



UDUPI COCHIN SHIPYARD LIMITED

Malpe Harbour Complex, Malpe,
Udupi, Karnataka - 576 108, India.
Tel - 0820 2538604.

Tender No. & date	UCSL/CC/T/GEN/320 Dt. 28 th January 2025
Name of work	TENDER FOR GAP ASSESMENT OF IT INFRASTRUCTURE SECURITY
Last date & time of receipt of tender	05th February 2025 (Wednesday), 15:30hrs
Date & time of opening of Bid	05th February 2025 (Wednesday), 15:30hrs

1. INTRODUCTION:

1.1. This is pertaining to the awarding of contract for conducting Gap assessment of IT infrastructure security (in accordance with standards for conducting audit) by reputed lead auditors/ auditing servicing firms/ Certification body.

1.2. Udupi Cochin Shipyard Limited (UCSL) is a wholly owned subsidiary unit of Cochin Shipyard Limited, Kochi Kerala, functioning under the Ministry of Ports, Shipping and Waterways, Government of India. The core operation of UCSL is design & building various types of ocean-going vessels. The head office of UCSL is located at Malpe, Udupi Karnataka UCSL has earned its Integrated Management System (ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018) certification from M/s. Bureau Veritas.

1.3. About Udupi Cochin Shipyard Limited:

1.3.1. UCSL comprises of three different units/sites which in its wholesome includes the entire operations of the organization. The details of the three units with various functional Depts is shown below.

Site /Location	Identity	Departments
Malpe (Site-1)	Head office & Core Operations	BD, Design, Planning, QC, Ship Building Operations, HSE, U&M
Hangarakkatte (Site-2, 20 km from Malpe)	Hull Fabrication Shop	Ship Building Operations
Baputhotta (Site-3, 1 km from Malpe)	Warehouse and office	Materials Dept, Warehouse, HR & Finance



2. SCOPE OF WORK

2.1. The scope of work includes

Current State Assessment (Covering the location- UCSL: Malpe, Baputhotta and Hangarakatte)

- Current Infrastructure Evaluation:
 - **Hardware:** Assess the existing servers, storage devices, networking equipment and end-user devices (computers, mobile devices).
 - **Software:** Evaluate the operating systems, applications, databases and other software components in use.
 - **Infrastructure Components:** Review backup systems, disaster recovery plans, security systems (firewalls, antivirus), and monitoring tools.
- Performance and Scalability:
 - Evaluate the performance metrics of current systems (e.g., CPU, memory, disk usage) under normal and peak loads.
 - Determine how well current systems can scale to meet increased demands in terms of data volume, transactions, users, etc.
- Capacity Planning:
 - Estimate future IT requirements based on business growth projections, anticipated changes in technology, and industry trends.
 - Calculate the required capacity for servers, storage, bandwidth, and other resources to meet these future demands.
- Security and Compliance:
 - Assess the current security measures and compliance with relevant regulations and standards.
 - Identify gaps in security practices and compliance that need to be addressed to meet future requirements.
- Technology Trends and Innovations:
 - Stay informed about emerging technologies that could impact future IT requirements (e.g., cloud computing, AI, IoT).
 - Evaluate whether integrating these technologies would be beneficial and feasible.
- Budget and Resource Allocation:
 - Analyses the financial resources available for upgrading or expanding the IT infrastructure.
 - Determine the human resources required for implementation, maintenance, and support of the upgraded infrastructure.

Gap Analysis and Recommendations:

- Compare the current state of the IT infrastructure with future requirements to identify gaps.
- Prioritize recommendations based on criticality, feasibility, and impact on business objectives.

2.2. The agency shall prepare & submit the Study Reports on completion of each phase of audits/study. The agency shall also ensure that all the recommendations & non-conformities of audits are closed within the specified timeline.





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3. COMPETENCY OF INTERNAL AUDITORS/ SERVICE PROVIDERS:

- 3.1. The audit team leader and other auditors shall have minimum 5 years of previous experience in conducting similar nature of audits at shipyards /heavy engineering organizations of having minimum manpower strength of 1000 people. Proof for the same shall be submitted along with offer.
- 3.2. Other audit team members shall be qualified for conducting IT gap analysis assessment and must have minimum 3 years of auditing experience
- 3.3. Necessary certificates of qualification & previous work experience shall be submitted by the audit team members for conducting IT gap analysis at UCSL.
- 3.4. **Auditors profile shall be submitted prior to audits**

4. VALIDITY

- 4.1. The offer shall be valid for a period of 06 months.

