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| --- |
| ToR STF 643 (Ref. Body ISG QKD) |
| Version: 0.8  |
| Author: Martin Ward – Date: 2022-05-03 |
| Last updated by: Martin Ward – Date: 2022-06-07 |
| page 1 of 9 |

Terms of Reference –Specialist Task Force Proposal

STF 643 (Ref. Body ISG QKD)

Certification of Protection Profile Pair of Prepare and Measure Quantum Key Distribution Modules

Summary information

|  |  |  |
| --- | --- | --- |
| Approval status | Approved by Ref. Body ISG QKD (doc ref: QKD(22)031g003r3)  | **YES** |
| Approved by Board#138 (14 June 2022) | **YES** |
| Reference Body | Ref. Body ISG QKD |
| ETSI Funding | **Maximum budget fully funded by voluntary contribution: 40 000 EUR.** **ETSI Funding: 0 Euro** |
| Minimum of 4 ETSI Members Support | **YES** |
| Time scale | **From** | 2022-07-20 |
| **To** | 2023-06-30 |
| Work Items  | A new work item DGS/QKD-016ed2-PP will be created upon publication of DGS/QKD-016-PP to develop a certified version of the Protection Profile. |
| Board priority | [ETSI STF funding criteria](https://portal.etsi.org/STF/STFs/Funding/ETSIbudget.aspx)

|  |  |
| --- | --- |
| **Priority Criteria** |  |
| Maintenance of standards in mature domains |  |
| Innovation in mature domains |  |
| Emerging domains for ETSI | **X** |
| Horizontal activities (quality, security, etc.) | **X** |
| Societal good / environmental | **X** |

 |

Part I – STF Technical Proposal

# Rationale & Objectives

## Rationale

To help enable the security certification of QKD systems, ISG QKD is developing a Common Criteria Protection Profile for a pair of prepare and measure Quantum Key Distribution modules. The ETSI Protection Profile establishes an approach to consider QKD products under the Common Criteria framework.

To ensure that a Protection Profile is formally correct under the Common Criteria, it is important for Protection Profiles to undergo the scrutiny of a formal evaluation process and obtain certification from a nationally recognised Certification Body. This is particularly important for an initial Protection Profile for QKD since the security analyses of QKD protocols are somewhat different from those of algorithmic protocols for agreeing shared confidential random bit strings for use in cryptographic applications.

A number of networks using QKD are being developed, including the European Quantum Communications Infrastructure (EuroQCI) initiative. Along with this, it is important that methods for the security evaluation of the products that such networks will be constructed from are also developed. Deliverables to support certifications under the widely accepted international Common Criteria scheme are an important aspect of the work of ISG QKD and work on the security of IT systems and networks is a core aspect of ETSI’s strategy.

Use of an Evaluation Laboratory that was not involved in the development of the Protection Profile is important to ensure that the Protection Profile is reviewed from a fresh perspective. Since ISG QKD members have developed the Protection Profile, it is necessary to contract a recognised Evaluation Laboratory to perform the formal evaluation that was not involved with the development of the Protection Profile. The specialist formal evaluation involved will need to be funded and an STF is believed to be an appropriate mechanism for the necessary contractual arrangements to be put in place by ETSI. The work will be funded by voluntary contribution and an STF enables the technical work to be directed by the Ref. Body ISG QKD and for the certified Protection Profile to be in ETSI’s name.

## Objectives of the work to be executed

The work has a single objective of ETSI publishing a certified Common Criteria Protection Profile for a pair of prepare and measure Quantum Key Distribution modules.

## Previous funded activities in the same domain

None.

## Market impact

Sales of QKD systems are developing but the market is still at a very early stage. Many of the higher-security markets that QKD targets look for certified products and for some markets certification is a requirement for entry. It is believed that most markets for QKD are significantly restricted by the absence of certified products at the present time.

