



मूल्यों का निर्माण...
भरोसे का पालन

CREATING VALUE...
SUSTAINING TRUST

Presentation on RFP For Onboarding bidder to conduct Information and Cyber Security Audits

CO-ERM-IT-CSD-2023-2024/Audit dated 01 September 2023

Objective of the RFP

The objective of this RFP is to onboard an experienced firm to conduct Information and Cyber Security Audits as per regulatory requirements, guidelines, and mandate of IRDAI, SEBI, NCIIPC, Cert-In and other regulators/government.

- To ensure compliance with the regulatory requirements, the selected bidder needs to conduct Information and Cyber Security Audits annually for period of 3 years as per the following but not limited to –
- “Information and Cyber Security Guidelines, 2023” IRDAI vide the circular No. IRDA/GA&HR/GDL/MISC/88/04/2023 dated 24.04.2023 and its modifications from time to time. Reference – <https://irdai.gov.in/document-detail?documentId=3314780>
- “Cybersecurity and Cyber Resilience Framework (CSCRF) for SEBI Regulated Entities” dated 04.07.2023 and its modifications from time to time. Reference – https://www.sebi.gov.in/reports-and-statistics/reports/jul-2023/consultation-paper-on-consolidated-cybersecurity-and-cyber-resilience-framework-cscrf-for-sebi-regulated-entities_73442.html
- “Framework for Adoption of Cloud Services by SEBI Regulated Entities (REs)” vide circular No. SEBI/HO/ITD/ITD_VAPT/P/CIR/2023/033 dated 06.03.2023 and its modifications from time to time. Reference – <https://www.sebi.gov.in/legal/circulars/mar-2023/framework-for-adoption-of-cloud-services-by-sebi-regulated-entities-res-68740.html>
- “Cyber Security Audit Baseline Requirements” by National Security Council Secretariat followed by CERT-In and NCIIPC dated 16.10.2020 and its modifications from time to time. Reference – <https://www.cert-in.org.in/PDF/CyberSecurityAuditbaseline.pdf>
- NCIIPC Guidelines for protected systems and its modification from time to time. Reference – https://www.nciipc.gov.in/documents/NCIIPC_Guidelines_V2.pdf

Testing of information security policies to assess the effectiveness of information systems in terms of confidentiality, integrity, availability, compliance, and overall risk management. Key components include but not limited to – Information Security, IT Governance, Risk Management, Compliance, Data Integrity, IT controls, etc.

Confirmatory audit of the above upon closure request received from respective LIC office / department

The scope shall also include any new and / or revision in the existing documents / guidelines / checklists / control list by the regulators / Government of India.

Basic Details

- The technical and commercial (indicative price) bids must be printed on **8.27” by 11.69” (A4 size)** paper in indelible ink, spirally bound and numbered in serial order.
- Index should be well defined with page numbers.
- Bids should be complete, properly indexed, annexure-wise, duly supported by relevant documents and should contain no duplicate documents.
- The document should be printed on A4 paper preferably using **Times Roman font, size 10 with 1” inch margin on all sides**
- The bidders should submit the below bid documents in hard copy in separate sealed envelopes super-scribed as:
 - Envelope 1 - Eligibility bid
 - Envelope 2 - Technical bid
 - Envelope 3 - Commercial bid (Indicative Price)
- Bid documents should be submitted under cover of a letter printed on bidder’s letterhead. Each page of the bid document should bear the Company seal and signature of authorized signatory.
- Soft copies of item specifications (technical and commercial) should be submitted by all participating Bidders.
- Only one bid from each bidder shall be accepted.
- No consortium is permitted for this RFP. All such consortium bids will be summarily rejected.
- The last date & time for submission of bids is 29 September 2023, latest by 04:00 PM

Eligibility Criteria

S N	Eligibility Criteria	Documents to be Submitted
1	The bidder must be a registered legal entity in India.	Copy of the Certificate of Incorporation issued by Registrar of Companies and full address of the registered office.
2	<p>The Bidder shall be CERT-In empaneled as of date and for the last 3 years from the date of this RFP or Chartered Accountant firm shall be a Partnership Firm / Limited Liability Partnership (LLP) firm under the Limited Liability Partnership Act, 2008, registered with the Institute of Chartered Accountants of India (ICAI), who fulfil the following criteria:</p> <ul style="list-style-type: none"> • continuous practice of at least five years • a minimum of four partners before the date of appointment • at least one Partner shall be Certified Information Systems Auditor (CISA) / DISA of ICAI • at least one partner shall be a Fellow Member of the ICAI • at least one Partner shall have a minimum of three years of experience in Cyber Security / Information Security review or Cyber Security / Information Security audit of either Insurance Companies or Banks or Mutual Funds • at least one partner has the experience of audit in IT environment and in conducting Audit from remote location 	<p>A Empanelment Certificate issued by CERT-In for last 3 years or Registration/Certificate of incorporation with ICAI for last 5 years</p> <p>Declaration on company letter head duly signed by the bidder regarding fulfillment of captioned criteria</p>

