



The Andhra Pradesh State Cooperative Bank Ltd.

(A State Partnered Scheduled Bank)



Notification

Request for calling Quotations from Information System Audit firms to conduct IS Audit for the AP State Cooperative Bank & 13 District Cooperative Central Banks and its Data

Centre & Disaster Recovery Centre and Cyber Security Audit for 9 DCCBs

REF:APCOB/ISCELL/IS Audit/F.18/ 2023-24

dated :15.12.2023

Sl. No.	Description	Details
1.	RFP No. and Date	REF:APCOB/PROC/02/2023-24 dated :15.12.2023
2.	Brief Description of the RFP	Selection of Vendor for <u>Information System Auditors to conduct IS Audit</u> for the AP State Cooperative Bank, 13 District Cooperative Central Banks and its Data <u>centre & Data Recovery</u> as well as Cyber Security Audit for 9 DCCBs out of 13 DCCBs mentioned for IS Audit
3.	Bank's Address for Communication and Submission of Bid	The General Manager & CISO, AP State Co-op Bank Ltd., #27-29-28, Governorpet Vijayawada,520002, - Andhra Pradesh - India
4.	Bank Contact Details	The General Manager & CISO ciso@apcob.org iscell@apcob.org 0866 2429023
5.	Date of Issue	15-12-2023
6.	Last Date for Submission of Pre-Bid Queries	22-12-2023 till 04:00 p.m.
7.	Last Date of Submission of Bids	30-12-2023 till 05:00 p.m.
8.	Date and time of Opening of Eligibility Bid	02-01-2024 at 11:00 a.m.
9.	Date and time of Opening of Technical Bid	Will be informed to the eligible bidders
10.	Date and time of opening of Part B- Commercial Bid	Will be informed to the eligible bidders

HO: NTR Sahakara Bhavan, # 29-27-28, Governorpet, Vijayawada-520 002.

Website: <http://www.apcob.org> Email: iscell@apcob.org

11. Earnest Money Deposit (will not carry any interest which is Refundable) Rs. 20,000/-
12. Website for RFP <https://www.apcob.org/>

List of Annexures

1. **Annexure -1: Application/Firm Details**
2. **Annexure -2: Scope**
3. **Annexure -3: Quotation Format**
4. **Commercial Bill of Material**

Sl. No Appendices

1. Appendix-A Proforma of Bank Guarantee in lieu of EMD
2. Appendix-B Proforma of Performance Bank Guarantee
3. Appendix-C Bid Security Declaration
4. Appendix- D Non-Disclosure Agreement

REF

1. Andhra Pradesh State Cooperative Bank Ltd, invites quotations from qualified IS Audit firms who fulfil the eligibility criteria mentioned here under and are willing to conduct Information System Audit of the Andhra Pradesh State Cooperative Bank, 13 DCCBs and Cyber Security Audit for the 9 DCCBs (list of DCCBs annexed and are part of 13 DCCBs mentioned for conducting I S Audit) in:

Andhra Pradesh and its Data Centre (DC) at CtrlS, Madhapur, Hyderabad, Telangana State & Data Recovery (DR) at Pi data centre Mangalagiri, Guntur District, Andhra Pradesh State, and CBS ASP's Data centre at Netmagic Vikroli Mumbai & DR Netmagic, Bangalore, Karnataka State.

Here 'Bank', unless excluded by and repugnant to context or the meaning thereof, shall mean ' Andhra Pradesh State Cooperative Bank, Head Office, Vijayawada, Andhra Pradesh state ', and which has invited bids under this Request for Quotation for Bank & on behalf of 13 DCCBs in Andhra Pradesh and shall be deemed to include its successors and permitted assigns.

Both AP State Co-operative Banks and all 13 District Co-operative Credit Banks are currently using CBS version BANCS-24 -10.2.1

2. **The Hard Copy of the Quotation should be submitted in the prescribed format (Annexure - 3) to**

**The General Manager & Chief Information Security Officer (CISO),
Andhra Pradesh State Cooperative Bank Limited,
Head Office, #27-29- 28,
NTR Sahakara Bhavan, Governorpet,
Vijayawada- 520002 with a soft copy also by e-mail (ciso@apcob.org),
cc to iscell@apcob.org.**

3. Applying professionals should submit self-attested signed & scanned in prescribed format, valid CISA/CISSP/CISM certificate/s with experience certifications, along with application.
4. Incomplete application or application without requisite enclosures will be rejected.
5. Mere submission of application does not, in any way, constitute guarantee for Allotment of the audit job of any nature from the bank. The allocation of the Banks to the auditors will be purely the prerogative of the Bank. Bank may, in its absolute discretion, seek additional information or any material from Respondents after closure of RFP and all such information and material provided shall be taken to form part of that Respondent's response.
6. **The Auditors/Agencies associated with the bank prior to this notification are also required to submit their quotation afresh as our entire previous notification, stand cancelled.**

The eligibility criteria for job allocation with the Bank are as under:

- a. Shall have experience of Information Systems Audit of minimum three other Banks.
 - b. Shall be having CISA/CISM (ISACA), CISSP certified and Certification in force (documentary evidence to be produced). IS Auditors (who are conducting the IS Audit) should have minimum of consequent previous three years' experience in the field and relevant certificated from the previous organisations to be produced prior to the commencement of Audit. For conducting VAPT, amongst the Audit team, it is required to have the valid professional certifications like CEH / OSCP and the same is to be provided along the Bid documents. The respective certification/s are to be self-attested by the VAPT professional/s.
7. The IS Audit Scope document enclosed herewith also need to be signed by the applicant duly on the letter head with appropriate seal.

8. **Clarifications to RFP and Pre-Bid Queries**

- 8.1. The bidder should carefully examine and understand the requirements, terms and conditions of the RFP and may seek clarifications, if required. The intending bidders in all such cases should seek clarification in writing through email to ciso@apcob.org, iscell@apcob.org on or before 05:00 pm on 22.12.2023.

- 8.2. **Respondents shall provide the details of their contact person, telephone, email and full address so as to ensure that replies to RFP could be conveyed in a timely manner.**
- 8.3. The Bank will consolidate all the written queries raised by the bidders and the replies for the queries shall be made available to the bidders through email only. No individual correspondence shall be made. The clarification of the Bank in response to the queries raised by the bidder/s, and any other clarification/amendments/corrigendum furnished thereof will become part and parcel of the RFP and it will be binding on the bidders.
- 8.4. Queries / clarifications if any in respect of Bid, may be taken up with the contact persons mentioned above before the timelines mentioned for submission of bids between 10.00 to 5.00 P.m. on Bank working days as per N I Act.

