



Invitation

To Tender

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INVITATION TO TENDER

ITT FY26-0210 Parenting and Adolescent Life Skills (PALS) Impact Evaluation

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 are inviting interested parties to submit a Proposal for Consultancy as part of a competitive process for **ITT FY26-0210 Parenting and Adolescent Life Skills (PALS) Impact Evaluation**. Successful Bidder(s) will be expected to enter into a formal contract on a non-exclusive basis with our organization. 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. ITT Overview and Instructions

3.1 Overview

Adolescents form nearly a quarter of all people affected by humanitarian crises. Yet, the needs of adolescents in crisis are often overlooked, leaving them at risk of school drop-out, child labour and exploitation. In crisis situations, girls see their world shrink as their families restrict their mobility, limiting access to school, social support and health care. Many girls experience violence and exploitation, including child marriage, often with life-long and devastating consequences.

The Parenting and Adolescent Life Skills (PALS) programme model was developed to improve the well-being, health and safety of adolescents in crisis settings. Adolescents participate in a 13-week life skills programme that runs in parallel to a 10-week parenting programme that targets their parents and caregivers.

This parallel approach helps to reinforce three main programme outcomes:

- Adolescents learn how to promote their social and emotional wellbeing, health and safety
- Parents and caregivers learn how to promote self-care and positive parenting practices
- Adolescents and their parents/caregivers feel safe and supported.

The PALS project uses four strategies to reach these outcomes:

- Providing life-saving **information** to adolescents and their families in crisis settings
- Strengthening life **skills** of adolescents and positive parenting **practices** of parents/caregivers
- Promoting positive and supportive parent–child **relationships**
- Linking adolescents and their families to locally available **services and support**

PALS is a humanitarian programme model - a replicable intervention/building block for integrated programmes developed with the intent of scale - which was developed based on latest evidence and in close consultation with adolescents, parents and caregivers in humanitarian settings. Plan International implements PALS in collaboration with local organisations, youth networks and service providers, and as part of comprehensive adolescent-responsive programming. PALS is never implemented as a stand-alone project or programme. It is always embedded in broader humanitarian child protection and/or education projects and programmes.

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:

- ITT FY26-0210 PALS Impact Evaluation Tender Document
- ANNEX A - Supplier Questionnaire
- ANNEX B - Non-Staff Code of Conduct
- ANNEX C - Plans General Terms and Conditions
- ANNEX D - GLO-Framework_for_Ethical_MER-Final-GH-Eng-May20
- ANNEX E - GLO-Global_Safeguarding_Policy-Final-Eng-Nov22
- ANNEX F - PALS Programme Brief

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: **ITT FY26-0210 Parenting and Adolescent Life Skills (PALS) Impact Evaluation.**

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.

Activity	Deadline Date
Issue of Invitation to Tender	31/07/2025
Deadline for supplier submission of clarifications questions	18/08/2025
Deadline for Plan to respond to clarification questions	22/08/2025
Deadline for submission of offers	07/09/2025 23:59 BST
Plan Review of Offers	08/09/2025 – 12/09/2025
Supplier short-list notification	15/09/2025 – 16/09/2025
Supplier presentations / interviews	17/09/2025 – 22/09/2025
Contract Award	24/09/2025 – 30/09/2025
Inception phase	10/2025
Evaluation design incl. evaluation methodology and ethics review	10/2025 – 02/2026
Implementation of the evaluation	03/2026 – 06/2026/ 07/2026
Analysis and reporting	08/2026 – 09/2026

3.4 Pricing

Bidders are required to submit Financial Proposal. All prices must be **quoted in Euros**, 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.

4. Specification and Scope of Requirement

4.1 Purpose and use of the evaluation

We are looking to collaborate with an experienced research institute/research consultant on an impact evaluation that seeks to assess the PALS programme model's effectiveness and contribution to long-term goals of comprehensive adolescent-responsive programming. Findings will be used to inform decision-making around programme model improvements, scaling-up PALS programming, and to foster sector-wide and cross-sector internal and external learning.

4.2 Objectives of the evaluation

- Develop an impact evaluation design based on the following questions:
 - To what extent is the PALS programme model effective in achieving its direct programme outcomes?
 - What is the PALS programme model's contribution to comprehensive adolescent-responsive programming's long-term goals (impact)?
 - What are observed positive and/or negative unintended effects of the implemented programme model?
 - To what extent have participating groups, differentiated by gender, age and disability, benefitted equally from the intervention?
 - To what extent does the programme model successfully contribute to gender equality and inclusion of at-risk adolescents, particularly girls?
- Conduct the impact evaluation in Rubkona County, Unity State, South Sudan.
- Identify areas of improvement and provide recommendation for general programmatic improvements and specifically on improvement related to maximizing effectiveness and impact as well as strengthening gender and inclusion integration and results.

4.3 Scope of the study

The impact evaluation is expected to be conducted in Unity State, South Sudan. This part of the study will involve direct contact with children or adolescents.

5. PALS Implementation in South Sudan

Plan International's PALS programming in South Sudan aims to support adolescents' resilience, providing them with the skills and resources necessary to overcome the challenges of everyday life. The PALS programme is being implemented as part of broader education and child protection projects, where PALS is coupled with community-based psychosocial support implemented through child-friendly safe spaces and schools, child protection case management, distribution of hygiene kits and referrals to other sector services including food security.

