

REQUEST FOR PROPOSAL (RfP)

**Engagement of CA firms for Information Security Audit for the year
2022-23**

IMPORTANT DATES

DATE OF ISSUE OF RFP : 07-11-2022

**LAST DATE AND TIME OF
SUBMISSION OF RFP : 28-11-2022 up to 5:00 P.M**

Saurashtra Gramin Bank,
Head Office,
Audit & Inspection Department,
1st Floor, Wing - 2,
LIC Jeevan Prakash Building,
Tagore Road, Rajkot - 360 001(Gujarat)
Telephone: (0281- 2482421/22)

Notice inviting tender for Engagement of CA firm for Information Security Audit for the year 2022-23

Saurashtra Gramin Bank invites tenders from firms fulfilling criteria in two bid-systems (Technical Bid & Financial Bid) for Engagement of CA firm for Information Security Audit for the year 2022-23. General terms & conditions, Pre-qualification criteria & tender document are given on bank's website www.sgbrrb.org. The offer should be submitted in two sealed cover.

❖ **Pre-qualification criteria (Technical Bid):**

1. Technical bid as per **Annexure-B** with **Annexure-C** accepting terms and conditions must be submitted.
2. Qualifications such as CISA (offered by ISACA), CISSP (offered by (ISC) 2), or DISA (offered by ICAI or IIBF) along with two or more years of IS Audit experience in other Financial Institutions / Public /private Sector Banks are eligible.
3. CA firm for Information Security Audit should contain detailed statement giving the various particulars of the proposal covering aspects of the applicant like name and location, year of establishment, names of its partners, staff, their qualification, experience, registration number of the firm/ LLP, Qualifications such as CISA (offered by ISACA), CISSP (offered by (ISC)2), or DISA (offered by ICAI or IIBF), Certificate of Practice details, methodology proposed and all other such relevant particulars in the format given in **Annexure B**.
4. Copy of **Income Tax PAN, GST Certificate** should be attached in Technical Bid Documents.
5. Any existing Engagement with Govt., SBI or any other public sector/ private bank/ other banks should be provided.
6. It is compulsory that CA firms Head Office or Branch office should be in the area of operation of the Bank i.e. in 11 districts of Saurashtra region, otherwise application will be considered rejected ab-initio.
7. All attachments must be in A4 Page Setup & Prescribe Format only (Like Annexure – A, B, C, D, E)
8. Financial Bid will be opened only of technically qualified CA firms for Information Security Audit .

Rates to be quoted most competitive. The prices will be inclusive of all taxes, lodgings, boarding and transportation but excluding GST.

Bank reserves its right for rejection of CA firms without any intimation and the Bank also reserves the right to call for fresh quotes at any time during the period, if found necessary.

CA firm for Information Security Audit has to submit two covers as under:

Cover : 1

In separate cover with following documents must be submitted with Technical Bid & heading on the cover should be **“TECHNICAL BID FOR Engagement of IS Audit (CA firm name / Address with Mobile No.)”**

Sr No	Photocopies of following documents to be submitted with Technical Bid
1	Signed Technical Bid accepting terms and conditions in <u>Annexure-B & Annexure - C</u>
2	Profile of company / firm registration certificate / Partnership deed /Memorandum of Association / Article of Association and forwarding letter including strength of staff
3	I.T.PAN, GST Certificate
4	Photo copy of valid CISA/DISA certificate
5	Experience letter
6	Declaration as per annexure- D

Cover: 2

Financial Bid (Annexure -F) should be submitted in Separate Cover with heading on Cover **“FINANCIAL BID FOR ENGAGEMENT of IS Audit (CA firm name / Address with Mobile No.)”**

Bids must be received at General Manager, Saurashtra Gramin Bank, Head Office, 1st floor, Wing – 2, LIC Jeevan Prakash Building, Tagore Road, Rajkot, before or up to 17.00 PM on 28.11.2022. Late applications will not be accepted under any circumstances. No special pleadings will be entertained. E-mail applications shall not be accepted.

