



**Invitation to Tender: FY25–206
Centralised Vulnerability
Management and Automated
Patching Solution**

Table of Contents

1.	Background Information on Plan International	2
2.	Summary of the Requirement.....	2
3.	ITT Overview and Instructions.....	2
3.1	Overview.....	2
3.2	Instructions to Tenderers.....	3
4.	Specification and Scope of Requirement	4
5.	Selection Criteria	4
6.	Evaluation of offers	7
7.	Terms & Conditions	7
8.	Plan International's Ethical & Environmental Statement	8
9.	Submission Checklist	8

1. Background Information on Plan International

Plan International is an independent development and humanitarian organisation that advances children's rights and equality for girls.

We believe in the power and potential of every child but know this is often suppressed by poverty, violence, exclusion and discrimination. And it is girls who are most affected. Working together with children, young people, supporters and partners, we strive for a just world, tackling the root causes of the challenges girls and vulnerable children face.

We support children's rights from birth until they reach adulthood and we enable children to prepare for and respond to crises and adversity. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge.

For over 85 years, we have rallied other determined optimists to transform the lives of all children in more than 80 countries.

We won't stop until we are all equal.

Read more about Plan International's Global Strategy: **Girls Standing Strong** at <https://plan-international.org/strategy>

2. Summary of the Requirement

Plan international seeks proposals from qualified vendor for the supply, implementation, and support of a Centralised Vulnerability Management and Automated Patching Solution. This system will enhance IT security, reduce operational risk, ensure compliance, and provide complete visibility of asset vulnerabilities across our global ICT infrastructure

2.1 POC

The selected vendor will be responsible for delivering a Proof of Concept across up to Five pilot sites. This pilot will serve to validate the technical feasibility, regional combability, and integration capability of the proposed solution.

Following this phase, Plan International ICT team will manage the full-scale rollout across the organisation, with the vendor expected to provide ongoing remote support across up to 65 countries. Vendors should note this support requirement may have an impact on their commercial proposals and are advised to address this in their submissions

3. ITT Overview and Instructions

3.1 Overview

Plan International are inviting interested parties to submit a **Proposal for the provision of services** as part of a competitive process for the **implementation of a cloud-compatible centralised vulnerability management and automated patching platform**.

The Successful Bidder(s) will be expected to provide the platform, perform system integration, deliver user training, and offer ongoing technical support and maintenance. The engagement will result in either **formal contract** for fixed services or a **long-term Agreement** on a **non-exclusive**

basis, depending on the final scope and nature of the the solution offered. Plan International reserves the right not to award a contract as a result of this Invitation to Tender, or to award to multiple successful Bidders.

3.2 Instructions to Tenderers

These instructions are designed to ensure that all Bidders are given equal and fair consideration. It is the Bidders responsibility to ensure their offer is complete and that you provide all the necessary information asked for in the format specified, or risk your offer being rejected. Further details can be found in section 9.1 of this ITT document, **Submission Checklist.**

Women-owned businesses and companies actively engaged or advancing gender equality and women empowerment in the workplace are especially encouraged to apply.

Documents comprising this tender pack are as follows:

- FY25-0206 Plan Tender Dossier (this document)
- ANNEX A –Technical Requirements
- ANNEX B - Supplier Questionnaire
- ANNEX C - Non Staff Code of Conduct

Tenderers are required to submit their proposal, inclusive of all required annexes, via email to procurement@plan-international.org. Offers must be received by the deadline specified in the section **‘3.3 Key Dates and Timelines.’**

The offer and all correspondence and documents related to the tender must be written in English

Each Tenderer or member of consortium or sub-contractor may submit only one offer.

Unless stated otherwise, all communications from Bidders in relation to this tender, including Clarification Questions, must be directed to procurement@plan-international.org and must include the ITT reference number: *“FY25-0206 Centralised Vulnerability Management and Automated Patching Solution”*.

3.3 Key Dates and Timelines

The following table outlines the key dates and timelines associated with this tender process. Plan International reserves the right to change these at any time as the tender progresses. To maintain transparency, fairness, and adequate time to prepare your offers, Plan International will inform all interested Parties of any changes to these key dates and timelines simultaneously and in a timely fashion.