5. TAXES & DUTIES

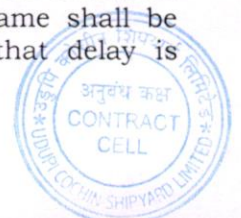
- 5.1. GST shall be applicable extra on the prescribed work from 01.07.2017 onwards. You are requested to furnish the following details in the invoice/Bill.
 - Applicable rate of GST/SAC Code
 - Firms GST Reg. NO.
 - Service accounting code (SAC) as prescribed by statutory authorities.
 - GST Reg. No. of Udupi Cochin Shipyard Limited (**29AAACT1281B1ZO**).

6. PAYMENT

- 6.1. All claims for payment shall be submitted on successful completion of each phase of Internal Audit, preparation & submitting audit reports and closure of recommendation & non-conformities.
- 6.2. Payment will be released within 30 days from date of submission of bill and work completion certificate from the executing UCSL officer-in-charge.
- 6.3. Invoice shall be submitted with necessary Work completion certificate duly certified by UCSL representative.
- 6.4. Payment will be made by RTGS/NEFT to the account of Agency. The name of the bank, branch, A/C No., IFSC code & other particulars shall be furnished by the Agency in the proforma of UCSL.

7. LIQUIDATED DAMAGES

- 7.1. The progress of work will be monitored against the mutually agreed detailed schedule. Liquidated damages for delays in execution of the work beyond the scheduled date of completion, for any reason other than force majeure conditions, will be recovered at the rate of half percent of the value of the contract per week or part thereof, subject to a maximum of ten (10) percent of the value of the contract.
- 7.2. For better clarity, order values mentioned in LD clause are values excluding duties and taxes (Basic value). Liquidated damages, if any, shall be decided and settled only after the completion of the entire project but prior to the release of Final stage Payment.
- 7.3. If, for any reasons, supplier has a justification towards delay in supply / work execution and would intend to consider applicability/ non applicability of LD, the same shall be intimated to UCSL by way of a letter, failing which it will be deemed that delay is attributable to the supplier.





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7.4. Delay in supply/Interruption of the work for reasons not attributable to supplier shall entitle extension of the order execution period for proportionate period without any additional cost to UCSL.

8. TERMINATION & LIMITATION OF LIABILITY

- 8.1. This contract may be terminated upon the occurrence of any of the following events
- 8.2. By agreement in writing of the parties hereto;
- 8.3. By the non-defaulting party, upon default by the other party, of any clause of this contract, if not remedied within thirty (30) days, or such longer time as may be agreed upon by the parties, after receipt of notice thereof in writing from the non-defaulting party;
- 8.4. By the other party, upon either party;
- (i) Making the assignment for the benefit of creditors, being adjudged a bankrupt or becoming insolvent; or
 - (ii) Having a reasonable petition filed seeking its' dissolution or liquidation, not stayed or dismissed within sixty (60) days; or
 - (iii) Ceasing to do business for any reason.
- 8.5. For fraud and corruption or other unacceptable practices.
- 8.6. Upon expiry or termination of this Contract, neither party shall be discharged from any antecedent obligations or liabilities to the other party under this Contract unless otherwise agreed in writing.
- 8.7. UCSL may give by notice in writing to supplier for terminate the order after issuing due notice i.e., 15 days' notice period. UCSL shall be entitled to compensation for the loss limited to the order value.
- 8.8. Liability maximum that can be claimed by the supplier shall be limited to what is due to be and has been paid by UCSL for the material delivered/work done as per the payment milestones.

9. ARBITRATION & JURISDICTION

- 9.1. If any dispute, disagreement, or question arising out of or relating to or in consequence of the contract, or to its fulfillment, or the validity of enforcement thereof, cannot be settled mutually or the settlement of which is not herein specifically provided for, then the dispute shall within thirty days from the date either party informs the other in writing that such disputes, disagreement exists, be referred to arbitration. The arbitrators shall be appointed and the arbitration proceedings shall be conducted in accordance with and subject to the Arbitration and Conciliation Act, 1996 (No. 26 of 1996) as amended from time to time and the decision of the Arbitrators shall be final and binding on the parties hereto. The arbitration will be done by a Board comprising one arbitrator nominated by each party, and a mutually agreed Umpire. Each party shall bear its own cost of preparing and presenting its case. The cost of arbitration shall be shared equally by the parties unless the award provides otherwise. Performance under this Contract shall however, continue during arbitration proceedings and no payment due or payable by the parties hereto shall be withheld unless any such payment is or forms a part of the subject matter of arbitration proceedings.
- 9.2. Seat & Venue of Arbitration: The seat & venue of arbitration shall be at Bangalore.
- 9.3. Language of Arbitration: The Language of arbitration shall be English.





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9.4. Governing Law: The contract shall be governed by Indian Law.

