

**F. No. CCA/DC(T)/2012-14
GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS AND
INFORMATION TECHNOLOGY
DEPARTMENT OF ELECTRONICS AND
INFORMATION TECHNOLOGY
CONTROLLER OF CERTIFYING AUTHORITIES
ELECTRONICS NIKETAN, 6, CGO COMPLEX
LODHI ROAD, NEW DELHI-110003
Tender Inquiry No. CCA/DC(T)/2012-14
TENDER NOTICE**

CCA Licenses Certifying Authorities to issue Digital Signature Certificates under the IT Act, 2000.

Sealed tenders are invited from experienced and reputed agencies by this office for **Empanelment of agencies to carry out work like policy information, standards, management studies and any other work related areas in respect of trust in the electronic environment, Public Key Infrastructure etc.** The last date for receiving tenders is 30 days from the date of publication of the advertisement. The detailed terms and conditions may be downloaded from the website of CCA (cca.gov.in) Any further information in this regard will be made available only on the Website: cca.gov.in

Sd/-

(Harshprabha Aggarwal)

davp 06108/11/0005/1213

Assistant Controller (Technology)

CONTROLLER OF CERTIFYING AUTHORITIES
Department of Electronics and Information technology
Ministry of Communications and Information Technology
Government of India
Electronics Niketan,6, CGO Complex, Lodhi Road
New Delhi – 110 003

TENDER DOCUMENT

FOR

Empanelment of agencies to carry out work like policy formulation, standards, management studies and any other related areas in respect of Public Key Infrastructure.

Name of the Tenderer: _____

Address of Tenderer: _____

Last date of submission: 07 Jan 2013

Mrs. Harshprabha Agarwall,
Room No 2053, Office of Controller of Certifying Authorities
Department of Electronics & Information Technology, Electronics Niketan,
6, CGO Complex, Lodi Road, New Delhi – 110 003

I. INTRODUCTION

The Office of Controller of Certifying Authorities (CCA) has been established under the Information Technology (IT) Act, 2000 for promoting trust in the electronic environment in India. CCA licenses Certifying Authorities (CAs) to issue public Key Certificates under the IT Act, 2000 and as of now eight CAs have been licensed. Digital Signatures enabled by Public Key Cryptography under the IT Act 2000 are being widely used. Licensed CAs issued more than thirty six lakh of DSCs so far, most of which are used in PKI enabled e-Governance applications.

In order to facilitate the use of Digital Signature, Office of CCA needs understand the challenges that are being faced by the CAs as well as the user community and also to incorporate emerging technologies/standards. The Office of CCA requires assistance of agencies, who have expertise in the PKI field for carrying out activities in the areas like Policy, Standards, Management studies and other related areas.

Tenders are invited from legal entities in India with experience in relevant field for empanelment with the Office of the Controller of Certifying Authorities in this regard.

The assignment of work will be on a case-to-case basis during the period of empanelment. The tenure of empanelment will be for next three years and can be extended up to 5 years.

2. SCOPE OF WORK

i) **Policy framework** (Digital Signature & Electronic Signature): Study and creation/updation of Policies in line with Information Technology Act to facilitate the enhancement of the trust model in the electronic environment in the following areas

- ❖ Long term archival
- ❖ mobile PKI
- ❖ electronic signature
- ❖ XML signature
- ❖ Notary Services
- ❖ Evidence collection & preservation
- ❖ Any other related area

ii) **Standards & Technologies (Digital Signature & Electronic Signature):** Study and inception/updation of standards & technologies in line with Information Technology Act to ensure security & to facilitate PKI enablement in the following

- ❖ X 509 Certificate profile

- ❖ Digital/electronic signature type, algorithms, format, validation etc,
- ❖ Private Key storage
- ❖ Cryptanalysis
- ❖ PKI Tool Kit
- ❖ Emerging Standards
- ❖ Any other related area

iii) Carryout Management studies and prepare technical and background policy papers on specific topics as decided by the office of CCA from time to time in the following areas