	Deadline Date
Issue of Invitation to Tender	17th June 2025
Supplier Intention to Bid and NDA Signed	4th July 2025
Deadline for supplier submission of clarifications \questions	4th July 2025
Deadline for Plan to respond to clarification questions	10th July 2025
Deadline for submission of offers	18th July 2025
Plan Review of Offers	23rd July 2025
Supplier presentations / interviews	11th August
Contract Award	TBC

3.4 Pricing

All prices must be quoted in **GBP** and exclusive of Value Added Tax (VAT).

It is expected that prices will be fixed for the duration of the contract and quotes valid for a maximum period of 90 calendar days following the Closing Date of this tender. If for any reason you are unable to guarantee fixed pricing for the duration of the contract, any projected price increases should be clearly stated in your tender.

To ensure a fair and transparent process, Plan International will not be able to divulge budget information relating to this tender or associated Projects. It is expected that Bidders submit their best possible financial offer at the point of submission.

The successful Bidder will be required to pay their staff who work on this contract **at least** the National Living Wage.

3.5 Confidentiality

The contents of this document are confidential and have been disclosed to you in strict confidence. Tenderers must not disclose the contents of this document to any third party except to those of your team (including staff members, consultants and advisers) who need to see the information on a need-to-know basis in order to assist you with your submission. Tenderers are responsible for any breaches of confidentiality by your team.

4. Specification and Scope of Requirement

Please refer to '**Annex A - for complete background and requirement details**.

5. Selection Criteria

Bids will be assessed against predetermined criteria which has been developed and agreed by the Tender Panel prior to launching this Tender process. The information gathered along with the documentation recieved, will be used to evaluate and score each Bid against this set criteria. Please find further details in the below table:

	Criteria	Tenderers must demonstrate....	Weight (%)
Compliance	Tender Compliance & Completion	<ul style="list-style-type: none"> Satisfactory completion of all documentation requested with sufficient information, submitted no later than the closing date specified. Agreement to our mandatory policies as set out in Annex B – Non-Staff Code of Conduct 	Pass/Fail. Bidders who do not meet these minimum requirements will not have their Bids further assessed.
Technical Proposal (65%)	Solution Capacity & Features	<ul style="list-style-type: none"> Automated patching for operating systems (windows, Linux) and third-party applications (e.g., Chrome, Adobe) Central visibility of patch compliance, endpoint protection, disk encryption status and unsupported software Cloud compatibility and scalability across global offices Support for remote devices and decentralised work environments USB control and advanced endpoint compliances 	40%
	Integration with Existing Systems	<ul style="list-style-type: none"> Active directory (AD) for authentication Security Information and Events Management (SIEM) tools Multi factors Authentication (MFA) tool such as Okta 	15%
	Implementation Approach Training	<ul style="list-style-type: none"> Phased rollout strategy with pilot region deployment Project management methodology and risks mitigations steps Comprehensive training programme for regional IT teams Ongoing change management support to address resistance and drive adoption*Do not provide weighting breakdowns or scoring methodology. 	10%
	Experience and Technical Support	<ul style="list-style-type: none"> Evidence of experience in deploying similar solutions at scale, especially in non-profit or international settings 	10%

		<ul style="list-style-type: none"> • Details of 24/7 technical support availability and escalation procedures • Service level agreements (SLAs) covering issue response and resolution times • Customer success orientation and post-deployment support mechanisms • Previous experience working with INGOs • Customer References provided 	
Financial Proposal (20%)	Pricing Schedule	<ul style="list-style-type: none"> • Must present a comprehensive TCO for a minimum of three (3) years, including: • Licensing (initial and recurring) • Implementation and deployment • Training and onboarding • Support and maintenance (including upgrades and patch database updates) • Any integration or API costs • Optional components or modules (clearly itemised) <p>Cost Transparency:</p> <ul style="list-style-type: none"> • Clarity and breakdown of line items • Pricing model flexibility (e.g., per endpoint, user-based, flat rate, volume discount) • Clear delineation of one-time vs. recurring costs <p>Value for Money</p> <ul style="list-style-type: none"> • NGO Specific rates. 	20%
Gender Responsive (5%)	Gender sensitive Practices & Policies	<p>As part of our ongoing Gender Responsive Procurement Initiatives. Bidders will be allocated 5% of the overall score if they meet one or more of the following:</p> <ul style="list-style-type: none"> • If headed up by a woman • If the supplier is a women-owned business: A legal entity in any field that is more than 51% owned, 	

