|  |
| --- |
| ToR STF 646 ( TC CYBER) |
| Version: 1.2 |
| Author: Davide Pratone – Date: 2022-06-24 |
| Last updated by: ETSI Secretariat – Date: 2022-10-12 |
| page 1 of 11 |

Terms of Reference –Specialist Task Force Proposal

STF 646 (TC CYBER)

Certification of TS 103 732 Consumer Mobile Device Protection Profile

Summary information

|  |  |  |  |
| --- | --- | --- | --- |
| Approval status | Approved by TC CYBER (doc ref: CYBER(22)29e009r8) | | **YES** |
| Approved by Board#139 (06-08 September 2022) | | **YES** |
| Reference Body | TC CYBER | | |
| ETSI Funding | **Maximum budget: 35 000 EUR.** | | |
| Minimum of 4 ETSI Members Support | **YES** | | |
| Time scale | **From** | 2022-12-12 | |
| **To** | 2023-11-02 | |
| Work Items | RTS/CYBER-0083-1 (TS 103 732-1)  DTS/CYBER-0083-2 (TS 103 732-2)  DTS/CYBER-0097-1 (TS 103 932-1) | | |
| 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

Cybersecurity for consumer mobile devices is becoming more and more relevant now that these devices are involved in many aspects of the users' life. Mobile devices are no longer used only for telecommunication purposes but even for payment, identity, transport services; this lead to the need to protect against the main security threats the user's personal data and other key assets stored within the mobile devices.

TC CYBER recently published TS 103 732 "CYBER; Consumer Mobile Device Protection Profile"; the TS aiming to identify key assets to be protected in typical consumer usage scenarios and identifies security threats associated to these key assets. The identified threats are mitigated by security objectives, which are in their turn fulfilled by implementing appropriate security functional requirements.

TS 103 732 is defined as a Protection Profile following the structure from the Common Criteria standards. However, TS 103 732 has not been evaluated or certified as a formal Protection Profile. To ensure that a Protection Profile is formally correct under the Common Criteria, it is important to undergo the scrutiny of a formal evaluation process and obtain certification from a nationally recognised Certification Body.

## Rationale

The Common Criteria certification of TS 103 732 as a formal Protection Profile will provide benefits to both the industry and ETSI.

The industry can exploit a fully certified Protection Profile to evaluate the security of the consumer mobile devices; this will allow both test evaluation laboratories and mobile devices manufacturers to make use of a shared and validated sets of security and evaluation requirements that will reduce cost and time for consumer mobile device certification, facilitate industry take-up of the certification of mobile devices.

ETSI will incubate a Protection Profile based on one of its world class standards and can start to play a role in the Common Criteria ecosystem looking also to the future EUCC. The work is also valuable for European consumers that can rely on recognised methodology for the evaluation of the security of the purchased products.

In this context ETSI is not a certification body nor an evaluation lab. ETSI, with its leader role in European and worldwide standardisation, will act as applicant of certification of its standard as a Protection Profile, facilitating the development and issuing of a protection profile based on a technical specification developed under consensus by different ICT industry's stakeholders.

## Objectives of the work to be executed

The work has a single objective of ETSI publishing a certified Common Criteria version of the TS 103 732 Consumer Mobile Device Protection Profile.

## Previous funded activities in the same domain

ETSI Board has approved an STF (643) for Certification of Protection Profile Pair of Prepare and Measure Quantum Key Distribution Modules, based on a group specification developed by ISG QKD.

## Market impact

The certification of the TS 103 732 Protection Profile may reduce the cost and the time of the Common Criteria evaluation of the consumer mobile device. In fact, where the protection profile is used, the manufacture may reduce the effort in the Security Target definition relying on the protection profile. Even the test evaluation laboratory may reduce its effort due to the usage of a well-known protection profile.

The possible cost and time reduction of the Common Criteria evaluation of the consumer mobile device may increase the voluntary certification of such devices improving the user's security.

