



भारतीय लेखापरीक्षा एवं लेखा विभाग
कार्यालय महालेखाकार (लेखा एवं हकदारी)- प्रथम
उत्तर प्रदेश, प्रयागराज – 211001
Indian Audit & Accounts Department
Office of the Accountant General (A & E) – I,
Uttar Pradesh, Prayagraj - 211001

Website- <https://cag.gov.in/ae/allahabad/en>
 Email ID- agaeuttarpradesh1@cag.gov.in

No. -ITCG/ Security Audit/2023-24/83368
Date-19.01.2024

NOTICE INVITING TENDER

For “Security Audit of office Website including patching of bugs and 01-year SSL/TLS certification by Cert-In Empaneled Agencies”

Office of the Accountant General (A&E) - I, Prayagraj, Uttar Pradesh invites sealed quotations from CERT-In empaneled agencies/firms for Security Audit of office website including patching of the bugs and 01-year SSL/TLS certification.

Sealed quotations are addressed to the “Deputy Accountant General (Administration), Office of the Accountant General (A&E) - I, Prayagraj, Uttar Pradesh” should reach latest by 15:00 hours on 29th January, 2024. Tenders received after the due date and time will be rejected. Incomplete and conditional tenders will not be accepted.

The tender details may be downloaded from this office website <https://cag.gov.in/ae/allahabad/en> or through CPP Portal.

For any further information, please contact Mr. Ram Kripal, Sr. Accounts Officer/ITCG section at the telephone No- 0532-2623352, Ext-344/360.

Events	Tentative dates
Last date for receipt of Queries from bidders, if any	25/01/2024
Last date for submission of bids	29/01/2024 up to 03.00 PM
Opening of technical bids	29/01/2024 at 04.30 PM
Opening of financial bids	31/01/2024 at 11:30 AM

Sd/-

Deputy Accountant General (Admn)

INVITATION OF BIDS

This tender is invited for Security Audit of office website i.e. <https://agup.nic.in/> including patching of the bugs and 01-year SSL/TLS certification from Cert-In Empaneled agencies/firms. The tender documents may be downloaded from the website <https://cag.gov.in/ae/allahabad/en> or through CPP Portal.

A. Essential & Desirables–

The bidder must be a Cert-In Empaneled. The bidder(s) should fulfil the following minimum Eligibility Criteria-

Sl No.	Minimum Eligibility Criteria	Supporting Documents needs to be submitted
1.	The bidder must be a Cert-In Empanelled firm.	Copy of relevant Certificate.

- B. Sealed Tenders are invited under two bid system (i.e. Technical Bid and Financial Bid), from Cert-In Empaneled agencies/firms for Security Audit of office website including patching of the bugs and 01-year SSL/TLS certification.
- C. The Bid document placed in sealed Envelope superscripted as '**Security Audit of office website including patching of the bugs and 01-year SSL/TLS certification**' comprises of two envelopes i.e. One envelope superscripted as "Technical Bid" (Annexure-I) and another as "Financial Bid" (Annexure-II). *Please ensure that all the documents as prescribed in various sections are enclosed with the bid document.*
- D. The work of Security Audit of office website including patching of the bugs and 01-year SSL/TLS certification is strictly as per parameters/technical specifications given in scope of work and General Terms and conditions.
- E. The terms and conditions and scope of work specific to the tender have been mentioned in Section-II.
- F. The Department reserves all the rights to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without assigning any reason. The decision of the Accountant General, O/o The A.G. (A&E)-I, Uttar Pradesh, Prayagraj, in this regard shall be final and binding on all.
- G. The tenders completed in all respects must reach this office by Registered or speed post upto last date of submission of bid. *The tenders received after the scheduled date and time will not be accepted.*
- H. The bidder shall sign all papers of the bids, client list, company profile etc. before submitting his bid and all pages of tender must be page marked in numeric and total number of pages enclosed in bid should be mentioned in the covering letter.

Sd/-

Deputy Accountant General (Admn.)

Section II

SCOPE OF WORK AND INSTRUCTIONS TO BIDDERS

1. Background of Existing Project

Interested bidders are requested to study the system and assess the volume of work before submission of bids during the office working hours *within a period of 05 days* from the date of publication of tender notice.

2. Scope of Work

Security Audit of office website <https://agup.nic.in/> including patching of the bugs and 01-year SSL/TLS certification. *Supply / installation of auditing / testing tools, if any, for the audit purpose will be liability of the auditor.*

Location and url of the Website- The website of Auditee Organization is accessible through <https://agup.nic.in/>. The website is hosted at NIC Data Centre, Hyderabad.

