



MINUTES OF THE PRE-SUBMISSION MEETING

Engagement of a Firm to Conduct IT Security Review of Business Applications (DWH/DAP Platform)

1. A Pre-submission meeting for the captioned procurement was held on **December 28, 2022 at 11:00 AM (PKT)** via Zoom Meeting Application.
2. The representatives of the General Services Department (GSD-SBP BSC), Office of the Chief Information Security Officer (OCISO) and prospective consultants joined the meeting.
3. The session commenced with a welcome note. At the outset, all applicants were briefed about the purpose of the meeting which was to provide an overview of the bidding process, explain TORs and shortlisting criteria and clarify relevant queries of the applicants. Further, it was conveyed that the queries submitted by the applicants would be sequentially discussed and any unanswered questions (if any) would be addressed in the meeting minutes.
4. All queries of the participants and their respective responses are given in **Annexure A**.
5. Furthermore, the following guidelines may please be noted for the submission of Expression of Interests (EOI);
 - a. The submitted EOI must be complete and comprehensive in all respects. Any non-compliance with the instructions/ other details mentioned in the Expression of Interests (EOI) documents may lead to rejection. However, if required, the Bank may obtain subsequent clarification(s) in support of the submitted interests. No additional submission/change in the original components of the proposals would be entertained except otherwise mentioned explicitly.
 - b. The EOI prepared, as per the instructions in the EOI Documents, Minutes of the Pre-submission meeting, and subsequent clarifications (if any) must be submitted on or before **January 09, 2023, 11:00 AM (PKT)** at the following address.

Joint Director

Procurement Division-II
General Services Department
4th Floor, BSC House, State Bank of Pakistan
I.I. Chundrigar Road, Karachi
Tel: (021) 3311-5420/5478/5423/5477/5963
Email: gsd.proc2@sbp.org.pk

- b. All submitted Bids and Technical Proposals will be opened on **January 09, 2023, at 11:30 AM (PKT)** at the Heritage Meeting Room#3, State Bank of Pakistan, I.I. Chundrigar Road, Karachi.
- c. If required, the Bank may demand softcopies of the submitted interests only after the opening. Hence, participating firms should maintain a readable/ scanned PDF version of all submitted documents.

- d. In case of submission of EOI via courier, please email the tracking details to gsd.proc2@sbp.org.pk to help the procurement team coordinate and collect the documents timely.
 - e. Interests received after the prescribed deadline via courier or otherwise shall not be entertained and returned unopened.
 - f. For submitting EOIs/attending the EOI' opening session, the representative of the Consultant must keep his/her original CNIC for entry into the premises of the State Bank of Pakistan (SBP). Furthermore, the said representative(s) details may also be shared in advance for necessary entry arrangements.
 - Name
 - CNIC#
 - Mobile#
 - Arrival Date & Time
7. After a detailed briefing, the participants were requested to confirm whether all their queries had been adequately addressed and that no ambiguity remained related to the procurement process as associated requirements. Upon acknowledgment, the meeting concluded with a vote of thanks.

**Annexure A
(Queries & Responses)**

Sr.#	Queries	Responses
1.	Briefly Explain the scope of Assignment and elaborate the Applications and related details like platform, source, and destination etc.)	Data Warehouse (DWH) System / DAP Platform of the Bank, comprised of multiple IT systems with associated network components as given below. Further details and number of the systems will be provided in the technical RFP. Systems to be reviewed includes: <ul style="list-style-type: none"> • Application Servers • Database Servers • Operating Systems • Web Applications • Network Components like N/W Firewalls, IDS/IPS & VPN Client, etc.
2.	Would Penetration testing exercises be considered as similar assignments?	It is reiterated that assignments of only “Penetration Testing” or “VA/PT” of web application or network components will not be considered as a similar assignment. Successful consultant would have to perform detailed security assessment from every aspect as mentioned in section IV point 3 at minimum.
3.	Would the on-going assignments be considered against shortlisting Criteria # 4 (Relevant Experience), or otherwise. Also share the No of assignments required against this criteria?	Only the completed assignments will be evaluated against the said criteria. Further, the applicant must have completed at least (05) similar assignments in Financial Industry or other similar organization.