Eligibility Criteria

S N	Eligibility Criteria	Documents to be Submitted
3	<p>The Bidder must have an average annual turnover of minimum Rs. 5 crores per annum during the last 03(three) financial year(s) i.e., FY22-23, FY21-22, and FY20-21.</p> <p>For start-ups/MSMEs, the Bidder must have an average annual turnover of minimum Rs. 50 Lacs per annum during the last 03(three) financial year(s) i.e., FY22-23, FY21-22, and FY20-21.</p>	Annual audited balance sheet for last three financial years
4	The bidder should be in operating-profit (EBITDA i.e., Earnings before Interest, Tax, Depreciation & Amortization) during the last 03 (three) financial year(s) i.e., FY22-23, FY21-22, and FY20-21.	Audited Balance sheet, Profit/Loss statement of the firm of last three financial years.
5	The Bidder should have minimum 5 years of experience in providing services related to Information and Cyber Security Audits as requested in this RFP for the PSU/Private Sector Firms with a market cap of 500 crores in India or BFSI Sector.	Copies of the Letter of acceptance (LoA) / work order / contract / completion certificate / confirming relevant experience of minimum 5 years.

Eligibility Criteria

S N	Eligibility Criteria	Documents to be Submitted
6	The Bidder should have minimum of 3 instances of relevant work, specified in the scope, carried out related to Information and Cyber Security Audits as per regulatory requirements, guidelines, and mandate of IRDAI/SEBI/RBI/Government/Regulatory body in India during the last 03(three) financial year(s) i.e., FY22-23, FY21-22, and FY20-21 for the BFSI Sector in India.	Copies of the Letter of acceptance (LoA)/work order/ contract/ completion certificate/ confirming relevant experience during the last 03(three) financial year(s) i.e., FY22-23, FY21-22 and FY20-21.
7	The Bidder should have minimum 10 permanent certified professionals with any of CISA / CISSP / CISM / ISO 27001 LA / LI / CEH / DISA employed with them.	Provide details of personnel. (Multiple certificate holders shall be counted once only)
8	The Bidder should not have been blacklisted by Central Government / RBI / SEBI / IRDAI on account of Information and Cyber Security Audit and Security review. However, such blacklisting will be null and void for the purpose of bidding in this RFP, if the bidder has obtained stay order in any court of India.	Declaration on company letter head duly signed by the bidder

Technical Criteria

#	Criteria	Sub-Criteria	Marks	Max Marks
1	The Bidder should have relevant years of experience & expertise related to Information and Cyber Security Audits as per regulatory requirements, guidelines, and mandate of IRDAI / SEBI / RBI / Government / Regulatory body in India.	10 years and above	15	15
		5 years and above	10	
2	The Bidder should have relevant instances of work carried out related to Information and Cyber Security Audits in PSU/Private Sector Firms with a market cap of 500 crores or BFSI Sector, as per regulatory requirements, guidelines, and mandate of IRDAI / SEBI / RBI / NCIIPC / Cert-In / Government / Regulatory body during the last 03(three) financial year(s) i.e., FY 2022-2023, FY 2021-2022, and FY 2020-2021.			
2.a	Comprehensive Information and Cyber Security Regulatory Audit - as per IRDAI guidelines	3 or more	15	15
		1-2 instances	10	
2.b	Information and Cyber Security Audits - as per SEBI/NCIIPC/Cert-In guidelines	3 or more	10	10
		1-2 instances	5	
2.c	Testing of information security policies to assess the effectiveness of information systems in terms of confidentiality, integrity, availability, compliance, and overall risk management	3 or more	10	10
		1-2 instances	5	
2.d	Information and Cyber Security Audits - as per RBI guidelines	3 or more	10	10
		1-2 instances	5	

Technical Criteria

#	Criteria	Sub-Criteria	Marks	Max Marks
3	The Bidder should have permanent professionals with any of CISA / CISSP / CISM / ISO 27001 LA/LI / DISA employed with them.	20 resources and above	20	20
		10 resources and above	10	
4.a	The Bidder must have an average annual turnover of in crores per annum during the last 03(three) financial year(s) i.e., FY 2022-23, FY 2021-22, and FY 2020-21.	Turnover > 10 crores	10	10
		Turnover > 5 crores	5	
4.b	For start-ups/MSMEs, the Bidder must have an average annual turnover in crores per annum during the last 03(three) financial year(s) i.e., FY 2022-23, FY 2021-22, and FY 2020-21.	Turnover > 2 crores	10	10
		Turnover > 50 Lakh	5	
5	Presentation - The bidder shall provide a technical presentation related to the in-scope services showcasing the following: Approach for conducting the services, Relevant Experience, Relevant skillsets.			10

Submission of Bids

Annexure	Eligibility Bid	Technical Bid	Commercial Bid	Submission by Successful Bidder
Annexure A - Submission of BID	✓			
Annexure B - Bidder's Profile	✓			
Annexure C - Eligibility Criteria	✓			
Annexure D - Technical Scoring		✓		
Annexure E - Scope of Services		✓		
Annexure F - Commercial Bid (Indicative Pricing)			✓	
Annexure G - Performance Bank Guarantee				✓
Annexure H - Business rule for Online reverse auction		✓		
Annexure I - NEFT Mandate Form		✓		
Annexure J - Integrity Pact		✓		
Annexure K - Bank Guarantee for EMD	✓			
Annexure L - Contract Form				✓
Annexure M - Non-Disclosure Agreement (NDA)				✓



Thank You!