## Consequences if not agreed

If the STF is not accepted it is unclear how else it would be possible for ETSI to publish a certified Protection Profile. The certification of Protection Profiles is an important part of the Common Criteria scheme and if this were not enabled within ETSI it could have a damaging impact on new technologies, such as QKD, getting to the stage at which they have the critical mass needed to form an International Technical Community.

Without a mechanism for ETSI to undertake such activities it could result in security work transferring to a different forum and ETSI losing leadership in QKD. More generally, ETSI might be seen as unsuitable for work under the Common Criteria scheme.

Developing products under a Protection Profile is a lengthy and expensive process. It is anticipated that several years and significant investments are likely to be required for manufacturers to bring certified products to market. Ensuring that a Protection Profile is formally correct at an early stage is important to reduce the risks involved and will encourage certified products to be developed.

# Relation with ETSI strategy and priorities

|  |  |
| --- | --- |
| **Priority Criteria** | **Rationale** |
| Maintenance of standards in mature domains |  |
| Innovation in mature domains |  |
| Emerging domains for ETSI | QKD is an emerging domain for ETSI. |
| Horizontal activities (quality, security, etc.) | A Protection Profile is used in security evaluations and security is a horizontal activity. |
| Societal good / environmental | Security certification promotes secure designs and implementations of QKD products. |

# ETSI Members Support

|  |  |  |
| --- | --- | --- |
| **#** | **ETSI Member** | **Supporting delegate** |
| 1 | University of Waterloo | Norbert Lütkenhaus |
| 2 | Facultad de Informatica | Vicente Martin Ayuso |
| 3 | HUAWEI TECH. GmbH | Momtchil Peev |
| 4 | AIT | Andreas Poppe |
| 5 | BT plc | Catherine White |
| 6 | Toshiba | Martin Ward |
| 7 | NICT | Kiyotaka Hammura |

# Deliverables

## Base documents

|  |  |  |
| --- | --- | --- |
| **Document** | **Title** | **Status** |
| ETSI GS QKD 016 | Quantum Key Distribution (QKD); Common Criteria Protection Profile Pair of Prepare and Measure Quantum Key Distribution Modules | **Stable draft.**Final draft for approval expected June 2022 (before the STF begins). |

## New deliverables

|  |  |  |  |
| --- | --- | --- | --- |
| **Deliv.** | **Work Item code****Standard number** | **Working title****Scope** | **Expected date for publication** |
| D1 | DGS/QKD-016ed2\_PP is to be created upon publication of DGS/QKD-016-PPETSI GS QKD 016 V2.1.1 | Working title: Quantum Key Distribution (QKD);Common Criteria Protection Profile Pair of Prepare and Measure Quantum Key Distribution ModulesScope: [draft] The present document is intended to be a certified update to the uncertified version of the Common Criteria Protection Profile for a pair of prepare and measure Quantum Key Distribution modules. No major changes from V1.1.1 of the document are planned. Changes will respond to issues identified during the evaluation process to ensure compliance with the Common Criteria. | 2023-08 |

# Maximum budget

## Task summary/Contracted Work Budget

|  |  |
| --- | --- |
| **Task short description** | Budget (EUR) |
|
| Formal evaluation of the Protection Profile by an Evaluation Laboratory that is recognised by the Certification Body.Preparation and submission to the Certification Body of all necessary evaluation reports and responses to issues raised by the Certification Body.Management of the STF including ensuring effective and timely coordination between the Evaluation Laboratory, the Certification Body, the Steering Committee for this STF and the Ref. Body ISG QKD.Monitoring and reporting progress.This task will be subject to a Call for Tender for a contract to complete the evaluation. It is anticipated that a single contract is likely to be issued for the task. | 40 000 |
| **TOTAL** | 40 000 |

## Travel budget

It is anticipated that working sessions will be online so no specific budget is explicitly allocated to travel. The contracted Evaluation Laboratory may re-allocate a portion of contracted work to travel by their personnel if this were to become necessary.