- ❖ Legally valid new electronic Signature schemes other than Digital signature
- ❖ Certificate Price
- ❖ Issues in the certificate issuance process(identifying potentially problematic practices)
- ❖ measures for enabling existing application to use PKI
- ❖ Compliance with auditing standards and gap analysis.
- ❖ Emerging trends in area of PKI and electronic signature.
- ❖ Any Other related area

3. Partnership/Joint offers

Partnership/Joint offers: Joint offers are allowed and in that case, the primary tenderer should be a legal entity in india.The Tenderer must indicate clearly in their offer, the scope of tasks shared with the partners. The primary bidder should submit supporting documents in this regard. The sole responsibility of the offer and performance of the services would rest with the Primary bidder

4. Eligibility Criteria:

The purpose of these criteria is to empanel agencies to carry out the following categories

- A. - Policy Frame work**
- B. - Standards & Technologies**
- C. - Management studies & Policy papers**

Tenderer is allowed to participate in any one or all the above categories. The required eligibility criteria are given below.

1. The Bidder must be a legal entity in India operating in the field of IT Security having a registered office in India for the last 5 years
2. The Bidder must have an average annual turnover of Rs. 50 Crore during the last 3 financial years ending 31st March, 2011 from IT Security Services
- 3.

Sl no	Category & Assignments	Eligibility Criteria
1	<p>A. Policy framework (Digital Signature & electronic signature in line with IT ACT 2000) in the following: Long term archival, mobile PKI, electronic signature, XML signature, Notary Services, Evidence collection & preservation and any other related area.</p>	<p>Dedicated team of professionals in consulting (PKI, Digital Signature, electronic signature etc) with domain knowledge & expertise [40 points].</p> <p>Quality of similar assignments undertaken in the area or related area[40 points]</p> <p>Participation/contribution in the National/International Policy Formulation bodies or working group in the area related to assignment.[20 points]</p>
2	<p>B. Standards & Technologies - PKI Consulting in the following – X 509 Certificate profile, Digital/electronic signature type, algorithms, format, validation etc, Private key storage, cryptanalysis, PKI Tool Kit, Emerging Standards & any other related area.</p>	<p>Dedicated team of professionals in consulting (PKI, Digital Signature, electronic signature etc) with domain knowledge & expertise [40 points]</p> <p>Research and software development capability to support development of emerging specifications and experience in providing consultation in the area of requirement[40 points]</p> <p>Participation/contribution in the National/International standard making bodies or working group in the area related to assignment.[20 points]</p>
3	<p>C. Management studies & Policy papers - Legally valid new electronic Signature schemes other than Digital signature, Certificate price , Issues in the certificate issuance process(identifying potentially problematic practices), measures for enabling existing application to use PKI, compliance with auditing standards and gap analysis. Emerging trends in area of PKI and electronic signature & any other related area.</p>	<p>The dedicated team of consulting professionals with domain knowledge and understanding of the tasks to be undertaken and the issues at stake [30 points]</p> <p>Quality of similar assignments under taken in the area or related area. [40 points]</p> <p>Quality of the geographical presence by the tenderer [30 points]</p>

5. Selection Process:

Empanelment

1. The eligibility criteria will be assessed on the basis of information given in the annexure A to C
2. The proposal with a total score of fewer than 65 points for the qualitative criteria will be rejected.

Selection of Agencies from the list of empanelled agencies for assignment (case-to-case)

1. During the period of empanelment, the assignment will be on case-to-case basis and the selection of an agency for a particular assignment will be on the basis of *LI*.
2. In the case of only a single agency being empanelled for a specific job, a committee will ascertain the reasonableness of the offer.

6. Terms and Conditions:

1. The proposals should be submitted as stated in Clause 2 below along with EMD of an amount of Rs. 1,50,000/- in the form of Demand Draft/Pay order/Bank Guarantee in favour of **"Pay & Accounts Officer, Department of Electronics & Information Technology", payable at New Delhi.** Please write your name, address and Tel. No. at the back of the Demand Draft/Pay Order. Proposals without Demand Draft/ Pay Order/bank draft will be rejected.