9. **Bid System Offer:**

- 9.1. The bids shall be submitted with the following documents in the same sequence without which the tender will be summarily rejected without any further correspondence / communication. All the pages in the respective bids should be serially numbered and signed by the authorized person with required seal.
- 9.2. Both the eligibility & technical bids should be submitted in "Hard copy" physically and "Soft Copy" in pen drive duly protected with password. Commercial Bids should be submitted in Hard Copy (sealed cover) only.
- 9.3. **Conformity to Eligibility Criteria:** Indicating their compliance to eligibility criteria.
- 9.4. **Technical Proposal:** Indicating the response to the technical compliance of the proposed solution.
- 9.5. **Commercial Bid:** Furnishing all relevant information as required as per Commercial Bill of Material is as per Annexure-4.
- 9.6. The three parts as stated above, should be placed in three separate envelopes superscribed with 'Conformity to Eligibility Criteria', 'Technical Proposal' and 'Commercial Bid' respectively and properly closed and sealed. Thereafter, all the three envelopes shall be placed inside another envelope and properly closed and sealed. The final envelope should be

superscribed as "Offer for Selection of Vendor for Conducting Information System Audit to Audit for The A.P. State Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data Recovery Centres.

10. Bid Submission & Opening:

10.1. Address for communications:

Primary:

The General Manager & Chief Information Security Officer (CISO),
The AP State Coop Bank Ltd.,

Door No: #27-29-28,

Governorpet,

Head Office, Vijayawada-520 002,

Andhra Pradesh

0866 2429023

10.2. The Name and address of the Bidder, RFP No. and due date of the RFP are to be specifically mentioned on the top of each of the envelope containing bid.

10.3. The bid/s properly superscribed in the manner prescribed in earlier clauses of this RFP should be deposited in the Tender Box at the Place, Venue, Date and Time mentioned "Bid Details in brief" table.

10.4. If the last day of submission of bids is declared as a holiday under NI Act by the Government after issuance of RFP, the next working day will be deemed to be the last day for submission of the bids. The Bid/s which is/are deposited after the said date and time shall not be considered.

10.5. If the envelopes, including the outer envelope is not sealed and not marked in the prescribed manner, the Bank will assume no responsibility for the bid's misplacement or premature opening.

10.6. Sealed covers containing the bid documents (All Annexures & Appendices) duly signed by the authorized representative should be submitted within the timelines stipulated as above.

10.7. Eligibility Criteria Bid submitted by the bidder will be evaluated based on the Eligibility Criteria stipulated in RFP document. Technical Proposal of only those bidders who qualified in Eligibility Criteria will be opened with due communication by the Bank.

10.8. The Commercial Bid of only those bidders who are qualified in Technical Proposal will be opened.

- 10.9. Post the technical evaluation the shortlisted bidders would be intimated of the date on which Bank would conduct commercial bid opening.
- 10.10. Under no circumstances the commercial bid documents should be kept in eligibility/ technical bid covers. The placement of commercial bid in eligibility bid or technical bid covers will make the bid liable for rejection.
- 10.11. Language of the Bid: The Bid prepared by the Bidders, as well as correspondences if any and documents relating to the Bid exchanged by the Bidder and the Bnk and supporting documents and printed literature if any shall be written English language.
- 10.12. Bidding Cost: The Bidder shall bear the costs associated with the preparation and submission of bid and Bank will in any not responsible or liable for these costs regardless of the conduct or outcome of the bidding process.
- 10.13. Bidding Document: It is the ultimate responsibility of the Bidder to examine all instructions, forms, terms and conditions and technical specifications in the Bidding document. Submission of a bid not responsive to the Bidding Document in every aspect will be at the bidder's risk and may result in the mere rejection of its bid without any further reference to the Bidder.
- 10.14. Bid Currency: The Bid currency Prices shall be expressed in Indian Rupees only.
- 10.15. Late Bids: In case of any bid received by the bank's official after the last date and time for submission of bids shall be rejected and / or returned unopened to the Bidder, if so, required by him/her/firm.
- 10.16. Modifications and / or withdrawal of Bids: Bids once submitted by the Bidder will be considered as final, and no further correspondence will be entertained on this regard. No bid will be allowed to modify after the deadline for submission of Bids.
- 10.17. No bidder shall be allowed to withdraw the bid, if the bidder happens to be the successful bidder as per the Bidding process.

11. Micro & Small Enterprises (MSE's)

- 11.1. MSEs are exempted from paying EMD.
- 11.2. MSEs should submit the relevant documentary proof along with valid MSME certification for claiming the exemptions.

- 11.3. MSEs shall have basic required qualification under eligibility criteria specified in the RFP and the MSE Policy will be applicable to those qualifying Bidders only.
- 11.4. The Bidders, who seek exemption from submission of EMD under MSE category, necessarily have to submit Bid Security Declaration as per Appendix-C.

12. Security Deposit / Performance Bank Guarantee

- 12.1. The successful bidder should submit a Security Deposit / Performance Guarantee for 10 % on total value of the order Exclusive of Taxes within 10 working days from the date of acceptance of the Order.
- 12.2. If the Security Deposit /Performance Guarantee is not submitted within the time stipulated above, penalty at 0.50% plus applicable GST, if any, for each completed calendar week of delay or part thereof on the total cost of the order will be deducted for the delay in submission of Bank Guarantee. The total penalty under this clause shall be restricted to 5% of the total order value.
- 12.3. Security Deposit should be submitted by way of DD drawn on APCOB VIJAYAWADA/ Bank Guarantee may be obtained from any of the Scheduled Banks. However, it should be as per the Appendix-B.
- 12.4. Security Deposit/Performance Bank Guarantee should be valid for Six (6) Months from the date of acceptance of the purchase order. The guarantee should also contain a claim period of three (3) months from the last date of validity.
- 12.5. The selected bidder shall be responsible for extending the validity date and claim period of the Bank Guarantees as and when it is due, on account of incompleteness of the project.
- 12.6. The security deposit/ bank guarantee will be returned to the selected bidder on completion of claim period.
- 12.7. The Bank shall invoke the Bank Guarantee before the expiry of validity, if Scope of work is not completed and the guarantee is not extended, or if the selected bidder fails to complete his/her obligations under the contract or any data breaches/ harm/ data loss/ damages happened in our system. The Bank shall notify the selected bidder in writing before invoking the Bank Guarantee.

13. Award of Contract:

HO: NTR Sahakara Bhavan, # 29-27-28, Governorpet, Vijayawada-520 002.
Website: <http://www.apcob.org> Email: iscell@apcob.org

13.1. Bidders to submit the quote for "" based on the Broad Scope of Work / Specifications detailed under Annexure - 1.

13.2. The lowest quote as per the offer letter will be selected as L1 bidder and Bank will notify the name of the selected bidder through Email/Letter/Purchase Order.

13.3. The contract shall be awarded and order shall be issued to the selected successful bidder.

13.4. The selected bidder shall submit the acceptance of the order within Three working days from the date of receipt of order. No conditional or qualified acceptance shall be permitted.

14. Payment Terms:

14.1. Bank will issue Purchase Order and the selected bidder shall raise invoices on APCOB Coordinating bank at the time of issuing purchase order or at the time of raising the invoices., GST number and address to which invoice has to be raised will be informed to the selected bidder.

14.2. The selected bidder shall submit invoices and other documents like test reports with recommendations, if any as per the terms duly authenticating on each document along with the request letter for payment including Bank Signoff with Banks designated official's signature.

14.3. 25% of the payment will be released after commencement of Audit, 25% of the payment will be released after completion of IS Audit and remaining 50% will be released after submitting of final reports as per the scope mentioned in the RFP.

14.4. Payment will be released after deducting applicable TDS.

14.5. The Payments will be released through NEFT /RTGS and the selected Bidder has to provide Bank details like Account No., Bank Name, Branch and IFS Code etc.

15. General Terms & Conditions:

15.1. The offer submitted and prices quoted therein shall be valid for a period of 60 days from the date of submitting the Bid. Bid valid for any shorter period shall be rejected by the Bank.

- 15.2. The selected bidder shall not subcontract or permit anyone other than its personnel to perform any of the work or service or other performance required of the vendor under the contract without prior written consent from the Bank.
- 15.3. The selected bidder shall manage the activities of its personnel or others engaged in the project and shall be accountable for all the personnel deployed / engaged in the project.
- 15.4. The selected bidder shall Conduct Information System Audit of the Andhra Pradesh State Cooperative Bank, 13 DCCBs in Andhra Pradesh and Cyber Security Audit (for selected 9 DCCBs). The selected bidder has to complete the Performance Testing process and submit the report/ and recommendations to Bank within Six (6) Weeks from the date of acceptance of Purchase Order.
- 15.5. Non completion of Information System Audit as well as Cyber Security Audit for the 9 DCCBs and submission of reports /and recommendations within Six (6) Weeks from the date of acceptance of Purchase Order will attract Penalty at 0.50% of the total order value per week or part thereof subject to a maximum of 5% of the total order value. The Bank reserves the right to cancel the Purchase Order either fully or partly if there is inordinate delay in execution of any of the part of the Assignment.
- 15.6. All incidental expenses like TA, DA, HA and Transportation etc., should be borne by the Bidder. Local conveyance will be provided by respective Banks while visiting HO/Branches and transportation while moving from one DCCB to other DCCB.
- 15.7. No additional costs will be paid other than ones mentioned in this document.
- 15.8. Please note that submission of bid does not automatically entitle for the contract work. Bank reserves the right to reject any or all offers without assigning any reason whatsoever. Decision of the Bank is final and binding.
- 15.9. Hardware, if any, required for deploying the solution required for conducting Information System Audit will be provided by the Bank.
- 15.10. All the required approved, authenticated Software and Tools if any for conducting the performance testing to be provided by the selected bidder without any additional cost to the Bank.

15.11. All the pre requisites covering the entire Scope of Work to be provided along with technical bid. If not submitted, it is the responsibility of the bidder to provide the same without any additional cost to the Bank.

16. Erasure or Alterations:

The Offers containing erasures or alterations, or overwriting may not be considered. There should be no hand-written material, corrections, or alterations in the offer. Technical details must be filled in. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "Ok", "Accepted", "Noted", "as given in brochure/manual" is not acceptable. The Bank may treat such Offers as not adhering to the tender guidelines and as unacceptable.

17. Acceptance of Offer:

17.1. The Bank reserves its right to reject any or all the offers without assigning any reason thereof whatsoever.

17.2. The Bank will not be obliged to meet and have discussions with any bidder and/or to entertain any representations in this regard.

17.3. The bids received and accepted will be evaluated by the Bank to ascertain the best and lowest bid in the interest of the Bank. However, the Bank does not bind itself to accept the lowest or any Bid and reserves the right to reject any or all bids at any point of time prior to the order without assigning any reasons whatsoever. The bank reserves the right to retender the RFP with or without modifications. Bank shall not be obliged to inform the affected bidder(s) of the grounds for the Bank's rejection.

17.4. The bidder including those, whose tender is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by him/her through or in connection with his/her submission of tenders, even though the Bank may elect to modify /withdraw the tender.

18. Intellectual Property Rights:

18.1. Bidder warrants that the inputs provided shall not infringe upon any third party intellectual property rights, including copyrights, patents and other intellectual property rights of any nature whatsoever. Bidder warrants that the deliverables shall not infringe upon any third-party intellectual property rights, including copyrights, patents and other intellectual property rights of any nature whatsoever. The bidder should ensure that the Hardware and Software supplied to the Bank shall not infringe the third-party intellectual property rights, if any. The bidder

has to ensure that third party rights are not infringed even in case of equipment /software supplied on behalf of consortium as bidder.

- 18.2.** In the event that the deliverables become the subject of claim of violation or infringement of a third party's intellectual property rights, bidder shall at its choice and expense: [a] procure for Bank the right to continue to use such deliverables; [b] replace or modify such deliverables to make them non-infringing, provided that the same function is performed by the replacement or modified deliverables as the infringing deliverables; or [c] if the rights to use cannot be procured or the deliverables cannot be replaced or modified, accept the return of the deliverables and reimburse Bank for any amounts paid to bidder for such deliverables, along with the replacement costs incurred by Bank for procuring an equivalent equipment in addition to the penalties levied by Bank. However, Bank shall not bear any kind of expense, charge, fees or any kind of costs in this regard. Notwithstanding the remedies contained herein, the bidder shall be responsible for payment of penalties in case service levels are not met because of inability of the Bank to use the proposed solution.
- 18.3.** The indemnification obligation stated in this clause apply only in the event that the indemnified party provides the indemnifying party prompt written notice of such claims, grants the indemnifying party sole authority to defend, manage, negotiate or settle such claims and makes available all reasonable assistance in defending the claims [at the expenses of the indemnifying party]. Notwithstanding the foregoing, neither party is authorized to agree to any settlement or compromise or the like which would require that the indemnified party make any payment or bear any other substantive obligation without the prior written consent of the indemnified party. The indemnification obligation stated in this clause reflects the entire liability of the parties for the matters addressed thereby.
- 18.4.** The bidder acknowledges that business logics, workflows, delegation and decision-making processes of Bank are of business sensitive nature and shall not be disclosed/referred to other clients, agents or distributors of Hardware/Software.

