



# **INVITATION TO TENDER**

## **M365 Security Audit**

## **1. GIRLS' LEARNING TRUST**

On behalf of the Audit & Risk Committee of the Girls' Learning Trust, we are writing to offer you an opportunity to tender for undertaking a security audit of our Microsoft 365 Tenancy. We currently operate three large secondary schools located in the London Borough of Sutton, with potential to expand further in the future:

- Carshalton High School for Girls
- Nonsuch High School for Girls
- Wallington High School for Girls

Our organisation, in common with other state funded multi academy trusts, is both a company limited by guarantee and an exempt charity. We have approximately 500 staff and around 4,500 students, all of whom access and use our Microsoft 365 platform and tools.

More about our trust can be found at [www.girlslearningtrust.org](http://www.girlslearningtrust.org)

## **2. GLT MICROSOFT 365 OVERVIEW**

We operate a unified Microsoft 365 tenancy that consolidates three separate Active Directory Domains through AAD Connect synchronisation. This integration resulted from merging three distinct school tenancies into a single platform, facilitating streamlined management and fostering collaboration as a Multi-Academy Trust. The consolidation enables a shared Global Address List (GAL), cross-Trust M365 groups, including Teams and distribution lists. The merger involved incorporating the smaller Nonsuch and Carshalton platforms into the larger Wallington tenant.

Initially adopted as a cloud-based email platform, our use of Microsoft 365 has rapidly evolved into a mission-critical communication and collaboration hub, significantly impacting various aspects of our operations, such as teaching and learning, project management, and secure data storage. Additionally, our tenancy syncs with three school Information Management Systems (SIMS), extracting user data from staff and student databases to create and disable Active Directory user objects as needed.

The platform is managed by the GLT IT Team. The team support all users of the platform as well as the synchronisation tools and guest access.

## **3. AUDIT METHODOLOGY AND SCOPE**

The Audit & Risk Committee of the Trust has commenced an audit to enhance our comprehension of the prevailing risks and vulnerabilities linked to the current utilisation and setup of M365. We welcome proposals encompassing diverse security M365 audit approaches, including Microsoft audit and risk tools, Microsoft Defender for Identity tools, and tailored third-party tools. During the assessment, we anticipate the examination of crucial areas, including but not restricted to the subsequent non-exhaustive list:

- External vulnerability assessment
- Gap Analysis (current configuration vs MS best practice recommendations)
- M365 Mail Flow recommended setup
- M365 Forensic Audit
- M365 Secure Score
- MFA
- Phishing simulation
- SASE/Remote Worker Security
- Backup/disaster recovery

#### 4. TENDER EVALUATION CRITERIA

All tenders will be broadly evaluated using the following criteria with the weighting for each area of your bid specified as the following:

|  |     |  |
|--|-----|--|
| Audit strategy and methodology             | 30% | How effectively does your audit methodology meet the needs of our Trust.   |
| Knowledge and experience of the MAT sector | 30% | What experience and knowledge do you have of the MAT sector, and the current challenges / opportunities it faces in terms of M365 adoption in education. |
| Track record of other audits               | 10% | What evidence have you got for undertaking similar audits, including the impact these have had on the organisation in question.                          |
| Timeline                                   | 10% | What are the key dates and deadlines the audit, noting our intention to consider the final report at our Audit & Risk Committee meeting on 11 July 2024. |
| People                                     | 10% | Who will be leading the audit, and what experience or qualifications do they have in M365 security.  |
| Cost                                       | 10% | What are the detailed costs associated with the project, and how does it represent good value for public money.  |

#### 5. TENDER APPLICATION INFORMATION

##### Application Deadline

The deadline for a written proposal is 3pm on 11 March 2024. Please provide this in a PDF format and send it to: [pcreaser@girlslearningtrust.org](mailto:pcreaser@girlslearningtrust.org).

##### Shortlisting

Shortlisting will take place on 21 March 2024. Firms successful at this stage will be invited to interview.

##### Interviews

Interviews will take place in the week of 26 March 2024 over Microsoft Teams. This will involve a 10-minute presentation and a series of structured questions from the panel. We will try to accommodate timing preferences, but we won't be able to offer an alternative date.

The interview panel will be comprised of members of the Audit and Risk Committee.

#### 6. FURTHER CONTACT DETAILS

If you are interested in this opportunity, or have any questions, please don't hesitate to get in contact with our Head of IT:

Peter Creaser  
GLT Head of IT  
[pcreaser@girlslearningtrust.org](mailto:pcreaser@girlslearningtrust.org)