## Consequences if not agreed

If the STF was not accepted it is unclear how else it is possible to certify ETSI TS 103 732 as a Protection Profile.

If the TS 102 732 will not be Common Criteria certified it can still be used but its benefit will be reduced when a Common Criteria evaluation will be done. In general the mobile device manufacturer and evaluation lab will have to put more effort into the mobile device Security Target definition and evaluation. This may increase barrier for consumer mobile device certification, leading to less security certified devices.

Without a mechanism for ETSI to undertake such activities it could result in security certification work of consumer mobile device transferred to a different forum and ETSI may lose leadership on this topic.

Moreover even the ETSI involvement in the Common Criteria ecosystem will be reduced.

# Relation with ETSI strategy and priorities

|  |  |
| --- | --- |
| **Priority Criteria** | **Rationale** |
| Maintenance of standards in mature domains |  |
| Innovation in mature domains |  |
| Emerging domains for ETSI | Common Criteria Protection Profiles may be a future emerging domain for ETSI to be developed in order to play a major role in the future certification ecosystem in Europe and worldwide. |
| Horizontal activities (quality, security, etc.) | A Protection Profile is used in security evaluations and security is by default a horizontal activity. |
| Societal good / environmental | Security certification promotes secure designs and implementations of Consumer Mobile Design. Moreover the certified version of TS 103 732 may be used in the context of the Cyber Security Act within the EUCC scheme or a future dedicated ECCS. |

# ETSI Members Support

|  |  |  |
| --- | --- | --- |
| **#** | **ETSI Member** | **Supporting delegate** |
| 1 | HUAWEI TECH. GmbH | Linyi Gao |
| 2 | Guangdong OPPO Mobile Telecommunications Corp.,Ltd. | Gen Li |
| 3 | Cadzow Communications Consulting Ltd. | Scott Cadzow |
| 4 | EUCOMREG SPRL | Octavian Popescu |
| 5 | [Deutsche Telekom AG](https://portal.etsi.org/webapp/TelDir/QueryOrgaInfo.asp?OrgaId=268) | Volker Schenk |

# Deliverables

## Base documents

|  |  |  |
| --- | --- | --- |
| **Document** | **Title** | **Status** |
| ETSI TS 103 732 v1.1.1 | CYBER; Consumer Mobile Device Protection Profile | **published** |

## New deliverables

|  |  |  |  |
| --- | --- | --- | --- |
| **Deliv.** | **Work Item code**  **Standard number** | **Working title**  **Scope** | **Expected date for publication** |
| D1 | RTS/CYBER-0083-1  ETSI TS 103 732-1 v2.1.1 | CYBER; Consumer Mobile Device; Part 1: Base Protection Profile  The purpose of this WI is to initiate work on updates to TS 103 732. The TS is turned into a multi-part document with the present document being the base PP.  The updates will focus on the following aspects:  - enumerate cryptographic requirements (e.g. algorithm types, key sizes);  - iterate requirements for clarity;  - include feedback from laboratories and vendors performing current evaluations;  - additional reviews of data protection, access control, and permission management;  - changes due to the PP certification process.  Additional changes may be considered as needed to ensure consistency within the document.  Note: Biometric Authentication is moved to another part of TS 103 732 | 2023-11 |
| D2 | DTS/CYBER-0083-2 (TS 103 732-2) | CYBER; Consumer Mobile Device; Part 2: Biometric Authentication Protection Profile Module  The purpose of this WI is to move the biometric authentication from TS 103 732 v1.1.1 to a separate module.  The work also focuses on the following aspects:  •Iterate requirements for clarity;  •include feedback from laboratories and vendors performing current evaluations;  •Changes due to the PP certification process.  Additional changes may be considered as needed to ensure consistency within the document and with part 1. | 2023-11 |
| D3 | DTS/CYBER-0097-1 (TS 103 932-1) | CYBER; Consumer Mobile Device; Part 1: Protection Profile Configuration for CMD and Biometric Verification  The purpose of this WI is to initiate work on updates to TS 103 732. TS 103 732 is turned into a multi-part document accompanied by another multi-part TS for the PP configuration.  This part 1 is the PP-Configuration for the combination of the Consumer Mobile Device PP and the Biometric Authentication PP-Module | 2023-11 |

# Maximum budget

## Task summary/Contracted Work Budget

|  |  |  |
| --- | --- | --- |
| **Tasks** | **Task short description** | Budget (EUR) |
| T0 | 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 TC CYBER.  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. | 25,000 |
| T1 | Certification of the Protection Profile by the Certification Body | 10,000 |
|  | **TOTAL** | 35,000 |

## 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

## Organisation of the work

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

* A representative from the Evaluation Laboratory
* Experts from TC CYBER that were involved in the development of the Consumer Mobile Device Protection Profile
* A TC CYBER Official
* A representative from the Certification Body

Decisions on how to revise the draft deliverables shall be taken within meetings of TC CYBER. If additional meetings of the TC CYBER are required urgently, the TC CYBER Chair may schedule additional online-only Ad Hoc meetings to address matters relating to this STF only with notice of just one week.

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 and Evaluation Laboratory for the project to make progress on the tight timeline required.

The main work by the Evaluation Laboratory in performing the evaluation of the draft deliverables should be completed and a Progress Report submitted to and approved by TC CYBER by April 2023. 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 TC CYBER and the Steering Committee for this STF. Stable drafts of the ETSI deliverables that are close to being suitable for certification by the Certification Body and approval by TC CYBER should be posted within TC CYBER along with a Progress Report that is approved by TC CYBER by 31 July 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 TC CYBER.

## 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 TC CYBER produced in TS 103 732. The STF will develop a certified revision of the Protection Profile for publication in 2023.

A Protection Profile evaluation should be performed by an Evaluation Laboratory that is recognised by the Certification Body. In this case the Certification Body will be defined after the STF approval.

## Other interested ETSI Technical Bodies

None.

## Other stakeholders

The application for certification will require an agreement to be signed between ETSI, Evaluation Laboratory and the Certification Body.