19. Indemnity:

- 19.1.** The bidder shall keep and hold the Bank indemnified and harmless from time to time and at all times against all actions, proceedings, claims, suits, liabilities(including statutory liability), penalties, demands, charges, costs (including legal costs) and expenses, damages, losses and any other expenses which may be caused to or suffered by or made or taken against the Bank arising out of:

- a) The breach, default or non-performance of undertakings, warranties, covenants or obligations by the bidder.
- b) Any contravention or Non-compliance with any applicable laws, regulations, rules, statutory or legal requirements by the bidder;

19.2. The bidder shall indemnify, protect and save the Bank against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of solution supplied by them.

- a) All indemnities shall survive notwithstanding expiry or termination of the contract and bidder shall continue to be liable under the indemnities.
- b) The limits specified in the above said clause shall not apply to claims made by the Bank/third parties in case of infringement of Intellectual property rights or for claims relating to the loss or damage to real property and tangible personal property and for bodily injury or death and in these cases the liability will be unlimited.
- c) All employees engaged by the bidder shall be in sole employment of the bidder and the bidder shall be solely responsible for their salaries, wages, statutory payments etc. That under no circumstances shall the Bank be liable for payment or claim or compensation (including but not limited to compensation on account of injury/ death / termination) of any nature to the employees and personnel of the bidder.

19.3. Bidder's aggregate liability shall be subject to an overall limit of the total Cost of the project.

20. Confidentiality and Non- Disclosure:

20.1. The bidder shall take all necessary precautions to ensure that all confidential information is treated as confidential and not disclosed or used other than for the purpose of project execution. Bidder shall suitably defend, indemnify Bank for any loss/damage suffered by Bank on account of and to the extent of any disclosure of the confidential information. The bidder shall furnish an undertaking as given in Appendix D.

20.2. No media release/public announcement or any other reference to the RFP or any program there under shall be made without the written consent of the Bank, by photographic, electronic or other means.

21. Force Majeure:

- 21.1. The selected bidder shall not be liable for default or non-performance of the obligations under the contract, if such default or non-performance of the obligations under this contract is caused by any reason or circumstances or occurrences beyond the control of the selected bidder, i.e., Force Majeure.
- 21.2. For the purpose of this clause, "Force Majeure" shall mean an event beyond the control of the selected bidder, due to or as a result of or caused by acts of God, wars, insurrections, riots, earthquake and fire, events not foreseeable but does not include any fault or negligence or carelessness on the part of the selected bidder, resulting in such a situation.
- 21.3. In the event of any such intervening Force Majeure, the selected bidder shall notify the Bank in writing of such circumstances and the cause thereof immediately within five calendar days. Unless otherwise directed by the Bank, the selected bidder shall continue to perform / render / discharge other obligations as far as they can reasonably be attended / fulfilled and shall seek all reasonable alternative means for performance affected by the Event of Force Majeure.
- 21.4. In such a case, the time for performance shall be extended by a period (s) not less than the duration of such delay. If the duration of delay continues beyond a period of one month, the Banks and the selected bidder shall hold consultations with each other in an endeavor to find a solution to the problem. Notwithstanding above, the decision of the Bank shall be final and binding on the selected bidder.

22. Resolution of Disputes:

All disputes and differences of any kind whatsoever, arising out of or in connection with this Offer or in the discharge of any obligation arising under this Offer (whether during the course of execution of the order or after completion and whether beyond or after termination, abandonment or breach of the Agreement) shall be resolved amicably. In case of failure to resolve the disputes and differences amicably the matter may be referred to a sole arbitrator mutually agreed upon after issue of at least 30 days' notice in writing to the other party clearly setting out there-in the specific disputes. In the event of absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrators; one to be nominated by each party and the said arbitrators shall appoint a presiding arbitrator. The provisions of the Indian Arbitration and Conciliation Act, 1996, shall govern the arbitration. The venue of arbitration shall be Vijayawada, India.

The auditors fulfilling above criteria are requested to submit quotation and send the soft copy (signed & Scanned) to ciso@apcob.org & iscell@apcob.org along with copies of relevant certificates/ documents to Chief Information Security officer (CISO), latest by 30.12.2023, 5:00 PM

Note: The applicant can find the quotation form as Annexure-3 to this notification and can be downloaded from website under 'Notifications' tab and also in Gem Portal.

Annexure -1 : Application/Firm Details

Annexure -2 : Scope

Annexure -3 : Quotation Format

Annexure -4 : Commercial Bill of Material

Appendix-A Proforma of Bank Guarantee in lieu of EMD
Appendix-B Proforma of Performance Bank Guarantee
Appendix-C Bid Security Declaration
Appendix- D Non-Disclosure Agreement

Applicant/Firm Details

Sl. No	Particulars	
1	Name of the firm & Date of the Incorporation	
2	Name of the coordinating person from Bidding firm & Designation with telephone and email details etc.,	
3	Company Head Office / Registered Office with Address :	
4	Contact Nos. and e-mail address	Mobile No. _____ E-mail id: _____
5	Total amount quoted to conduct IS Audit of The Andhra Pradesh State Cooperative Bank, 13 dccbs and Cyber Security Audit for 9 DCCBs in Andhra Pradesh and its Data Centre (DC) at CtrlS, Madapur, Hyderabad & Data Recovery (DR) at Pi data centre Mangalagiri, and ASP Data centre at Netmagic Vicroli Mumbai & DR Netmagic Bangalore	

Any pending or past litigation (within three years)? If so, please provide details like claims and complaints received (About the Company or services provided by the case as the case may be)	Yes/Ni/ Comments if the reply is "Yes".
--	---

I/We hereby declare that all the information submitted by me/us is true and the certificates/documents attached are genuine. In case any information/documents is found as untrue/misleading, the Bank may take necessary action, including Blacklisting of the firms/members, as it may deem fit.

Signature & Stamp Date:

Place:

NOTE: Bank reserves the right to ask for original copy of enclosed certificates for verification.

