14th August 2023

**Invitation to Tender**

**REF: MAG 23 03 Global Network Tender**

MAG’s vision is a safe and secure future for men, women and children affected by armed violence and conflict. Since 1989 we have worked in more than 40 countries to save lives and build futures by:

• Reclaiming land contaminated with the remnants of conflict, such as landmines, cluster munitions, bombs, shells and mortars;

• Finding ways to reduce the daily risk of death or injury for civilians; and

• Creating safe and secure conditions for development.

MAG shares the 1997 Nobel Peace Prize as a founding member of the International Campaign to Ban Landmines.

MAG invites you to submit proposals for the supply, configurations and ongoing support of a new Global Cisco Meraki Network outlined in the Technical Specification document for the next 5 years, with the option to review the arrangement at the end of this period and extend ongoing support for a further 2 years.

Please find enclosed:

2. Tender Instruction Sheet

3. Supplier Registration Questionnaire (accompanied by MAG T&C’s and Policies)

4. Supplier Offer Questionnaire

5. Technical Specifications for Pricing

6. Pricing Questionnaires

7. Service Level Agreement

8. MAG Policies

9. MAG Terms and Conditions

The Supplier Registration stage will be marked first. Tenderers must pass the Supplier Registration stage for the rest of their offer to be assessed.

The weighting of scores for the tender will be **60% Quality** (Supplier Offer Questionnaire & Questions in Technical Specifications) and **40% Price**.

To submit your offer, please send the following completed documents via email to [tenders@maginternational.org](mailto:tenders@maginternational.org) :

3. Supplier Registration Questionnaire (and ALL annexes)

4. Supplier Offer Questionnaire (with company presentation)

5. Technical Specifications for Pricing (with ALL technical specifications)

6. Pricing Questionnaire

7. Service Level Agreement

Any requests for clarification on the products or services available for tender may be submitted by electronic mail to [tenders@maginternational.org](mailto:tenders@maginternational.org) until **28/08/2023**. Questions and responses will be collected and made available to all suppliers on the **04/9/2023** via the MAG website - <https://www.maginternational.org/accountability/tenders/>

Final submissions must be received by the deadline of **18/09/2023** at **19:00 GMT**.

Yours sincerely,

Stephen Pearce

Procurement Officer