Part III: Execution of Work

# Work plan, time scale and resources

## Task description

|  |  |
| --- | --- |
| **Task 0** | **Evaluation of the Protection Profile** |
| **Objectives** | To perform a formal evaluation of the TS 103 732 parts 1 and 2 Consumer Mobile Device Protection Profile accompanied by TS 103 932-1 Protection Profile Configuration for CMD and Biometric Verification for conformance to the requirements under the Common Criteria 3.1 v5 at Assurance Level EAL2 augmented with ALC\_DVS\_EXT.1 & ALC\_FLR.3 .Any other additional requirements imposed by the Certification Body will be considered.  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** | TS 103 732 parts 1 and 2 frozen drafts Consumer Mobile Device Base Protection Profile and Biometric authentication Protection Profile Module and draft TS 103 932-1 Protection Profile Configuration for CMD and Biometric Verification to the Evaluation Laboratory for formal evaluation. |
| **Output** | A revision of TS 103 732-1 and TS 103 732-2 that the Certification Body has agreed to certify and that has been approved for publication by TC CYBER.  Intermediate reports to the Steering Committee for this STF.  Progress reports, including a report to TC CYBER after each meeting of the Steering Committee for this STF summarising the current status of this STF.  Final report on the STF submitted to and approved by TC CYBER. |
| **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 familiarise itself with the TS 103 732 part 1 Consumer Mobile Device Base Protection Profile, TS 103 732 part 2 Biometric Authentication Protection Profile Module, and TS 103 932-1 Protection Profile Configuration for CMD and Biometric Verification.  The Evaluation Laboratory will submit to TC CYBER a sanitised version of the final evaluation report and eventual other documentation that explain the result of the certification.  The Evaluation Laboratory will promptly report to TC CYBER 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 TC CYBER potential changes to the Protection Profile deliverables that it believes can resolve such identified issues.  The Evaluation Laboratory will engage constructively in discussions with TC CYBER to seek consensus on changes to be made to the Protection Profile deliverables. The Chair of TC CYBER may invite representative(s) of the Evaluation Laboratory to attend parts of TC CYBER 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 deliverables as soon as practical to a meeting of TC CYBER.  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 TC CYBER so as not to hinder progress within this STF.  The STF Leader will prepare and submit to TC CYBER Intermediate Reports, Progress Reports and the STF Final Report when required.  Submissions to TC CYBER by the STF Leader or other Evaluation Laboratory representatives may be sent to the Chair and the Technical Officer of TC CYBER.  TC CYBER will review the progress of the ToR tasks. |
| **Resources required** | Up to 25.000 EUR. |
|  |  |
| **Task 1** | **Certification of the Protection Profile** |
| **Objectives** | To develop a certified revision of the TS 103 732 part 1 Consumer Mobile Device Base Protection Profile and of TS 103 732 part 2 Biometric Authentication Protection Profile Module that TC CYBER will approve and the ETSI Secretariat will accept for publication. |
| **Input** | A draft TS 103 732-1 and draft TS 103 732-2 Consumer Mobile Device Protection Profile that the Certification Body has agreed to certify |
| **Output** | Certification report of TS 103 732 parts 1 and 2 |
| **Interactions** | The Evaluation Laboratory will submit to the Certification Body all evaluation reports and other documentation required by the Certification Body under the relevant certification scheme. |
| **Resources required** | Up to 10.000 EUR. |

## Milestones

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Description** | **Cut-Off Date** |
| **A** | **Initial evaluation** | 2023-04-28 |
| Initial evaluation | The Evaluation Laboratory familiarised itself with the TS 103 732 parts 1 and 2 frozen drafts Consumer Mobile Device Base Protection Profile and Biometric authentication Protection Profile Module and draft TS 103 932-1 Protection Profile Configuration for CMD and Biometric Verification and completed its initial evaluation.  The Evaluation Laboratory’s initial evaluation reports submitted to TC CYBER and to the Certification Body.  Progress Report delivered to and approved by TC CYBER. |
| **B** | **ETSI Stable Draft posted within TC CYBER** | 2023-07-31 |
| ETSI Stable Draft posted within TC CYBER | An initial resolution to each issue identified during the main evaluation process agreed upon with TC CYBER and the Certification Body.  A Stable Draft of the ETSI deliverables (TS 103 732 parts 1 and 2 and TS 103 932-1) posted for review by TC CYBER.  Progress Report delivered to and approved by TC CYBER. |
| **C** | **ETSI Deliverable approved and STF closed** | 2023-11-02 |
| ETSI Deliverable approved and STF closed | TS 103 732-1 v2.1.1 Consumer Mobile Device Base Protection Profile, TS 103 732-2 Biometric Authentication Protection Profile Module, and TS 103 932-1 Protection Profile Configuration for CMD and Biometric Verification approved by TC CYBER and accepted by the ETSI Secretariat for publication.  Certification Body agreed to certify the Base Protection Profile and biometric authentication PP module in the approved ETSI deliverables TS 103 732-1 and TS 103 732-2.  STF Final Report delivered to and approved by TC CYBER. |

