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10th March, 2025

TENDER NO: KCO/26/03/FY25

REQUEST FOR PROPOSAL/QUOTATION : INTERNET CONNECTIVITY SOLUTION FOR PLAN INTERNATIONAL INC – KWALE OFFICE

1.0 Background Information.

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

We wish to invite bids from eligible ISPs for the provision of an internet connectivity solution for the Plan International Kwale Office.

We thereby request your best competitive rates.

Successful bidders will be awarded a one-year contract renewable for internet connectivity to Plan International at their quoted price. The contract will be under Plan International Inc., a VAT exempted entity, as per the new directives guided by the Kenya Revenue Authority and the Ministry of Foreign affairs.

2.0 Internet connectivity solution Kwale

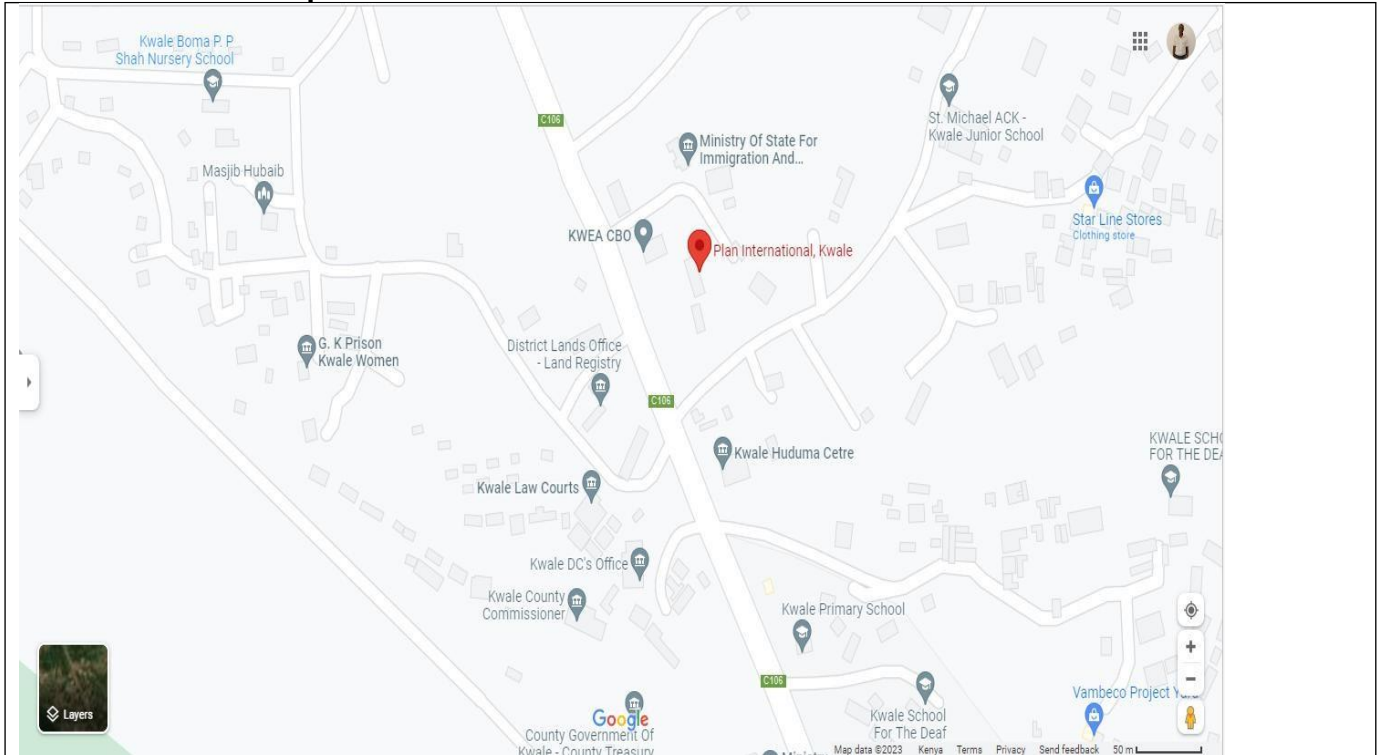
Plan International Inc. - Kwale Office, located in Kwale town, is seeking to enhance its internet connection speed and reliability by transitioning to a new Internet Service Provider (ISP). (The demand is necessitated by inability of the current provider to meet the SLA on uptime percentage and inept support).

We are specifically looking for an ISP that can deliver stable and reliable last-mile Fiber Optic connectivity. Additionally, we require a set of 4 usable Public IPs for our gateway router.

Currently, our last mile solution is Fiber Optic with a bandwidth capacity of 20 Mbps download and 20mbps upload. Our goal is to improve this setup to enhance reliability and ensure uninterrupted business continuity.