6. Methodology

6.1 Data collection and analysis methodology

Prospective consultant(s) are expected to propose an evaluation design in line with Plan's Ethics Guidelines for Monitoring, Evaluation and Research and the above-mentioned objectives of the impact evaluation. Based on the evaluation design, the consultant(s) are expected to further suggest data collection methodologies following a mixed-methods approach. Consultants are requested to propose adolescent-friendly, and where possible adolescent-led evaluation methods, to ensure meaningful participation of adolescents in the evaluation process. Any limitations to the methods proposed should be noted in the proposal, with clear mitigation measures identified. Sources of data should be properly documented, and data disaggregated by sex, disability, age group (younger adolescents aged 10 to 14 years and older adolescents 15 to 17 years) and any other context specific relevant criteria during collection and analysis.

6.2 Data protection and quality assurance

The prospective consultant(s) are expected to provide an overview of their quality assurance and data protection plans in compliance with Plan International's Data Protection Policy, the General Data Protection Regulation (GDPR) and relevant national regulations. The use of Artificial Intelligence (AI) tools for any component of this evaluation will not be accepted.

6.3 Sampling Strategies

The consultant(s) is expected to develop and suggest sampling strategies for all proposed methods of data collection, quantitative and qualitative. Sample sizes for quantitative data collection need to be representative of the respective project participant population. For any proposed quantitative methodologies, a 95% confidence interval level with a 5% margin of error is required for sample size calculations with a minimum disaggregation by gender and age.

7. Key Deliverables

- A draft inception report including a suggested approach for the design for the impact evaluation, proposals for methodologies, ethics, safeguarding and risk considerations, and a timeline.
- A final inception report, incorporating feedback from Plan International.

- A clear description of proposed data collection tools including adolescent-friendly, participatory tools.
- A draft impact evaluation report, including the final sampling strategy.
- Cleaned Datasets (including data sets, transcripts of qualitative data, and code books in standard formats, e.g., Excel, SPSS, NVivo, Atlas ti, etc.).
- Completed consent forms (incl. for adolescents and their caregivers).
- A validation workshop on the findings of the impact evaluation.
- A final impact evaluation report, approved by Plan International, incl. a standalone executive summary.

8. Expected qualifications

The consultant(s) should have the following qualifications and experience:

- At least a postgraduate degree in Social Sciences or another relevant field;
- Technical competence in humanitarian programming, child protection in emergencies, and gender and inclusion;
- At least 10 years of proven experience in designing, conducting and leading impact evaluations in the humanitarian sector, particularly related to child- and adolescent interventions, such as life skills and parenting interventions;
- Proficiency in qualitative and quantitative methods of data collection in humanitarian settings, including child- and adolescent-friendly and participatory methods;
- Proven experience in quantitative and qualitative data analysis;
- Excellent reporting and presentation skills;
- Valid Hostile Environment Awareness Training (HEAT) certification of no less than two years old (applicable only for in-country visiting team members);
- Fluency in English (excellent communication and writing skills);
- Experience working in South Sudan or other conflict-affected humanitarian settings.

9. 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 in requested documentation, 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%)	Lead Time	<ul style="list-style-type: none"> Lead time offered meet requirements of Project implementation 	20%
	Experience - Evaluation	<ul style="list-style-type: none"> Previous experience in conducting impact evaluations using quantitative and qualitative methods Previous experience in applying child or adolescent-friendly and participatory research methodologies Previous experience in developing high quality research reports / publications 	25%
	Experience - Technical	<ul style="list-style-type: none"> Previous experience in research related to child protection, GBV, education and/or SRHR programming in humanitarian settings Previous experience collaborating with (I)NGOs or UN agencies Previous experience in humanitarian settings 	20%
Financial Proposal (30%)	Pricing Schedule	<ul style="list-style-type: none"> Breakdown of the budget presented in a separate document with a detailed itemization per this ToR. Detailed budget, including: i) daily fee rates, ii) accommodation and meals iii) field data collection expenses for each team member including vehicle rental iv) communication v) travels vi) administrative expenses vii) any other expenses related to the assignment such as HEAT training for all team members who will conduct the in-country work viii) indication of VAT if applicable. Updated banks statements including registration documents demonstrating their legality to operate. 	30%

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. • 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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10. 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.

11. 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

12. Plan International's Ethical & Environmental Statement

- Plan International is committed to ensuring that the rights of those participating in data collection or analysis are respected and protected, in accordance with Plan International's Framework for Ethical MER and its Safeguarding Policy. All applicants must include in their proposal details about how they would address ethics and safeguarding in the data collection process. Specifically, they must explain how appropriate, safe, non-discriminatory participation of all stakeholders will be ensured and how special attention will be paid to the needs of children, people with disabilities, and others who face disproportionate risk. They must also explain how confidentiality and anonymity of participants will be guaranteed. Ethics approval is required for this evaluation - Plan International will work with consultants to complete this process during the inception phase. Any consultant working with children will be required to provide an expanded police certificate of good conduct, and no activities will start until Plan's Safeguarding policy is

signed by the consultant(s). The prospective consultants are further expected to identify potential risks of the evaluation and based on the identified risks develop a risk management and contingency plan with mitigation measures.

- 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

13. 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
Technical Proposal <ul style="list-style-type: none"> • A detailed response to the ToR • Proposed methodology • Ethics and child safeguarding approaches, including any identified risks and associated mitigation strategies. • Proposed activity timeline • CVs of the consultant (s) involved in the assignment with an explanation of the team composition/roles in accordance with their proposed approach and methodology. • A sample report for a similar assignment 	<p>Please complete with all requested information and return in Word or PDF format.</p>
Financial Proposal (EUR currency)	<p>Please complete with all requested information and return in excel format.</p>
ANNEX A - Supplier Questionnaire	<p>Please complete with all requested information and return in word format.</p>
Annex B - Non-Staff Code of Conduct	<p>Please sign and date this document and return in PDF format.</p>

**ANNEX E - GLO-
Global_Safeguarding_Policy-Final-Eng-
Nov22**

Please sign and date this document and
return in PDF format.