

**Expression of Interest (Eoi)**  
**For**  
**Selection of Enterprise Academy Partner for Strengthening**  
**Cybersecurity for Home Department, Government of**  
**Odisha**

Eoi No.: 07-EOI-COMM-2022-23

Date: 11/01/2023



Issued By  
**Odisha State Police Headquarters**  
**Buxibazar, Cuttack, Odisha, 753001**

# Contents

2	Disclaimer .....	3
3	Introduction .....	5
4	Indicative Scope of Work.....	10
5	Completeness of the EOI Document.....	12
6	Pre-Proposal Meeting.....	12
7	Responses to Pre-Submission Queries and Issue of Corrigendum.....	13
8	Preparation and Submission of EOI .....	14
9	Language.....	15
10	Venue & Deadline for Submission of EOI .....	15
11	Late EOI Submission.....	15
12	Short listing Criteria .....	16
13	Evaluation Process.....	16
1.	Notification of Short listing .....	18
2.	Right to Terminate the Process.....	18
	ANNEXURE I: Covering Letter (on the letter head of Applicant).....	19
	ANNEXURE II: Request for Clarification .....	22
	ANNEXURE IV: Details of the Agency .....	23
	Annexure V: Power of Attorney (on stamp paper).....	24
	Annexure VI: Non-Blacklisting declaration .....	25
	Annexure VII: Self-declaration for Non-Performance .....	26
	Annexure VIII: Technical Capacity of the Bidder .....	27
	Annexure IX: Financial Capacity of the Agency .....	28
	Annexure X: Power of Attorney .....	29
	Annexure XI: Bidder Experience details .....	30

## 2 Disclaimer

1. The information contained in this EOI or subsequently provided to readers, whether verbally or in documentary or any other form, by or on behalf of Odisha State Police Headquarters, Cuttack or any of its employees or advisors, are provided to reader(s) on the terms and conditions set out in this document and such other terms and conditions subject to which such information is provided.
2. This document is not an agreement and is neither an offer nor invitation by Odisha Police to any person or agency. This EOI may not be appropriate for all persons, and it is not possible for Odisha Police, its employees, or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this document. The assumptions, assessments, statements, and information contained in this document may not be complete, accurate, adequate, or correct. Each reader should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this document and obtain independent advice from appropriate sources.
3. Information provided in this document is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. Odisha Police accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
4. Odisha Police, its employees and advisors make no representation or warranty and shall have no liability to any person, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability and any assessment, assumption, statement or information contained therein or deemed to form part of this document or arising in any way. Odisha Police also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance upon the statements contained in this document. Odisha Police may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this document.
5. This report sets forth our views based on the completeness and accuracy of the facts stated and any assumptions that were included. If any of the facts and assumptions is not complete or accurate, it is imperative that we should be

informed accordingly, as the inaccuracy or incompleteness thereof could have a material effect on our conclusions.

6. The information contained herein has been obtained from sources believed to be reliable. Odisha Police disclaims all warranties as to the accuracy, completeness, or adequacy of such information, and shall have no liability for errors, omissions or inadequacies in the information contained herein or for interpretations thereof. We accept no liability for any direct, consequential, or perceived loss arising from the use of this report or its contents. We have prepared this report solely for the purpose of providing select information on a confidential basis in accordance with the requirement.
7. We have not performed an audit and do not express an opinion or any other form of assurance. Further, comments in our report are not intended, nor should they be interpreted to be legal advice or opinion.
8. While information obtained from the external sources has not been verified for authenticity, accuracy, or completeness, we have obtained information, as far as possible, from sources generally considered to be reliable. We assume no responsibility for such information.
9. Our views are not binding on any person, entity, authority, or Court, and hence, no assurance is given that a position contrary to the opinions expressed herein will not be asserted by any person, entity, authority and/or sustained by an appellate authority or a court of law.
10. By reading our report the reader of the report shall be deemed to have accepted the terms mentioned hereinabove.

Note: This proposal views, suggestions on preliminary findings and inputs from the Odisha Police

However, it is imperative that these observations be implemented by relevant stakeholders only after appropriate assessment and due consultation.