Annexure -2



**The Andhra Pradesh
State Cooperative
Bank Ltd.**

(A State Partnered Scheduled Bank)



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, and Process & People of the undernoted locations:

1. Data Center at CtrlS Hyd and Netmagic Mumbai
2. Data Recovery Center at Pi data center Mangalagiri, Guntur District, Andhra Pradesh and Netmagic Bangalore, Karnataka
3. CBS endpoint applications, Servers, Interfaces, Network & Other Devices, Active Directory etc.,
4. Mobile Banking Application for APCOB and Seven (7) DCCBs (Chittoor, Eluru, Guntur, Krishna, Nellore, Vizag & Srikakulam respectively), Internet Banking for APCOB & DCCBs.
5. 3rd party product & Interfaces .
6. VAPT

DETAILED SCOPE OF AUDIT

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

A. Policy, Procedures, Standard Practices & other regulatory requirements:

1. Bank's IT and IS Policy & Procedures, Cyber Security Policy, BCP & DRP Policy, IT Assess Management Policy, Internet Banking Policy, E-waste Policy, Password Management Policy
2. RBI/NABARD guidelines on Information Security & other legal requirements.
3. Best practices of the industry including ISACA's Guidelines/ISO 27001-2022/ CSA (Cloud Security Alliance).

B. Physical and Environmental Security

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 etc.
4. Electrical supply, Redundancy of power level, Generator, UPS capacity.
5. Surveillance systems of DC / DRC
6. Physical & environmental controls.

C. Operating Systems Audit of Servers, Systems and Networking Equipment

1. Setup & maintenance of Operating Systems Parameters
2. Updating of OS Patches
3. OS Change Management Procedures
4. Use of root and other sensitive Passwords

5. Vulnerability assessment & hardening of Operating systems.
6. Users and Groups created, including all type of users_ management ensuring password complexity, periodic changes etc.
7. File systems security of the OS
8. Review of Access rights and privileges.
9. Review of Log Monitoring, its sufficiency, security, maintenance and backup.

D. Application-level Security Audit

1. Only authorized users should be able to edit, input or update data in the applications or carry out activities as per their role and/or functional requirements
2. User maintenance, password policies are being followed are as per bank's IT security policy
3. Segregation of duties and accesses of production staff and development staff with access control over development, test and production regions.
4. Review of all types of Parameter maintenance and controls implemented.

5. Authorization controls such as Maker Checker, Exceptions, Overriding exception & Error condition.
6. Change management procedures including testing & documentation of change.
7. Application interfaces with other applications and security in their data communication.
8. Search for back door trap in the program.
9. Check for commonly known holes in the software.
10. Identify gaps in the application security parameter setup in line with the banks security policies and leading best practices
11. Audit of management controls including systems configuration/ parameterization & systems development.
12. 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.
13. To review all types of Application Level Access Controls including proper controls for access logs and audit trails for ensuring Sufficiency & Security of Creation, Maintenance and Backup of the same.

E. Audit of DBMS and Data Security

1. Authorization, authentication and access control are in place.
2. Audit of data integrity controls including master table updates.
3. Confidentiality requirements are met.
4. Logical access controls which ensure the access to data is restricted to authorized users.
5. Database integrity is ensured to avoid concurrency problems.
6. Separation of duties.
7. Database Backup Management.
8. Security of oracle systems files viz. control files, redo log files, archive log files, initialization file, configuration file, Table space security etc.
9. Password checkup of Systems and Sys Users (default password should not be there)
10. Checking of database privileges assigned to DBAs

F. Network Security architecture of the entire network including:

1. Understanding the traffic flow in the network at LAN & WAN level.
 2. Audit of Redundancy for Links and Devices in CBS Setup.
 3. Analyze the Network Security controls, which include study of logical locations of security components like firewall, IDS/IPS, proxy server, antivirus server, email systems, etc.
 4. Study of incoming and outgoing traffic flow among web servers, application servers and database servers, from security point of view.
- 4
5. Routing protocols and security controls therein.
 6. Study and audit of network architecture from disaster recovery point of view.
 7. Privileges available to Systems Integrator and outsourced vendors.

8. Review of all types of network level access controls, logs, for ensuring sufficiency & security of creation, maintenance and backup of the same.
9. Secure Network Connections for CBS, ATM and Internet Banking including client/browser based security.
10. Evaluate centralized controls over Routers installed in Branches & their Password Management.
11. Checking of VLAN Architecture
12. TCP ports
13. Checking of Firewall Access control List
14. Routers and Switches are using AAA model for all
 1. User authentication
15. Enable passwords on the Routers are encrypted form and password comply with minimum characters in length.
16. Local and remote access to network devices is limited and restricted.

G. Audit of ATM Switch, ATM Card Management, ATM and Internet Banking (View)PIN management

1. Audit of ATM Switch covering Application,
 1. Network Security, Switch Functionality, Interface,
 2. Audit Trails, transmission security, authorization,
 3. Fallback / fail over procedures, Status Update, compliance to VISA & other standards.
2. PIN Management (Generation & Re-generation etc.) of ATMs and Internet Banking.
 3. Adequacy of security defences.
 4. Scalability for expanding network in future & sharing arrangements.
 5. Connectivity to other networks
6. Card management (Delivery of cards / PIN, hot listing of cards and reconciliation with settlement agency.)
7. ATM Switch operational controls, & Reconciliation/ I Backup & Recovery

H. Testing

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. Synchronization between DC & DRC databases.
9. DR Services to be up for Branches, as per RTO & RPO of BCP.

I.VAPT Scope:

General Controls of the system:

- i. Access Control and Authentication
- ii. Password and Account policies
- iii. Patches and periodical updates

Configuration Audit for Network & Critical Security Devices:

- i. Access control; System authentication process and procedures
- ii. Auditing and logging
- iii. System insecurities; Unnecessary services

HO: NTR Sahakara Bhavan, # 29-27-28, Governorpet, Vijayawada-520 002.

Website: <http://www.apcob.org> Email: iscell@apcob.org

- iv. Remote login settings; Latest Software version and patches if any
- J. Penetration Testing – Scope:
- 1. Checking for strong authentication mechanism
 - 2. Testing of SQL, XSS and other web application related vulnerabilities
 - 3. Testing of information disclosure such as IP disclosure
 - 4. Identifying potential backdoors if any, checking of older vulnerable version
 - 5. Missing patches and versions
 - 6. Checking of vulnerabilities based on version of devices/servers
 - 7. Testing of default passwords, DOS and DDOS vulnerabilities
 - 8. Testing should cover OWASP TOP 10 attacks but shall not be restricted to. Best industry assessment standard PT to be ensured.

K. Others:

Vendor Risk Assessment covering the aspects Like:

- i. Assets information Security Risk in outsourced vendor operations
- ii. Conducting risk assessment for the outsourced vendor services for carrying out key operational process of the bank.
- iii. To assess whether the outsourced vendor/s comply with IT/IS policy of the bank wherever applicable in comparing with SLA/MSA, ISO 27001:2013 Standard, SOC2 report as the case may be.
- iv. To assess whether the outsourced vendor/s of the bank meet/incorporate adequate level of security controls commensurate with the business information they receive/store/process from or on behalf of the bank.

