

**National Mission for Clean Ganga**

(Ministry of Jal Shakti)

Department of Water Resources, River Development & Ganga Rejuvenation

1st Floor, Major Dhyan Chand National Stadium

India Gate, New Delhi-110002

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**Tender for Conducting Security Audit of NMCG's Website**

**Tender No.: J-11011/07/2013-NGRBA**

**Issued on : 06.01.2020**

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**Tender No.: J-11011/07/2013-NGRBA****Dated: 06.01.2020****1. NOTICE INVITING TENDER (NIT)**

National Mission for Clean Ganga is the planning, financing, monitoring and coordinating body for implementation of “Namami Gange Programme”. NMCG is mandated to ensure effective abatement of pollution and conservation of the river Ganga by adopting a river basin approach for comprehensive planning and management.

National Mission for Clean Ganga (NMCG) invites sealed Bids under two envelope system (Part-I: Technical Bid and Part-II: Price Bid) from the organizations empaneled by Indian Computer Emergency Response Team (CERT-In) under the Ministry of Electronics and Information Technology, Government of India for the security audit of NMCG website as per the terms and conditions stipulated in this tender document.

The interested bidders should submit their bids to Procurement Wing, National Mission for Clean Ganga, 1st Floor, Major Dhyan Chand National Stadium, India Gate, New Delhi-110002 **on or before January 27, 2020 up-to 03:00 PM**. Technical bids will be opened on the same day at 03.30 PM in the presence of the bidders’ representatives who choose to attend. The Bids shall not be accepted beyond the stipulated date and time under any circumstances what so ever.

Earnest Money Deposit (EMD) equal to Rs.2,500 (Rupees Two Thousand Five Hundred only) in the form of demand draft in favour of the National Mission for Clean Ganga, New Delhi must be accompanied with the Bid application.

NMCG reserves the right to cancel the bid at any time or amend / withdraw any of the terms and conditions contained in the Bid Document without assigning any reason thereof.

**Director General  
National Mission for Clean Ganga**

## 2. INSTRUCTIONS TO BIDDERS

2.1. **Cost of Bid:** The bidder shall bear all costs associated with the preparation and submission of his bid and NMCG will no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

2.2. The bidder is expected to examine all instructions, forms, terms and conditions in the tender document. Failure to furnish all information required by the tender document or submission of a tender not substantially responsive to the tender document in every respect will be at the bidder's risk and may result in rejection of his bid.

### 2.3. Preparation of Bids

2.3.1. Language: Bids and all accompanying document shall be in English language. In case any accompanying documents are in other languages, it shall be accompanied by an English Translation. The English version shall prevail in matters of interpretation.

#### 2.3.2. Bid Security/ Earnest Money Deposit (EMD)

- (a) All Bids must be accompanied by Earnest Money for an amount of Rs.2,500 (Rupees Two Thousand Five Hundred only) in the form of Demand Draft issued by any Scheduled / nationalized bank of India drawn in favour of National Mission for Clean Ganga, payable at New Delhi and valid for a period of forty-five days beyond the final bid validity period.
- (b) Bidder(s) who are registered with NSIC/ MSME are exempted from furnishing the EMD. For such case, copy of the valid registration certificate must be enclosed with the bid.
- (c) The registration must remain valid till the Bid Validity period.
- (d) Bids without Earnest Money or documentary evidence for waiver of the same as indicated above shall be summarily rejected as non-responsive.
- (e) Unsuccessful bidder's EMD will be returned within 30 days from the date of placement of order to the successful bidder.
- (f) The successful bidder's EMD will be released along with the final payment to it on completion of the work. In terms of this clause and if required by the NMCG, successful bidder will have to extend validity of their bid security.
- (g) No interest is payable on the EMD.

#### 2.3.3. Format and Signing of Bid:

- (a) The bidder shall submit one copy of the tender document and addenda, if any, thereto with each page of this document signed and stamped to

confirm the acceptance of the terms and conditions of the tender by the bidder.

- (b) The documents comprising the bid shall be typed and all pages of the bid shall be signed by a person duly authorized to sign on behalf of the bidder.
- (c) Conditional bids/offers will be summarily rejected.

