



**The Latur District Central Co-Op. Bank Ltd.,
Latur**

Request for Proposal (RFP)

for

Information Systems Audit (ISA) and VAPT

*(Information Systems Audit, VAPT of IT Infrastructure, VAPT of CBS
Application, VAPT of Website, Assessment of NABARD's VICS
Controls)*

RFP Ref: 1046

Dated: 14/06/2024.

Last Date for Submission: 24/06/2024

Before: 05.00 p.m.

Invitation for Proposals

The Latur District Central Co. Op. Bank Ltd invites proposals for Information Systems Audit & VAPT.

Sr. No.	Particulars	Details
1	Project Name	RFP for Information Systems Audit & VAPT
2	RFP Inviting Bank	The Latur District Central Co-Op Bank Ltd, Latur
3	RFP Reference No.	1046
4	Availability of RFP Documents	You can obtain the RFP by visiting website www.laturdccb.com
5	Date of Issuance of RFP	14/06/2024 to 24/06/2024 (Office Hours)
6	Last Date and Time for Proposal submission (on or before)	24/06/2024 till 05:00 PM
7	Mode of Submission of RFP	Proposal by Email at Infotech@laturdccb.com
8	Communication Address	All communications, including proposal documents should be addressed to: The Latur District Central Co-Op Bank Ltd, Head Office, Tilak Nagar, Main Road, Latur Phone No - 02382-243143 / 98229 80828 Email ID: Infotech@laturdccb.com Website: www.laturdccb.com

The bank reserves the rights to reject any or all the tenders or call off the entire tender process without providing any specific reason for the same.

Technical Specifications and Terms and Conditions for submitting the tender offer are described in the tender document.

The Managing Director,

The Latur District Central Co. Op. Bank Ltd, Latur

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1. Introduction of the Bank

The Latur District Central Co-Op Bank Ltd is a District Central Co-operative Bank is having its Head Office at Latur (hereinafter referred to as "LDCC"). The LDCC Bank has total 123 branches and, Head Office which covers its operations within Latur district.

2. Objective of the RFP

The objective of this Tender is to call responses from vendors for:-

1. Information Systems Audit for 2023-24
2. Information Systems Audit of Data Center & DR Site
3. Branch Environment Audit (for Selective 25 Branches)
4. VAPT of IT Infrastructure
5. VAPT of CBS Application
6. VAPT of Website
7. Assessment of NABARD's VICS Controls

3. Basic Instructions to The Bidder

- A. The Bidder is expected to have read and examined all the instructions, forms, terms and specifications in the Tender Document with full understanding of its implications. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender Document in every respect will be at the Bidder risk and may result in outright rejection of the bid.
- B. The Bidder is advised to strictly adhere to the Annexure provided for that purpose in this document. Any deviation in this matter will lead to disqualification of the Tender.

C. Definitions

The Bank	Latur District Central Co-operative Bank Limited, Latur.
BIDDER	The prospective Bidder who has received RFP and intends to offer Information Systems Audit services for 2023-24 mentioned in this

	Document. Henceforth called as "Bidder"
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D. Procedure / Instructions for Submission of Bid

- 1) Proposals shall be submitted by emailing on or before the due date and time.
- 2) Relevant certificate / documents should be attached as required.

E. Amendment In Tender Document

At any time upto the last date of receipt of Bids, the Bank may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by an amendment. All such amendments shall be binding on all the Bidder. The bank shall inform such amendments to all the Bidder only by e-mail on the Provided Email ID by the Bidder.

To afford prospective Bidder reasonable time to take the amendment into account in preparing their Bids, the Bank may, at its discretion, extend the last date for the receipt of Bids and date of opening the bids which shall be conveyed to all the Bidder only by e-mail on the Provided Email ID by the Bidder.

F. Language Of Bids

The Bids prepared by the Bidder and all correspondence and documents relating to the Bids

exchanged by the Bidder and the Bank, shall be written in the English Language, provided that any printed literature furnished by the Bidder may be written in another language (Devnagari) so long as it is accompanied by an English version in which case, for purposes of interpretation of the Bid, the English version shall govern.