The main evaluation process shall be considered to include evaluation activities from the start of work through until July 2023. 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 |  | 2022-12-12 |  |
| T0 | Evaluation of the Protection Profile | 2022-12-12 | 2023-11-02 | 25.000 |
| Milestone A | Initial evaluation |  | 2023-04-28 |  |
| Milestone B | ETSI Stable Drafts D1, D2, D3 posted within TC CYBER |  | 2023-07-31 |  |
| Milestone  C | ETSI Deliverables D1, D2, D3 approved and STF closed |  | 2023-11-02 |  |
| T1 | Certification of the Protection Profile | 2022-12-12 | 2023-11-02 | 10,000 |
|  | | | | **35.000** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Task/ Mil.** | **D** |  | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** |
| M0 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| T0 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MB |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MC |  |  |  |  |  |  |  |  |  |  |  |  |  |
| T1 |  |  |  |  |  |  |  |  |  |  |  |  |  |

# 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 selected Certification Body to perform the certification of Protection Profiles at Assurance Level EAL2 augmented with ALC\_FLR.3. |
| Medium | Familiarity with the evaluation of physical security products. |
| Low | Familiarity with TC CYBER activities (TC CYBER 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) |  |
| Support to the STF work (e.g., meetings to transfer knowledge etc.) | X |
| Steering Group meetings or TC CYBER 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 | 2022-06-24 | Davide Pratone | Draft | Initial draft of the proposal. |
| 0.2 | 2022-07-08 | Davide Pratone | Draft | Second draft presented at the CYBER #29f interim call |
| 0.3 | 2022-07-08 | Davide Pratone | Draft | Third draft including some comments received during CYBER #29f interim call |
| 0.4 | 2022-07-13 | Gao Linyi | Draft | Clean up of the document |
| 0.5 | 2022-07-22 | ETSI Secretariat | Draft | Comments/update of document |
| 0.6 | 2022-07-22 | Davide Pratone | Draft | ETSI STF team comments and alignment with the discussion had in TC CYBER#30 on the TS 102 732 version to be sent for evaluation |
| 1.0 | 2022-07-27 | Linyi Gao | Draft | Address comments from ETSI STF team which were not addressed in v0.6 |
| 1.1 | 2022-09-23 | ETSI Secretariat | Final | Updates before CL publication |
| 1.2 | 2022-10-12 | ETSI Secretariat | Final | Updates following TC CYBER decision at CYBER#31 (28-30 September) on the version to be submitted for certification |

Annex I Response to the Request for Proposals  
CfE – STF 646 (REFERENCE BODY CYBER) Deadline: 14/11/2022

**If you are an ETSI Member \***

**ETSI membership status (Indicate your status):**

 Full

 Associate

 Observer

**If you are not an ETSI Member \***

Please indicate:

**Full name of the ETSI member supporting the application (list of ETSI members on etsi.org):**

-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Official contact name of the ETSI member supporting the application:**

-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Note: A formal confirmation of the support from the Official contact is required (e.g. by e-mail sent to STFLINK@etsi.org) and an “ETSI Member Support Letter” will be required if you are selected.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contractor information \*** | | | | |
|  | | | | |
| **Contractor name \*:**  *Indicate the Company/Organization Name* | |  | | |
|  | | | | |
| **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 646 creation? | | o  Indicate in which position:  ----------------------------------- | | o |
| **If you are self-employed candidate:**  Do you currently have other contracts in progress with ETSI? | | o | | o |

All fields marked with an asterix (\*) are mandatory

**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 this Project,
* Reference to products/services of your Company/Organization or supporting Member to which the standards developed by this Project will apply,
* Motivation for your Company/Organization or supporting Member to participate in this Project.

**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:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tasks\_No** | **Tasks\_Description** | **Max\_Budget\_Allocated\_in\_Euro** | **Amount\_in\_Euro\_(mandatory)** | **%\_of\_whole\_Task\_(mandatory)** |
| 00 | Evaluation of the Protection Profile | 25 000 | . | . |
| 01 | Certification of the Protection Profile | 10 000 | . | . |
| **TOTAL** | | **35 000** |  |  |

**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 646 (REFERENCE BODY CYBER) Deadline: 14/11/2022

**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 this Project 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 this Project 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 Project 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 this 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>