#### 2.3.4. **Submission of Bids:**

The bidder shall submit their offer in three separate envelopes i.e., (i) EMD, (ii) Technical Bid and (iii) Price Bid. All these three envelopes must be sealed, stamped and put in bigger envelope duly sealed and super-scribed as "**Tender for Conducting Security Audit of NMCG Website**" and must be sent to the following address by **03.00 PM on or before 27.01.2020**:

Procurement Wing,  
National Mission for Clean Ganga,  
1st Floor, Major Dhyan Chand National Stadium,  
India Gate, New Delhi-110002

The sealed cover of the Bid must consist of the following documents:

- (a) Envelope No.1: Earnest Money Deposit (EMD).
- (b) Envelope No.2: Technical Bid as per prescribed formats as per the check list and Eligibility Criteria.
- (c) Envelope No.3: Price Bid as per the prescribed format.

Bidder must submit copies of all documents required, duly signed and stamped on all pages of the bid.

2.3.5. **Validity of Bid:** The bid must remain valid and open for acceptance for a period of **90 days** from the date of opening of Technical Bid.

#### 2.3.6. **Late and Delayed Bids:**

Bids must be received not later than the date and time stipulated in the tender document. NMCG may, at its discretion, extend the deadline for submission of bids in which case all rights and obligations of NMCG and the bidder will be the same.

Any bid received by NMCG after the deadline for submission of bids, as stipulated above, shall not be considered.

Bids will be evaluated based on the information submitted by bidder. However, NMCG reserves the right to seek clarification from the bidders, if the evaluation committee considers it necessary for proper assessment of the proposal.

### **3. ELIGIBILITY CRITERIA**

- 3.1. The bidder must be an empaneled organization of CERT-In, having an empanelment certificate valid up-to June 30, 2020.
- 3.2. The bidder must have successfully completed minimum three (3) Security Audits in CPSUs / Govt. Organizations during last three years. Copy of work order and completion certificate shall be attached.
- 3.3. The bidder must have a support office located in NCR with a help desk facility in their office.
- 3.4. The bidder must submit an undertaking as in Annexure - III that it has not been blacklisted by any government department/autonomous bodies and/or any institutions.
- 3.5. The bidder should be duly registered with the relevant tax authorities such as GST, etc. and documentary evidence for such registration shall be furnished.

All bidders are requested to submit the necessary documentary evidence for the aforesaid information along with their bid.

### **4. BID PRICES**

- 4.1. The prices shall be quoted in Indian Rupees only.
- 4.2. All taxes, duties, levies applicable etc shall be clearly indicated.
- 4.3. Prices quoted must be firm and shall remain constant throughout the period of validity of bid and shall not be subject to any upward modifications, whatsoever.
- 4.4. Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation.

### **5. BID EVALUATION**

- 5.1. During Eligibility Criteria Evaluation, bidder's details shall be evaluated with reference to the required Eligibility Criteria as mentioned in this tender document and subsequently the bids of only eligible bidders shall be considered for final evaluation.
- 5.2. The price bids shall be evaluated as under:
  - 5.2.1. If there is any discrepancy between words and figures, the amount in words will prevail.
  - 5.2.2. If the Bidder does not accept the correction of the errors as above, his bid will be rejected and the Earnest Money Deposit shall be forfeited.
  - 5.2.3. The bidder whose evaluated price is found to be lowest (L-1), shall be considered for placement of Work Order for Conducting Security Audit of NCMG Website.
  - 5.2.4. NMCG reserves the right to accept or reject any or all the proposals without assigning any reason thereof.

**6. WORK PERIOD**

- 6.1. The completion of the work shall not take more than 60 working days from the date of issue of Work Order. Period which covers from commencement of initial audit of identified security vulnerabilities along with remedial solutions/recommendations, fixing those vulnerabilities by concerned department of NMCG to the issuance of final security audit certificate by the auditing firm.

**7. PAYMENT TERMS**

- 7.1. The payment will be made only after submitting the Security Audit Certificate and Security Assessment Report on completion of Security Audit of NMCG's Website.
- 7.2. No advance payment shall be made.
- 7.3. No claim on account of any price variation / escalation shall be entertained.
- 7.4. Payment will be released after deduction of TDS and other statutory dues as applicable within 15 days after the receipt of bill. No claim for interest in case of delayed payment will be entertained by the NMCG.
- 7.5. All payments under shall be made to the account of the Agency.

**8. LIQUIDATED DAMAGES**

- 8.1. If there is any delay after given time period, a Liquidated Damage (LD) @ 2% of total cost of work per week or part thereof will be deducted from the bill.
9. All disputes are subject to the jurisdiction of the Courts in New Delhi.

**10. Scope of Work**

Primary objective of the security audit exercise is to identify major vulnerabilities of the NMCG's website from internal and external threats. Once the threats are identified and reported, the auditors should also suggest acceptable and possible remedies. The website of the NMCG is hosted at National Informatics Centre (NIC) Server as mentioned below:

| <b>Organization</b>              | <b>Indicative no. of Dynamic Pages</b> | <b>Indicative no. of Static Pages</b> | <b>Indicative Total No. of Pages</b> | <b>URL</b>  |
|----------------------------------|--|---------------------------------------|--------------------------------------|---|
| National Mission for Clean Ganga | 92                                     | 45                                    | 137                                  | <a href="http://nmcg.nic.in/">http://nmcg.nic.in/</a> |

The Auditor is expected to carry out an assessment of the vulnerabilities, threats and risks that exist in the above website through Internet Vulnerability Assessment and Penetration Testing. This will include identifying remedial

solutions and recommendations for implementation of the same to mitigate all identified risks, with the objective of enhancing the security of the website. The audit of the website should be conducted in conformity with NIC audit guidelines.

- 10.1. **Audit Environment:** - Audit can be done on-site only.
- 10.2. To ensure that the website is free from the vulnerabilities, the audit exercise will need to undertake the following activities:
  - i) Identify the security vulnerabilities, which may be discovered during the security audit including Cross-site Scripting, Broken Links/ Weak Session Management, Buffer Overflows, Forceful browsing, Form/hidden field manipulation, Command Injection, Insecure use of cryptography, Cookie posting, SQL injection, Server miss-configuration, well known platform vulnerabilities, errors triggering sensitive information, leak etc.
  - ii) Password Policy
  - iii) Log Review, incident response and forensic auditing
  - iv) Integrity Checks
  - v) Virus Detection
  - vi) Identification and prioritization of various risks to the website
  - vii) Identify remedial solutions and recommendations for making the website secure & safe.
  - viii) Any other issues.
- 10.3. **Roles and Responsibilities:** The auditor responsibilities need to articulate not just the audit tasks, but also the documentation of their activities, reporting their actions etc. and providing necessary guidance to the developer as and when requested during the audit phase.
- 10.4. **Audit Report:** Security Audit Report should clearly state that these web-page(s), including the backend database and scripts, if any, are free from any vulnerability and malicious code, which could be exploited to compromise and gain.
- 10.5. **Deliverables and Audit Reports**

The selected auditor will be required to submit the following documents in printed format (2 copies each) after the security audit:

- i) A detailed report with security status and discovered vulnerabilities weakness and mis-configurations with associated risk levels and recommended actions for risk mitigations.



- ii) Summary and detailed reports on security risk, vulnerabilities and audit with the necessary counter measures and recommended corrective actions to be undertaken by NMCG.
- iii) The auditor is expected to submit the final audit report after the remedies/recommendations are implemented and confirmed with retest.
- iv) The final security audit certificate for the NMCG's website (<http://nmcg.nic.in/>) should be in compliance with the NIC standards.**
- v) All deliverables shall be in English language and in A4 size format.
- vi) The vendor will be required to submit the deliverables as per terms and conditions of this document.

**Annexure-I****Letter for Bid Submission**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

To

The Director General,  
National Mission for Clean Ganga,  
1<sup>st</sup> Floor, Major Dhyan Chand National Stadium,  
India Gate, New Delhi-110002

**Sub: Tender for Conducting Security Audit of NMCG Website****Ref: Tender No.: J-11011/07/2013-NGRBA**

Dear Sir,

I/ We, the undersigned, offer to conduct Security Audit of NMCG website. We are hereby submitting our Bid, which includes this Technical Bid and a Price Bid sealed in separate envelopes.

We, hereby declare that:

- (a) We have read carefully the various conditions of Bidding document attached hereto and hereby agree to abide by the said conditions.
- (b) We have deposited herewith the requisite Earnest Money Deposit (EMD) as per requirement of tender document.
- (or)
- We have submitted requisite documentary evidence in support for our claim on exemption from payment of EMD.
- (c) We agree to keep this Bid valid for acceptance for a period of ninety (90) days from the due date for submitting the Bid.
- (d) We also agree to abide by the conditions of the Bid Document and Terms and Conditions of the Contract as lay down by the NMCG.
- (e) Acceptance of this Bidding document shall constitute a binding contract between NMCG and us subject to the modifications, as may be mutually agreed to, between NMCG and us.

We understand that the NMCG is not bound to accept any Proposal that the NMCG receives.

Yours faithfully,

Authorized Signatory  
(with Name, Designation, Contact no. and Seal)

**Annexure-II****Profile of the Bidder**

| <b>S.No.</b> | <b>Particulars</b>   |  |
|--------------|--|--|
| 1.           | Name of the Bidder   |  |
| 2.           | Date of Registration/Incorporation<br><i>(copy of incorporation/ firm registration certificate to be submitted)</i>                            |  |
| 3.           | CERT-In Registration Number<br><i>(copy of CERT-In empanelment certificate to be submitted)</i>  |  |
| 4.           | Detailed office address of the bidder with Office Telephone Number, Fax Number, Mobile Number and E-mail along with name of the contact person |  |
| 5.           | Status of Applicant<br><i>(Proprietorship Firm/ Partnership Firm/Private Limited/Society/ (attach documentary evidence)</i>                    |  |
| 6.           | PAN Number <i>(copy to be enclosed)</i>  |  |
| 7.           | GST Tax Registration No. <i>(copy to be enclosed)</i>  |  |
| 8.           | List of Clients, Govt. as well as reputed private organizations  |  |

Signature of the Authorized Signatory  
Name  
Designation  
Name of the Bidding Entity

**Annexure-III**

**Performa for Affidavit**  
(on non-judicial stamp paper of Rs. 100/-)

I \_\_\_\_\_ Proprietor/Director/Partner of the firm M/s.\_\_\_\_\_ do hereby solemnly affirm that our firm M/s.\_\_\_\_\_ has never been blacklisted/debarred by any Government Department/ autonomous bodies and/ or any institutions and there has not been any work cancelled against them for poor performance in the last three years reckoned from the date of invitation of Bid.

Signature of the Authorized Signatory  
Name  
Designation  
Name of the Bidding Entity

**Annexure-IV****Price Bid**

To

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

The Director General,  
National Mission for Clean Ganga,  
1<sup>st</sup> Floor, Major Dhyan Chand National Stadium,  
India Gate, New Delhi-110002.

**Sub: Offer for Conducting Security Audit of NMCG Website****Ref: Tender No.: J-11011/07/2013-NGRBA**

Sir,

We quote below our firm prices for conducting security audit of NMCG website as per terms and conditions in the aforementioned tender;

| <b>S. No.</b>           | <b>Description</b>                                 | <b>Fees (In Rs.)</b> |
|-------------------------|--|----------------------|
| 1                       | Work for Conducting Security Audit of NMCG website |                      |
|                         | <i>Applicable taxes</i>                            |                      |
|                         | <b>Total</b>                                       |                      |
| <b>Rupees in Words:</b> |  |                      |

2. Quoted rates valid for 90 days from the date of opening of bid.
3. I/We accept all the terms and conditions of your Bidding document referred to above.
4. I/ We understand you are not bound to accept any proposal you receive.

Signature of the Authorized Signatory  
Name  
Designation  
Name of the Bidding Entity

### **Check List of Documents**

1. Demand Draft for Earnest Money Deposit.
2. Letter for Bid submission as per Annexure-I.
3. Profile of the Bidder as per Annexure-II.
4. Copy of Certificate of Incorporation/ Registration.
5. Copy of CERT-In empanelment certificate
6. Copy of PAN Card.
7. Copy of Registration certificate of GST, etc.
8. List of Clients, Govt. as well as reputed private organizations.
9. Copy of work order and completion certificate for the experiences claimed under clause 3.2.
10. Affidavit as per Annexure-III.
11. Price Bid as per Annexure-IV.
12. All pages of Bid document duly stamped & signed by authorized signatory