9.5. In case of disputes, the same will be subjected to the jurisdiction of courts at Bangalore, Karnataka.

10. SUB CONTRACTING AND ASSIGNMENT

- 10.1. Contractor shall not assign nor transfer the Purchase Order/ Work Order nor shall any share or interest therein in any manner or degree be transferred or assigned by Contractor to a third party without prior consent in writing of UCSL.
- 10.2. Contractor shall not contract with any subcontractor and/or vendor without the prior written consent of UCSL. Such consent shall not relieve the Contractor from any of his responsibilities and liabilities under the Purchase Order/ Work Order. In addition, Contractor shall ensure that the terms and conditions of any such contract shall comply with and correspond to the terms and conditions of the Purchase Order/ Work Order.

11. SECRECY & RESTRICTION ON INFORMATION TO MEDIA

- 11.1. The information contained in the enquiry as such shall NOT be communicated to any third party without prior approval of UCSL.
- 11.2. Information in respect of contracts/orders shall NOT be released to the national or international media or anyone not directly involved in its execution without the written approval of UCSL.

12. CANCELLATION OF ORDER AND RISK CONTRACTING

- 12.1. In the event the contractor fails to complete the work promptly and satisfactorily as per the terms of the order, and if the work is delayed beyond thirty (30) days from the agreed schedule, UCSL, without prejudice, reserves the right to cancel the order and get the work done at contractor's cost and the expenditure so incurred including any damage or loss will be recovered from him and the Security Deposit furnished by him is liable to be forfeited either in whole or in part.

13. FORCE MAJEURE

- 13.1. Should failure in performance of any part of this contract arise from war, insurrection, restraint imposed by Government act or legislation of other statutory authority, from explosion, riot, legal lock-out, flood, fire, act of God or any inevitable or unforeseen event beyond human control which will be construed as a reasonable ground for extension of time, UCSL may allow such additional time as is mutually agreed to be justified by the circumstances of the case.





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14. IMS GUIDELINES

- 15.1. UCSL implemented an Integrated Management System (IMS) and the Quality Management System (QMS) within the yard. As part of IMS, subcontractors shall comply with the following measures related to the Quality, Health, and Safety & Environment (QHSE) policy of UCSL.
- a) Meeting or exceeding customer requirements.
 - b) Assuring quality of the products and service.
 - c) Preventing occupational ill health & injuries.
 - d) Ensuring safe work sites.
 - e) Conserving natural resources.
 - f) Preventing / minimizing air, water & land pollution.
 - g) Handling and disposal of Hazardous wastes safely.
 - h) Complying with statutory & regulatory and other requirements.
 - i) Developing skills and motivating employees.
- 15.2. Occupational Health, safety & Environmental requirements of UCSL shall also include the following.
- a) The contractor (or a sub-contractor performing work on behalf of the contractor) is deemed to comply with the Occupational health, safety and environmental policy of the company and also to all operational controls/standard operating procedures and shall undertake the work in total compliance with the requirements of the established Integrated Management System (IMS) of the company.
 - b) The Contractor shall undertake the work in total compliance with all applicable legal/statutory requirements related to occupational health, safety and environment effective in the state of Karnataka.
 - c) It is the sole responsibility of the contractor to assure that any sub-contractor/s who shall perform works in company lands/facilities/worksites on behalf of the contractor, is also following all requirements related to the Integrated Management System of the company and the health/safety/environmental Rules effective in the state.
 - d) The contractor shall provide/implement and operate/practice all occupational health, safety and environmental management measures/facilities, for their period of contract, in their activities/at their work sites, which shall be required according to the IMS of the company or that required by the health/safety/environmental Rules established and effective in the state, at their own cost.
 - e) If any contractor failed to comply with or violated any clauses/requirements of occupational health, safety and environmental Rules effective in the state, in their activities or at work sites and the same shall be exposed to the government or any competent authorities upon inspections, the contractor shall be solely responsible for all liabilities caused by his/her action and shall be responsible for paying the penalty and taking stipulated corrective actions insisted by the authorities within the specified time, at their own cost. Any liability to the company in this regard needs to be compensated by the contractor.
 - f) Upon completion of the work, contractor shall clear the area and shall not leave any Occupational health/safety/environmental liabilities to the company, from their activities at the worksites.





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- g) Any clarification related to IMS requirements of the yard, may be obtained by the contractor from the AGM (HSE) or the authorized representative of the contract, prior to the commencement of work.

15. SAFETY OF PERSONNEL AND FIRST AID

- 15.1. The Agency shall be entirely responsible for the safety of all the personnel employed by him on the work. In this regard, he may adopt all the required safety measures and strictly comply with the safety regulations in force. In this regard, the Contractor will have to fully indemnify UCSL against any claims made by his workmen/other personnel.
- 15.2. The Agency may arrange to suitably insure all his workmen/ other personnel in this regard. UCSL will not be responsible for any injury or illness to the Contractor's workmen/other personnel during execution of the works due to whatsoever reasons.
- 15.3. The Agency shall provide and maintain so as to be readily accessible during all working hours, a first aid box with prescribed contents at every place where he employs contract labour for executing the works.