After the expiry of time for submission of application, the envelope would be opened in respect of all the applicants to verify the compliance of the applicants with the prescribed Technical Evaluation requirements.

Yours faithfully,

GENERAL MANAGER

A. Eligibility criteria

- I. Applicant should possess qualifications such as CISA (offered by ISACA), CISSP (offered by (ISC) 2), or DISA (offered by ICAI or IIBF) along with two or more years of IS Audit experience in other Financial Institutions / Public /private Sector Banks.
- II. CA firm for Information Security Audit should not have been terminated/eliminated by SGB or other Financial Institutions / Public /private Sector Banks due to unsatisfactory performance in past.
- III. Auditors should not have been disqualified under section 141 of the Companies Act, 2013 to accept this appointment.
- IV. It is compulsory that IS Auditor firm's Head Office or Branch office should be in the area of operation of the Bank i.e. in 11 districts of Saurashtra region.

B. Guidelines for application and Branch allotment:

- a. The eligible / interested firms have to send the hard copy of application duly filled in as per **Annexure -A** to the Bank.
- b. Most competitive rates should be quoted. The prices will be inclusive of all taxes, lodgings, boarding and transportation but excluding GST.**
- c. SGB will endeavor to make available all relevant information in the RfP. **In case of requirement of any further information or clarification during the application period, correction /other information will be displayed on Bank's website only;** the applicant must contact only on the Contact number given on website. Under no occasion, the applicant may communicate directly with any other SGB officials.
- d.** The firm may quote their rates in financial bid per branch for the centers/Groups shown in **Annexure- F**.
- e. Mere application by the audit firm for registration for Engagement in Saurashtra Gramin Bank shall not entitle them for the assignment. Bank's decision in selection/ appointment will be final.
- f. Upon selection of an audit firm for Engagement, Bank shall communicate the selection to such firm by way of e-mail / letter and after receipt of their acceptance letter, CA firm will be treated as engaged for IS audit work for year 2022-23.
- g. The allocation of branches to the auditors will be purely the prerogative of the Bank.
- h.** Selected firm has to submit hard copies of the acceptance letter duly signed on the letter head of the firm by authorized person within 7 days from receipt of Bank's offer letter, failing of which their Engagement will be cancelled.
- i. In respect of firms, which are not being selected, no further communication will be entertained by the Bank.

C. Scope of Audit:

The system of IS audit has been introduced mainly with the following objectives.

1. The main role of IS Auditor is to supplement the efforts of the bank in carrying out the Information Technology and Information Security functions as per respective policy of the bank.
2. The scope will also include covering cyber security aspects as laid down in cyber security policy of the bank.
3. The IS auditor will also study and identify any breach of these policy by any user of the bank.
4. Any violation in the system and procedures of the bank should be brought to the notice of the management immediately so that timely corrective and remedial steps can be taken and avoid recurrence.
5. Any non-conformity to existing guideline related to Information Security issued by regulators viz. NABARD/RBI should be flagged to management for timely compliance.
6. To pick up and report early warning signals in right time.
7. To report serious irregularities / fraudulent activities noticed at the branch.
8. IS audit has a very important role in identifying system lapses, irregularities of every type, Cyber Security and ensuring compliance of all other guidelines.
9. Prescribed format will be provided to CA firm for Information Security Audit and IS audit will be done only as per that form for each branch separately.

D. Indemnity

The successful applicant shall exercise reasonable skill, care and diligence in the performance of the assignment and keep SGB indemnified in respect of any loss, damage or claim howsoever arising out of or related to breach of contract, statutory duty or negligence by the firm/ LLP or its staff, agents or sub-contractors in relation to the performance or otherwise of the Services to be provided under this Contract.