2 EMD as prescribed shall be deposited in a separate sealed cover along with the Technical proposal. The envelope containing EMD shall be opened first and in case the EMD is not found in order, the proposal of the defaulting agency shall not be considered. Proposals without EMD will be rejected.

3. Submission of Proposals: - For each category, there must be a separate proposal. Each technical proposal in a sealed cover duly superscribed "Technical Proposal Category ---". One or all of the categories of technical proposals along with EMD may be placed in a third sealed cover superscribed **"EMPANELMENT OF AGENCIES TO CARRY OUT WORK RELATED TO POLICY FORMULATION, STANDARDS, AND MANAGEMENT STUDIES AND ANY OTHER RELATED AREAS IN RESPECT OF PKI "**.

4. The proposal should reach Assistant Controller, Office of Controller of Certifying Authorities, Ministry of Communications and Information Technology, Electronics Niketan, 6, CGO Complex, New Delhi (Room No. 2053, Tel: 2401253) by 1500 hrs. on or before 07 Jan, 2013. Proposals received after the due date and time will not be considered.

5. In the case of agencies whose proposals are not considered for placing order, the Earnest Money Deposit will be refunded without any interest after the final decision is taken.

6. Validity of offer- Proposals submitted by the agency shall remain valid for acceptance for a minimum period of 6 months from the date of opening of the proposal.

7. The Office of CCA will not be responsible for postal delays.

8. The Competent Authority reserves the right to reject any proposal or all proposals, if any of the conditions is not fulfilled or without assigning any reason.

**TENCHNICAL BID
CATEGORY A - POLICY FRAMEWORK**

1. Name of the bidder with address:
2. In the case of partnership/Joint offers, the details of partner(s)
3. Details of policies developed in the relevant field (Attach supporting documents)

Policy Area	Role in Policy Developed	Where enforced	Supporting document

4. Details of resource: List down details of Key Personnel

S.N.	Name	Experience (in Years)	Area of Expertise in the relevant domain	Details of completed major assignments in the relevant domain
1				
2				
--				

List Overall years of experience for the organization in Policy formulation the specified areas

5. Participation/contribution in the National / International policy making bodies/ committees (Attach supporting documents)

Name of body/ committee	Period and total size of body	Role (Member/ chair) and number of members	Supporting document

Authorised Signatory

Date:

Name:

Place:

TENCHNICAL BID
CATEGORY B - STANDARDS & TECHNOLOGIES

1. Name of the bidder with Address:
2. In the case of Partnership/Joint offers, the details of partner(s)
3. Details of Research and software development capability (Attach supporting documents)

Technology Area	Overall man years of experience	Key platforms/ products/ services offered	Supporting document

4. Details of resource: List down details of Key Personnel

S.N.	Name	Experience (in Years)	Area of Expertise in the relevant domain	Details of completed major assignments in the relevant domain
1				
2				
--				

5. Participation/contribution in the International standard making bodies (Attach supporting documents)

Name of body/ committee	Period and Area of Standards	Role (Member/ chair) and number of members (total# of members)	Supporting document

Authorised Signatory

Date:

Name:

Place:

TENCHNICAL BID
CATEGORY C - MANAGEMENT STUDIES & POLICY PAPERS

1. Name of the bidder with address:
2. In the case of Partnership/Joint offers, the details of partner(s)
3. Details of Management studies & Policy papers completed in the applicable domain. (Attach three samples)

Area (Management study/policy paper)	Synopsis of Study/ paper	Duration/ effort of study/ paper (man month)	Supporting document

4. Details of resource:

S.N.	Name	Experience (in Years)	Area of Expertise in the relevant domain	Details of completed major assignments in the relevant domain
1				
2				
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5. Details of geographical coverage

S.N.	Country	Since	Office address & contact details
1			
2			
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Authorised Signatory

Date:

Name:

Place: