



MALAWI COMMUNICATIONS REGULATORY AUTHORITY

REQUEST FOR PROPOSAL (RFP)

ISSUE DATE: 25TH MARCH 2025

DEVELOPMENT OF CYBER DRILL PLATFORM

REFERENCE #: MACRA/IPDC/CERT-CYBER DRILL/2025/01/02

1. INTRODUCTION

The Malawi Communications Regulatory Authority (MACRA) is inviting interested Consultants with vast experience to submit written proposals for the Development of Cyber Drill Platform.

2. Request for Proposals

MACRA seeks Technical and Financial Proposals from reputable firms for this appointment. Interested firms must provide information indicating that they are qualified to perform the required services, and the information must include the firm's profile including qualifications and experience of partners, at least two references from other corporate clients, descriptions of similar assignments undertaken, experience in similar conditions as a firm, availability of relevant and appropriate skills and expected firms.

The prospective firms must have depth and specialist understanding on Cyber security issues. Relevant expertise should include but not be limited to the following:

- a. Knowledge of the Communications Act and experience in Communication Laws.
 - b. knowledge and experience in implementing cybersecurity training, Programming Skills using various tools and simulation initiatives
- 3. REQUEST FOR PROPOSAL (RFP) AND DETAILED TERMS OF REFERENCE (TOR'S)**

Request for Proposal Document and detailed Terms of Reference (TORs) are available from Malawi Communications Regulatory Authority (MACRA) on request in writing through the address in 5(i) below.

4. DURATION OF ASSIGNMENT

The duration of the service assignments shall be completed within a period of **Sixteen (16) weeks** from the date of contract signing.

5. INSPECTION OF REQUEST FOR PROPOSAL (RFP) DOCUMENT, SUBMISSION AND OPENING OF PROPOSALS.

The following are addresses for inspection of RFP document, submission and opening of proposals documents:

i) Inspection of Request for Proposal (RFP) Document

Malawi Communications Regulatory Authority
(MACRA)
1st Floor Green Heritage House Area 13
2 Khonje Close
P.O. Box 30214
Capital City

207213
Lilongwe 3
MALAWI

Attention: Head of Procurement & Supply Chain
E-mail: procurement@macra.mw

ii) Submission of Proposals

THE CHAIRPERSON

Malawi Communications Regulatory Authority
(MACRA)
1st Floor Green Heritage House Area 13
2 Khonje Close
P.O. Box 30214
Capital City
207213
Lilongwe 3
MALAWI

iii) Opening of Proposals

Malawi Communications Regulatory Authority
(MACRA)
1st Floor Green Heritage House Area 13
2 Khonje Close
P.O. Box 30214
Capital City
207213
Lilongwe 3
MALAWI

6. PROPOSAL SUBMISSION

Completed copies of proposals in sealed envelopes clearly marked ***“Proposal for the Development of Cyber Drill Platform”*** should be submitted in two separate envelopes one marked ***Technical Proposal for Development of Cyber Drill Platform*** and the other one marked ***Financial Proposal for Development of Cyber Drill Platform*** and must be delivered to MACRA at the address indicated above on or before **15th April 2025 at 10:00 hours.**

7. SELECTION OF SUCCESSFUL CONSULTANTS

The consultant shall be selected in accordance with the **Quality and Cost Based Selection (QCBS)** procedures as set out in the Government of Malawi Procurement Guidelines ***“Request for Proposal (RFP) Document for the Procurement of Consultancy Services.”***

8. PROPOSAL OPENING

The opening of technical proposals shall take place in the MACRA Boardroom on **Tuesday, 15th April 2025 at 10:00 hours** and the bidder’s representatives and the public who wish to attend are most welcome.

9. PROPOSAL VALIDITY

Technical and Financial Proposals shall be valid for a period of 120 days after tender opening. This procurement subject is fully funded by MACRA and does not attract any payment or part thereof in any foreign currency.

10. **MACRA** is not bound to accept the lowest or any proposal but reserves the right to exercise the choice of lowest evaluated, substantially responsive proposal and can cancel the procurement proceedings at any stage.

THE CHAIRPERSON
Malawi Communications Regulatory Authority (MACRA)
1st Floor Green Heritage House Area 13
2 Khonje Close
P.O. Box 30214
Capital City
207213
Lilongwe 3
MALAWI