

**DEVELOPMENT BANK GHANA (DBG)
SPECIFIC PROCUREMENT NOTICE
REQUEST FOR EXPRESSIONS OF INTEREST (REOI)
(CONSULTING SERVICES –FIRM SELECTION)**

Reference No.: DBG/005/2024/CS/CQS

Assignment Title: Consultancy Services for the Implementation of ISO 27001 and ISO 22301 Standards at the Development Bank Ghana (DBG)

Background

Development Bank Ghana (DBG), a wholesale development finance institution licensed by the Bank of Ghana, is dedicated to supporting the economic transformation in Ghana. With a mandate to increase the availability and access to finance for critical sectors such as agribusinesses, manufacturing, and high-value services through eligible participating financial institutions (PFIs), DBG is committed to operating on a financially sustainable basis.

In line with this commitment, DBG seeks to enhance its organizational resilience and security posture by strategically implementing the ISO 27001 and ISO 22301 standards. This consultancy service aims to guide DBG in establishing robust and comprehensive frameworks for an Information Security Management System (ISMS) and a Business Continuity Management System (BCMS) that meets international best practices. The assignment (i.e., Project) is geared towards mitigating risks, ensuring operational continuity, and safeguarding sensitive information against emerging threats. By achieving certification, DBG will comply with regulatory requirements and, at the same time, demonstrate its commitment to the highest standards and excellence in information security and business continuity to stakeholders. This consultancy service is envisioned as a critical enabler for DBG by guiding us through the complexities of ISO 27001 and 22301 certification and standard implementation. The consulting services ("the Services") include the Consultant's scope of work but are not limited to the following:

The Consultant will undertake the following tasks.

a) Component A – ISO 27001

This component focuses on establishing and improving DBG's Information Security Management System (ISMS), ensuring comprehensive protection of the bank's information assets against security threats and vulnerabilities in accordance with the ISO 27001 standard.

b) Component B – ISO 22301

This component is dedicated to developing and optimizing DBG's Business Continuity Management System (BCMS), aimed at enhancing the bank's resilience and capability to continue critical operations during and after disruptive events, which are aligned with the ISO 22301 standard.

Detailed Terms of Reference (ToR) for the assignment can be obtained at the address and emails below.

The Development Bank Ghana now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- (i) The firm must have at least ten (10) years of specialized experience implementing ISO 27001 and ISO 22301 standards, including successful deployments in financial sectors or similarly complex organizations within Ghana and the broader West African sub-region. Office presence or representatives within Ghana or the West African region to facilitate easy access and prompt onsite support will be an advantage.
- (ii) The firm must have successfully implemented ISO 27001 and ISO 22301 in at least five (5) financial institutions or similar sectors, demonstrating a proven track record with a success rate of at least 90% in achieving certification for clients on their first audit attempt.
- (iii) The firm should be accredited by a recognized professional body in information security and business continuity management and possess ISO 27001 and ISO 22301 Lead Implementer and Lead Auditor certifications.
- (iv) The firm must field a multidisciplinary and multifunctional team of experts comprising certified ISO 27001 and ISO 22301 Lead Implementers and Auditors, risk management specialists, information security experts, and business continuity planners.
- (v) Evidence of having conducted at least ten (10) customized training sessions on ISO 27001 and ISO 22301 for organizations of similar size and complexity to DBG.
- (vi) Evidence of providing post-certification support and maintenance services, with at least three (3) years of ongoing support provided to past clients.

The firm must also submit the following requirements.

- a) A Valid/ Original Business Registration Certificate or Business License in conformity with the provisions of the laws of the country of the bidders.
- b) A Valid/ Up-to-date Original Copy of the Tax Clearance Certificate from the relevant authority in compliance with the provisions of the laws of the country of the bidders.
- c) Audited Financial Statements of the bidders for the last Three (3) Financial Years (2020, 2021, and 2022).
- d) Provide names, phone numbers, and contact people at three organizations for whom your team and the firm have performed similar work.

Key Experts

- (i) The firm must field a multidisciplinary and multifunctional team of experts comprising certified ISO 27001 and ISO 22301 Lead Implementers and Auditors, risk management specialists, information security experts, and business continuity planners.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to the Bank's Policy on Corruption and Fraudulent Practices copies can be obtained at the address and emails given below. In addition, any false declaration will result in disqualification.

Consultants may associate with other firms to enhance their qualifications but should **indicate clearly** whether the association is in the form of a joint venture and /or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected

A Consultant will be selected in accordance with the Consultant's Qualification-based Selection (CQS) method set out in the Bank Procurement Policy.

Further information can be obtained at the address below during office hours **8:30 am to 5:00 pm** local time.

Expressions of interest must be delivered in a written form to the address below in person, or by mail, by **April 12, 2024**.

**The Chief Executive Officer
Development Bank Ghana
8th Floor, Accra Financial Centre
Liberia Road, Accra**

Website: www.dbg.com.gh

Attn: Chief Procurement Officer

Email: procurement@dbg.com.gh, and copy s.sebi@dbg.com.gh
Digital Address: GA-07-1450