### **3 Introduction**

Odisha Police Communication invites bids from eligible Agencies/Academy partner for Strengthening Cybersecurity who have the necessary expertise, experience and qualifications for having successfully completed cyber security academy training/workshop in department, corporate, classroom, on-line mode or need based training on cybercrimes and preventive measures with the objective to empower organizations in effectively addressing cyber security challenges and contributing towards strengthening the cyber security ecosystem in the State, as per the “Scope of Work” described in this EOI.

The Bid document has been published in the official website of Odisha Police Communication and <http://www.odisha.gov.in>. and [www.tenders.gov.in](http://www.tenders.gov.in). The EOI advertisement has also been published in leading newspapers for wide circulation. Bidders are requested to go through the EOI document carefully and participate in the bidding process with all necessary details as required.

This EOI is issued by Odisha Police Communication, which is the sole point of contact during the selection process. The Nodal Officer responsible for entire process is Superintendent of Police Signals, Tulasipur, Odisha, Cuttack.

#### **Purpose**

The purpose of this Expression of Interest is to shortlist reputed organizations for Establishing and Strengthening Cybersecurity for Home Department, Government of Odisha. The objective of this document is to provide indicative information about the scope and objective of this activity. The detailed terms and conditions and parameters for selection of the bidding organization will be provided in the Request for Proposal (EOI), which will be provided to only agencies shortlisted as per the selection parameters provided in this EOI document.

#### **Critical Information**

Bidders are advised to study this EOI document carefully before submitting their proposals in response to the EOI Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions, and implications.

Bidders are requested to attend a pre-proposal conference **online on 20/01/2023** as per details provided below.

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

**Critical Information regarding the Bidding**

SL. No	Information	Details
1.	EOI Enquiry Number	07-EOI-COMM-2022-23
2.	EOI Start Date	11/01/2023
3.	Last date and Time for submission of written queries for clarifications e-mail id – igtech.orpol@nic.in	18/01/2023, 18:00 Hrs
4.	Date of Pre-Proposal Meeting (online)	20/01/2023, 12:30 Hrs
5.	Release of response to Clarifications	21/01/2023
6.	Last date for submission of EOI	06/02/2023, 17:00 Hrs
7.	Opening of EOI	06/02/2023, 17:30 Hrs
8.	Presentation on EOI Proposal by the applicants	To be Informed Later
9.	Contact Person for queries	O/o the Spl.D.G. Of Police, Communication, Tulsipur Odisha Cuttack 753008
10.	Addressee and Address at which proposal in response to EOI notice is to be submitted:	The proposal must be submitted to: O/o the Spl.D.G. Of Police, Communication, Tulsipur Odisha Cuttack 753008
11.	Shortlisting of Applicants and Floating of EOI	Will be intimated later

### **Background Information**

Odisha Police Communication Headquarters, Tulasipur, Cuttack invites EOI from OEMs/their authorized partners or agencies or dealers (“Bidders”) for Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha as described in this EOI “Scope of Work”.

The response of EOI must be received not later than time, date and venue mentioned on the cover page. EOI papers that are received after the deadline WILL NOT be considered in this procurement process.

### **Pre-Bid Conference**

Bidder requiring any clarification on the EOI may send in their queries to sphqrs.odpol@nic.in on or before the date mentioned in the Schedule of Bidding Process specified as per the format provided in Annexure II: Request for Clarification. Bidder shall be required to submit the queries in editable format preferably .doc and .xls both. Odisha Police shall endeavor to respond to the queries within the period specified therein. All clarifications shall be published online on the website [www.odishapolice.gov.in](http://www.odishapolice.gov.in)

Odisha Police shall endeavor to respond to the questions raised or clarifications sought by the Bidder. However, Odisha Police reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing shall be taken or read as compelling or requiring Odisha Police to respond to any question or to provide any clarification.

Odisha Police may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidder. All clarifications and interpretations issued by Odisha Police shall be deemed to be part of the Bidding Documents. Verbal clarifications and information given by Odisha Police or its employees or representatives shall not in any way or manner be binding on Odisha Police.