J. As a part of the IS Audit, Risk Assessment is to be conducted for the ICT(Information and Communication Technology)

- i) Evaluating the security needs of the current state IT Infrastructure of the Bank
- ii) Database, systems, setup, configuration etc.
- iii) OS setup, configurations, tuning, baseline controls etc.,
- iv) Evaluation of the existing design of Bank's Security Architecture etc.,

K. Others

- 1. Inventory movement controls & maintenance, equipment maintenance and disposal measures, change & configuration management processes,
- 2. Audit of Logging and monitoring processes
- 3. Audit of Delivery channels, 3rd Party Products and various other interfaces NGRTGS, NEFT, NACH, CTS and E-mail Systems which are integrated with the Core Systems.
- 4. VAPT of entire Network, Firewalls, Mobile Banking, Internet Banking, websites.

L. Cyber Security Audit:

- i. Gap Assessment of Cyber Security controls vis-à-vis controls applicable under NABARD circular EC o.32/33 o Cyber Security Framework dated:06 February 2020 and other relevant circulars or guidelines from NABARD, RBI and applicable government agencies.
- ii. Overall cyber risk assessment of the Banks as per the industry standards and best practices, in addition to the gap assessment indicated in the above point. Providing necessary detailed recommendations or action/control to remediate the identified gaps during the audit.

- iii. Core IT Operations -Application security controls, Change Management, IT Operation Management, Incident /Problem management, Internal & External interfaces , Bulk Transaction Posting, System Generated Transactions , Reports generation , Access Controls, Assets and Infrastructure Security.
- iv. IT/Cyber Security Governance – Policies , Procedures , Business Continuity Plan, Disaster Recovery Plan.
- V. Cyber Security Controls Review – Architecture Network, server and End Point Security, Cyber Security Incident and Fraud Management, Overall Risk Management, VAPT review, Patching, Hardening, Encryption, Training & Awareness etc.
- vi. Regulatory Compliances, Data Protection.
- vii. IS Audit - Audit Policy and Processes, Independent Assurances of IS Audit Function, Scoping, Assessment of Effectiveness of IS Audit etc.
- viii. IT Outsourcing /Third Party / Vendor Management Service Level Agreements (SLA), Non-Disclosure Agreements, Risk Management, Business Continuity, Audit , Compliance Monitoring etc.(Audit of Vendor Infrastructure may be excluded).

//On the letter head of the Agency/Firm//

Annexure-3

Quotation

To
 The General Manager & Chief Information Security Officer(CISO),
 The AP State Coop Bank Ltd.,
 Head Office, Vijayawada.

Sir,

We herewith submit the Quotation to conduct Information System (IS) Audit for The A.P. State Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data Recovery and Cyber Security Audit for 9 DCCBs.

Quotation for AP State Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data Recovery	
(In. Rupees)	
Particulars of area to be Audited	Quoted Amount
APCOB, Srikakulam, Vizianagaram, Visakhapatnam, Eluru, Prakasam, Kurnool, Kakinada, Krishna, Guntur, Nellore, Kadapa, Anantapur, Chittoor DCCBs	

Data Centre at Netmagic Mumbai and DR Netmagic Bangalore & DC at CtrlS Madhapur Hyd and DR Pi Data Centre Mangalagiri.	
APCOB HO & 2 Branches	
Srikakulam DCCB HO & 2 Branches	
Vizianagarm DCCB HO & 2 Branches	
Visakhapatnam DCCB HO & 3 Branches	
Kakinada DCCB HO & 5 Branches	
Eluru DCCB HO & 3 Branches	
Krishna DCCB HO & 6 Branches	
Guntur DCCB HO & 4 Branches	
Prakasam DCCB HO & 3 Branches	
Nellore DCCB HO & 2 Branches	
Kadapa DCCB HO & 2 Branches	
Kurnool DCCB HO & 2 Branches	
Anathapur DCCB HO & 3 Branches	
Chittoor DCCB HO & 4 Branches	
Cyber Security Audit – Chittoor, Anantapur, Kurnool, Kadapa, Prakasam, Nellore, Kakinada, Visakhapatnam, Vizianagaram	
Total Amount	

I/We hereby declare that the quoted amount submitted by me/us is the final amount (inclusive of all taxes). In case any deviation is found, the Bank may take necessary action, including Blacklisting of the firms/members, as it may deem fit.

Signature & Stamp

Place & Date:

Annexure – 4
Commercial Bill of Material

Date: DD/MM/YY

To
The General Manager & Chief Information Security Officer (CISO),
The AP State Coop Bank Ltd.,
Head Office, Vijayawada

Dear Sir,

SUB: Conducting of Information System (IS) Audit for The A.P. State Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data Recovery and Cyber

Security Audit for 9 DCCBs (Chittoor, Anantapur, Kurnool, Kadapa, Prakasam, Nellore, Kakinada, Visakhapatnam, Vizianagaram).

Ref: Your RFP ref no

Note:

- These details should be submitted on the letter head of the Bidder and should be signed by the Authorized signatory with name seal of the Company.
- Do not change the structure of the format nor add any extra items.
- No counter condition / assumption in response to commercial bid will be accepted. Bank has right to reject such Bid.

(Amount in Excluding GST)

SI No	Item Description	Charges
1	Professional fee for conducting Information System (IS) Audit for The A.P. State Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data Recovery and Cyber Security Audit of 9 DCCBs (Chittoor, Anantapur, Kurnool, Kadapa, Prakasam, Nellore, Kakinada, Visakhapatnam, Vizianagaram)	
Grand Total		
Amount in Words:		

NOTE:

1. We are agreeable to the payment schedule as per Payment terms of this RFP.
2. Charges quoted for the line items above are for conducting Information System (IS) Audit
3. Bank shall pay all applicable taxes, the present GST being 18%.
4. If there is a discrepancy between words and figures, the rate/ amount in words shall prevail.

Date:

Signature:

Name:

Designation:

Appendix - A
Proforma of Bank Guarantee in lieu of EMD

DD/MM/YYYY

To,

The General Manager & Chief Information Security Officer (CISO),
The AP State Coop Bank Ltd.,
Head Office, Vijayawada Andhra Pradesh

Dear Sir,

HO: NTR Sahakara Bhavan, # 29-27-28, Governorpet, Vijayawada-520 002.
Website: <http://www.apcob.org> Email: iscell@apcob.org

WHEREAS.....(Company Name) registered under the Indian Companies Act 1956 amended 2013 and having its Registered Office at India (hereinafter referred to as "the VENDOR") proposes to tender and offer in response to tender Ref. No. XXXX dated XXXXXXX. (hereinafter called the "TENDER")

AND WHEREAS, in terms of the conditions as stipulated in the TENDER, the VENDOR is required to furnish a Bank Guarantee in lieu of the Earnest Money Deposit (EMD), issued by a scheduled commercial bank in India in your favour to secure the order of the RFP in accordance with the RFP Document (which guarantee is hereinafter called as "BANK GUARANTEE")

AND WHEREAS the VENDOR has approached us, for providing the BANK GUARANTEE. AND WHEREAS at the request of the VENDOR and in consideration of the proposed TENDER to you, WE,havingOffice at.....,India have agreed to issue the BANK GUARANTEE.