G. Bid Currency and Related

- 1) Rates should be quoted in Indian Rupees (INR) only.
- 2) The Bidder should be a CERT-IN empanelled Company.
- 3) The Bidder are intimated to specify basic cost and applicable taxes separately in columned form.
- 4) Rate quoted by the vendor should cover all the following items.
 - Cost of Branch Environment Audit for 25 Branches
 - Cost of HO IS Audit.
 - Cost of DC & DR Site Audit.
 - Cost of VAPT of each item mentioned in the scope.

H. Validity

The Bids shall remain valid for 60 days from the last date of submission. The Bidder may be required to give consent for the extension of the period of validity of the bid beyond initial 60 days, if so desired by the Bank, in writing. Refusal to grant such consent would result in rejection of bid. However, any extension of validity of bids will not entitle the Bidder to revise/modify the bid. The decision of the Bank in this behalf will be final, conclusive, and binding on the Bidder.

I. Eligibility Criteria for Bidder's Qualification

The Bidder should have a capable team of IS Bidders holding required certifications prescribed by RBI/NABARD.

Sr. No.	Eligibility Criteria	Documentary Evidence
1	The Bidder must be a Company registered under the Indian Companies Act, 1956 or Partnership Firm or LLP and operational for the last 3 years. Consortium / JV / Partnership will not be allowed.	Certificate of Incorporation / Registered Partnership Deed should be submitted.
2	The Bidder should have turnover of at-least Rs. 50 Lakh in last three financial years.	CA certified turnover certificate and P&L for last three financial years.
3	The Bidder should have successfully delivered completed IS Audit of similar scope in at least two DCCBs & three UCBs having minimum 50 Branches.	Copy of relevant documents
4	The Bidder should be a CERT-IN empanelled Company.	Copy of relevant documents
5	The Bidder should not have been blacklisted by Central Government or any State Government organization / department in India at the date and time of signing of the proposal by the Authorized signatory of the Bidder. If a Bidder has been barred or blacklisted in any contract with government/state governments.	Letter about self-declaration for non- blacklisted by Bidder on the Company letterhead

Please provide the names of the client banks and provide proof for the same.

J. Bid Rejection Criteria

The bid(s) will be rejected in case of any one or more of the following conditions:

1. Bids are not substantive and not in strict compliance with the pro-forma given in this document.
2. Bids are not made in compliance with the procedure mentioned in this document.

3. Failure on part of the Bidder to provide appropriate information as required in the bid proposal or any additional information as requested by the Bank including any supporting document.
4. Incomplete or conditional bids or partly quoted bids or bids that do not fulfill all or any of the conditions as specified in this document.
5. Material inconsistencies in the information submitted.
6. Misrepresentations in the bid proposal or any supporting documentation.

K. Documents To Be Submitted Along with the Proposal: Valid Attested Photocopies are required for following documents in given order and index.

1. GST Registration Certificate.
2. Audited Balance Sheet and Profit and Loss for period mentioned in eligibility criteria.
3. Proof of Work Order of IS Audit conducted in DCCBs/UCBs.
4. Bidder Registration Certificate, Profile of Directors / Partners.
5. Year of Establishment.
6. HO location and Branches etc.
7. All relevant documents supporting the Pre-qualification / Eligibility Criteria.
8. All relevant documents supporting the Technical Score / Marking criteria as mentioned in RFP.
9. Complete Project Plan and schedule detailing the IS Audit as per scope.
10. All the Annexure as specified in the RFP Document.

L. Bank's Right to Reject Any/All Bids

1. The Bank reserves the right to accept or reject any bid in part/full or annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the ground for its action. Any decision of the Bank in this regard shall be final, conclusive, and binding on the Bidder.
2. The Bank reserves the right to re-issue the e-Tender and or any part thereof without assigning any reason whatsoever, at the sole discretion of the Bank. Any decision in this regard shall be final, conclusive, and binding on the Bidder.
3. The Bank reserves the right to give minor deviations to any / all of the Bidder in the techno-commercial specifications of bid. Any decision of the Bank in this regard shall be final and shall be binding on the Bidder.

4. The Bank reserves the right to issue Work Order in phases or to alter the quantities specified in the offer. The Bank also reserves the right to delete one or more items from the list of items specified in offer. Any decision of the Bank in this regard shall be final, conclusive and binding on the Bidder.