	Site location, Physical Address	Current Bandwidth (Up/Down)	Site connectivity
1	Plan International Inc. - Kwale Office	20 Mbps / 20 Mbps	Fiber Optic

3.0 – Location / Map



Map 1- Plan International Inc. - Kwale offices-Along Kwale- Kinango Road, Kwale

	Site: Plan International Inc. – Kwale Office: Bandwidth: 20Mbps up / 20 Mbps down Last mile: _____			
	Description	# Units	Unit cost	Total cost
a	Installation / Equipment cost (One off payment)			
i.				
ii.				
b	Monthly recurring Cost			
c	Any other Cost			

4.0 Equipment

1. Plan will provide Routing Devices, Switches, and structured LAN for the site.
2. Plan will provide clean electricity for all connectivity devices.
3. The ISP will be required to provide link termination equipment.
4. ISP should provide a quotation for any other equipment they may be needed besides the specified above.
5. The service should include access to Multi Router Traffic Grapher (MRTG) for active monitoring of traffic load on network interface

5.0 Technical and Financial proposal

The bidders will be expected to present a detailed technical and financial proposal.

The proposed technical proposal must demonstrate how the ISP intends to approach the assignment.

The proposed financial proposal is as below:

Quote for 20Mbps/20Mbps for the technology you propose to deliver.

6.0 Time frame

This assignment is expected to be completed within two weeks (14 calendar days) from receipt of our commitment document. The deliverables include successful installation, configuration, and provision of requisite bandwidth, and setup of bandwidth/traffic monitor with SLA.

7.0 Other

Those who demonstrate the following will have an advantage:

- Proposal based on a proper site survey and assessment.
- Those who can provide easy-to-use monitoring services whose summary reports can be printed for management use.
- Clearly indicate costs and ownership options of the equipment.
- Clearly indicate monthly recurrent cost inclusive of all taxes. (is there a way we can take advantage of the Tax exemption on this?)
- Clearly indicate the installation costs (if any).

National Organisations Australia Belgium Canada Colombia Denmark Finland France Germany Hong Kong India Ireland Italy Japan Korea Netherlands Norway Spain Sweden Switzerland United Kingdom United States Programme Countries Bangladesh Benin Bolivia Brazil Burkina Faso Cambodia Cameroon China Colombia Dominican Republic Ecuador Egypt El Salvador Ethiopia Ghana Guatemala Guinea Guinea-Bissau Haiti Honduras India Indonesia Jordan Kenya Laos Lebanon Liberia Malawi Mali Mozambique Myanmar Nepal Nicaragua Niger Nigeria Pakistan Papua New Guinea Paraguay Peru Philippines Rwanda Senegal Sierra Leone Solomon Islands Sri Lanka South Sudan Sudan Tanzania Thailand Timor-Leste Togo Uganda Vietnam Zambia Zimbabwe

Plan Limited, registered in England no.3001663. Registered address as above.

8.0 Global Policy Safeguarding

Plan International is committed to actively safeguarding children and program participants from harm and ensuring children's rights to protection are fully realized. Plan takes seriously the commitment to promote child safe practices and protect children from harm, abuse, neglect and any form of exploitation as they come into contact with Plan International supported interventions. In addition, we will take positive action to prevent child abusers from becoming involved with Plan International in any way and take stringent measures against any Plan International Staff and/or Associate who abuses a child or program participant. Decisions and actions in response to safeguarding concerns will be guided by the principle of 'the best interests of the child.'

Below are the mandatory tender instructions:

Eligible bidders should attach valid documentation, and be able to meet the following minimum requirements:

- i. Attach complete company profile-mandatory
- ii. Must be a registered company (Attach a certificate of Incorporation)-mandatory
- iii. KRA VAT, PIN registered and current/valid Tax Compliance Certificates (Attached documentation)-mandatory
- iv. Attach details of similar or relevant works completed within the last five years—mandatory.
- v. Attach a minimum of 3 reference letters.
- vi. Provide evidence of sound financial standing.
- vii. Indicate if you accept to offer services as per the credit policy of payment within 30 days after service provision-mandatory
- viii. A technical proposal
- ix. A financial proposal
- x. Indicate whether prices are inclusive or exclusive of VAT where applicable-mandatory

Submission Instructions:

Detailed Technical Proposals and Financial quotations complete with the above minimum requirements should be sent to Kenya.Bids@plan-international.org; on or before **21st March 2025**

The subject of your email should be Internet connectivity solution – Kwale -**TENDER NO: KCO/26/03/FY25**

Queries

For any queries related to this tender, kindly email KenyaProcurement.Kilifi@plan-international.org;

“Plan International Inc. – Kwale office reserves the right to accept or reject any bid and is not bound to give reasons for its decision”.