THEREFORE, WE,, through our local office at India furnish you the Bank GUARANTEE in manner hereinafter contained and agree with you as follows:

1. We....., undertake to pay the amounts due and payable under this Guarantee without any demur, merely on demand from you and undertake to indemnify you and keep you indemnified from time to time to the extent of Rs.....(Rupeesonly) an amount equivalent to the EMD against any loss or damage caused to or suffered by or that may be caused to or suffered by you on account of any breach or breaches on the part of the RFP of any of the terms and conditions contained in the RFP and in the event of the VENDOR commits default or defaults in carrying out any of the work or discharging any obligation in relation thereto under the RFP or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand pay to you such sum or sums not exceeding the sum of Rs.....(Rupees..... only) as may be claimed by you on account of breach on the part of the VENDOR of their obligations in terms of the RFP.
2. Notwithstanding anything to the contrary contained herein or elsewhere, we agree that your decision as to whether the VENDOR has committed any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to

establish your claim or claims under Bank Guarantee but will pay the same forthwith on your demand without any protest or demur.

3. This Bank Guarantee shall continue and hold good until it is released by you on the application by the VENDOR after expiry of the relative guarantee period of the RFP and after the VENDOR had discharged all his obligations under the RFP and produced a certificate of due completion of work under the said Tender and submitted a "No Demand Certificate" provided always that the guarantee shall in no event remain in force after the day of without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.
4. Should it be necessary to extend Bank Guarantee on account of any reason whatsoever, we undertake to extend the period of Bank Guarantee on your request under intimation to the VENDOR till such time as may be required by you. Your decision in this respect shall be final and binding on us.
5. You will have the fullest liberty without affecting Bank Guarantee from time to time to vary any of the terms and conditions of the Tender or extend the time of performance of the Tender or to postpone any time or from time to time any of your rights or powers against the VENDOR and either to enforce or forbear to enforce any of the terms and conditions of the said RFP and we shall not be released from our liability under Bank Guarantee by exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the VENDOR or any other forbearance, act or omission on your part or any indulgence by you to the VENDOR or by any variation or modification of the RFP or any other act, matter or things whatsoever which under law relating to sureties, would but for the provisions hereof have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of Rs.....(Rupees.....only) as aforesaid or extend the period of the guarantee beyond the said day of unless expressly agreed to by us in writing.
6. The Bank Guarantee shall not in any way be affected by your taking or giving up any securities from the VENDOR or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be of the VENDOR.
7. In order to give full effect to the guarantee herein contained, you shall be entitled to act as if we were your principal debtors in respect of all your claims against the VENDOR hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety ship and other rights, if any, which are in any way inconsistent with any of the provisions of Bank Guarantee.
8. Subject to the maximum limit of our liability as aforesaid, Bank Guarantee will cover all your claim or claims against the VENDOR from time to time arising

out of or in relation to the said RFP and in respect of which your claim in writing is lodged on us before expiry of Bank Guarantee.

9. Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax or registered post to our local address as aforesaid and if sent accordingly it shall be deemed to have been given when the same has been posted.
10. The Bank Guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees here before given to you by us (whether jointly with others or alone) and now existing uncanceled and that Bank Guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.
11. The Bank Guarantee shall not be affected by any change in the constitution of the VENDOR or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure to the benefit of and be available to and be enforceable by the absorbing or amalgamated company or concern.
12. The Bank Guarantee shall come into force from the date of its execution and shall not be revoked by us any time during its currency without your previous consent in writing.
13. We further agree and undertake to pay you the amount demanded by you in writing irrespective of any dispute or controversy between you and the VENDOR.
14. Notwithstanding anything contained herein above;
 - i) our liability under this Guarantee shall not exceed Rs.....(Rupees.....only) ;
 - ii) this Bank Guarantee shall be valid upto and including the date ;and iii) we are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before the expiry of this guarantee.
15. We have the power to issue this Bank Guarantee in your favour under the Memorandum and Articles of Association of our Bank and the undersigned has full power to execute this Bank Guarantee under the Power of Attorney issued by the Bank.

For and on behalf of

Branch Manager

Seal & Address

Appendix - B
Proforma of Bank Guarantee for Contract Performance

(To be submitted on Non-Judicial stamp paper of appropriate value Purchased in the name of the issuing Bank)

To,

The General Manager & Chief Information Security Officer (CISO),
The AP State Coop Bank Ltd.,
Head Office, Vijayawada Andhra Pradesh

WHEREAS (Name and address of M/s XXXX Ltd (hereinafter referred to as "the CONTRACTOR") has undertaken to conduct Information System Audit of the Andhra Pradesh State Cooperative Bank, 13 DCCBs in Andhra Pradesh as per their purchase order/contract dated _____ with you (hereinafter referred to as "the Contract")

AND WHEREAS in terms of the Conditions as stipulated in the Contract, the CONTRACTOR is required to furnish, a Bank Guarantee by way of Performance Guarantee, issued by a Scheduled Bank in India, in your favour, as per Clause _of the CONTRACT, to secure due and satisfactory compliance of the obligations by the CONTRACTOR on their part, in accordance with the CONTRACT, (which guarantee is hereinafter called as "the PERFORMANCE GUARANTEE)".

AND WHEREAS the CONTRACTOR has approached us, (Name of the issuing Bank) for providing the PERFORMANCE GUARANTEE,

AND WHEREAS in consideration of the fact that the CONTRACTOR is our valued constituent and the fact that he has entered into the CONTRACT with you, WE (Name of the Bank) having our Registered Office at, .and local office at ,India have agreed to issue the PERFORMANCE GUARANTEE,

THEREFORE WE (Name of the issuing Bank) through our local office at

India furnish you the PERFORMANCE GUARANTEE in manner hereinafter contained and agree with you as follows:

We (Name of the issuing Bank), undertake to indemnify you and keep you indemnified from time to time to the extent of Rs (Rupees) an amount equivalent to 10% of the Contract Price against any loss or damage caused to or suffered by or that may be caused to or suffered by you on account of any breach or breaches on the part of the CONTRACTOR of any of the terms and conditions contained in the Contract and in the event of the CONTRACTOR default or defaults in carrying out any of the work or discharging any obligation in relation thereto under the CONTRACT or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand pay to you such sum or sums not exceeding the sum of Rs (Rupees) may be claimed by you on account of breach on the part of the CONTRACTOR of their obligations in terms of the CONTRACT.

