Andi Stefanllari.
- The scope of the work of the consultant does not foresee using the premises of the project but does not exclude the possibility if the need arises.
- Besides the expected reports mentioned in points 3 and 4 of these ToRs, the consultant is expected to communicate weekly online with the IM informing on progress, updating on timetable of next activities, and when possible coordinating joint activities. IM will inform the consultant/s about the activities that Risi would like to join. In addition, IM could also make an unplanned visit to the consultant/s agenda for monitoring purposes.
- Debriefing meeting about the first draft of the final report in power point presentation.
- Consolidated version of the report ready for publication.

7.   Submission of the proposals

Proposals must be submitted in English in 1 hard copy and 1 electronic copy (on USB stick) in closed and stamped envelope to the address given below, by **September 17th, 2018, at 15:00 (3pm)**. Proposals handed after the indicated timeline may not be considered.

RisiAlbania,
To the attention of Andi Stefanllari
Rr. Ismail Qemali, P.18, H.3, Ap.15,
Tirana, Albania, Tel.: +355 4 2248527

For any questions you might have related the application, please, write by email: info@risialbania.al within **September 14rd, 2018.**

8.   Documents to be included in the offer submission
a. **Technical proposal** (free format, up to 3 pages)**:** describe briefly the methodology and work plan you will use to successfully fulfil the service or activities requested. Foreseen activities for testing the Manual with private sector users will be considered an advantage. Free format, up to 3 pages.
b. **Financial proposal** (free format): the proposed fee shall include all the taxes.
c. **CV:** latest CV of service provider(s) (up to 3 pages), documentation of relevant previous experience (if possible), and contacts of the respective references.

9.   Candidate /s assessment and selection

The selection of the service provider(s) will be evaluated based on a cumulative analysis of the

fulfillment of the evaluation criteria. The contract will be awarded to the service provider providing the best technical and financial offer based on the evaluation criteria below:

Evaluation Criteria	Maximum points per requirement
Experience in ICT security training and lecturing;	25
Research and publications in the field of cybersecurity;	15
Experience conducting skills gaps assessments;	10
Quality of research methodology and research plan;	25
Competitive pricing	25
Total	**100**