16. LABOUR LAWS AND REGULATIONS

- 16.1. The Contractor shall maintain the records viz. Muster Roll, Acquittance Roll with full details, Account books etc., in original. These are required for inspection by the concerned authorities under each scheme.
- 16.2. If the Contractor fails to pay any contributions, charges or other amounts payable under any of the aforementioned provisions of law, UCSL shall deduct or adjust amounts equivalent to such contribution, charges or amounts from amount payable to him by UCSL, including any deposit or amounts payable against bills and make payments on his account to the appropriate authority. He shall not be entitled to question or challenge such deductions, adjustments or payment made by UCSL.
- 16.3. Any other amount payable under any law or in respect of any person employed by the Contractor, if not paid by him, shall be deducted or adjusted by UCSL out of any amount payable to the Contractor including any Security Receipt and paid ever or withheld for payment by UCSL.
- 16.4. The Contractor shall be fully responsible for the conduct and discipline of the workmen employed by him in the Company premises. If such workmen commit any misconduct or criminal act inside the Company, the Contractor shall take appropriate action against such workmen. The contractor shall abide by the instructions/ guidelines issued by the Company for maintenance of discipline and good conduct among the workmen employed by him.
- 16.5. All persons who are engaged for various works in UCSL either directly or through contractors, should produce the following documents prior to issuing their entry passes:
- 16.6. Passport/attested copy of passport with photo and address particulars.
 OR
 Police clearance certificate with photo and address particulars. (Police clearance certificate to the effect that the concerned person is staying in the area of jurisdiction of the certificate issuing Police Station and that the person is not involved in any criminal offences as per the records available therein.)
- 16.7. Contractors are to familiarize themselves with the labour rules & regulations.





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17. OTHER TERMS & CONDITIONS

- 17.1. Quality of workmanship shall conform to the specification/ standards laid down by UCSL.
- 17.2. UCSL reserves the right to accept / reject any offer.
- 17.3. Damages caused to the Shipyard properties/tools/accessories should be rectified by the Agency at his cost or proportional recoveries will be made from the Agency while passing their bills for payment.
- 17.4. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their Tenders as to the nature of the site and dimensions, the means of access to the site and obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender.
- 17.5. A Tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of a Tender by a Tenderer implies that he has read this notice and all other Contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.
- 17.6. Addenda to this Tender document, if issued, must be signed and submitted along with the Tender document.
- 17.7. The Contractor shall also be governed by the General Conditions of Contract of UCSL, General Safety Rules and other relevant Labour laws.
- 17.8. Assistant General Manager or his authorized representative will be the Officer-in-charge of this Contract.
- 17.9. UCSL reserve the right to cancel the contract if the audit was not performed within the required time frames with utmost quality and satisfaction meeting the standard for auditing.
- 17.10. **The offer shall be inclusive of travel and accommodation during the period of audit.**
- 17.11. **UCSL is located 5 km from Udupi town. Nearest railway station is Udupi - 9km from UCSL.**
- 17.12. The Agency shall indemnify UCSL or its officers against any claims arising out of accidents or injuries to workmen or other persons or damage to other property which may arise during the execution of the contract or from breach of any Law or Regulation prior to delivery and acceptance of the items at UCSL.
- 17.13. It is also to be understood by the Agency, that Udupi Cochin Shipyard Limited does not bind itself to give the Contractor any regular or specific quantity or area of work and it shall be done at the sole discretion of UCSL depending on the prevailing site conditions and other limiting factors and no claim on this account from the contractor shall be entertained.
- 17.14. For any technical clarification please;
 Contact: Mr. Prajitha P V : (+91 79944 35315)

Asst. General Manager (Materials & Contract Cell).



सोणि क्लेमेन्ट टी एम
SONY CLEMENT T M
 सहायक महापबंधक/ASSISTANT GENERAL MANAGER
 उडुपि कोचीन शिपयार्ड लिमिटेड
UDUPI COCHIN SHIPYARD LIMITED
 माल्पे, कर्नाटक/MALPE, KARNATAKA-576 108



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18. PRICE BID FORMAT

SL. NO	DESCRIPTION OF WORK	UOM	QTY	TOTAL AMOUNT (INR)
1	Gap assessment of IT infrastructure security	LS	1	
2	Total:			
3	IGST/GST @.....			
4	Grand Total Amount:			
Grand Total in words:				

Signature:

Address of the contractor:

Date:

Seal:

18.1. Prices are to be quoted in the Pricing Format. The quotations to be submitted in the company letter head and forwarded to contractcell@udupicsl.com

18.2. Quotations shall be submitted as Password Protected File. The bidders are advised to share the password through only SMS while opening the quotations.

18.3. L1 will be determined based on the amount quoted at Sl. No. 02 of price bid format.

