REQUEST FOR QUOTE
Virtual Chief Information Security Officer (vCISO) Consulting Service
Released: Friday, 26 July 2024

C-Res is a cost neutral entity, operating as a social enterprise, and is responsible for coordinatingthe day-to-day deliverables of BHP's Local Buying Program (LBP) including liaising with local suppliers, BHP, and BMA across BHP Mineral Australia core assets.

C-Res is a wholly owned subsidiary of Greater Whitsunday Alliance (GW3) and operates under a Board of Directors and around 40 employee accounts to manage.

C-Res are also trustees for the Local Buying Foundations (LBF) in Qld, NSW, SA and WA. The LBF's are critical elements of the LBP and provides support and delivers economic and local/regional business programs which build capacity and capability of local industry.

To maintain the integrity and security of our operations, C-Res is seeking a Virtual Chief Information Security Officer (vCISO) on a consultancy basis. This role is pivotal in managing and overseeing the cybersecurity measures necessary to protect our cloud-based IT services and infrastructure.

Related Information – C-Res

C-Res is a nation-wide organisation with employees based in regional locations in Australia, therefore relies heavily on the use of technology for collaboration and overall operations of the business. The transactional element of the business is managed via an online portal therefore the security, reliability and speed of the internet connection is crucial. C-Res has adopted an increased cybersecurity posture, and risk-based approach to manage cyber threats.
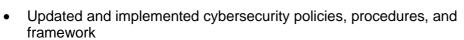
The primary objective of this consultancy is to ensure that C-Res's IT systems, data, and infrastructure are secure and compliant with industry standards and regulations. The vCISO will provide strategic leadership, expert advice, and hands-on support in the implementation and management of our cybersecurity program.

Scope of Work

1. **Risk Management and Compliance** – review current documentation and implement risk management strategies. Ensure compliance with relevant regulations and standards.
2. **Security Strategy and Governance** – provide guidance on cybersecurity governance and best practices. Review existing C-Res Cybersecurity documentation and Frameworks required. Establish and enforce cybersecurity policies and procedures where gaps may exist in current documentation.
3. **Incident Response and Management** – Review current Cybersecurity Incident Response Plan and Business Continuity Plan. Coordinate response efforts during security incidents. Plan and facilitate regular Cyber drills within the business.
4. **Training and Awareness** – develop and deliver cybersecurity training programs for staff.
5. **Reporting and Communication** – Provide monthly reporting on the status of the cyber posture of C-Res to the IT Manager.
6. **Teamwork** – report to the Lead Business Systems Analyst and work with C-Res IT Service Partners to increase our cyber posture.

Deliverables

- Comprehensive risk assessment reports

- Updated and implemented cybersecurity policies, procedures, and framework
- Incident response plans and reports
- Training materials and records of training sessions conducted
- Monthly and quarterly cybersecurity status reports for Board and Executive Leadership Team members

Qualifications and Experience

The ideal vCISO should possess the following qualifications and experience:
- Proven experience as a CISO/vCISO in a similar consultancy role
- Extensive knowledge of cybersecurity frameworks, standards, and regulations
- Understanding of cloud security and IT infrastructure
- Excellent communication skills
- Relevant certifications are highly desirable within the Information Technology Cyber field

Tender Submission

All proposals must be submitted by the close date and include a detailed proposal outlining how the above requirements will be met. A breakdown of costs for the consultancy services along with a proposed timeline is essential. References from previous clients where similar services were provided is also an advantage.

Selection criteria for shortlisting

All proposals will be assessed against the following criteria for shortlisting:
- Proposed scope of services
- Level of service – capability / quality
- Cybersecurity confidence and assistance with device management projects
- Demonstrated upskilling of IT staff
- Financial value

Timelines

1. **Proposal close date Monday, 12 August 2024**
2. Successful consultant notified by Friday 16 August 2024
3. Service commences as soon as possible

Terms and Conditions

C-Res reserves the right to reject any or all proposals. The successful consultant will be required to enter into a formal agreement with C-Res. C-Res is not obligated to accept the lowest cost proposal.

Goods and Services Tax (GST)

The costs or rates providing in the quote are to be **exclusive of GST**.

Submission and enquiries

Neha Makkar, Lead Business Systems Analyst, M: 0422 494 144, E: neha.makkar@c-res.com.au

Intellectual Property

C-Res and BHP will continue to own the copyright and other intellectual property rights which belong to it prior to engagement with service provider. C-Res and BHP will own automatically oncreation the copyright and other intellectual property rights in software, documents and other materials created or developed in the course of the engagement with external service providers.