Part II – Details on STF Technical Proposal

# Tasks, Technical Bodies and other stakeholders

## Organization of the work

A Steering Committee will be created to assist the Evaluation Laboratory in understanding the Protection Profile and relevant aspects of QKD. The Steering Committee will include as a minimum the following:

* A representative from the Evaluation Laboratory
* Experts from ISG QKD that were involved in the development of the Protection Profile

Decisions on how to revise the draft deliverable shall be taken within meetings of Ref. Body ISG QKD or by Remote Consensus. If additional meetings of the ISG QKD are required urgently, the ISG QKD Chair may schedule additional online-only Ad Hoc meetings to address matters relating to this STF only with notice of just one week where the meeting occurs on any Tuesday at 14:00 CEST/CET.

Relevant parties may meet informally between formal meetings to progress aspects of the work and to ensure that rapid responses can be provided to the Certification Body for the project to make progress on the tight timeline required.

The main work by the Evaluation Laboratory in performing the evaluation of the Final Draft for Approval of the deliverable of work item DGS/QKD-016-PP should be completed and a Progress Report submitted to and approve by Ref. Body ISG QKD by the end of October 2022. The STF Leader should ensure that rapid feedback between the Evaluation Laboratory and the Certification Body is maintained throughout the evaluation process along with effective reporting to and discussions with Ref. Body ISG QKD and the Steering Committee for this STF. A stable draft of the ETSI deliverable that will be created to revise GS QKD 016 upon publication that is close to being suitable for certification by the Certification Body and approval by ISG should be posted within Ref. Body ISG QKD along with a Progress Report that is approved by Ref. Body ISG QKD by 1 February 2023.

The necessary progress of the STF will require effective and rapid feedback between the Certification Body, the Evaluation Laboratory, the Steering Committee for this STF and Ref. Body ISG QKD.

## Tasks for which the STF support is necessary

The STF is needed to contract an Evaluation Laboratory to perform the formal evaluation of the Protection Profile that Ref. Body ISQ QKD is developing under work item DGS/QKD-016-PP. Around the end of summer 2022 ISG QKD intends to publish the deliverable of DGS/QKD-016-PP as an uncertified Protection Profile and the STF will develop a certified revision of the Protection Profile for publication in 2023.

A Protection Profile should be performed by an Evaluation Laboratory that is recognised by the Certification Body and that was not involved in the development of the Protection Profile. In this case the Certification Body is intended to be Bundesamt für Sicherheit in der Informationstechnik, which is referred to as BSI (Germany) elsewhere in this proposal. Members and Participants of Ref. Body ISG QKD that have been involved in the development of work item DGS/QKD-016-PP shall not be permitted to submit a tender under this STF unless the Certification Body is satisfied that the necessary independence of the evaluation would be achieved.

## Other interested ETSI Technical Bodies

None.

## Other stakeholders

The application for certification will require an agreement to be signed between ETSI and the Certification Body. BSI (Germany) will waive their fees in this instance so this agreement will not involve any financial commitment by ETSI.

It is anticipated that funding from EU Project OpenQKD (Contract Number: 857 156) will be used to enable an ETSI member to contract ETSI to perform certification activities. The work will form a part of OpenQKD’s activities on the certification of QKD. A consequence of this is that Partners within the OpenQKD project shall not be permitted to submit a tender under this STF.

