

Request For Proposal (RFP)

**Issued by
FIRST.Org, Inc.**

Submittal Deadline: April 22nd, 2015

Project Completion Deadline: June 15th, 2015

INTRODUCTION

FIRST.Org, Inc. (FIRST) is a recognized global leader in computer network incident response and security. Membership in FIRST enables incident response teams to more effectively respond to security incidents by providing access to best practices, tools, and trusted communication with member teams. FIRST is a nonprofit membership association of over 300 member teams from over 60 nations. FIRST.Org Inc. is a U.S. nonprofit corporation and is recognized by the U.S. Internal Revenue Service as a 501(c)(3) tax-exempt organization.

FIRST's Mission Statement

- FIRST is an international association of trusted computer incident response teams who cooperatively handle computer security incidents and promote incident prevention programs.
- FIRST members develop and share technical information, tools, methodologies, processes and best practices
- FIRST encourages and promotes the development of quality security products, policies & services
- FIRST develops and promulgates best computer security practices
- FIRST promotes the creation and expansion of Incident Response teams and membership from organizations from around the world
- FIRST members use their combined knowledge, skills and experience to promote a safer and more secure global electronic environment.

SECTION 1 RFP PURPOSE

The purpose of this RFP is to solicit proposals from interested parties to provide UNIX and Windows system inventorization, assessment and evaluation for FIRST.org's infrastructure.

The high level goal of the resulting contract will be to assist FIRST Technology leadership in:

- a) Gaining a better understanding of the technical maturity of FIRST.org's existing deployed software and hardware ecosystem; and to
- b) Provide recommendations on technical changes which FIRST.org should undergo to better meet industry security best practices, standards and to meet the expectations of our members.

Section 2 Contractor's Responsibilities and Requirements

The Contractor's responsibilities in performance of this requirement include:

- Develop a plan to build a comprehensive list of services and functionality running on FIRST.org existing Information Technology infrastructure
- Execute this plan with FIRST technology leadership and existing vendors:
 - Identify and describe all existing hardware and software services provided within the existing Information Technology infrastructure;
 - Given access to each system, review existing hardware and software configuration to identify:
 - Overly complex setups which would benefit from a reduction in complexity or which duplicate efforts or data
 - Configuration weaknesses, both from a security and stability perspective;
 - Issues which may affect scalability, or systems which may be scaled inappropriately.
 - Develop a technology register, including software deployed, software versions and the maturity of the deployment;
 - Develop a comprehensive network diagram that represents both individual services and interdependencies across services.
- Develop a prioritized list of technology recommendations for FIRST that will assist FIRST technology leadership in defining our strategic technology roadmap.

- Show how these technology recommendations would allow FIRST.org to better follow best current practices in the future
- Develop a transition plan to these proposed technology recommendation that respects availability and security of FIRST.org' ongoing daily business processes

Participating contractors must have the following capabilities and skills:

- Strong system administration skills on Windows, Ubuntu Linux, Red Hat Linux (minimum of 5 years experience);
- Experience in the deployment and configuration of third party virtual hosting services;
- Experience with devops automation cycles (for example with tools such as puppet, chef, vagrant);
- Experience with monitoring solutions;
- Strong understanding of security concerns and awareness of best practices in secure configuration of services (especially patch management cycle)
- Proven ability to develop strategic recommendations in the deployment of Information Technology in a business, particularly a technology oriented non-profit which supports numerous technical services:
 - Cloud hosted Linux
 - VPNs,
 - Webservers (nginx, Apache),
 - Mail servers and mailing lists,
 - spam filters,
 - Databases (Mysql)
 - web programming frameworks (Symfony),
 - shell scripts, python Perl and PHP.
 - IRC,
 - DNS implementations, such as Bind,
 - encrypted e-mail
 - lightweight Certificate Authority infrastructure.
- A willingness to document meticulously (as concise as possible as complete as necessary).
- A willingness to work within a ticket tracker system
- A love for simple, elegant solutions which avoid complexity

SECTION 3.0 PROPOSAL PREPARATION AND SUBMISSION

- The response must include costs to provide all services outlined in this RFP.
- Describe how your proposal meets each requirement of Section 2 of this RFP.

- Identify the individuals who would contribute to the project. Describe the qualifications of each individual.
- Provide references from jobs of similar size and scope with the proposal submittal.
- Provide examples of work from jobs of similar size and scope with proposal submittal.
- Any agreements (e.g. licenses, etc.) that vendor or any third party proposes to be entered into as part of a contract resulting from this RFP must be included with the proposal response.
- A representative authorized to bind the company must sign the proposal.
- The proposal must be submitted in PDF form via email to maarten@first.org.
- Proposal Receipt Deadline: April 22nd, 2015.
- Project Completion Deadline: June 15th, 2015.

If you have questions concerning this RFP please contact the FIRST CEO:

Mr. Maarten Van Horenbeeck
maarten@first.org
FIRST.Org, Inc.
P.O. Box 1187
Morrisville, North Carolina 27560-1187

Additional Terms

A response to this proposal does not create any agreement between vendor and FIRST.Org, Inc. and does not create any commitment on the part of FIRST.

If a contract is awarded, FIRST reserves all options regarding the terms of the contract and will establish the terms at the point of issuing a contract.

FIRST reserves the right to amend or cancel this RFP at any time prior to the submittal deadline.

All material submitted regarding this RFP becomes the property FIRST.

If a prospective vendor includes any information in a proposal that it wishes to keep confidential, it shall clearly identify such information in the proposal.