



PRE-PROPOSAL MEETING MINUTES

Procurement of Services of a Firm for Penetration Testing **RFP No. GSD (Proc. II) /CySD-Penetration Testing/163925/2024**

1. A pre-proposal meeting for the captioned procurement was arranged by GSD on **December 05, 2024, at 11:00 AM** via Zoom Cloud Meeting Application.
2. The representatives of the General Services Department (GSD-SBP BSC), Cyber Security Department and representatives of following prospective firm attended the meeting.
 - i. M/s Ebryx Pvt. Ltd.
3. The meeting commenced with a welcome note followed by brief introduction of the participants. At the outset, all participants were briefed about the purpose of the meeting that was to provide an overview of the bidding process, explain the scope, and clarify relevant queries of the participants. Further, it was conveyed that any unanswered questions (if any) would be addressed in the meeting minutes.
4. All queries and relevant responses by the Bank's representatives are given in **Annexure A**.
5. Furthermore, the following guidelines may please be noted for submission of bids:
 - a. The firms, who are registered with the PPRA's E-PADS, must submit the complete and comprehensive proposals as per the requirements outlined in the RFP Documents. Non-compliance in this regard shall result in rejection of the Proposal.
 - b. The firms may write seeking any clarification or modification of the RFP Documents no later than seven (07) days before the deadline of submission of proposal. The response would be provided as soon as possible.
 - c. The electronic bids prepared as per the instructions contained in the RFP Documents, Pre-Proposal Meeting Minutes, and subsequent clarifications thereof must be submitted through E-PADS on or before **December 17, 2024, at 11:00 AM (PST)**.
 - d. No request for extension in the submission deadline of proposals would be entertained.
 - e. All submitted proposals will be opened on **December 17, 2024, at 11:30 AM (PST)** through E-PADS.
 - f. Scanned copy of Proposal Security of Rs. 200,000/- is to be submitted through E-PADS along with technical proposal and Proposal Security in Original is to be dispatched to the following address and the same must reach before Proposal submission deadline i.e. **December 17, 2024, at 11:00 AM (PST)**. In case of non-receipt of original Proposal Security before the Proposal submission deadline will lead to rejection of Proposal.

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

- g. In case of submission of Proposal Security via courier, an email may be sent at gsd.proc2@sbp.org.pk to enable timely coordination and collection of the document before



PRE-PROPOSAL MEETING MINUTES

the submission deadline. Proposal Security received after the prescribed deadline via courier or otherwise shall not be entertained and returned unopened.

- h. The submission of two different proposals by the same firm would result in rejection of the both proposals.
 - i. For submission of Proposal Security (in person) /attending the technical bid opening session, the representative of participating firm shall keep his/her original CNIC and proof of vaccination for entry in the premises of the State Bank of Pakistan (SBP). Furthermore, the following details of the said representative(s) may also be shared in advance for necessary entry arrangements.
 - Name
 - CNIC#
 - Vaccination Status (Yes/No)
 - Mobile#
 - Arrival Date & Time:
6. After a detailed briefing, the participants were requested to confirm whether all of their queries had been adequately addressed and that no ambiguity remains related to RFP Documents. Upon acknowledgment, the meeting concluded with a vote of thanks.



PRE-PROPOSAL MEETING MINUTES

Annexure A

Sr.	Queries	Responses
1.	Is it mandatory to sign all pages of the technical and financial proposals including supporting documents against 21.1 of Data Sheet?	Yes, all pages of the original Technical and Financial Proposal shall be initialed by the same authorized representative of the Consultant who signs the Proposal and also bear the official seal of the company/firm.
2.	Is it mandatory to provide copies of degree, certificates or supporting educational document along with detailed CVs against project team lead/members?	Yes.
3.	For Public Infrastructure Penetration Testing, there will be two iterations. Please confirm No. of iterations against Web & Mobile Application Penetration Testing.	Only single iteration will be executed for each i.e., one iteration for Web Application & API Penetration Testing for 10 FQDNs and one iteration for Mobile Application Penetration Testing for 02 Apps. However, the firm/company will be required to perform revalidation scans, to confirm patching/fixation of identified issues, as defined in Section VI. Terms of Reference of RFP.
4.	Please explain Web Application	Web applications will be medium sized, multi-tier applications with multiple user roles, user functionalities, connected DBMSs and interfaces (APIs) with other systems.
5.	Regarding Mobile Application Penetration Testing, what is meant by 02 Apps?	The scope of engagement includes 02 different mobile applications of Android or iOS or both platforms. The applications may have multiple user roles, consumes different APIs and provide multiple user features.
6.	Do you require remote external testing or on-site?	The external penetration testing can be performed remotely as per agreed Rules of Engagement. However, internal penetration testing will be performed on-site from SBP premises.
7.	If the firm obtains highest technical score in technical evaluation criteria, will it be considered for award of contract?	The method of selection of this procurement is Least Cost Selection Method. The firm who will obtain minimum technical score i.e. 75 points or above, will be qualified for opening of financial proposal. The proposal of the technically qualified firm with the lowest evaluated cost shall be accepted and will be considered for award of contract.
8.	The tentative timeline for second iteration of Public Infrastructure Penetration Testing falls in 2027. But the applicable tax rate in price schedule is mentioned as SST@15%.	The current applicable Sindh Sales Tax rate is 15%. The financial proposals will be evaluated on the basis of Total Consultancy Charges, inclusive of 15% SST. However, in case of revision in tax rate in future, the same will be adjusted as per the provisions given in the RFP document.



PRE-PROPOSAL MEETING MINUTES

Sr.	Queries	Responses
9.	Should the training be conducted by certified trainer?	Yes.
10.	What will be the venue of training? Will the SBP resources attend the session at Consultant's office or should the training be conducted at SBP premises?	The training will be conducted at SBP premises. The consultant/firm will arrange and use virtual lab environment to impart practical aspects of the training.