E. Termination

SGB may, at its sole discretion and at any time after giving seven days' notice, terminate the Contract and inform the CAs regarding SGB's decision by written instruction to that effect. In the event of the Contract being so terminated, the firm/ LLP shall take such steps as are necessary to bring the Services to an end, (including terminating any sub-contracts placed by the firm/ LLP) in a cost effective, timely and orderly manner. No further correspondence will be entertained in this regard.

Application to be submitted by CA firm for information security audit assignment

From:

Chartered Accountants

Date:

To,
The General Manager
Saurashtra Gramin Bank, Head Office
Audit & Inspection Department
Wing-2, 1st Floor, LIC Jeevan Prakash Building,
Tagore Road, Rajkot - 360 001(Gujarat)
Phone No. : (0281- 2482421/22)

Dear Sir,

Re: Application for Engagement of CA firm for Information Security Audit

We are submitting the application for Engagement for Information Security Audit in your Bank to conduct IS Audit of your Branches operational in the following districts (name of districts /area/Group of operations as mentioned in **Annexure -E of RfP**)

- 1.
- 2.
- 3.

I / We hereby submit the application in prescribed proforma of the Bank and understand that if any information is found to be false at a later date, contract made between us and Saurashtra Gramin Bank shall be treated as invalid.

I / We agree that the decision of Saurashtra Gramin Bank for CA firm for Information Security Audit will be final and binding to me / us. All the information furnished in the attached forms is correct to the best of my / our knowledge.

Bank shall have the authority to verify all the information provided by us. All supporting documents shall be provided by us in authenticity of the information furnished.

Thanking you,

Yours faithfully,

For, Chartered Accountants Firm

Proprietor / Partner

Membership No.

Place:

FRN:

Date:

NOTE:

- 1) No columns of application are to be kept blank.

Basic data profile of the CA firm for Information Security Audit

Sr. No.	Particulars	Details
1	Name of the CA Firm	
2	Constitution	
3	Address of Head Office	
4	Addresses of Branch Offices	
5	Mobile No.	
6	E-mail Address	
7	Date of Establishment	
8	Registration No. of Firm with ICAI	
9	Unique Code No. for Bank Audit	
10	Grade suggested by RBI for Statutory Branch Audit	
11	Name & Mobile No. of FCA partner of the CA Firm for contact	
12	Peer Review: If done, mention year (YYYY) and name of institution/s	
13	Whether any disciplinary action by ICAI instituted/pending against any member of the firm (if 'Yes', give details)	
14	Whether any assignment given by Saurashtra Gramin Bank in past was refused/ discontinued / terminated	
15	Manpower (Nos.)	Qualified Professionals: (i) Partners ____ (ii) Others ____ (iii) Articles: ____ (iv) Details of Other Audit Staff (including of Ex Bank Officers / Executives) ____
16	No. of Audit Staff with names having CISA / DISA qualification	

17. Particulars of Partners/Proprietor/Individual

Sr. No.	Name	Qualification	CISA/DISA Member-ship No.	Date of Certificate of practice	Whether DISA/ CISA	Whether FCA or ACA	Mobile No.

18. Details of Associate Firms, if any, of the Applicant Firm:

Name of Associate Firm	Name of Partners	Address	Mobile No.

EXPERIENCE:**19. Experience of Concurrent Audit of Public Sector Bank (In applicant firm's name):**

Name of the Bank	Name of the Branch	Period

20. If Firm or partners are having any Credit Facilities / stood as a guarantor with Saurashtra Gramin Bank, please furnish necessary details indicating nature of the dealings and the name of the Bank's branch where the account/s is/are maintained:

Name of the partner	Name of Bank's Branch	Nature of Credit Facilities / guarantee	A/c. No.

21. Whether the Firm or any partner has ever been debarred by ICAI/RBI, if yes, details:

Sr. No.	Name of the partner	Brief reasons for debarment

22. Whether any partner is relative of existing staff member of Saurashtra Gramin Bank (SGB):

Name of Staff & Designation	Name of Branch	Relation

23. Certificate/s

I / We hereby confirm that the Firm / any partner are not disqualified under any of grounds given in Sec. 141 of the Companies Act, 2013.