In case of any clarification/ queries, the person to be contacted is as under:

O/o the Spl.D.G. Of Police, Communication,

Tulsipur

Odisha Cuttack

753008

### **Eligibility Criteria**

The bidder agencies should carefully check the eligibility criteria as mentioned below, based on the supporting documents as per the detailed below:-

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

Expression of Interest (EOI) Credential of the Bidders firm/organization			
1	Legal Entity	The Bidder's firm/organization must be a company registered in India under Indian Companies Act 1956/2013 and must have GST registration & up- to-date Income Tax Return, PAN Number as on 31st March 2022 and must be having business operations in India for the last ten years as on 31st March 2022.	Valid copy of certificate of incorporation and registration certificates.  Copy of GST registration.  Copies of relevant Certificates of registration Income Tax / PAN Number from the respective Government Department.
2	Turnover	The average annual turnover of the Bidder's during the last 3 financial years ending with 2021-22 (i.e. 2019-20, 2020-21, 2021-2022) should not be less than 50 Crores from Cyber related activities.	Audited Balance Sheets/ CA Certificate as per the GSTR3B  Audited Balance Sheets/ CA Certificate
3	Net Worth	The Bidder's firm/organization must have positive net worth in last three financial years ending at 31st March 2021 (minimum 02.00 crores).	- Certificate from CA
4	Technical Capability - II (A)	The Bidder's firm/organization should be in the business in cyber security field for minimum 10 years having minimum 30 full time tech resources on his pay roll.	Copies of the relevant documents.
	Technical Capability - II (B)	The BIDDER must have its own training Centre with minimum 40 nos. of computers, with provision of minimum 20 Mbps dedicated redundant ISP with	



**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

		provision of Generator & Facility Management Services.	
5	Bidder's firm/organization Quality Certification	The BIDDER must have valid Certificates for ISO 9001-2015 and ISO 27001.	Copies of the valid certificates.
6	Blacklisting	The BIDDER should not be under a declaration of Ineligibility for corrupt and fraudulent practices issued by any Government or PSU in India.	Self- declaration

7	Local Presence	The BIDDER should have an office in Odisha. However, if the presence is not there in the state, the BIDDER or its authorize partner should give an undertaking for establishment of a project office, within 15 days of award of the contract with prerequisite infrastructure as per bid..	GST Registration Proof as document for supporting office addresses/ Undertaking.
8	EOI fee	The BIDDER must have made a payment of ₹ 11,200.00 (Eleven Thousand Two Hundred Only) towards EOI document fee.	The EOI document fee must be in favor of Superintendent of Police Signals from any Nationalized / Scheduled Commercial Bank payable at Cuttack.
9	EMD	Considering the difficulties faced by the BIDDER and to facilitate competition in wake of slowdown of the economy due to Covid-19 pandemic, it is hereby decided as per Finance Department notification no 8484 dated 05/04/2022 that no provisions regarding Bid Security should be kept in the Bid Documents and only provision for "Bid Security Declaration" should be kept. The bid	The bid security declaration to besubmitted as mentioned in thisEOI

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

		security declaration is attached in this EOI.	
--	--	---	--

#### **4 Indicative Scope of Work**

Internet has become one of the integral parts of our daily life. It has transformed the way we communicate, make friends, share updates, play games, and shop. They are impacting most aspects of our day-to-day life. Education is one of the important sectors for dissemination of information on prevention of cyber-crimes and reiterated that students can act, as a force multiplier to create an ecosystem for cyber security and to prevent cyber-crimes and reiterated that students can act, as a force multiplier to create an ecosystem for cyber security and to prevent cyber-crimes. Cyberspace connects us virtually with crores of online users across the globe. With increasing use of cyberspace, cybercrimes especially against women and children such as cyber stalking, cyber bullying, cyber harassment, child pornography, rape content, etc. are also increasing rapidly. To stay safe in the online world, it is important to follow cyber safe practices to empower organizations users in effectively addressing cyber security challenges.

- a.) The training initiative is to address the requirement of Cyber Security for Strengthening the department users with an objective to promote the awareness about cyber security, cyber forensics and cyber operations from an interdisciplinary framework and provide training and orientation to IT Security personnel in various organizations and IT institutions.
- b.) Department would like to engage a cyber-security expertise firm to perform services including a cyber-security awareness/audit/training and review of their existing IT policies & creation of IT policies as per the requirement. The overall purpose of the Academy Partner for Strengthening the IT security needs of quality standard ISO 27001.
- c.) Considering the present trends and needs the organization propose conduct training in the domain of Cyber Crime & Cyber Forensics covering the following topics.

**Information Technology (IT) Act: (14 Periods / Sessions):** Introduction to IT Act Essence of IT Act, Important sections under IT Act (Section 43, 56, 66B, 66C, 66D, 66, 66F, 67, 67A, 67B, 67C, 69, 69A, 69B, 72, 72A, 75, 77B, 78, 80, 64B, 84C), other important provisions under Criminal Procedure Code (CrPC) (Section 165, 100 Cr.PC) Admissibility of electronic

records under Indian Evidence Act, mapping of offences ITAA 2008.

**Cyber Crime: 120 Periods / Sessions:** Introduction to Cyber Crime, Different forms of Cyber Crimes- E-Mail related crimes. Illegal Online transaction, Job frauds, Cyber defamation, Ponzi scheme, Cyber stalking, Cyber bullying. Cyber pornography. Cybercrime/ attacks of advance type. Hacking, virus, worm, Trojan, Website defacement, Salami attack, cross-site scripting, web jacking, DOS / DDOS attacks, ransom ware, data hiding techniques (steganography, Dark web/ Deep Web), Crypto currency, User awareness- Safe practice to mitigate Cyber Crimes.

**Email, Web hosting and Social media investigation:** Services given by Web hosting Companies, Domain Name registration process, Investigation procedure for Domain names, E-mail concepts, Mail server, how does email server works, Email header, Email investigation, Social media investigation, Different types of Crimes reported in social media, Investigation procedure on Social media, Social media monitoring and intelligence platforms. Communication Device based Investigation Introduction to Communication devices, understanding of cellular networks, Information obtained from network service provider, Laws related to interception, Call Detail Record (CDR), other mobile related investigation (tower dump analysis in investigations, Internet Protocol Detail Record (IPDR). Voice over IP based investigation (VOIP). Introduction to Investigation of Financial Frauds and Cyber Crime, steps to follow in case of a fraudulent online transaction, Investigation of ATM withdrawal cases. Investigation of Bank-to-Bank transfer, Investigation of transactions involving cheques. Summary of common investigation steps, ndicative notice under 91 Cr. PC issued to the Bank wallet transfers, advance fee fraud, Lottery frauds, job frauds, Loan frauds, E-mail compromise frauds.

**Cyber Forensics:** What is Digital Evidence, Digital Devices: Sources of Digital Evidence, Primary evidence. Secondary evidence, Categorization of Digital evidence, Characteristics of Digital evidence, steps to follow in scene of crime, Acquisition of digital evidences procedure of gathering evidences from switched-off systems procedure of gathering evidences from live (switched-on systems), procedure of gathering evidences from Mobile phones, usage of Faraday bag while seizing mobile phones, Seizure of Computer System (Desktop & Laptop), introduction to Hashing, Importance of hash value.

**Mobile Forensics:** Introduction to mobile forensics, Major mobile phone related Cyber Crimes. Mobile forensics definitions, Evidence in Mobile Devices, Evidences that can be extracted from a traditional mobile device, Evidences that can be extracted from a smartphone, Types of memory on Mobile phones, techniques of Mobile forensics, list of Mobile forensic tools, Challenges in extraction of forensic evidences, Investigative procedures, steps involved in the analysis of mobile devices, precautions to be taken before an investigation, Scenario: If a mobile device is recovered from a bomb blast site.

**E-Mail Investigation:** Exploring the role of email investigation, Exploring the role of client and server in email, Investigating E-mail crimes and violations, Examining E-mail Messages, Viewing E-mail headers, Examine E-mail headers, Examining additional E-mail files. Tracing an e-mail message, using network E-mail logs, Understanding E-mail servers, Examining Unix email server logs, Examining Microsoft email server logs, click jacking links in emails.

## **5 Completeness of the EOI Document**

- a) Submission of the EOI response shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications.
- b) Failure to comply with the requirements or any clause of the EOI document may render non-compliant and the EOI Response may be rejected. Bidders must:
  - Include all documentation specified in this EOI document.
  - Follow the format prescribed in this EOI document and respond to each element in the order as set out in this EOI document.
  - Comply with all requirements as set out within this EOI document.

## **6 Pre-Proposal Meeting**

- a) All queries may be sent to the Nodal Officer of Odisha Police Communication specified before by post, or email on or before 18/01/2023 till 18:00 Hrs.
- b) Odisha Police Communication shall hold a pre-proposal meeting with the prospective applicants. The applicants will have to send their queries for Pre-proposal meeting by post or email.
- c) All queries to be raised at the EOI stage will relate to the EOI alone and no queries related to Scope of work and mode of selection will be entertained. These issues will be amply clarified at the EOI stage.
- d) All enquiries / clarifications from the applicants, related to this EOI, must be directed in writing exclusively to the contact person notified in this EOI document.
- e) The preferred mode of delivering written questions to the aforementioned contact person would be through mail or e-mail. Telephone calls will not be accepted. In no event will the Odisha Police Communication be responsible for ensuring that

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

applicants' inquiries have been received by Odisha Police Communication. The queries by the applicants will be provided in the following format. Request for clarifications Format:

<b>Company Name</b>	<b>Person Name</b>	<b>Designation, E-Mail, Contact Number</b>		
<b>Page No</b>	<b>Section</b>	<b>Sub-Section</b>	<b>Clarification</b>	<b>Remarks</b>

## **7 Responses to Pre-Submission Queries and Issue of Corrigendum**

- a) After distribution of the EOI, the contact person notified by Odisha Police Communication will begin accepting written questions from the applicants. The Nodal Officer notified by the Odisha Police Communication will endeavor to provide timely response to all queries. However, Odisha Police Communication makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does Odisha Police Communication undertake to answer all the queries that have been posed by the applicants. The responses to the queries from all applicants will be posted online on [www.odisha.gov.in](http://www.odisha.gov.in), [www.ocac.in](http://www.ocac.in), [www.tenders.gov.in](http://www.tenders.gov.in).
  
- b) At any time prior to the last date for receipt of EOI, Odisha Police Communication may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the EOI Document by a corrigendum.
  
- c) The Corrigendum (if any) & clarifications to the queries from all applicants will be posted online at the [www.odisha.gov.in](http://www.odisha.gov.in)., [www.tenders.gov.in](http://www.tenders.gov.in).

- d) Any such corrigendum shall be deemed to be incorporated into this EOI.
  
- e) In order to provide prospective applicants reasonable time for taking the corrigendum into account, Odisha Police Communication may, at its discretion, extend the last date for the receipt of EOI Proposals.

## **8 Preparation and Submission of EOI**

- a) The bidder shall be responsible for all costs incurred in connection with participation in the EOI process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of EOI response, in providing any additional information required by Odisha Police Communication to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. Odisha Police Communication will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
  
- b) The bidders shall submit their response as per the format given in this EOI document.
  
- c) The bidders shall submit the EOI document duly signed in the EOI response
  
- d) The sealed outer envelope clearly marked "EOI document for Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha."
  
- e) The outer envelope shall also indicate clearly the name, address, telephone number, E-mail ID and fax number of the bidder.
  
- f) All the pages of the EOI response paper must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.

- g) All pages of the EOI shall be initialed and stamped by the person who signs the bid.

## **9 Language**

The response proposal shall be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

## **10 Venue & Deadline for Submission of EOI**

Proposals, in its complete form in all respects as specified in the EOI, must be submitted on or before the last date and time of submission of EOI as mentioned on the cover page of the EOI paper at the address specified in Clause 1.3 through register post/ speed post [India Post] or deposited in the drop box kept at Odisha Police Communication premises. No other way of submission of tender paper including submission through courier shall be considered. Odisha Police Communication shall not be responsible for any postal delay.

## **11 Late EOI Submission**

- a) EOI received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- b) The proposal submitted by telex/ telegram/ fax/ e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- c) Odisha Police Communication shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.
- d) Odisha Police Communication reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities *vis-à-vis* urgent commitments. Such amendments shall be hosted in the Corporation website and shall be published in the same newspaper in which the EOI is published.