		managed and controlled by one or more women. <ul style="list-style-type: none"> • If the % women in management positions is over 35% • If % women workers is 55% or above. • If robust gender equality initiatives are in place and active. E.g. WEPs signed, gender equality procurement policy, and additional gender-sensitive program/s implemented. 	5%
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6. Evaluation of offers

The Tender Panel will review all Bids to ensure they meet the minimum requirements listed under the 'Compliance' section in the above table. Following this, each Bid will be assigned a score on the basis of predetermined criteria and their associated weighted scorings.

The contract(s) will be awarded to the Bidder(s) who represent the best overall value for Plan International in terms of the evaluation criteria set out above. By participating in this tender, you acknowledge and understand that Plan reserves the right to:

- Decide not to award to any supplier
- Decide to award to one or more suppliers
- Decide to readvertise the opportunity
- Not necessarily accept the lowest cost offer

Notification of award of contract will be issued via e-mail.

7. Terms & Conditions

By submitting a Bid as part of this Tender process, you also acknowledge and understand that:

- Plan International will not be liable for any costs or expenses incurred in the preparation of your offer
- You or your company will undergo vetting checks against an Anti-Terrorism and Sanctions Database as part of due diligence protocols
- Plan International reserves the right to keep confidential the circumstances that have been considered for the selection of the offers
- Part of the evaluation process may include a presentation from the Bidder and a site visit by Plan International staff, where applicable and necessary
- Plan International reserves the right to alter the schedule of tender and contract awarding
- Plan International reserves the right to cancel this tender process at any time and not to award any contract
- Plan International reserves the right not to enter into or award a contract as a result of this invitation to tender
- Plan International does not bind itself to accept the lowest, or any offer

- Any attempt by the Bidder to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or Plan International during the process of examining, clarifying, evaluating and comparing tenders will lead to the rejection of its offers and may result in the termination of a current contract where applicable
- You accept in full and without restriction the conditions governing this tender as the sole basis of this competition, whatever its own conditions of sale may be, which you hereby waive
- You have examined carefully, understood and comply with all conditions, instructions, forms, provisions and specifications contained in this tender dossier. You are aware that failure to submit a tender containing all the information and documentation expressly required, within the deadline specified, may lead to the rejection of the tender at Plan International's discretion
- You are not aware of any corruption practice in relation to this competition. Should such a situation arise, we shall immediately inform Plan International in writing
- You declare that you are affected by no potential conflict of interest, and that you and our staff have no particular link with other Bidders or parties involved in this competition. Should such a situation arise during performance of the contract, you shall immediately inform Plan International in writing
- You accept Plan International's standard terms of payment which are **30 days** after the end of the month of receipt by Plan of a proper invoice or, if later, after acceptance of the Goods or Services in question by Plan International Ltd

8. Plan International's Ethical & Environmental Statement

- The organisation should establish environmental standards and good practices that follow the principles of ISO 14001 Environmental Management Systems, and in particular to ensure compliance with environmental legislation
- The organisation should seek to set reduction targets in areas where the organisation's activities lead to significant environmental impacts

9. Submission Checklist

Please note Plan International are unable to accept submissions which are accessible by an online link, for example SharePoint, Dropbox etc. Please submit the documents as email attachments.

Document	Form
Annex A – Technical Requirement	Please complete with all requested information and return in <i>Excel</i>
Annex B – Supplier Questionnaire	Please complete with all requested information and return in <i>word or pdf</i> format.

Annex C - Non-Staff Code of Conduct	Please sign and return format.
Annex D – Non Disclosure Agreement	Please sign and date this document and return to procurement@plan-international.org, by 4th July 2025.