I / we hereby declare that neither I nor any of our partners/members of my/their families (family will include besides spouse, children, parents, brothers, sisters or any of them who are wholly or mainly dependent on the Chartered Accountants) or the firm/Company in which I am/they are partners/directors have been declared as willful defaulter by any bank / financial institution.

I / We confirm that the information furnished here are true to the best of my knowledge.

For, Chartered Accountants Firm,

Partner/Proprietor

Membership No.

FRN

Place:

Date:

Note: All the relevant details documentary evidences are to be furnished. The above is only a format. Information may be submitted in additional sheets.

Terms & Conditions for Engagement of CA firm for Information Security Audit:

1. Qualifications such as CISA (offered by ISACA), CISSP (offered by (ISC) 2), or DISA (offered by ICAI or IIBF) along with two or more years of IS Audit experience in other Financial Institutions / Public /private Sector Banks are eligible.
2. **It is compulsory that IS Auditor firm's Head Office or Branch office should be in the area of operation of the Bank i.e. in 11 districts of Saurashtra region, otherwise application will be rejected.**
3. CA firm for Information Security Audit to give their rate for IS audit for each branch of particular group in financial bid (**Annexure-F**). Details of group and how it will be considered is shown in **Annexure - E**.
4. The applications received would be examined by IS Auditor Engagement Committee at Head Office, Rajkot and will check technical bid.
5. Financial Bids of those CA firms which fulfill Technical requirements will be taken into consideration and those CA firm's financial bid will be open and based on that L1 price for each group (Area/Group shown in **Annexure-E**) will be decided. Those firms who offers L1 rate will be engaged for Information Security Audit for the year 2022-23 after obtaining acceptance letter from them as per group selected by them. If CA firms which offered L-1 rate will not accept the branches which applied by them in tender then it will be allotted CA firm who offered L-2 rate and this exercise will be done up to allotment of all branches for IS Audit.
6. **In case of rate quoted by various CA firms will be same rate for the group applied than experience of the CA firm will be calculated and that firm will be eligible for IS audit.** Each firm can give their rate for more than one group .Bank will allot maximum three groups branches and Head Office to lowest one rate CA firm from their application in case of any CA firm comes in rate lowest one for more than two groups.
7. Other terms and conditions for IS audit assignment are stated as under. However, the Bank reserves its right to amend / modify any condition and Bank's decision in this regard and will be final. Bank reserves the right of appointment of any CA firm for Information Security Audit who fits in the criteria prescribed by the bank.

Other Guidelines

- 1.** The CA firm for Information Security Audit should furnish the name and qualification of the persons, who shall conduct audit in the branch, to the Bank before commencing audit assignment and such persons will have to be continued for the entire period.
- 2.** The Designated Auditor would be required to submit his/ her identity proof and address proof.
- 3.** The CA firm for Information Security Audit will not recommend directly or indirectly for consideration of any fund based or non-fund based proposals of their friends/relatives/clients/non clients to the Bank.
- 4.** The audit team for conducting the IS audit at the branch should be led by the audit firm with experienced assistants as the work may warrant.
- 5.** Sub-contracting is strictly prohibited and will be liable for immediate termination of assignment.
- 6.** Bank reserves the right to modify / alter any terms of selection process at any point of time. Selection process will be at Banks absolute and sole discretion. No representation / claim will be entertained whatsoever in this regard.
- 7.** If any serious acts of omission or commission or misdeeds are noticed in working of IS Auditor – their assignment may be immediately cancelled without any prior notice/communication and the fact may be reported to RBI/ ICAI / NABARD.
- 8.** IS audit of each allotted branch to be conducted as per the pre-defined schedule.
- 9.** Any unusual activity or operation detected during IS audit should immediately be reported to Technology Dept., Audit Dept. as well as to the General Manager (Vigilance) at Head Office, Rajkot.
- 10.** The IS auditors should not undertake any other activities / assignment on behalf of the branch without obtaining the concurrence of the Audit & Inspection department at Head Office, in writing.
- 11.** The IS auditor shall not be allowed to carry any mass storage device such as pen drive/ flash drive/ thumb drive inside the branch premises as these devices will not be required for the job. However laptop is allowed to be carried with auditor as standalone. IS auditors shall be provided with computer system with disabled USB ports by the concerned branches.
- 12.** If the performance is found unsatisfactory at any point of time, then the services of the auditors shall be terminated forthwith.

Declaration**(To be furnished in the letter head of the firm)**

We hereby declare that the information submitted above is complete in all respect and true to the best of our knowledge. We understand that in case of any discrepancy or inconsistency or incompleteness is found in the information submitted by us, our application is liable to be rejected.

I/ We _____

Chartered Accountants hereby declare that I/We comply with the eligibility conditions specified established under the Chartered Accountants Act, 1949, and I/ We declare that:

None of the Partners of the firm have any disciplinary proceedings under the Chartered Accountants Act, 1949 pending against him/ her or any disciplinary action under the Chartered Accountants Act, 1949 / penal action under any other law taken / pending against him/ her.

Our firm will continue to satisfy the eligibility norm for appointment of Chartered Accountants as IS Auditors as prescribed by the Bank from time to time.

I/ We understand that any breach of the provisions regarding eligibility shall be considered as gross negligence and may result in appropriate action under the Chartered Accountants Act, 1949.

The firm/ LLP shall agree to execute undertaking of fidelity and secrecy on its letterhead in the format prescribed by the Bank, if the contract assigned.

We further declare that credit facilities availed by the firm or partners or firms in which they are partners or directors including any facility availed by a third party for which the firm or its partners are guarantor/s , have not turned or are existing as non-performing assets as per the prudential norms of RBI. We also undertake that if the declaration is found incorrect, the assignment would get terminated besides the firm being liable for any action under ICAI / RBI guidelines.

We also undertake that the firm / LLP neither have any professional relationship with any of the borrowers of SGB nor will it in future accept professional relationship with any of the borrowers of SGB, during which the firm / LLP acts as the IS auditor for SGB.

For, Chartered Accountants Firm,

Partner

Membership No.

Place:

Date

Groups/Centre details of Branches for IS Audit

Group No.	Group Name	Branch Code	Branch Name	Rate
1	JAMNAGAR / JODIYA / LALPUR	101	REGION OFFICE- JAMNAGAR	
		108	DHUNVAV	
		131	HARIPAR	
		132	LALPUR	
		105	MATWA	
		102	AMRA	
		163	GOKULNAGAR	
		130	PIPERTODA	
		107	CHELA	
		116	JAM DUDHAI	
		117	PITHAD	
		118	AMRAN	
		159	LATIPAR	
2	KHAMBHALIYA / BHANVAD / JAM- JODHPUR	144	GINGANI	
		151	JAM JODHPUR	
		142	MOTI GOP	
		152	BHANVAD (VERAD NAKA)	
		145	SADODAR	
		161	ROJIVADA	
		136	BHAN KHOKHARI	
		134	VIRAMDAD	
		150	BHATIYA	
		158	RAJPARA	
		123	BANKODI	
3	RAJKOT / MORBI / CHOTILA	501	REGION OFFICE-RAJKOT	
		404	RAJPAR (MORBI)	
		203	ANANDPUR	
		221	RAJPARA	

		215	MORTHARA	
		199	RAIYA ROAD - RAJKOT	
		181	MALIYASAN	
		191	RANCHHODNAGAR	
		192	KOTHARIA ROAD	
		179	KHAJURDA	
		409	RAJKOT P'SEGMENT	
		193	MADHAPAR	
		184	PADADHRI	
		406	METODA	
4	JUNAGADH / MALIYA HATINA / MANAVADAR	301	REGION OFFICE- JUNAGADH	
		309	MEKHDI	
		328	MALIYA HATINA	
		330	MANGROL	
		339	SHIL	
		335	KANKARA	
		331	TIMBAWADI	
		313	NANADIA	
		319	VADHAVI	
		314	NAREDI	
		318	TIKAR	
		310	MENDPARA	
		325	NAKARA	
5	AMRELI / UNA / RAJULA	329	UNA	
		316	KESARIYA	
		332	BORVAV	
		356	KERIACHAD	
		354	DHARAGNI	
		367	CHAKKARGADH ROAD	
		360	SALADI	
		353	DATARDI	

		355	HEMAL	
6	SURENDRANAGAR / LIMBDI / HALVAD	201	REGION OFFICE- SURENDRANAGAR	
		232	GHANSHYAMPUR	
		411	SAPAKADA	
		218	NAGNESH	
		241	BALOL	
		209	JASAPAR	
		216	MOTA ANKEVALIA	
		211	LILAPUR	
		210	KUNTALPUR	
		237	MALHAR CHOWK- S'NAGAR	
		214	METHAN	
		205	DEDADARA	
		226	UMARDA	
		230	CHUDA	
		219	NANA ANKEVALIYA	
231	KOTHARIA (BALA)			
7	PORBANDAR	376	BALEJ	
		389	BOKHIRA	
		381	PARWADA	
		387	RANAKANDORANA	
		377	GAREJ	
		382	VADALA	
		385	CHHAYA	
		386	RANAVAV	
8	BHAVNAGAR / BOTAD / PALITANA	401	REGION OFFICE- BHAVNAGAR	
		280	BHAVNAGAR P-SEGMENT	
		275	BHARATNAGAR	
		274	SHASHTRINAGAR	
		265	TATAM	

		260	ROHISHALA	
		357	KHAMBHALA	
		262	TAJPAR	
		177	AMBARDI	
		266	VALUKAD	
		273	SIHOR	
9	<u>Head Office-Rajkot & Consolidated Report</u>	100	Head Office- Rajkot and consolidated report of all other Branches/controlling offices from group no-1 to 8.	

Note: Firm should quote rates for each individual branch of particular group. However, L-1 will be decided group wise i.e. bidder wise sum of rate offered per branch of particular group will be done and bidder who quote lowest rate for particular group will be selected for assignment. Part-application in any group shall not be allowed i.e. if any applicant applies for 1st group, he has to quote for every branch of 1st group and have to complete IS audit of all the branches of that particular group. Firm can give their rate for more than one group. However, Bank shall not allot more than 2 groups to any single applicant even though rates offered by them are L-1. If any particular applicant has secured L-1 rates in more than 2 groups, Bank shall arrange all L-1 groups of that particular bidder in ascending order of price quoted and will allot those groups in which he has quoted least price amongst all his groups which are selected as L-1.

The rate should be inclusive of all taxes, lodgings, boarding and transportation but excluding GST. No any extra charges will be paid.

CA firms to give selection of group in their application **Annexure -A** also.

In case of rate quoted by various CA firms will be same rate for the group applied than experience of the CA firm will be considered and that firm will be eligible for IS audit.

TENDER FORM PART- II (FINANCIAL BID DOCUMENT) (Rate for Proposal)

Group No.	Group Name	Branch Code	Branch Name	Rate
1	JAMNAGAR / JODIYA / LALPUR	101	REGION OFFICE- JAMNAGAR	
		108	DHUNVAV	
		131	HARIPAR	
		132	LALPUR	
		105	MATWA	
		102	AMRA	
		163	GOKULNAGAR	
		130	PIPERTODA	
		107	CHELA	
		116	JAM DUDHAI	
		117	PITHAD	
		118	AMRAN	
		159	LATIPAR	
2	KHAMBHALIYA / BHANVAD / JAM- JODHPUR	144	GINGANI	
		151	JAM JODHPUR	
		142	MOTI GOP	
		152	BHANVAD (VERAD NAKA)	
		145	SADODAR	
		161	ROJIVADA	
		136	BHAN KHOKHARI	
		134	VIRAMDAD	
		150	BHATIYA	
		158	RAJPARA	
		123	BANKODI	
3	RAJKOT / MORBI / CHOTILA	501	REGION OFFICE-RAJKOT	
		404	RAJPAR (MORBI)	
		203	ANANDPUR	

		221	RAJPARA	
		215	MORTHARA	
		199	RAIYA ROAD - RAJKOT	
		181	MALIYASAN	
		191	RANCHHODNAGAR	
		192	KOTHARIA ROAD	
		179	KHAJURDA	
		409	RAJKOT P'SEGMENT	
		193	MADHAPAR	
		184	PADADHRI	
		406	METODA	
4	JUNAGADH / MALIYA HATINA / MANAVADAR	301	REGION OFFICE- JUNAGADH	
		309	MEKHDI	
		328	MALIYA HATINA	
		330	MANGROL	
		339	SHIL	
		335	KANKARA	
		331	TIMBAWADI	
		313	NANADIA	
		319	VADHAVI	
		314	NAREDI	
		318	TIKAR	
		310	MENDPARA	
		325	NAKARA	
5	AMRELI / UNA / RAJULA	329	UNA	
		316	KESARIYA	
		332	BORVAV	
		356	KERIACHAD	
		354	DHARAGNI	
		367	CHAKKARGADH ROAD	
		360	SALADI	

		353	DATARDI	
		355	HEMAL	
6	SURENDRANAGAR / LIMBDI / HALVAD	201	REGION OFFICE- SURENDRANAGAR	
		232	GHANSHYAMPUR	
		411	SAPAKADA	
		218	NAGNESH	
		241	BALOL	
		209	JASAPAR	
		216	MOTA ANKEVALIA	
		211	LILAPUR	
		210	KUNTALPUR	
		237	MALHAR CHOWK- S'NAGAR	
		214	METHAN	
		205	DEDADARA	
		226	UMARDA	
		230	CHUDA	
		219	NANA ANKEVALIYA	
231	KOTHARIA (BALA)			
7	PORBANDAR	376	BALEJ	
		389	BOKHIRA	
		381	PARWADA	
		387	RANAKANDORANA	
		377	GAREJ	
		382	VADALA	
		385	CHHAYA	
		386	RANAVAV	
8	BHAVNAGAR / BOTAD / PALITANA	401	REGION OFFICE- BHAVNAGAR	
		280	BHAVNAGAR P-SEGMENT	
		275	BHARATNAGAR	
		274	SHASHTRINAGAR	

		265	TATAM	
		260	ROHISHALA	
		357	KHAMBHALA	
		262	TAJPAR	
		177	AMBARDI	
		266	VALUKAD	
		273	SIHOR	
9	<u>Head Office-Rajkot & Consolidated Report</u>	100	Head Office- Rajkot and consolidated report of all other Branches/controlling offices from group no-1 to 8.	

Financial Bids of those CA firms which fulfil Technical requirements will be taken into consideration and those CA firm's financial bid will be open and based on that L1 price for each group (Area/Group shown in **Annexure-E**) will be decided. Those firms who offers L1 rate will be engaged for Information Security Audit for the year 2022-23 after obtaining acceptance letter from them as per group selected by them. If CA firms which offered L-1 rate will not accept the branches which applied by them in tender then it will be allotted CA firm who offered L-2 rate and this exercise will be done up to allotment of all branches for IS Audit.

In case of rate quoted by various CA firms will be same rate for the group applied than experience of the CA firm will be considered and that firm will be eligible for IS audit.

Date:

Place:

Signature of authorized signatory of CA Firm