Notwithstanding anything to the contrary we agree that your decision as to whether the CONTRACTOR has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims under Performance Guarantee but will pay the same forthwith on your demand without any protest or demur.

This Performance Guarantee shall continue and hold good until it is released by you on the application by the CONTRACTOR after expiry of the relative guarantee period of the Contract and after the CONTRACTOR had discharged all his obligations under the Contract and produced a certificate of due completion of the work under the Contract and submitted a "No Demand Certificate" provided always that the guarantee shall in no event remain in force after the day of without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of three months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.

Should it be necessary to extend Performance Guarantee on account of any reason whatsoever, we undertake to extend the period of Performance Guarantee on your request under intimation to the CONTRACTOR till such time as may be required by you. Your decision in this respect shall be final and binding on us.

You will have the fullest liberty without affecting Performance Guarantee from time to time to vary any of the terms and conditions of the Contract or extend the time of performance of the Contract or to postpone any time or from time to time any of your rights or powers against the CONTRACTOR and either to enforce or forbear to enforce any of the terms and conditions of the Contract and we shall not be released from our liability under Performance Guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being

given to the CONTRACTOR or any other forbearance, act, or omission on your part of or any indulgence by you to the CONTRACTOR or by any variation or modification of the Contract or any other act, matter or things whatsoever which under law relating to sureties, would but for the provisions hereof have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of Rs (Rupees) as aforesaid or extend the period of the guarantee beyond the said day of unless expressly agreed to by us in writing.

The Performance Guarantee shall not in any way be affected by your taking or giving up any securities from the CONTRACTOR or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be of the CONTRACTOR.

In order to give full effect to the guarantee herein contained, you shall be entitled to act as if we were your principal debtors in respect of all your claims against the CONTRACTOR hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety ship and other rights, if any, which are in any way inconsistent with any of the provisions of Performance Guarantee.

Subject to the maximum limit of our liability as aforesaid, Performance Guarantee will cover all your claim or claims against the CONTRACTOR from time to time arising out of or in relation to the Contract and in respect of which your claim in writing is lodged on us before expiry of three months from the date of expiry of Performance Guarantee.

Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax or registered post to our local address as aforesaid and if sent by post it shall be deemed to have been given when the same has been posted.

The Performance Guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us (whether jointly with others or alone) and now existing un- cancelled and that Performance Guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.

The Performance Guarantee shall not be affected by any change in the constitution of the CONTRACTOR or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will endure to the benefit of and be available to and be enforceable by the absorbing or amalgamated company or concern.

The Performance Guarantee shall come into force from the date of its execution and shall not be revoked by us any time during its currency without your previous consent in writing.

We further agree and undertake to pay you the amount demanded by you in writing irrespective of any dispute or controversy between you and the CONTRACTOR. Notwithstanding anything contained herein

i. Our liability under this guarantee shall not exceed Rs.

(Rupees_____only)

ii. This guarantee shall be valid up to__and.

iii. We are liable to pay the guaranteed amount or any part thereof under this guarantee only and only if you serve upon us a written claim or demand at Bengaluru on or before__(mention period of the guarantee as found under clause ii. above plus claim period).

We have the power to issue Performance Guarantee in your favour by statute and the undersigned has full power to execute Performance Guarantee under the Power of Attorney given to him by the Bank.

Dated this _____ day of_____2023.

For and on behalf of

_____ BRANCH

MANAGER

SEAL

ADDRESS

PLACE

Appendix - C
Bid Security Declaration

To,

The General Manager & Chief Information Security(CISO),
The AP State Coop Bank Ltd.,
Head Office, Vijayawada

Dear Sir,

SUB: Conducting of Information System (IS) Audit for The A.P. State Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data Recovery Center and Cyber Security Audit of 9 DCCBs (Chittoor, Anantapur, Kurnool, Kadapa, Prakasam, Nellore, Kakinada, Visakhapatnam, Vizianagaram)

Ref: Your RFP.

DECLARATION

We declare that if we withdraw or modify our Bids during the period of validity, or if we are awarded the contract and we fail to sign the contract, or to submit a performance bank guarantee before the deadline defined in the RFP, we note that we will be suspended for the period of 3 years from being eligible to submit Bids for contracts with Bank/s.

Signature of the Authorized Signatory with company seal:

Name of the Authorized Signatory:

Company / Organization:

Designation within Company / Organization:

Address of Company / Organization:

Place:

Date:

Appendix - 4
Non-Disclosure Agreement

(To be given on the Company's Letter Head)

WHEREAS,

we, _____, having
Registered Office at _____, herein after referred to as
the Bidder, agreeable to Conduct of Information System (IS) Audit for The A.P. State
Cooperative Bank, 13 District Cooperative Central Banks and its Data Centre & Data
Recovery hereinafter referred to as the BANKS and,

WHEREAS to Information System (IS) Audit for The A.P. State Cooperative Bank, 13 District
Cooperative Central Banks and its Data Centre & Data Recovery and/or in the aftermath
thereof, it may be necessary that the Bidder may perform certain jobs/duties on the Banks
properties and/or have access to certain plans, documents, approvals or information of the
BANKS; NOW THEREFORE, inconsideration of the foregoing, the Bidder agrees to all of the
following conditions, in order to induce the BANKS to grant the Bidder specific access to
the BANK's property/information. The Bidder will not publish or disclose to others, nor, use
in any services that the Bidder performs for others, any confidential or proprietary
information belonging to the BANKS, unless the Bidder has first obtained the BANK's written
authorization to do so.

The Bidder agrees that notes, specifications, designs, memorandum and other data shared
by the BANKS or, prepared or produced by the Bidder for the purpose of submitting the
offer to the BANKS for the said solution, will not be disclosed during or subsequent to
submission of the offer to the BANKS, to anyone outside the BANKS. The Bidder shall not,
without the Bank's written consent, disclose the contents of this Request For Quotation
(Bid) or any provision thereof, or any specification, plan, pattern, sample or information
(to be) furnished by or on behalf of the BANKS in connection there with, to any person(s)
other than those employed/engaged by the Bidder for the purpose of submitting the offer
to the BANKS and/ or for the performance of the Contract in the aftermath. Disclosure to
any employed/engaged person(s) shall be made in confidence and shall extend only so far
as necessary for the purposes of such performance.

Date:

Signature:

Name:

Designation:

