

Annexure C: Eligibility Criteria

SN	Eligibility Criteria	Documents to be Submitted	Reference
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.	Appendix 1 <Note: Kindly hyperlink to the respective Appendix>
2	The Bidder shall be CERT-In empaneled as of date and for the last 3 years from the date of this RFP or A 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: <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 	Empanelment Certificate issued by CERT-In for last 3 years or Registration/Certificate of incorporation with ICAI for last 5 years Declaration on company letter head duly signed by the bidder regarding fulfillment of captioned criteria	Appendix 2 <Note: Kindly hyperlink to the respective Appendix>
3	The Bidder must have an average annual turnover of minimum Rs. 5 crores per annum during any of the 02 (two) years out of last 03 (three) financial year(s) i.e., FY2022-2023, FY2021-2022 and FY2020-2021.	Annual audited balance sheet of the firm during any of the 02 (two) years out of the last 03(three) financial year(s)	Appendix 3 <Note: Kindly hyperlink to the respective Appendix>

SN	Eligibility Criteria	Documents to be Submitted	Reference
	For start-ups/MSMEs, the Bidder must have an average annual turnover of minimum Rs. 50 Lakhs per annum during any of the 02 (two) years out of last 03(three) financial year(s) i.e., FY2022-2023, FY2021-2022 and FY2020-2021.		
4	The bidder should be in operating-profit (EBITDA i.e.Earnings before Interest, Tax, Depreciation & Amortization) during any of the 02 (two) years out of the last 03(three) financial year(s) i.e., FY2022-2023, FY2021-2022 and FY2020-2021	Audited Balance sheet, Profit/Loss statement of the firm during any of the 02 (two) years out of the last 03(three) financial year(s)	Appendix 4 <Note: Kindly hyperlink to the respective Appendix>
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, NIST (CSF) audit and ISO 27001 audits 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/purchase order/ contract/completion certificate/ confirming relevant experience of minimum 5 years.	Appendix 5 <Note: Kindly hyperlink to the respective Appendix>
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/NIST (CSF) audit / ISO 27001 audits / Government/Regulatory body in India as amended from time to time during the last 05(five) years from the date of RFP for the BFSI Sector in India.	Copies of the Letter of acceptance (LoA)/work order/ purchase order/ contract/ completion certificate/ confirming relevant experience during the last 05(five) years from the date of RFP.	Appendix 6 <Note: Kindly hyperlink to the respective Appendix>
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)	Appendix 7 <Note: Kindly hyperlink to the respective Appendix>
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	Appendix 8 <Note: Kindly hyperlink to the respective Appendix>

Note:

- Bidder must comply with the above-mentioned criteria. Non-compliance to any of the criteria may entail rejection of the bid. LIC reserves the right to verify/evaluate the claims made by the bidder independently. Any misrepresentation will entail rejection of the offer.
- Evidence to be submitted for each eligibility criteria should be part of the same response document. Proper naming and indexing should be done to avoid any ambiguity.
- The bidder who successfully qualifies in the eligibility criteria, only their technical bids will be subsequently opened for further evaluation.
- Bidders have to use the response format/template for filling up the required information (Please note that, if not done, the bid may not be considered for evaluation).
- All the pages shall be duly signed by the authorized signatory of the bidder.

Authorized Signatory of the bidder

Name:

Designation:

Date:

Place:

Seal of the company

Appendices

1. Appendix 1:

Copy of the Certificate of Incorporation issued by Registrar of Companies and full address of the registered office. (Bidder to attach applicable screenshots)

2. Appendix 2:

Empanelment Certificate issued by CERT-In for last 3 consecutive years (Bidder to attach applicable screenshots)

3. Appendix 3:

Annual audited balance sheet for last three financial years (Bidder to attach applicable signed documents)

4. Appendix 4:

Audited Balance sheet, Profit/Loss statement of the firm of last three financial years. (Bidder to attach applicable signed documents)

5. Appendix 5:

Copies of the Letter of acceptance (LoA) /work order/ purchase order/ contract/ completion certificate/ confirming relevant experience of minimum 5 years. (To be shared in format mentioned below)

#	Name of Organization	Date of P.O/Contract	Project Duration (in years)	Value of P.O (INR)	Scope	Evidence	Pg. No. in current document
1	ABC	DD-MM-YYYY				E1	
2	DEF	DD-MM-YYYY				E2	
3							

- E1: Kindly hyperlink the respective Evidence in above table
- E2: Kindly hyperlink the respective Evidence in above table
- ...

6. Appendix 6:

Copies of the Letter of acceptance (LoA)/work order/ purchase order/ contract/ completion certificate/ confirming relevant experience during the last 05(five) years from the date of RFP..

#	Name of Organization	Date of P.O/Contract	Project Duration (in years)	Value of P.O (INR)	Scope	Evidence	Pg. No. in current document
1	ABC	DD-MM-YYYY				E1	
2	DEF	DD-MM-YYYY				E2	
3							

- E1: Kindly hyperlink the respective Evidence in above table
- E2: Kindly hyperlink the respective Evidence in above table
- ...

7. Appendix 7:

Provide details of personnel. (Multiple certificate holders shall be counted once only)

#	Resource Name	Certification Name	Certification Number/ID	Certificate Issuance Date	Certificate Renewal Date	Evidence	Pg. No. in current document
1						E1	
2						E2	
3							

- E1: Kindly hyperlink the respective Evidence in above table
- E2: Kindly hyperlink the respective Evidence in above table
- ...

8. Appendix 8:

Declaration on company letter head duly signed by the bidder.