3. Deliverables- Deliverables and Audit Reports:

The auditor will be required to submit the following documents in printed format (01 copy) along with soft copies after the audit of above-mentioned web application:

- a. *A detailed report with security status and discovered vulnerabilities weakness and misconfigurations with associated risk levels and recommended actions for risk mitigations.*
- b. *Summary and detailed reports on security risk, vulnerabilities and audit with the necessary counter measures and recommended corrective actions to be undertaken by Auditee.*
- c. *The final security audit certificate should be in compliance with the NIC standards.*
- d. *All deliverables shall be in English language and in A4 size format.*

4. Tentative Time Frame-

The work will be taken up and completed within **ONE MONTH** from the date of award of work (work order).

5. Documents comprising the bid-

The bids prepared by the Bidder(s) shall comprise of the following components:

A. Technical Bid- Technical bid as per criteria specified in Annexure- 'I'.

B. Financial Bid- The Financial as per criteria specified in Annexure- 'II'.

6. Opening of Bids

All sealed bids will be opened in the chamber of Dy. Accountant General/Admin, O/o The AG (A&E)-I, Prayagraj on the date of opening of technical bids before the bidders, if any, are present at the time of opening of the Bids.

The financial bid will be opened on the date mentioned in the Bid document or any later

date (if decided by the competent authority), only for those bids which qualify in technical bid.

This office may, if so desire, ask the bidder to give presentation for the purpose of clarification. All expenses for this purpose, as also for the preparation of documents and other meetings, shall be borne by the bidders.

7. General Terms and Condition

- a. The firm is required to carry out Security Audit of the website at this Office premises at Prayagraj. Security Audit will be conducted on local webserver and not on the live production server.
- b. The website audit should be done by using Industry Standards and as per the latest Open Web Application Security Project (OWASP) methodology.
- c. Auditors engaged should sign Non-Disclosure Agreement (NDA) before being allowed to commence the security auditing work as per the guidelines issued by Ministry of Information Technology / CERT-In.
- d. Passwords and other credentials provided shall not be shared with the outside agencies/third parties.
- e. The vendor shall at all times adhere to the IT Security and Confidentiality policies of the office.
- f. No travelling allowance, lodging, etc. will be provided to the vendor.
- g. This office reserves the right to terminate the contract in the event of unsatisfactory services provided by the vendor or breach of any terms and conditions mentioned hereunder.
- h. If any defect(s) is (are) noticed or any complaint pending during the contract period, the levy of compensation for any dislocation of work due to delayed rectification or any other reason, will be decided by the competent authority of this office to enforce penalty/spare parts (if any).
- i. The vendor shall at all times during the currency of contract conform to and comply with the regulations and bye laws of the Central Government or the office and of all other local authorities, the provisions contained in the various labour acts enacted by the State Legislature and Parliament in force and rules made there under including those under Minimum Wages Act.
- j. The vendor shall indemnify this office against any liability for compensation due to his own workmen or to other persons inside the office premises while executing any of the work(s) under the contract and for any damage to the property.
- k. The vendor shall be handed over entire system(s), including all software, password and other documents of this office, on expiry of the contract.

8. Performance Security/ Performance Bank Guarantee (PBG):

- a. Performance Guarantee @ **3%** of total value of the work order to be deposited with this office in the form of Bank Guarantee or Demand Draft drawn on any Nationalized/Scheduled Bank in favour of **“Pay and Accounts Officer, O/o the Accountant General (A&E)-I, Uttar Pradesh”** payable at **“Prayagraj”**. **The Performance Security should cover the contractual period plus 60 days.**
- b. Performance security shall be forfeited by the Purchaser in the event of failure on the part of the selected bidder to complete its obligations under the Contract or breach of contract conditions.

- c. The Performance Bank Guarantee will be returned to the selected bidder without any interest on satisfactory performance and on fulfillment of contractual obligations for the complete terms of the contract.

9. Payment-

- a. Payment shall be released by O/o the Accountant General (A&E)-I, Uttar Pradesh subject to production of pre received invoice in duplicate according to following milestones achieved.

Sr. No.	Milestones	Release of payment
1.	After completion of Security Audit of office website including patching of bugs, installation of 01-year SSL/TLS certificate and issue of Clearance Certificate.	100% of the total cost