M. Bid Evaluation Process

1. The Bank may, at its sole discretion, decide to seek more information from the bidder to normalize the bids. However, the bidder will be notified separately, if such normalization exercise as part of the technical evaluation is carried out.
2. To enable the technical evaluation, each bidder is required to furnish the details as per all attached Annexure.
3. The Bank reserves the right to contact any bidder, Client/Bank for clarification or information submitted, to contact current and past customers of the Bidder and to use other sources of obtaining information regarding the bidder, which may be deemed appropriate and would assist in the evaluation.
4. In addition, Bank reserves the right to negotiate any point in the proposal or the subsequent contract with the bidder. Bidder is requested to provide any relevant information about additional features or services that they have included which they believe makes their products and / or service the best choice for Bank.

N. General Terms and Conditions of the RFP

1. Proposals should follow the format established in this document.
2. Any clarifications/information required should be submitted by email at least 3-days prior to due date so that response shall be provided to all the bidders.
3. Tender documents are not transferable.
4. As part of this solution and offering, vendor must supply IS Audit and VAPT.
5. Proposals may not be withdrawn after submission and shall be valid for a period of 90 days.
6. Proposals must in organized, structured, and indexed manner. Brochures / leaflets and other documents with index, if not organized in index manner and documents not found at the time of tender scrutiny, bank will reject the tender. No communication in this regard will be entertained.
7. The vendors must identify by name, title, and telephone number, the person(s) in their organization to whom the Bank can address questions during the evaluation of proposals.
8. The proposal should be complete in all respects and contain all information asked for, along with all the technical/product details. The Proposal should include all items asked for in the attached Annexure.

4. Post Selection Instructions and Terms & Conditions

A. Responsibilities of Selected Bidder

The responsibilities of the selected bidder for an Information Systems (IS) Audit and Vulnerability Assessment/Penetration Testing (VA/PT) for a bank typically include:

1. **Audit Planning:** Defining the scope and objectives of the IS Audit for the fiscal years 2023-24, ensuring comprehensive coverage of the bank's information systems.
2. **Audit Execution:** Conducting the IS Audit and VA/PT in accordance with industry standards, employing appropriate methodologies and tools to assess the security posture of the bank's IT infrastructure.
3. **Resource Allocation:** Providing a sufficient number of qualified auditors to complete the audit within the agreed-upon timeframe, ensuring minimal disruption to the bank's operations.
4. **Reporting:** Delivering a detailed IS Audit Report that outlines the findings, risks, and recommendations, aiding the bank in understanding its cybersecurity strengths and weaknesses.
5. **Compliance Assistance:** Assisting the bank with the compliance process post-audit, guiding them through the implementation of audit recommendations to meet regulatory requirements and industry best practices.
6. **Support and Communication:** Offering continuous support throughout the audit process, maintaining clear and open communication with the bank's stakeholders to facilitate a smooth audit experience.

These responsibilities are crucial for maintaining the integrity, confidentiality, and availability of the bank's information systems, thereby protecting against potential cyber threats.

B. Responsibilities of the Bank

- 1) The Bank shall provide required IT infrastructure, test environments and manpower to conduct the IS Audit.
- 2) The Bank shall share Policies and SLA/NDA to Bidder for review and assessment.

C. Schedule Of Payment for Is Audit

IS Audit Cost to be paid in Two (02) phases:

- a) **Part Payment:** 70% of the total cost on completion & submission of Audit Report by Bidder.

b) Final Payment: 30% of the total cost on receipt of compliance certificate by the Bidder.

D. Rates

The rates quoted shall remain firm throughout the period of IS Audit for 2023-24 and this contract will remain valid up to the date of completion of the IS Audit.

E. Taxes and Duties

The applicable taxes should be mentioned separately and shall have to be included separately in the bills by the Bidder to whom tender may get awarded.

F. Confidentiality

- 1) The Bidder shall not, and without the Bank's prior written consent, disclose the contract or any provision thereof, or any specification, plan, drawing, pattern, data / data sample or information furnished by or on behalf of the Bank in connection therewith to any person other than a person employed by the Bidder in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 2) The Bidder shall not without the Bank's prior written consent, make use of any document or information.
- 3) Any document other than the contract itself shall remain the property of the Bank and shall be returned (in all copies) to the Bank on completion of the Bidder's performance under the contract if so required by the Bank.

