

From: Janne Laus
Sent: esmaspäev, 6. aprill 2026 11:51
To: 'training@iacis.com'
Subject: Invitation to tender

Dear Provider,

We kindly request a price quotation for participation in the Basic Computer Forensics Examiner (BCFE) training with Certification opportunity for two (2) participants.

Purpose of the Request for Proposal

The purpose of this Request for Proposal (RFP) is to identify a training provider capable of delivering **Basic Computer Forensic Examiner (BCFE)** training in accordance with the recognised BCFE curriculum. The contracting authority intends to procure a training course that meets international BCFE standards and is delivered as in-person training within the territory of Europe.

Training Requirements

Training Content and Curriculum

The training must meet the following requirements:

- The training must be based on the **Basic Computer Forensic Examiner (BCFE)** curriculum or fully aligned with it.
- The training must cover at least the following topics:
 - collection, preservation, and analysis of digital evidence
 - file system analysis
 - forensic examination of Windows-based systems
 - identification and interpretation of digital artefacts
 - documentation of findings and preparation of forensic reports
 - practical labs and guided hands-on exercises

Training Format

- The training must be delivered as **in-person (onsite) training**.
- The training must take place **within Europe**.
- The training must be conducted **in English**.

Training Duration

- The training must have a duration of approximately **10 days** or **2 consecutive weeks**, in line with BCFE standards.

Proposal Content Requirements

The provider must submit the following information:

1. **Description of the training**, including an overview of the curriculum or daily schedule
2. **Training location** (within Europe) and possible dates
3. **Training cost**, including:
 - participation fee
 - any additional costs (materials, exams, certificates)
4. **Information regarding resellers**
 - whether the training is delivered directly by the provider or through an authorised reseller
5. **Terms and conditions** (cancellation policy, payment terms, minimum group size, etc.)

Proposal Submission Deadline

Proposals must be submitted no later than: **15.04.2026**

Proposals should be sent to the following email address: **janne.laus@politsei.ee**

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- compliance with the BCFE curriculum
- training location and schedule
- total cost
- added value (materials, certification, post-training support)

The winner of the bid must guarantee the training participants a place in the training in writing via e-mail.

Generally, the invoice is paid within 21 days after the service is provided, the service provider sends the invoice (Police and Border Guard Board, Pärnu mnt 139, Tallinn and contact person Janne Laus). Under special conditions, it is possible to pay the invoice under different conditions if this is necessary to secure a training place.

Kind regards

Janne Laus
Project Manager
Bureau of Prevention and Criminal Procedure
Police and Border Guard Board
+372 5446 0108
janne.laus@politsei.ee