- b. Payment shall be made according to a mutually acceptable “Payment Schedule” which will be drawn before award of work to the successful bidder.
- c. *No advance payment will be made.*
- d. No amount would accrue to the firm in case of failure to furnish satisfactory maintenance warranty during the contract period and Performance guarantee of 10% of the total cost will be release subjected to satisfactory performance at the end of the contract period.
- e. TDS as applicable will be deducted at the time of making payment.
10. The work defined in the agreement shall have to be started by the successful tenderer from the date decided by this office.
11. The tenderer shall strictly adhere to the date of completion of the entire project failing which the firm will be liable to pay penalty @ 0.5% per day of the total tender value, unless extension of time for completion of job of the stage is accepted by the Accountant General (A&E)-I, UP, Prayagraj.
12. **Conditional or incomplete tenders shall not be accepted.**
13. The source code shall be the sole property of the office of the AG (A&E)-I, UP, Prayagraj. The firm shall give proper documentation and source code in the media along with hard copy, will not retain the same in full or partially and will not use of the same in any manner whatsoever for its own purpose.
14. The firm shall take all precautions not to disclose, divulge and/or disseminate to any third party any confidential information, proprietary information on the Office business or security arrangements (including but not limited to the Assignment Instructions, Schedules and other subsequent Agreements) and/or business of the Office. The obligation is not limited to any scope and the firm shall be held responsible in case of breach of the confidentiality of Office’s information.
15. This office will not provide any accommodation facility or food for the personnel of the firm.
16. The agreement shall be governed by Laws of India for the time being in force. All disputes will be subject to Prayagraj jurisdiction.

Signature of tenderer duly stamped and seal

Bid Letter

Date: dd/mm/yyyy

To

Deputy Accountant General (Admn)
Office of the Accountant General (A&E)-I,
Uttar Pradesh, Prayagraj- 211001

Reference: Tender No-

Sir,

We hereby declare that we fulfill all the criterion specified in the Bid Document. We hereby offer to provide the services at the prices and rates mentioned in the attached financial bid.

We do hereby undertake that, in the event of acceptance of our bid, the commencement of services shall be made as per the requirements. We affirm that the prices quoted are inclusive of all taxes.

We agree to abide by our offer for a period of 120 days from the date of opening of the bid prescribed by the Purchaser and that we shall remain bound by a communication of acceptance within that time.

We have carefully read and understood the terms and conditions of the tender and the conditions of the contract applicable to the tender. We do hereby undertake to provision as per these terms and conditions.

We have understood the requirements of this project and shall provide all services as per the requirements of this bid document.

We do hereby undertake that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and notification of award of contract, shall constitute a binding contract between us.

Signature of Bidder (with official seal)

Date _____

Name _____

Designation _____

Address _____

Telephone _____

Email address _____

Bidder Seal

Format Of Undertaking, To Be Furnished On Company Letter Head With Regard To Blacklisting/ Non- Debarment, By Organization

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

To,

Deputy Accountant General (Admn)
Office of the Accountant General (A&E)-I,
Uttar Pradesh, Prayagraj- 211001

Sir,

We hereby confirm and declare that we, M/s -----
-----, is not blacklisted/ De-registered/ debarred by any Government department/
Public Sector Undertaking/ Private Sector/ or any other agency for which we have
Executed/ Undertaken the works/ Services in past.

There are no complaints against us regarding delayed supply and refusal of supply
for which supply order granted by the client or Govt. department.

For.....

For Authorized Signatory

Date:

*Annexure-I***Format for submission of Technical bid for Security Audit of office website including patching of the bugs and 01 year SSL/TLS certification**

Sl. No.	Description	Mention page number where attached
1	Company Profile	
2	Complete address (with Tel. No., Fax no. & e-mail address)	
3	Contact Number	
4	Certificate for Cert-In Empanelment.	
5	PAN Number	
6	GSTN Certificate	
7	Latest audited annual financial results (balance sheet and profit & loss Statement) of the bidder for the last 3 years.	
8	At least 3 work orders/ 3 satisfactory performance certificates regarding similar nature of work at any Govt./PSU/semi govt. in the last 05 years.	
9	Letter of undertaking regarding the company is not blacklisted by any Govt./semi Govt. Organization or PSU.	
10	Letter of undertaking regarding acceptance of all the terms and condition of this tender document.	
11	Name of persons who will be put on the job to complete it within the targeted time. (Please enclose names of Personnel /qualification/experience of each software professionals who are proposed to be associated with this job by the firm)	

Declaration

I hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case found any deviation in the above statement at any stage, the company will be blacklisted and will not have any deal with the Govt. offices in future.

(Signature of authorized signatory)

Note:

The bidder shall sign all papers of the bid, client list, company profile etc before submitting his bid and all pages of tender must be page marked in numeric and total no. of page

enclosed in bid should be mentioned in the covering letter.

Dated:

Signature with seal

Annexure-II**Format for submission of Financial bid for Security Audit of office website including patching of the bugs and 01 year SSL/TLS certification-**

1. Name and complete address of the firm (In Block letters):
2. Quote rates against work mentioned in 'Scope of Work' as a whole-

Sl. No.	Name of the Work	Amount
1.	Security Audit of office website including patching of the bugs and installation of 01-year SSL/TLS certificate.	
TOTAL (Rs.in words):		
+ Taxes		
Total (including taxes)		

Dated:

Signature with seal