G. Force Majeure During the Pendency

Either Party shall not be liable for any failure or delay in its performance under this Agreement due to acts of God, acts of civil or military authority, fires, epidemics, floods, earthquakes, riots, sabotage or destruction of production facilities, systems failure, technical mishaps, strikes, work stoppages, or other industrial disputes provided that either Party: (a) gives the other Party written notice of such cause within 10 (ten) Business Days of discovery of the event; and (b) uses its reasonable efforts to remedy such delay in its performance.

H. Governing Law, Jurisdiction and Arbitration

This Agreement shall be governed by, and construed in accordance with, the laws of India. The Parties agree that if the process of the courts is required to be invoked for enforcement of Clause below, including for seeking of any interim relief prior, during or after invocation of Clause below, the competent courts shall have exclusive jurisdiction and both the Parties hereto submit to the same.

All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties shall be settled by the arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996 (or any statutory amendments thereof or any statute

enacted for replacement thereof) and shall be referred to the sole arbitration of a person to be nominated by the Bank. In the event of death, refusal, neglect, inability or incapability of the person so appointed to act as an arbitrator, the Bank may appoint a new arbitrator. The award including interim award/s of the arbitrator shall be final and binding on all parties concerned. The arbitrator may lay down from time to time the procedure to be followed by him in conducting arbitration proceedings and shall conduct arbitration proceedings in such manner as he considers appropriate. Language of arbitration proceedings shall be English. Jurisdiction for any legal litigations will be within Aurangabad Courts.

I. Limitation of Liability

1. Except in the case of gross negligence or willful misconduct on the part of the Service Provider or on the part of any person or a firm acting on behalf of the Service Provider in carrying out the Services, the Service Provider, with respect to damage caused by the Service Provider to the Client's property, shall not be liable to the Client:
2. for any indirect or consequential loss or damage; and
3. for any direct loss or damage that exceeds ONE times the total value of the Contract;
4. This limitation of liability shall not (i) affect the Service Provider's liability, if any, for damage to Third Parties caused by the Service Provider or any person or firm acting on behalf of the Service Provider in carrying out the Services; (ii) be construed as providing the Service Provider with any limitation or Exclusion from liability which is prohibited by the APPLICABLE LAW.

5. Scope of the IS Audit & VAPT

1. Information Systems Audit for 2023-24
2. Audit for Data Center & DR Site
3. Branch Environment Audit (Selective 25 Branches)
4. VAPT of IT Infrastructure.
5. VAPT of CBS Application.
6. VAPT of Website.
7. Assessment of NABARD's VICS Controls.
8. Data Localization Audit.
9. Cyber Security Gap Assessment.

1) The DC site details are given below,

Location: CEDGE Vikhroli

2) The DR site details are given below,

Location: CEDGE Bangalore

The selected IS auditor will receive a comprehensive list of virtual servers and services at both the data center (DC) and disaster recovery (DR) site for the audit.

Information System Audit Scope

Information Systems Audit should cover entire Information Systems Infrastructure which includes Servers & other hardware items, Operating Systems, Databases, Application Systems, Technologies, Networks, Facilities, Process & People of the undernoted locations :

1. Technological and Functional assessment of CBS Application
2. Data Center at CEDGE Vikhroli
3. DR Site at CEDGE Bangalore
4. Head Office of Latur DCC Bank Ltd.
5. Environment Audit at 25 Branches of the Bank
6. CBS endpoint applications, Servers, Interfaces, Network & Other Devices,
7. ATM Switch & RuPay Debit Card & POS Operations

8. RTGS\NEFT Payment Applications and Systems Direct Member with IFTAS
9. Email System and Web Site
10. ATM Machines and Micro ATM Machines
11. CCTV and Alarm System

Detailed Scope of Audit

IS Audit should cover entire gamut of computerized functioning as listed above & functional areas with special reference to the following:

Sr.	Topic	Description
A	Policy, Procedures, Standard Practices & other regulatory requirements:	<ol style="list-style-type: none"> 1. Bank's IT Security Policy & Procedures. 2. RBI guidelines on Information Security, & other legal requirements. 3. Change Management Procedure 4. Best practices of the industry including ISACA's Guidelines. 5. Any short fall in the licenses to be informed to the Bank to regularize the same.
B	Audit of Core Banking System	<ol style="list-style-type: none"> 1. Input & Output Controls 2. Revenue Leakage 3. Implementation of all the Modules as per SLA\Agreements and Gap if any 4. Functionality Review of CBS in critical areas
C	Physical and Environmental Security at ASP Data Center and Banks IT Center	<ol style="list-style-type: none"> 1. Access control systems 2. Fire / flooding / water leakage / gas leakage etc. 3. Assets safeguarding, Handling of movement of Man /Material/ Media/ Backup / Software/ Hardware / Information. 4. Air-conditioning of DC/ DRC, humidity control systems 5. Electrical supply, Redundancy of power level, Generator, UPS capacity. 6. Surveillance systems of DC / DRC 7. Physical & environmental controls. 8. Pest prevention (rodent prevention) systems

D	Operating Systems Audit of Servers, Systems and Networking Equipment's at ASP Data Center and Banks IT Center	<ol style="list-style-type: none"> 1. Setup & maintenance of Operating Systems Parameters 2. Audit of Domain Policies 3. Updating of OS Patches on Server and Desktop 4. OS Change Management Procedures 5. Use of root and other sensitive Passwords 6. Use of sensitive systems software utilities 7. Vulnerability assessment & hardening of Operating systems. 8. Users and Groups created, including all type of users" management ensuring password complexity, periodic changes etc. 9. Review of Access rights and privileges. 10. Services and ports accessibility 11. Review of Log Monitoring, its" sufficiency, security, maintenance and backup.
E	Application level Security Audit	<ol style="list-style-type: none"> 1. Authorization Control such as concept of maker checker, exceptions, overriding exceptions, and error conditions. 2. Authentication mechanism. 3. User Management & Password Management 4. Parameter Maintenance 5. Access rights; 6. Access logs/ Audit Trail generation; 7. Change management procedures including procedures for testing; 8. Documentation of change management; 9. Documentation of Data Centre Operations. 10. Review the implemented functionality of Omni Enterprise Core Banking solution & other applications in all the areas and to ensure correctness of functionality of each module and all modules in totality vis a vis availability of the functionality / features in the version currently implemented in the Bank.

		<ol style="list-style-type: none"> 11. Review CBS & other applications for adequate input, processing and output controls and conduct various tests to verify existence and effectiveness of the controls. 12. Review Revenue Loss if any from the point of view of effectiveness and efficiency of the Applications. 13. Review of all controls including boundary controls, input controls, communication controls, database controls, output controls, and interfaces controls from security perspectives. 14. Review of all Interface of application with other system OR interface of other system with applications for Security, accuracy, consistency and safety. 15. Identifying critical risk areas, control weakness in application systems and recommended corrective actions from security prospective. 16. Identify gaps in the application security parameter setup in line with the bank's security policies and leading best practices 17. Audit of controls over operations including communication network, data preparation and entry, production, file library, documentation and program library, Help Desk and technical support, capacity planning and performance, Monitoring of outsourced operations.
F	Audit of DBMS and Data Security for Core banking Database	<ol style="list-style-type: none"> 1. Authorization, authentication and access control at ASP site. 2. Confidentiality requirements are met by ASP 3. Logical access controls which ensure the access to data is restricted to authorized users by ASP 4. Separation of duties at ASP end 5. Database Backup Management at ASP end

		<p>6. Checking of database privileges assigned to DBAs at ASP end</p> <p>7. DR Data replication at DR site by ASP</p>
G	Network Security at Bank HO, IT and Branches	<p>1) Router Configuration and security</p> <p>2) Network access control</p> <p>3) Hardening of systems, switches and routers.</p> <p>4) Port based security controls</p> <p>5) Security incident and management</p> <p>6) access control for DMZ applications</p> <p>7) Content filtering for web access and data leakage</p> <p>8) Password cracking</p> <p>9) Intrusion detection system testing</p> <p>10) Network design review from security, integrity and availability point of view.</p> <p>11) Evaluation of Firewall policy and its implementation.</p>
H	VAPT of Servers and NW Devices	<p>VAPT of</p> <p>1) All Servers at Banks IT</p> <p>2) Firewall at Banks IT Dept</p> <p>3) Static IP</p> <p>4) Website of the Bank</p> <p>5) Critical Desktop for accessing Corporate Internet Banking</p> <p>6) VAPT of all ATM's</p>
I	Audit of ATM Switch, ATM Card Management, ATM & PIN management & RuPay Debit Card Operations and POS. ASP Switch at Finacus Solutions Pvt. Limited	<p>IS Audit of ATM center card operational processes with respect to</p> <p>1) PIN Management</p> <p>2) Card Management</p> <p>3) Delivery of ATM cards/ PINs to customers</p> <p>4) Hot listing of cards</p> <p>5) Customer dispute resolution</p> <p>6) Reconciliation within the Bank and with settlement agency/Banks</p> <p>7) ATM Network Security Architecture Analysis</p> <p>8) ASP ATM Switch Audit,</p> <p>9) ATM Switch Reconciliation,</p> <p>10) Vulnerability analysis of ATM Network,</p> <p>11) ASP Outsourcing arrangements,</p>

J	Backup & Recovery Testing	<ol style="list-style-type: none"> 1. Audit of Backup & recovery testing procedures. 2. Sufficiency checks of backup process. 3. Audit of access controls, movement and storage of backup media. 4. Audit of media maintenance procedures. 5. Security of removable media. 6. Controls for Prevention of Data Leakage through removable media or other means. 7. Media disposal mechanisms and Database archival & purging procedures. 8. Review of Disaster Recovery Plan and Procedure 9. Log Shipping management 10. Synchronization between DC & DRC databases. 11. DR Services to be up for Branches, as per RTO & RPO of BCP.
K	Backup and Recovery Procedures	<ol style="list-style-type: none"> 1. Audit of Backup & recovery testing procedures. 2. Sufficiency checks of backup process. 3. Audit of access controls, movement and storage of backup media. 4. Security of removable media. 5. Controls for Prevention of Data Leakage through removable media or other means. s.
L	RTGS\NEFT Primary Member	<ol style="list-style-type: none"> 1) RTGS and NEFT System Hardware and Software 2) Interface for NEFT and RTGS Server 3) CBS Application RTGS\NEFT modules
M	License Compliance	Checking the License Compliance of OS, Servers, Office Application of Microsoft at Branches and head office and pointing out Licensing Compliance issue if any and Compliance Certificate
N	Cyber Security Compliance	Cyber Security Compliance as per RBI guidelines and revised framework dated 31 st December 2019
O	Others	CTS and EMAIL System of the Bank

P	Web Site	<ol style="list-style-type: none"> 1) Web site Security Audit for Web Vulnerabilities 2) Site Quality and Accessibility 3) Data Security 4) Web site Changes authentication and trail
Q	Firewall Audit	<ol style="list-style-type: none"> 1) Review of the Rules in Firewall at DC and DR of the Bank 2) Adequacy of controls in Firewall 3) Certificate for Firewall Security Audit
R	ATM Security and NPCI NPCI's National Financial Switch (NFS) Operating and Settlement Guidelines (OSG) Version 2.2 dated 01/10/2018, applicable to the bank	Compliance Verification as per RBI Advisory NPCI Advisory and Circulars on ATM
S	CCTV Audit	CCTV Audit of ATM and Branches as per RBI Advisory dated 3 rd October 2022.
T	NABARD VICS Controls	Assessment of NABARD's VICS Controls

1. Submission Guidelines

Interested agencies are invited to submit their proposals at Head Office. Proposals should include a detailed portfolio, project timeline, and cost estimate.

2. Selection Process

Proposals will be evaluated based on creativity, relevance of past work, and cost-effectiveness. Shortlisted agencies may be invited for a presentation.

6. Annexure – I: Covering Letter

To,
The Managing Director,
The Latur District Central Co-Op. Bank Ltd.,
Latur

Dear Sir,

Having examined the RFP documents including all annexure the receipt of which is hereby duly acknowledged, we the undersigned, offer to assessment and audit of IT Infrastructure, IT enabled processes and application software (VAPT will not be the part of IS Audit) inconformity of said documents in accordance with the schedule of prices attached in the commercial offer and made part of this e-Tender.

If our RFP offer is accepted, we would undertake to commence the audit within 15 days (Fifteen Days) and to complete the audit as per the scope described by the by in the RFP form (subject to availability of test environment and required resources by Bank). We assure to deliver the final IS Audit report within 30 days of completion of IS Audit.

We agree to abide by this RFP offer till 180 days from the closing date of RFP and our offer shall remain binding upon us and may be accepted by the bank any time before the expiration of that period.

Until a formal contract is prepared and executed, this RFP offer, together with the Bank's written acceptance thereof and the Bank's notification of award, shall constitute a binding contract between us.

We understand that the bank is not bound to accept the lowest or any offer the bank may receive.

Dated this ____ day of _____, _____.

Thanking you,

For _____

_____, Director.

10	Date of commencement of the company	
11	Annual Turnover of the company (Rs. In Crores)	2022 – 2023 – 2023 – 2024 –
12	Annual Profit of the company (Rs. In Crores)	2022 – 2023 – 2023 – 2024 –
13	Application Fees EMD Payment details	Amount: Payment Details:
14	Bank account details of the company	Name of the account: Bank Name: Account No. Account type: IFSC:
15	No. Of staff working with the company	
16	Any disciplinary action pending against company/directors of company with ICAI/RBI/Any other authority	
17	Any other information company would like to submit	

We enclose following self-certified documents along with application:

1. Duly filled application form as per annexure I.
2. Registration certificate of the company.
3. CISA Qualification and other professional certificates of the directors/associates.
4. Copy of PAN of the company.
5. GST registration certificate of the company.
6. Client list for whom we have conducted Information System Audits in Maharashtra.
7. Audited financial statements of the company for last 2 years.
8. Declaration of fidelity and secrecy undertaking.
9. CA certified turnover certificate.
10. Declaration for no blacklisting on letter head of the company.
11. HO/Branch Office Address proof.
12. Certificates of successful completion of Information System Audits during last 3 years.

.....
_____ (Director)

Duly authorized to sign bid for and on behalf of

8. Annexure III: IS Audit Approach and Methodology

System Audit and Information Audit Approach					
Approach	Planning Phase				
	Conduct Phase				
	Reporting Phase				
Methodology					
Sr. No.	Milestone	Days	Responsibility	Tools / Methods	Deliverables
1					
2					
3					
4					
5					
6					
7					
Note:					

9. Annexure IV: Deliverables

Information System Audit - Deliverables			
Sr. No.	Audit Area	Deliverables	Value Addition
1			
2			
3			
4			
5			
6			
7			
8			
9			

10. Annexure V: ISA and VAPT Team

IS Audit and VAPT Team						
Sr. No.	Name of the Resource	Designation	Educational Qualifications	Work Experience in Yrs.	Domain	Competency
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

11. Annexure VI: Client List & Tools

Client List for Similar Tasks

Sr. No.	Client Name	Contact Person & Designation	Contact No.	E Mail	Broad Scope of Audit	Branches Covered
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

List of the Tools used for VAPT/ IS Audit:

Sr. No.	Commercial Licensed Tools with validity to be used for VAPT/IS Audit	Open Source to be used for VAPT/IS Audit
1		
2		
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12. Annexure VII: Self-Declaration for Not Blacklisting

Date:

**To,
Managing Director,
Latur District Central Co-Op. Bank Ltd.,
Latur**

Sub. - Declaration on not Blacklisting.

With reference to Tender being submitted by us for **Information System Audit and VAPT & 2023-24 of Head Office & Branches of Latur District Central Co-op Bank Ltd. Latur**, we hereby solemnly declare that neither our Company nor any of the Directors is black listed by any of the Ministry/ Department of Government of India/ State Governments and also neither convicted nor is any criminal case pending against it before any court of competent jurisdiction.

Regards

For _____

Authorized Signatory

13. Annexure VIII: Commercial Offer

Date:

To,

**Managing Director,
Latur District Central Co-Op. Bank Ltd.,
Latur**

Dear Sir,

We hereby offer to submit our quotation for 'Information System Audit and VAPT' as follows:

Sr. No.	Audit Scope	Cost in INR	GST ___%	Total Fees in INR
1	Information System Audit for 2023-24			-
2.	Information System Audit for Data Center & DR Site			
3	Head Office & Branch IT Environment Audit (25 Branches)			
4	VAPT of IT Infrastructure			
5	VAPT of CBS Application			
6	VAPT of Website			
7	Data Localization Audit			
8	Cyber Security Gap Assessment			

Note:

1. The fees for IS Audit offered herein are inclusive and travelling, halting, local convenience and out of pocket expenses.

For _____

_____, Director.

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