## **12 Short listing Criteria**

- a) Odisha Police Communication will shortlist agency(ies) based on the evaluation criteria including a technical presentation made to an Evaluation Committee
- b) Any attempt by applicant to influence the EOI process may result in the rejection of its EOI Proposal

## **13 Evaluation Process**

- a) Odisha Police Communication will constitute an Evaluation Committee to evaluate the responses of the Applicants.
- b) The Evaluation Committee constituted by Odisha Police Communication shall evaluate the responses to the EOI and all supporting documents & documentary evidence. Inability to submit requisite supporting documents or documentary evidence, may lead to rejection of the EOI Proposal. The Committee may seek additional documents as it deems necessary.
- c) Each of the responses shall be evaluated to validate compliance of the applicant according to the eligibility criteria, Forms and the supporting documents specified in this document.
- d) The decision of the Evaluation Committee in the evaluation of responses to the Expression of Interest shall be final. No correspondence will be entertained outside the evaluation process of the Committee.
- e) The Evaluation Committee may ask for technical presentation from the applicants to evaluate its suitability for the assignment.
- f) The Evaluation Committee reserves the right to reject any or all proposals. The EOI Proposal will be evaluated based on the documentary evidences provided.
- g) The EOI Proposal will be evaluated based on the documentary evidences provided and, marks will be assigned to the proposal based on the following criterion:



**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

**Technical Evaluation Marks (Total Marks = 30)**

<b>Sl. No.</b>	<b>Description of the Parameters</b>	<b>Max Score</b>	<b>Supporting Document</b>
<b>1</b>	<p>The firm/bidder annual average turnover minimum of ₹ 5 Crores generated from IT/ITES during last three Financial Years i.e., FY 2017-18, FY 2018-19 and FY 2019-20.</p> <p>UP to &gt;= ₹5 Cr = 03 Marks &gt;= ₹5 Cr to &lt; ₹10 Cr = 05 Marks &gt;= ₹10 Cr = 10 Marks</p>	10	Proof of Supporting Documents
<b>2</b>	<p>Bidder's Quality Certification: -</p> <ul style="list-style-type: none"><li>- ISO 20001 = 05 Marks</li><li>- ISO 14001:2015 = 05 Marks</li></ul>	10	Proof of Supporting Documents
<b>3</b>	<p>The bidder should have conducted academy training in PSU / Govt. sector in last 3 years ending with FY 2020-21.</p> <ul style="list-style-type: none"><li>• 3 Nos training =03 Marks</li><li>• 5 Nos training =05 Marks</li><li>• 10 Nos training =10Marks</li></ul>	10	Proof of Supporting Documents

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

--	--	--	--

- h) Applicants securing greater than or equal to 70% marks i.e. 21 marks out of total 30 would be shortlisted for issuance of EOI.

**1. Notification of Short listing**

Odisha Police Communication shall intimate through email to all applicants that have been shortlisted. Only Shortlisted applicants will be issued the Request for Proposal (EOI).

**2. Right to Terminate the Process**

- a) Odisha Police Communication may terminate the EOI process at any time and without assigning any reason thereof. Odisha Police Communication makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b) The submission of EOI paper does not constitute an offer by Odisha Police Communication. The bidder's participation in this process may result in selecting the bidder to engage towards execution of the contract.

**ANNEXURE I: Covering Letter (on the letter head of Applicant)**

**Date:**

**To,**

**The Director General of Police  
State Police Headquarters Odisha,  
Cuttack, Odisha, 753001.**

**Ref: "Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha"**

- 1) With reference to your EOI document \_\_\_\_\_, dated \_\_\_\_\_, I, having examined the EOI Documents and understood their contents, hereby submit my / our proposal for the subject EOI. The Proposal is unconditional and unqualified.
- 2) I acknowledge that the Authority will be relying on the information provided in the Proposal and the documents accompanying the proposal for selection of the Agency, and we certify that all information provided in the proposal and its Annexures along with the supporting documents are true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the proposal are true copies of their respective originals.
- 3) This statement is made for the express purpose of our selection as Agency for the design and execution of the aforesaid Project.
- 4) I shall make available to the Authority any additional information it may find necessary or require supplementing or authenticate the Proposal.
- 5) I acknowledge the right of the Authority to reject our Proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
- 6) I certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
- 7) I declare that:
  - a) I have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and
  - b) I have not directly or indirectly or through an agent engaged or indulged in any

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice, as defined in the EOI document, in respect of any tender or request for proposal issued by or any Agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

