


Government of the People's Republic of Bangladesh
Information and Communication Technology Division
Office of the Controller of Certifying Authorities
ICT Tower, Agargaoan, Dhaka-1207.
www.cca.gov.bd

Invitation for Enlistment of Audit Firms for Conducting Audit of Certifying Authorities

1.	Ministry/Division	Information and Communication Technology Division
2.	Agency	Office of the Controller of Certifying Authorities
3.	Procuring Entity	Deputy Controller (Admin, Finance and Law)
4.	Procuring Entity District	Dhaka
5.	Invitation for	Enlistment of Audit Firms for Conducting Audit of Certifying Authorities (CAs)
6.	Invitation Ref No and Date	56.03.0000.000.001.01.0058.22-435 ; Date: 22/10/2025
7.	Publication Date	23/10/2025
KEY INFORMATION		
8.	Procurement Method	Open Tendering Method
PARTICULAR		
9.	Tender Closing Date and Time	06/11/2025 at 02.00 pm
10.	Name & Address of the Office (s)	
	-Tender Schedule Availability	Office of the Controller of Certifying Authorities ICT Tower (1 st floor), Room No-222, E-14/x, Agargaoan, Dhaka-1207.
	-Receiving Tender Form	Office of the Controller of Certifying Authorities ICT Tower (1 st floor), Room No-222, E-14/x, Agargaoan, Dhaka-1207.
INFORMATION FOR APPLICANT		
11.	Eligibility of Applicant	<ol style="list-style-type: none"> 1. The firm must have valid and updated Trade License, Certificate of Incorporation, TIN, Income Tax Return Certificate and VAT Registration Certificate, Experience Certificate, Bank Solvency Certificate and firm profile; 2. The firm shall have at least 05 years of general experience; 3. The firm shall have at least 05 years of experience in auditing IT systems/Public Key Infrastructure (PKI)/the digital signature systems (Copy of work completion certificate to be attached); 4. The firm shall have minimum 02 Auditor with valid and updated ISO 27001 lead Auditor Certification (with minimum 05 years of experience) & 01 Auditor with valid and updated CISA/CISSP certification (with minimum 05 years of experience) on their rolls. (Details of auditors or team members including certificate to be attached along with proof of their present employment salary payroll statement from bank with joining letter to be attached); 5. Mention the auditing organization has already empaneled with the CCA or any recognized accreditation body (if any); 6. The audit firm is required to have personnel with the knowledge of digital signature technology, standards and practices, Public Key Infrastructure (PKI), Cryptographic modules, Database Management, trusted computer information systems & trusted networking environments with relevant experience in information system and related knowledge about ICT Act, 2006, IT (CA) Rules, 2010 and Guidelines standards mentioned in Schedule II of IT (CA) Rules, 2010 (visit www.cca.gov.bd); 7. Ability to audit CA system according to ICT Act, 2006, IT (CA) Rules, 2010, PKI Auditing Guideline, E-sign Guideline, CP & CPS of CAs and webtrust documents of CA browser forum; 8. Interested firm shall have to submit the required documents/information chronologically; 9. All the documents submitted along with the offer must be digitally signed by authorized signatory of the organization failing which the offer is liable to be rejected. A digitally signed soft copy of tender documents shall be submitted through email (dc.admin@cca.gov.bd);

		10. The controller reserves the right to extend the period of empanelment based on its statutory requirements and mutual consent of the controller and the empaneled audit firm.		
12.	Price of Schedule Form (TK)	BDT 1000.00 (One thousand taka only)		
13.	Enlistment/ Renewal Fee (TK)	Enlistment fee: BDT 5000.00 (Five thousand taka only)/Renewal Fee: BDT 2000.00 (Two thousand taka only) submitted by pay order. If the proprietor of a sole proprietorship is a woman, the enlistment fee shall be 3,000 (three thousand) taka, and the renewal fee shall be 1,500 (one thousand five hundred) taka submitted by pay order.		
PROCURING ENTITY DETAILS				
14.	Name of Official Inviting Tender	Md. Shahiduzzaman		
15.	Designation of Official Inviting Tender	Deputy Controller (Additional Charge), Admin, Finance and Law		
16.	Address of Official Inviting Tender	Office of the Controller of Certifying Authorities ICT Tower (1 st floor), E-14/x, Agargoan, Dhaka-1207.		
17.	Contact details of Official Inviting Tender	Ph: 02-41025667	Fax: 02-41025675	dc.admin@cca.gov.bd
The Procuring Entity reserves the right to reject all Applications.				


 (Md. Shahiduzzaman)
 Deputy Controller (Additional Charge)
 Admin, Finance and Law
 Office of the Controller of Certifying Authorities

22.10.2025