

**INDIAN INSTITUTE OF FOREIGN TRADE
NEW DELHI 110016**

No. Gen.Admin/IT Audit /2020

25thAug 2020

EXPRESSION OF INTEREST (EOI) FOR IT SECURITY AUDIT

1) BACKGROUND

Indian Institute of Foreign Trade (IIFT) was set up in 1963 by the Government of India as an autonomous organization under Ministry of Commerce & Industry to help professionalize the country's foreign trade management and increase exports by developing human resources; generating, analyzing and disseminating data; and conducting research. The Institute visualizes its role as:

- A catalyst for new ideas, concepts and skills for the internationalization of the Indian economy.
- The primary provider of training and research-based consultancy in the areas of international business, for the corporate sector, Government and the student community and at large.

An institution with proven capability to continuously upgrade its knowledge base with a view to meet the requirements of the Government, trade and industry through both sponsored and non-sponsored research and consultancy assignments.

IIFT intend to conduct the IT Audit **of its all websites through MeitY empanelled companies as per their guidelines on this subject.** Accordingly, EOI is invited from the interested companies. The EOI can be downloaded from the IIFT website www.iift.edu. The scope of work and other conditions for the audit is given in the succeeding paras.

The EOI should be submitted in two envelop system. The first envelop enclosing the scope of work as Technical Bid and super scribed as “ Technical Bid for the EOI for IT Audit of IIFT Websites” and the second envelop enclosing the commercials for the proposal as Financial Bid super scribed as “Financial Bid for the EOI for IT Audit of IIFT Websites” are to be put in a big envelop as “ EOI for IT Audit of IIFT Websites”. The EOI duly completed in all respect addressed to the Section officer (Gen. Admn.), Room No.522, Indian Institute of Foreign trade, B-21, IIFT Bhawan, Qutab Institutional Area, New Delhi – 110016 to be put in the Tender Box. The bid to be submitted on or before 7th Sep 2020 at 5.PM and no late bid will be accepted at any circumstance. Please ensure the date and time of the bid submission to be recorded at the security gate.

EARNEST MONEY DEPOSIT

EMD for Rs. 10,000/- to be submitted along with the Technical Bid. The EMD can be deposited in the form of Demand Draft drawn in favour of INDIAN INSTITUTE OF FOREIGN TRADE New Delhi.

PERFORMANCE BANK GUARANTEE

The successful bidder must submit a Performance Bank Guarantee for an amount of 10 % of the commercial proposal. It can be deposited in the form of Demand Draft or Bank Guarantee with validity beyond 60 days of the completion date.

TECHNICAL BID

Scope of Work: Website Security Audit

The objective of the assessment is to determine the effectiveness of the security of organization's Website and its ability to withstand an intrusion attempt. So, vendors should use the **checklist provided in the compliance matrix of “Guidelines for Indian Government Websites (GIGW)”** (<https://web.guidelines.gov.in/assets/gigw-manual.pdf>) to validate the Institute's website against these guidelines and provide necessary report to ensure compliance.

This may also be achieved by conducting both reconnaissance and a comprehensive penetration test and shall include:

1) Web Server Vulnerability Assessment

- a) Access control and authentication
- b) Network settings
- c) General system configuration
- d) Logging and auditing
- e) Password and account policies
- f) Patches and updates

2) Database Configuration Assessment

- a) Database Account Authentication
- b) Password Policy
- c) Database Account Privileges
- d) Database Logging And Tracing
- e) Database Network Access Mechanism
- f) Database Files And Directories Permission
- g) Access control and authentication
- h) Remote login settings
- i) Patches and updates

3) Web Penetration Testing:

- a) Tests for default passwords
- b) Test for SQL, XSS and other web application related vulnerabilities
- c) Tests for DoS vulnerabilities
- d) Remote code execution
- e) Weak SSL Certificate and Ciphers

- f) Check for vulnerabilities based on version of device/server
- g) Check for weak encryption
- h) Check for SMTP related vulnerabilities such as open mail relay
- i) Check for DNS related vulnerabilities
- j) Test for information disclosure such as internal IP disclosure
- k) Look for potential backdoors

4) Preventive Measures against website Attacks:

Taking measures against website attacks such as:

- a) SQL Injection
- b) Denial-of-service (DoS)
- c) Distributed denial-of-service (DDoS)
- d) Cross-site scripting
- e) Phishing
- f) Man-in-the-middle (MitM) attack

5) Deliverable inclusion:

In addition to reporting compliance of each website viz. a viz. GIGW Matrix, the deliverable should clearly bring out the changes required from the current state with regard to:

- I. **Hardware** - UTM, Switch Configuration, etc.
- II. **Software** - web scripts - its accessibility, etc.
- III. **Security Policy**: UTM filtering, content upload security, etc.
- IV. **Other aspects**: Server platform - in-house or cloud - if the cloud then security requirements for the selection of Cloud Services.

This is a minimum indicative list, vendors are encouraged to check for more settings in line with best practices and should indicate the scope of their audit what is required for a web infra which is critical and carries sensitive policy related information.

The bidder must indicate the time frame within which the proposed IT Security Audit will be completed from the date of award of the work.

FINANCIAL BID

The cost for the complete IT Audit of the following websites separately as per the checklist provided in the compliance matrix of “**Guidelines for Indian Government Websites (GIGW) as per(<https://web.guidelines.gov.in/assets/gigw-manual.pdf>)** to validate the Institute’s website against these guidelines and provide necessary report to ensure compliance:-

S/No	Website	Cost	GST	Total cost
1.	https://www.iift.edu			
2.	https://www.iift.ac.in (all subdomain)			
3.	https://wtocentre.iift.ac.in			

4.	https://www.ctil.org.in			
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PAYMENT TERMS

1. 60 % payment will be released on production of proper Invoice after the submission of the deliverables mentioned in the item No. 5 of the Technical Bid.
2. Remaining 40% payment will be released only after the acceptance of the Audit report by the Technical Committee of the Institute.

DELIVERY AND PENALTY

1. The report must be delivered within 30 days of placement of Work Order without fail. In case any delay, a penalty of 5 % of the order value would be imposed per week.
2. If the delay in submission of the report go beyond one week the penalty would be 10 %.

LIQUIDITY DAMAGE

1. At any stage if it is found that the report is not in conformity with the requirement as per the Technical Bid and the delivery mentioned above. In case, due to this, any loss is caused to the Institute, the entire damage would be levied from the agency prepared the report.

FORCE MAJEURE

1. In case of any situation, incident or any other act of god which is beyond the control of the agency happened and the agency foresee a delay in the submission of the report, such incident to be immediately report to the Institute with a request, with proper justification for the expected interruption and duration, for extension of the date of submission maximum for 1 week time.
2. IIFT has the full right to decide the request under Force Majeure based on the factual situation.

Other terms and conditions:-

1. Attested copy of the Certificate of Registration of the company must be enclosed along with Technical Bids.
2. Valid GST Certificate must be attached along with Technical Bids
3. Audited balance sheet of the company for the last three years (2018-2020) must be enclosed with Technical Bid.
4. EMD in the form of Demand Draft as specified above

5. The company must have empanelled with Ministry of Electronics and Information Technology.
6. The proof empanelling the company with MeitY must be enclosed with the Technical Bid
7. In case advance payment is required, the company must submit Bank Guarantee for the amount as may be decided later based on the order value be submitted.

(B, Prasannakumar)
Administrative Registrar
General Admin.