

**Addendum 1 dated 20<sup>th</sup> April 2024**

**(i) Clarification/Change in Project Scope of Work**

| <b>Clause in RFP</b>   | <b>Clarification/Changes</b>   |
|--|--|
| <p><b>Annexure 8- Project Details Scope of Work</b></p> <p><b>1. Project Scope</b></p> <p>Gap Analysis: Conduct a thorough gap analysis to identify the business continuity framework's alignment with ISO 22301:2019 requirements.</p> <p>Risk Assessment Review: Evaluate the existing risk assessment within the business continuity framework, ensuring alignment with ISO 22301:2019 risk management principles.</p> <p>Implementation Support: Provide guidance and support for implementing necessary improvements and corrective actions to meet ISO 22301:2019 standards.</p> <p>Certification: Ensuring a successful certification ISO 22301:2019.</p> <p>Maintenance support: To maintain the certification for a period of 3 years without any break in validity.</p> <p>The selected bidder is responsible for the following:<br/>The bidder shall conduct certification audit as per scope given below for ISO 22301:2019 certification.</p> <p>ISO 22301:2019 Scope –“Digital Group, Treasury Department, and Risk Management Department”</p> | <p><b>Annexure 8- Project Details Scope of Work</b></p> <p><b>1. Project Scope</b></p> <p>The bidder shall conduct certification audit as per scope given below for ISO 22301:2019 certification.</p> <p>The selected bidder is responsible for the following:</p> <p>Certification Audit: - Year 1</p> <p>Audit will be conducted for Business Continuity Management at the Bank, ensuring alignment with ISO 22301:2019 requirements.</p> <p>Auditing Firm will furnish pre-audit finding and non-conformity for necessary rectifications. Upon rectification of any identified gaps or audit findings and formalization of the audit, the auditor will confirm certification.</p> <p>Surveillance Audit: - Year 2- to uphold compliance with ISO 22301:2019 standards.</p> <p>Surveillance Audit: - Year 3- to uphold compliance with ISO 22301:2019 standards.</p> <p>Certification: On completion of successful BCM ISO 22301:2019 certification, selected bidder to provide certificate.</p> |



Request for Proposal for Appointment of Certification Bodies for ISO 22301: 2019 Certification  
BID NO: GEM/2024/B/4826324 dated 30<sup>th</sup> March 2024

**(ii) Changes in Evaluation Methodology for bidders**

| Clause in RFP  | Clarification/Changes  |
|--|--|
| <b>5.2 Evaluation Methodology for Eligible Bidder</b><br><br>I. Technical Bid Evaluation: Criteria- Experience of providing ISO 22301 consultancy services to the Banking sector in India leading to successful ISO 22301 certification in the last 5 years.<br><br><b>Evaluation Parameters:</b> For each consultancy assignment, 10 marks will be awarded. | <b>5.2 Evaluation Methodology for Eligible Bidder</b><br><br>I. Technical Bid Evaluation: Criteria- Experience of providing ISO 22301 certification to the Banking sector in India leading to successful ISO 22301 certification in the last 5 years.<br><br><b>Evaluation Parameters:</b> For each certification, 10 marks will be awarded. |

**(iii) Extension of Timelines for Submission of Bids**

| # | Particulars  | Existing Dates                       | Extended Dates                    |
|---|--|--------------------------------------|-----------------------------------|
| 1 | Last Date & Time of Submission of Bids                         | 20 <sup>th</sup> April 2024, 5.00 PM | 4 <sup>th</sup> May 2024, 5.00 PM |
| 2 | Date & Time of opening of Part-I Eligibility cum Technical Bid | 22 <sup>nd</sup> April 2024, 3.30 PM | 6 <sup>th</sup> May 2024, 3.30 PM |

**Clarification of Pre-bid queries is enclosed as part this Addendum as per 'Annexure A'**

All other Terms & Conditions are same as per our RFP No. BID NO: GEM/2024/B/4826324 dated 30<sup>th</sup> March 2024 for Appointment of Certification Bodies for ISO 22301: 2019 Certification.

**Annexure A**

**Pre-bid queries response as part of Addendum 1**

**Bank's clarification on Pre-bid Queries from Prospective Bidders for RFP: Request for Appointment of Certification Bodies for ISO 22301: 2019 Certification BID NO: GEM/2024/B/4826324 dated 30<sup>th</sup> March 2024**

| <b>S.N.</b> | <b>Point / Section #</b>                                       | <b>Clarification points as stated in the tender document</b> | <b>Comment</b>            | <b>Reply to the bidder query</b>   |
|-------------|--|--|---------------------------|--|
| 01          | Annexure 8 – Project Details Scope of Work<br>1. Project Scope | Number & Name of departments                                 | Please provide the detail | Three-Digital Group Dept., Risk Management Dept., Treasury Dept.         |
| 02          | Annexure 8 – Project Details Scope of Work<br>1. Project Scope | Number of employees  | Please provide the detail | Digital Group- 248<br>Treasury Department-158<br>Risk Management-79      |
| 03          | Annexure 8 – Project Details Scope of Work<br>1. Project Scope | Locations details  | Please provide the detail | BKC, Mumbai<br>Jogeshwari, Mumbai<br>H.O., Vadodara<br>Kandiwali, Mumbai |

जोखिम प्रबंधन विभाग, बी.सी.सी., मुंबई

Risk Management Dept., BCC, Mumbai

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