- c) I hereby certify that we have taken steps to ensure that in conformity with the provisions of the EOI, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice; and
- 8) The undertakings given by us along with the Proposal in response to the subject EOI and information mentioned for the evaluation of the bid capacity were true and correct as on the date of making the Proposal and are also true and correct as on the Proposal Due Date and I shall continue to abide by them.
- 9) I understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any BID that you may receive nor to invite the Agencies to BID for the Project, without incurring any liability to the Agencies, in accordance with the EOI document.
- 10) I certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project which relates to a grave offence that outrages the moral sense of the community.
- 11) I undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
- 12) I further acknowledge and agree that in the project such change in control occurs after signing of the Agreement up to its validity, it would, notwithstanding anything to the contrary contained in the Agreement, be deemed a breach thereof, and the Agreement shall be liable to be terminated without the Authority being liable to us in any manner whatsoever.
- 13) I hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Agency, or in connection with the Bidding Process itself, in respect of the subject EOI and the terms and implementation thereof.
- 14) In the project of my/ our being declared as the Selected Agency, I / we agree to enter into an Agreement in accordance with the draft that has been provided to me / us by the Authority. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

- 15) I have studied all the Bidding Documents carefully and also surveyed the website of Odisha Police . We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of Agreement.
- 16) The documents accompanying the Technical Proposal, as specified in the EOI, have been submitted in separate files.
- 17) I agree and understand that the Proposal is subject to the provisions of the Bidding Documents. In no case, I shall have any claim or right of whatsoever nature if the Project not awarded to me or our Proposal is not opened or rejected.
- 18) The Financial Proposal has been quoted by me after taking into consideration all the terms and conditions stated in the EOI, draft Agreement, our own estimates of costs and after a careful assessment of the website and all the conditions that may affect the implementation cost.
- 19) I agree and undertake to abide by all the terms and conditions of the EOI document.
- 20) I shall keep this offer valid for 180 (One Hundred Eighty) days from the Proposal Due Date specified in the EOI.
- 21) I hereby certify that we have not changed any quantity as mentioned in the financial figures and confirm that any discrepancy arrives at any time, decision of Authority (DoT) will be considered as final.
- 22) I hereby submit our Proposal and quote an amount as indicated in Financial Proposal for undertaking the aforesaid Project in accordance with the Bidding Documents and the Agreement.

In witness thereof, I submit this Proposal under and in accordance with the terms of the EOI document.

Yours faithfully,

For and on behalf of (*Name of Applicant*)

**Duly signed by the Authorized Signatory of the Applicant**

**(Name, Title, and Address of the Authorized Signatory)**

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

**ANNEXURE II: Request for Clarification**

The bidder requiring specific points of clarification may communicate with Odisha Police during the specified period using the following format:

Bidder's Request for Clarification				
<<Name of Organization submitting query/ request for clarification>>				
<<Full address of the Organization including e-mail, phone, and fax for all points of contact>>				
Sl. No.	EOI Reference (Section No., Clause, Page No.)	Content of EOI	Clarification Sought	Odisha Police Response (Space to be left blank by the
1				
2				
3				

**ANNEXURE IV: Details of the Agency**

On the Letter head of the Agency:

- a) Name of the Agency:
- b) Incorporation (i.e., Company, Partnership or Proprietorship):
- c) Registered Office Address with telephone, fax, website, and email:
- d) Date of Incorporation (Please attach copy of certificate of incorporation/ Registration):
- e) Name of the contact Person (Authorized Signatory):
- f) Designation:
- g) Mobile Number & Telephone Number:
- h) E-mail Address:
- i) Fax Number:
- j) GST Registration number:
- k) Pan Card:
- l) Average Annual Turnover:

**Duly signed by the Authorized**

**Signatory of the Agency (Name, Title, and Address of the Authorized Signatory)**

## Annexure V: Power of Attorney (on stamp paper)

Know all men by these presents, We.....(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. / Ms. (name),.....son / daughter / wife of.....and presently residing at....., who is (presently employed with us and holding the position of....., as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for the "Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha".

proposed to be developed by the Odisha Police including but not limited to signing and submission of all Bids / Proposals, bids and other documents and writings, participate in pre-bids / pre-proposal and other conferences and providing information / responses to Odisha Police, presenting us in all matters before Odisha Police, signing and execution of all contracts including the Agreement and undertakings, consequent to acceptance of our bid, and generally dealing with Odisha Police in all matters in connection with or relating to or arising out of our bid, for the said Project and/ or upon award thereof, to us and / or till the completion of the project. AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us and shall be binding on us.

IN WITNESS WHEREOF WE, [•], THE ABOVE-NAMED PRINCIPAL HAVE  
EXECUTED THIS POWER OF ATTORNEY ON THIS [•] DAY OF [•], 20[•]

For

(Signature, name, designation, and address) Witnesses:

(Notarized)

Accepted

(Signature)

(Name, Title, and Address of the Attorney)

Notes:

*The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*

*Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favor of the person executing this*



**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

*Power of Attorney for the delegation of power hereunder on behalf of the Agency.*

**Annexure VI: Non-Blacklisting declaration**

(On the Letter Head of the Agency)

I/We Proprietor/ Partner(s)/ Director(s) of M/s \_\_\_\_\_ hereby certified that, I/we M/s \_\_\_\_\_ have not blacklisted or debarred by any Ministry/ Departments of Central/ State Government, International bodies like United Nations, World Bank or any other organization/ Funding Agencies as on date.

In case the above information found false I/We are fully aware that the tender/ contract will be rejected / cancelled by Odisha Police and EMD/PBG shall be forfeited. In addition to the above Odisha Police will not be responsible to pay the bills for any completed / partially completed work.

**Duly signed by the Authorized Signatory of the Agency  
(Name, Title, and Address of the Authorized Signatory)**

**Annexure VII: Self-declaration for Non-Performance**

I/ We ..... hereby declare that my / our firm M/S ..... have successfully executed the work order assigned by the State Government / any other Government entity or any state government or central government / department / Local Government / agency in India. There is no remark of non-performance or non-compliance in any of our past projects, or any contractual dispute / litigation / arbitration in the recent past. Dated this ..... Day of ..... 20.....

**Name of the bidder**

**Signature of the Authorized person**

**Name of the Authorized person**

## Annexure VIII: Technical Capacity of the Bidder

The bidder shall submit technical qualification details in the below prescribed for as

Project Credentials		
SI No.	Parameters	Details
1	Project Title	
2	Project Description	
3	Location	
4	Name of Client	
5	Total value of work order (In Indian Rupees), as applicable	
6	No. of manpower/ experts engaged	
7	Period of Services rendered by the Agency	
8	Scope of Service	
9	Other Information relating to Project	
10	Nature and details of experience in similar field (Please attach relevant documentary evidence)	
11	Copy of the work order, completion certificate to be submitted	

Date:

\*Please use separate sheet for single project

Duly signed by the Authorized Signatory of the Agency

(Name, Title, and Address of the Authorized Signatory)

*Note: Documentary proof (copy of Agreement / Work Order / Completion Certificate etc of related projects) with project citation*

## Annexure IX: Financial Capacity of the Agency

### Bidder Organization (Financial Details)

Financial Information in INR				
D				Average
Annual Turnover/ Revenue (in Crores)				
Annual Net worth Revenue (in Crores)				

**Supporting Documents:**

CA Certificate and Audited Financial Statements (Submission of copies of Income & Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form)

\_\_\_\_\_

Authorized Signatory [*In full and initials*]: \_\_\_\_\_

Name and Designation with Date and Seal: \_\_\_\_\_

## Annexure X: Power of Attorney

### (On Bidder's Letter Head)

I, \_\_\_\_\_, the \_\_\_\_\_ (Designation) of (Name of the Organization) in witness whereof certify that <Name of person> is authorized to execute the attorney on behalf of <Name of Organization>, <Designation of the person> of the company acting for and on behalf of the company under the authority conferred by the <Notification / Authority order no.> Dated <date of reference> has signed this Power of attorney at <place> on this day of <day><month>, <year>.

The signatures of <Name of person> in whose favor authority is being made under the attorney given below are hereby certified.

Name of the Authorized Representative:

(Signature of the Authorized Representative with Date)

CERTIFIED:

Signature, Name & Designation of person executing attorney:

Address of the Bidder

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

**Annexure XI: Bidder Experience details**

**(BIDDER'S PAST EXPERIENCE DETAILS)**

Sl. no.	Period	Name of the Assignment with details thereof	Name of The Client	Contract Value (in INR Lakhs) and Duration in Month	Date of Award/ Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							
4							

**Authorized Signatory [In full and initials]:** \_\_\_\_\_

**Expression of Interest (EOI) For Selection of Enterprise Academy Partner for Strengthening Cybersecurity for Home Department, Government of Odisha.**

---

-----End of Document-----