

## REQUEST FOR PROPOSAL (RFP)

FOR

Data Loss Prevention (DLP) Application Service  
Procurement

FOR

**UBI Services Limited**

504-506, 5th Floor, Centrum, S. G. Barve Road, Wagle Estate,  
MIDC, Thane (W), Pin code – 400604.

**BID FOR SUPPLY OF DLP Solutions**

<b>Sr No.</b>	<b>Particulars</b>	<b>Page No.</b>
<b>1</b>	<b>Background</b>	<b>3</b>
<b>2</b>	<b>Requirements</b>	<b>3</b>
<b>3</b>	<b>Scope of Work</b>	<b>3</b>
<b>4</b>	<b>Eligibility Criteria (Technical &amp; Commercial)</b>	<b>4</b>
<b>5</b>	<b>Bid Details in Brief</b>	<b>5</b>
<b>6</b>	<b>Empanelment Period and Terms</b>	<b>6</b>
<b>7</b>	<b>Bid Evaluation Criteria</b>	<b>7</b>
<b>8</b>	<b>DLP Application Service Scop (Annexure A)</b>	<b>8</b>

## 1. BACKGROUND: -

UBI Services Limited (“UBISL” or “The Company”) is a wholly owned subsidiary of Union Bank of India (UBI) engaged in various activities that range from distribution of Retail Loan products & manpower solutions to the Parent Bank. The Company is a Corporate Selling Agent of Parent Bank and into distribution of various retail and other loan products mainly of Home Loan, Car Loan, Education Loan, and MSME Loan etc. The Company is also providing manpower solutions to various department / process of parent Banks like Centralized Vendor Payment Cell (CVPC), Core Banking Solutions (CBS) Helpdesk, Credit Compliance & Monitoring Cell (CMCC), etc.

## 2. REQUIREMENTS:

UBI Services Limited (“UBISL” or “The Company”) invites quotations from suppliers (“Suppliers or Bidder”) from open market from Mumbai, Navi Mumbai and Thane Locations. Interested suppliers who deal in Data Loss Prevention (DLP) Application Service (Items as per **Annexure A**) related materials or work and meeting the eligibility criteria shall respond to these bid documents. Suppliers shall be selected based on technical scrutiny followed by Financial Bid.

## 3. SCOPE OF WORK:

The selected Bidder shall supply 300 Licenses of Data Loss Prevention (DLP) Application Service on Requirement as mentioned in Annexure - A.

#### 4. ELIGIBILITY CRITERIA:

Only those Bidders who fulfill the following criteria are eligible to respond to the RFP document. Offers received from the bidders who do not fulfill following criteria are considered as ineligible bidder.

##### (a) TECHNICAL BID:

S No.	Eligibility Criteria	Documents Required
1	Bidder must be legally registered entity i.e. Registered Firm / Limited Liability Partnership / Registered Domestic Company	Registration certificate issued by Registrar of Firms / Ministry of Corporate Affairs etc. Also Shop & Establishment License issued by local authority.
2	Valid / Active Shop & Establishment, PAN and GST registration numbers	Self-certified S&E Certificate, PAN and GST copies
3	Annual Turnover of Rs. 25 lakhs. for the last Two financial years i.e. FY 22-23 & 2023-24.	Audited Financial Statements for the last Two years (if not audited then Financial Statement certified by Chartered Accountant along with Income Tax Return filed for respective year)
4	Work Experience: - The bidder / supplier/ OEM should have a minimum of Two year of experience in supply of DLP Solutions to any organization like Banks, Govt. Organizations, PSU, Pvt. Ltd. Organization etc.	Copies of purchase orders from the organizations shall be submitted or Self attested/Undertaking letter to be provided.
5	The bidder / suppliers should not have been blacklisted by any company in	An undertaking stating that the Company / Firm have not been

	the past or services terminated due to poor performance	blacklisted should be submitted.
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**(b) COMMERCIAL BID: -**

- The Bidder should submit the bid which will contain a Scope of work (as referred in Annexure A).
- The Bidder should give MRP and Quoted / Offered Price.

**5. BID DETAILS IN BRIEF:**

S No.	Description	Details
1	Bid / RFP No. & Date	UBISL/RFP/IT/2025/006 Dated Oct 08, 2025
2	Brief Description of the RFP	DLP Solutions as mentioned in Annexure A
3	Address for Communication	<b>IT Manager</b> <b>UBI Services Limited</b> <b>Registered / Head Office: Unit No. 504-506, 5<sup>th</sup> Floor, Centrum, Wagle Estate, Opp. Raila Devi Lake, Near Satkar Hotel, Thane West, Maharashtra, Pin – 400 604. Phone No.: 022 – 6930 3001, 8880141068 Email: - <a href="mailto:tenders@ubisl.co.in">tenders@ubisl.co.in</a></b>
4	Date of Issue	<b>Oct 08, 2025</b>
5	Pre-Bid Meeting	<b>Oct 13, 2025</b>
6	Last Date of submission of Bids	<b>Oct 20, 2025, 6:00 PM</b>
7	Date and time of opening Technical Bids.	<b>Oct 24, 2025</b>
8	Date of Evaluation of Technical bids and opening financial bids.	<b>Oct 28, 2025</b>

The bid documents should be delivered / submitted in sealed envelopes and scribed as **“BID for DLP Application solution Supply To UBISL”** to address mentioned above before last date of submission of bids. **The Bidder should compile two separate envelopes, one for technical bid (Documents and technical information) another for Financial Bid which will contain a standard quantity (Number of licenses), MRP and Quoted / Offered Price etc.**

The bidder can send their tender documents in soft copy via email to [tenders@ubisl.co.in](mailto:tenders@ubisl.co.in) but documents should be password protected and password can be shared to Manager IT at the time of opening of bid documents which shall be communicated separately.

- The Bid / Offer should be complete in all respects and contain all information asked for in this document
- The Company or UBISL may, at its sole discretion, extend the deadline for submission of bids by issuing an amendment to the RFP Document. The Company also reserves the right to withdraw the RFP at any time without assigning any reason.
- The Bid should be signed by the authorized signatory of the bidder. A Power of attorney or letter of authority to that effect shall be submitted by the bidder along with bid submission.
- All supporting documents / annexures should be duly signed and stamped by authorized signatories.
- The submitted bids should be valid for 90 days from the last date of submission of bid.

## **6. EMPANELMENT PERIOD AND TERMS:**

The empanelment period will be valid for a period of one years (12 months) from the date of issue of an empanelment letter or purchase order. The review of the empaneled vendor may be conducted annually to review the quality of products delivered, timelines and negotiation in products prices. Based on performance, the company may consider extending the term, subject to mutually agreed upon terms and conditions. The Company may terminate the services of empaneled vendors at

its discretion based on review and shall have the right to cancel this panel of vendors at any time during the empanelment period.

The Company is in process of empanelment of vendor / supplier for procurement of DLP Application Solution for a period of one year. The Company will shortlist three vendors / suppliers based on the following criteria.

- Technically qualified vendors (Top 3)
- Lowest quoted Cost / discount offered (L1, L2, & L3)
- implementation period

The company will place the order to lowest quoted vendor.

## 7. BID EVALUATION CRITERIA:

Bidder must qualify the technical eligibility criteria and should submit the required documentary proofs as indicated above. Bids which fail to qualify for any of the following criteria will be rejected. To evaluate the technical and commercial bid, the procurement committee constituted by the Company shall examine the documents furnished by the Bidder in the Technical Bid and Presentation to be given by the bidder. Only those bids which satisfy the Eligibility Criteria will be eligible for negotiation of quoted price.

Sr No.	Bidder Credentials	Max. Marks	Supporting Documents
1	Annual turnover more than Rs.25 lakh. in the last Two financial years	20	Audited Financial Statements for the last Two years (if not audited then Financial Statement certified by Chartered Accountant along with Income Tax Return filed for respective year)
2	Minimum Two year of experience in Supply of DLP Solution to Corporates/ Banks/ PSU / Govt.	20	Copies of purchase orders from the organizations shall be submitted.

Sr No.	Bidder Credentials	Max. Marks	Supporting Documents
	Organizations.		
3	Bidder should not be blacklisted by any corporate / bank for poor performance.	20	Undertaking by Bidder
4	Bidder should provide MSME Registration certificate, GST Certificate, PAN and Company incorporation Certificate	20	Provide Company Document or Certificate as mentioned.
5	Provide Draft Timelines for Delivery and Installation	20	Tentative timeline for Delivery and Installation from the date of PO. on letter head
	<b>TOTAL</b>	<b>100</b>	

### Annexure A (Scop of work and Features)

#### Technical Evaluation Criteria for Data Loss Prevention (DLP) Application Solution

Category	Requirement	Weight (%)
Unified Management Console	The solution must provide a single management console to administer endpoint, network, and cloud DLP policies with unified reporting, policy reuse, and incident management.	10
Single Agent Architecture	Endpoint protection and DLP functionalities should operate using a single lightweight agent to minimize system overhead and simplify deployment.	8
Optical Character Recognition (OCR)	Solution must include native OCR capability supporting common file types (PDF, JPEG, PNG, TIFF, etc.) for both endpoint and network inspection. The OCR feature should support most Western and Asian languages and explicitly disclose unsupported scripts.	8
Hybrid Deployment Model	Must support on-premises, cloud-hosted, and hybrid deployment architectures to accommodate sensitive or regulated environments.	6



Data Classification	The solution should include a built-in data classification engine supporting both automated and manual classification, persistent tagging, and integration with external classification tools.	8
Policy Reuse and Consistency	Must support policy inheritance and synchronization across all DLP channels (endpoint, network, email, web, and cloud).	8
Removable Media and Peripheral Control	Solution should enforce granular control (read/write/encrypt/deny) over USB, Bluetooth, and Plug-and-Play storage devices, including UAS (USB Attached SCSI) devices.	8
Cloud and SaaS Coverage	Must include native integration with popular SaaS applications (e.g., Microsoft 365, Box, Google Workspace) using API-based inspection and consistent policy enforcement.	6
Machine Learning & Behavioral Analytics	Should leverage machine learning or behavioral models to minimize false positives and detect abnormal data transfer behavior.	5
Incident Workflow Automation	Must include customizable incident workflows, integration with SIEM/SOAR systems, and automated user notifications for policy violations.	8
Reporting and Dashboarding	Provide real-time dashboards, graphical analytics, and exportable compliance reports (PDF, CSV, or API-based formats).	4
Regulatory Compliance Templates	Must include predefined policy templates for global and regional frameworks such as GDPR, HIPAA, PCI-DSS, and India DPDPA 2023.	7
Email & Web Channel Protection	Support inline DLP enforcement for SMTP, HTTPS, and FTP with options to block, encrypt, quarantine, or redirect sensitive data transmissions.	5
OCR Performance Criteria	OCR capability should function reliably for image sizes up to 8400×8400 pixels, with support for images between 75 and 2400 dpi, and a configurable scan timeout (minimum 5 minutes).	3
Visual Labeling & End-User Awareness	Support visual labeling and classification prompts at the user level to enhance data awareness and enforce single label selection.	3
Vendor Support and Roadmap	OEM must provide direct support, regional presence, and an active product roadmap	3

	demonstrating continuous updates and feature expansion.	
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#### Evaluation Instructions :

- Vendors must provide official product documentation or datasheet links for each claimed feature.
- Demonstration of OCR on non-Latin scripts (e.g., Hindi/Devanagari) will be required in the proof-of-concept phase.
- Preference will be given to solutions that natively integrate with endpoint protection, CASB, and XDR ecosystems without requiring third-party connectors.
- All features must be available in GA (Generally Available) releases, not beta or roadmap versions.