DEPARTMENT OF SOIL SURVEY & SOIL CONSERVATION
Directorate HQ
Vazhuthacaud, Thiruvananthapuram
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No: SSSC/2535/2024-FIN2	Date: 31-08-2026

QUOTATION DOCUMENT

Sub: Invitation of Quotations for the Cyber Security Audit of Document Management System (DMS)

The Department of Soil Survey and Soil Conservation, Government of Kerala, invites competitive single-cover quotations from CERT-In Empanelled Agencies for carrying out a comprehensive cyber security audit of the Document Management System (DMS) developed by KELTRON and hosted at the Kerala State Data Centre (KSDC).

Application technical details and specific testing requirements are attached as Annexure-I for reference.

SCHEDULE:
- Last Date & Time of receipt of quotation: 17.09.2026 before 5:00 PM
- Quotation Opening Date & Time: 18.09.2026 at 11:00 AM

TERMS AND CONDITIONS / ELIGIBILITY CRITERIA FOR SUBMISSION OF QUOTATIONS

1. Clause 1 – Eligibility:
Only organisations/agencies having a valid CERT-In empanelment for providing Information Security Auditing Services on the date of opening of quotations shall be eligible. Documentary proof of valid empanelment shall be submitted along with the quotation. The Department will independently verify the empanelment status from the official CERT-In list.

2. Clause 2 – Submission Procedure:
Single Cover Quotation addressed to the Deputy Director, Soil Conservation, should be submitted with the subject line "Quotation for DMS Security Audit - SSSC/2535/2024-FIN2" physically before the due date and time (17.09.2026 before 5:00 PM). Incomplete, conditional, unsigned quotations, or those received after the deadline will be summarily rejected without further notice.

3. Clause 3 – Compliance with CERT-In Guidelines:

The audit shall be conducted in accordance with the latest applicable CERT-In guidelines, directions and audit requirements, including the CERT-In Comprehensive Cyber Security Audit Policy Guidelines and applicable guidelines for secure application design, development, implementation and operations, as amended from time to time.

4. Clause 4 – Scope of Vulnerability Assessment:
The system shall be comprehensively audited, within the approved scope of work detailed in Annexure-I, to identify known and reasonably discoverable security vulnerabilities using appropriate industry-standard methodologies, tools and manual testing techniques, with the objective of strengthening the overall security posture of the system.

5. Clause 5 – System Access & Cooperation:
The required access to the DMS will be provisioned to the selected auditor in coordination with the KELTRON technical team. The auditor shall cooperate fully, maintain technical evidence supporting reported findings, and provide necessary technical details or logs as requested by the Department.

6. Clause 6 – Support for Remediation and Verification:
The selected security auditor shall provide necessary technical clarification and recommendations to the Department/KELTRON technical team for remediation of vulnerabilities identified during the audit. The auditor shall subsequently conduct follow-up/verification testing to confirm the closure of such vulnerabilities.

7. Clause 7 – Audit Report and Certificate:
The final security audit report and certificate shall conform to the applicable CERT-In requirements and KSDC guidelines.

8. Clause 8 – Payment and Safe-to-Host Certificate:
Payment will be processed only after successful completion of the security audit, remediation/closure of identified vulnerabilities, completion of follow-up/verification testing, and submission of the final 'Safe to Host' certificate and audit report by the CERT-In empanelled auditor, in accordance with the applicable CERT-In and KSDC requirements. No claim for interest or additional charges in case of administrative delays in payment processing will be entertained by the Department.

9. Clause 9 – Confidentiality and Security of Audit Data:
All credentials, logs, source code, configuration details, audit artefacts, reports and other information accessed or generated during the audit shall be treated as confidential and shall be stored, transmitted and handled securely in accordance with applicable CERT-In requirements and the directions of the Department/KSDC. No such information shall be disclosed to any third party without prior written approval of the Department, except where disclosure is required under applicable law or CERT-In requirements. The selected Auditor

shall execute a Non-Disclosure Agreement (NDA) with the Department prior to commencing work.

10. Clause 10 – Audit, Remediation and Re-test Timeline:
The audit shall be completed within 20 working days from the date of provision of all required access, information and test environment. The Auditor shall submit the initial audit report within 3 working days of completion of testing. Follow-up verification shall be conducted after remediation of the identified vulnerabilities.

11. Clause 11 – Inspection Rights:
The Department of Soil Survey and Soil Conservation reserves the right to inspect or review the audit activities being undertaken by the auditor at any point during the project timeline.

Digitally signed by
Saju K. Surendran
Date: 31-08-2026
11:47:50

SAJU K SURENDRAN IES

DIRECTOR
Department of Soil Survey and Soil Conservation

Encl: Annexure-1