Part III: Execution of Work

# Work plan, time scale and resources

## Task description

|  |  |
| --- | --- |
| **Task 1** | **Evaluation of the Protection Profile** |
| **Objectives** | To perform a formal evaluation of the Final Draft for Approval of the Protection Profile developed under work item DGS/QKD‑016‑PP for conformance to the requirements under the Common Criteria 3.1 v5 at Assurance Level EAL4 augmented with AVA\_VAN.5 and ALC\_DVS.2 and any additional requirements imposed by the Certification Body.To develop a certified revision to the Protection Profile developed under work item DGS/QKD‑016‑PP in an ETSI Deliverable that Ref. Body ISG QKD approved and the ETSI Secretariat accepted for publication.Manage the resources assigned to this project.Ensure that the project stays on track and meets milestone delivery dates.Identify if/when there are impediments that may affect the delivery of the project at an early stage so that stakeholders can help mitigate potential risks. |
| **Input** | The Final Draft for Approval of the Protection Profile developed under work item DGS/QKD‑016‑PP shall be made available by ISG QKD to the Evaluation Laboratory for formal evaluation. |
| **Output** | A revision to the Final Draft for Approval of the Protection Profile developed under work item DGS/QKD‑016‑PP that the Certification Body has agreed to certify and that has been approved for publication by ISG QKD.Intermediate reports to the Steering Committee for this STF.Progress reports, including a report to ISG QKD after each meeting of the Steering Committee for this STF summarizing the current status of this STF.Final report on the STF submitted to and approved by Ref. Body ISG QKD. |
| **Interactions** | The Evaluation Laboratory will nominate an STF Leader who will have responsibility for coordinating the work under this STF in collaboration with the other parties mentioned.The Steering Committee for this STF will be consulted for guidance throughout the STF. There will be regular interactions between the Evaluation Laboratory and the Steering Committee for this STF. The STF Leader and / or nominated representative(s) of the Evaluation Laboratory will attend meetings of the Steering Committee for this STF.Steering Committee meetings for this STF will provide opportunities for the Evaluation Laboratory to ask questions to help familiarize itself with the Final Draft for Approval of the Protection Profile developed under work item DGS/QKD‑016‑PP.The Evaluation Laboratory will submit to the Certification Body and Ref. Body ISG QKD all evaluation reports and other documentation required by the Certification Body under the relevant certification scheme.The Evaluation Laboratory will promptly report to Ref. Body ISG QKD issues identified during the evaluation, whether identified by the Evaluation Laboratory or identified by the Certification Body and notified to the Evaluation Laboratory.The Evaluation Laboratory will propose to Ref. Body ISG QKD potential changes to the Protection Profile that it believes can resolve such identified issues.The Evaluation Laboratory will engage constructively in discussions with Ref. Body ISG QKD to seek consensus on changes to be made to the Protection Profile. The Chair of Ref. Body ISG QKD may invite representative(s) of the Evaluation Laboratory to attend parts of ISG QKD meetings that relate to the work of this STF.A representative of the Evaluation Laboratory will present and discuss any significant proposed changes to the Protection Profile as soon as practical to a meeting of Ref. Body ISG QKD.The STF Leader will manage the work of the Evaluation Laboratory and its interactions with other parties to ensure this Task 1 proceeds in a timely manner and the interactions detailed take place. In particular, the STF Leader will ensure that the Evaluation Laboratory communicates effectively and in a timely manner with the Certification Body, the Steering Committee and Ref. Body ISG QKD so as not to hinder progress within this STF.The STF Leader will prepare and submit to Ref. Body ISG QKD Intermediate Reports, Progress Reports and the STF Final Report when required.Submissions to Ref. Body ISG QKD by the STF Leader or other Evaluation Laboratory representatives may be sent to the Chair of ISG QKD.Ref. Body ISG QKD will review the progress of the ToR tasks. |
| **Resources required** | Up to 40 000 EUR. |

## Milestones

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Description** | **Cut-Off Date** |
| **A** | **Initial evaluation** | 2022-10-31 |
| Initial evaluation | The Evaluation Laboratory familiarised itself with the draft Protection Profile and completed its initial evaluation.The Evaluation Laboratory’s initial evaluation reports submitted to Ref. Body ISG QKD and to the Certification Body.Progress Report delivered to and approved by Ref. Body ISG QKD. |
| **B** | **ETSI Stable Draft posted within ISG QKD** | 2023-02-01 |
| ETSI Stable Draft posted within ISG QKD | An initial resolution to each issue identified during the main evaluation process agreed with Ref. Body ISG QKD and the Certification Body.A Stable Draft of the ETSI deliverable (revision to ETSI GS QKD 016) posted for review by Ref. Body ISG QKD.Progress Report delivered to and approved by Ref. Body ISG QKD.Report sent to organisation(s) contributing voluntary funding. |
| **C** | **ETSI Deliverable approved and STF closed** | 2023-06-30 |
| ETSI Deliverable approved and STF closed | Final Draft of the ETSI deliverable (revision to ETSI GS QKD 016) approved by Ref. Body ISG QKD and accepted by the ETSI Secretariat for publication. Certification Body agreed to certify the Protection Profile in the approved ETSI deliverable (revision to ETSI GS QKD 016).STF Final Report delivered to and approved by Ref. Body. ISG QKD. |

The main evaluation process shall be considered to include evaluation activities from the start of work through until the end of December 2022. Evaluation activities will continue under Task 1 beyond this date, as required. For example, any changes as the Stable Draft of the ETSI deliverable is reviewed, responding to additional issues raised by the Certification Body, etc.

## Task summary

|  |  |  |  |
| --- | --- | --- | --- |
| **Code** | **Task / Milestone**  | Target Date | Estimated Cost (EUR) |
| From | To |
| M0 | Start of work |  | 2022-07-20 |  |
| T1 | Evaluation of the Protection Profile | 2022-07-20 | 2023-06-30 | 40 000 |
| Milestone A | Initial evaluation |  | 2022-10-31 |  |
| Milestone B | ETSI Stable Draft posted within ISG QKD and Progress Report delivered |  | 2023-02-01 |  |
| MilestoneC | ETSI Deliverable approved and STF closed |  | 2023-06-30 |  |
|  | **40 000** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Task/ Mil.** | **J** | **A** | **S** | **O** | **N** | **D** |  | **J** | **F** | **M** | **A** | **M** | **J** |
| M0 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| T1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MB |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MC |  |  |  |  |  |  |  |  |  |  |  |  |  |

# Expertise required

## Team structure

The team structure to develop the STF activities defined in this ToR will be provided by at least 1(one) Evaluation Laboratory to ensure the following mix of competences.

|  |  |
| --- | --- |
| **Priority** | **Qualifications and competences** |
| High | Recognised by the Certification Body (BSI, Germany) to perform the certification of Protection Profiles at Assurance Level EAL4 augmented with AVA\_VAN.5 and ALC\_DVS.2. |
| Medium | Familiarity with the evaluation of physical security products. |
| Low | Familiarity with optical devices. |
| Low | Familiarity with QKD (ISG members will provide expertise in this area otherwise). |

Part IV: STF performance evaluation criteria

# Performance Indicators

|  |
| --- |
| **Select relevant Performance indicators applicable for these ToR (X)** |
| Contribution from ETSI Members to STF work |
| Direct financial contribution (co-funding) | X |
| Support to the STF work (e.g., meetings to transfer knowledge etc.) | X |
| Steering Group meetings or ISG QKD meetings with the Evaluation Laboratory | X |
| Contributions/comments received from the Reference Body | X |
|  |  |
| **Contribution from the STF to ETSI work** |
| Contributions to Reference Body meetings | X |
|  |  |
| **Liaison with other stakeholders** |
| Cooperation with the Certification Body | X |
| Liaison to raise awareness on ETSI deliverables  | X |
|  |  |
| **Quality of deliverables** |
| Approval of deliverables according to schedule | X |
| Respect of time scale, with reference to start/end dates in the approved ToR | X |
| Comments from Quality review by Reference Body | X |
| Comments from Quality review by ETSI Secretariat | X |
|  |  |

Time recording

For reporting purposes, the STF experts shall fill in the time sheet provided by ETSI with the days spent for the performance of the services.

During the activity, the STF Leader shall collect the relevant information, as necessary to measure the performance indicators. The result will be presented in the Final Report.

# Document history

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Date** | **Author** | **Status** | **Comments** |
| 0.1 | 2022-05-03 | Martin Ward | Draft | Initial draft of the proposal. |
| 0.2 | 2022-05-31 | Martin Ward | Draft | Updated draft of the proposal. |
| 0.3 | 2022-06-02 | ETSI Secretariat | Draft | Updated before submission to Board#138 |
| 0.4 | 2022-06-03 | ETSI Secretariat | Draft | Additional update before submission to Board#138 |
| 0.5 | 2022-06-07 | Martin Ward | Draft | Updated to implement changes suggested by the ETSI Secretariat. |
| 0.6 | 2022-06-07 | Martin Ward | Draft | Additional update including changes made during QKD‑Confcall#31g. |
| 0.7 | 2022-06-07 | Martin Ward | Draft | Minor editorial changes including aligning changes made during QKD-Confcall#31g across the document. |
| 0.8 | 2022-06-07 | Martin Ward | Draft | Final clean for submission to Board#138. |

Annex I Response to the Request for Proposals
CfE – STF 643 (ISG QKD) Deadline: 18 July 2022

|  |  |
| --- | --- |
| **Contractor name \****Indicate the Company/Organization Name* |  |
| **If you are an ETSI Member \***[[1]](#footnote-1) |
| **ETSI membership status** *(Indicate your status)* | o Fullo Associate o Observer  |
| **If you are not an ETSI Member \*** |
| **Full name of the ETSI member supporting the application** *(*[*list of ETSI members*](http://www.etsi.org/membership/current-members)*)* |  |
| **Official contact name of the ETSI member supporting the application**A **formal confirmation** **of the support** from the Official contact **is required** (e.g. by e-mail sent to STFLINK@etsi.org) *An “****ETSI Member Support Letter****” will be required* if you are selected |  |

|  |
| --- |
| **Contractor information \*** |
| **Contact person for the technical aspects** | **Contact person for Decision on ETSI financial offer to this project (if any)** |
| Title |  | Title |  |
| First name |  | First name |  |
| Last name  |  | Last name  |  |
| Role |  | Role |  |
| e-mail |  | e-mail |  |
| Phone |  | Phone |  |
|  |
|  | **Yes** | **No** |
| Do you or any employee of your Company/Organization hold an elected or appointed position in the Reference Body requesting the STF 643 creation? | oIndicate in which position:----------------------------------- | o |
| **If you are self-employed candidate:**Do you currently have other contracts in progress with ETSI? | o | o  |

**1.1 Introduction**

*A short presentation of the technical structure responsible for this activity, e.g.:*

* Business area, number of employees, link to WEB site,
* Department(s)/team(s)/experts in charge of the technical activities related to the STF,
* Reference to products/services of your Company/Organization or supporting Member to which the standards developed by the STF will apply,
* Motivation for your Company/Organization or supporting Member to participate in the STF.

**1.2 Proposed approach**

**Proposed contribution to tasks & related cost**

Identify the tasks to which your Company/Organization is proposing to contribute by filling-in the table below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task No** | **Tasks** | **Max. Budget Allocated** | **Amount in Euro (mandat.)** | **% of whole task (mandat.)** |
| T0 | Evaluation of the Protection Profile | 40 000 |  |  |
| **Total** |  |  |  |  |

**Amount in Euro (mandatory)**: Indicate the price offered for your contribution to the task(s)

**% of whole task (mandatory)**: Indicate to which percentage of the execution of the whole task your offer corresponds

Provide a description of the proposed approach, competences, reference to related activities:

* Explain which part of the task is corresponding to the requested percentage that your Company/Organization will handle,
* Explain the scope that your Company/Organization will cover,
* Explain your approach to the management of the quality and,
* Explain your approach to the management of the risks and their mitigation,
* Describe and justify the proposed costs to achieve this project objectives.

Annex II Terms and Conditions
CfE – STF 643 (ISG QKD) Deadline: 18 July 2022

**2.1 Submission of Proposals**

All proposals in response to this CfE shall be submitted before the deadline indicated in thisCollective Letter, using exclusively the WEB application on the ETSI Portal at the following address: <https://portal.etsi.org/cfe>.

Proposals shall be composed of Curriculum Vitae of the proposed service providers’ personnel and the Annex I of this CfE duly filled-out.

Proposals that will be partial or incomplete at the deadline will not be accepted.

The Terms and Conditions in this Annex will apply.

**2.2 Modification and Withdrawal of Proposals**

Applicants may, without prejudice to themselves, modify or withdraw their proposal by written request, provided that the request is received by ETSI prior to the due date and time, at the address to which their proposal was submitted. The applicant may submit a new proposal provided that such new proposal is received prior to the deadline for responding which is specified in this Collective Letter.

**2.3 Assessment of Proposals**

The ETSI Director-General, in consultation with the Reference Body Chairman, is responsible for the selection of the service providers that will be contracted to perform the STF work. The ETSI Director-General and the Reference Body Chairman may be assisted by a Selection Panel to assess the applications received and make the final decision.

As per article 1.10.4 of the ETSI Directives, the Director-General may discard proposals that could be identified as creating potential conflict of interest.

The ETSI Secretariat will only communicate to the applicants the result of the selection (accepted or not accepted). Should applicants need more information on the rationale for the selection, they must address a formal request to the ETSI Director-General.

The following evaluation criteria will be applied to all proposals, in order of priority:

* Evidence that the applicant has the necessary structure and expertise to ensure delivery
* Reference to current or previous activities in the specific technical domain of this project
* Critical review of the most efficient way to achieve the objectives in the STF ToR
* Effective proposed approach/methodology for the execution of the tasks
* Implementation schedule
* Clear pricing policy

Compliance with the first two (2) criteria is mandatory.

Proposals that are not considered compliant with these criteria will be discarded.

Priority will be given to technical quality of the proposals. Pricing considerations will be taken into account to ensure that the best value for money is achieved. Compatibility with the maximum budget allocated to this STF will be verified before placing a Service Contract.

Following the assessment process, ETSI reserves the right to grant contracts to other than the cheapest proposals, to accept or reject any offer completely or in part, or to reject all proposals, without providing the reasons. If no offer is accepted, ETSI may decide to abandon the work or proceed in any other manner ETSI may select.

**2.4 IPR and confidentiality Agreements**

The information provided in this CfE, as well as the fact that the applicant has received the CfE, is considered confidential and protected under copyright laws. The applicant may not discuss, share, or use the information in this CfE for any purpose other than the response to this CfE.

ETSI will not disclose the content of any proposals to other applicants or any other party, with the exception of the persons involved in the assessment process described in §2.3 above.

However, ETSI reserves the right to make use of the information provided in this proposal to improve the project definition for the purpose of this CfE or any other manner in which ETSI may decide to proceed to select the service providers.

If successful, the applicant will be required to sign a Service Contract, which includes IPR and Confidentiality clauses aligned with the relevant policies in the ETSI Directives.

**2.5 Preparation cost**

ETSI will not be responsible for any costs or expenses that the applicant may incur in preparing and/or submitting the proposal.

**2.6 Service Contract**

A Service Contract will be proposed to the applicants that will be selected to perform the work.

Details on the Terms and Conditions of this contract can be found on the ETSI Portal, at the following address: <https://portal.etsi.org/STF/STFs/Contracts.aspx>

1. All fields marked with an asterisk (\*) are mandatory [↑](#footnote-ref-1)