



**L E S O T H O
C O M M U N I C A T I O N S
A U T H O R I T Y**

LESOTHO COMMUNICATIONS AUTHORITY

REQUEST FOR PROPOSAL (RFP)

**PROVISION AND INSTALLATION OF NETWORK EQUIPMENT FOR A WI-FI
PILOT PROJECT FOR INSTITUTIONS OF HIGHER LEARNING
LEROTHOLI POLYTECHNIC**

02 DECEMBER 2020

1.0 INTRODUCTION

The Lesotho Communications Authority (LCA) is a statutory body established in June 2000 under the Lesotho Communications Act, 2000 and it is mandated to primarily regulate the communications sector comprising telecommunications, postal and broadcasting services in Lesotho.

Furthermore, the LCA is mandated to efficiently manage universal access to ensure that communications services are available to Basotho in under-served and unserved areas of the country. In order for the Authority to meet this specific obligation, the Universal Service Fund was established under section 33 of the Lesotho Communications Act, 2000 to amongst others fund projects aimed at promotion of universal access to communication services especially in the unserved and underserved areas of the country.

1.1 Background

Pursuant to the Authority's mandate and strategic objective of increasing access to technology and services, the USF Committee has embarked on a pilot project that provides broadband and broadband infrastructure to institutions of higher learning across the country.

The main objective of this pilot is to increase internet access by installing infrastructure and providing free Wi-Fi access at the institutions of higher learning for a period of three years during which an evaluation will be conducted to assess the effectiveness of the pilot to inform decisions.

Lerotholi Polytechnic (LP) has been selected as one of the institutions that will participate in the pilot phase.

The Authority invites proposals from suitably qualified local companies to submit Bids in response to this RFP for provision and installation of network equipment for WI-FI internet access at Lerotholi Polytechnic.

2.0 TENDER SPECIFICATIONS

The purpose of this RFP is to get professional and credible service providers that will provide network equipment, install and create Wi-Fi access at the LP campus.

3.0 NETWORK EQUIPMENT SPECIFICATION

Table 1 below provides the network equipment specification including description and quantities of required network equipment.

Please use Table 1 for costing the network equipment items as per the required specifications.

- 3.1 As the bidder costs the items listed in Table 1, the order of the listed items should be maintained to facilitate ease of evaluation.
- 3.2 The Bidder shall provide a detailed methodology or approach that they will apply to ensure that the assignment is carried in a way that will bring LCA value for money. The methodology should indicate a clear understanding of the scope of work and it should have clear timelines and allocation of responsibility of the tasks with emphasis on quality
- 3.3 In the event that the bidder wishes to specify additional item(s) in order to complete the work, the bidder is free to include such item(s) at the bottom of the list in Table 1 without amending the order of items as listed by LCA.

Item	Item Description	Quantity	Unit Cost	Total Cost
Access Points (Indoor) with all its Accessories	Cisco Aironet 4800 Indoor Access Point	14		
Access Points (Outdoor) with all its Accessories	Cisco Aironet 4800 Outdoor Access Point	31		
WLAN Controller	Cisco Catalyst 9800-L Wireless Controller with licencing for 45 APs Authentication to be done by a Windows Domain Controllers for Students (LP) and Staff (LPCORP)	1		
48 Port Cisco Switch with all its Accessories	e.g. Catalyst 2960-X 48 GigE PoE) with 1-year SMARTnet	1		
24 Port Cisco Switch with all its Accessories	Catalyst 2960-X 24 GigE PoE) with 1-year SMARTnet	5		
Optical Fibre Installation	8-Core Fibre Connection for 7 identified areas	7		

Please specify if there are any additional items included that will bring value for money to the LCA :

TOTAL COST

4.0 SPECIFIC TERMS AND CONDITIONS

Bidders shall meet the following terms and conditions:

- 4.1 The proposal shall indicate the full details of what should be supplied.
- 4.2 The proposal shall include four (4) references where similar assignments were undertaken, and should specify the contact person(s), telephone numbers, physical address and other salient details pertaining to the delivery.
- 4.3 The bidder must submit business profile and the following relevant certificates:
 - 4.3.1 Valid Tax Clearance Certificate.
 - 4.3.2 Certified copy of valid Traders Licence certified at source and
 - 4.3.3 Certified copy of VAT registration certificate certified at source (*where applicable*).
- 4.4 The bidder shall submit names and profiles or curriculum vitae of 2 key personnel that have relevant experience and knowledge of the service required.
- 4.5 The bidder shall provide proof of Krone Certification upon completion of the project.
- 4.6 For the supply of Cisco equipment, the bidder shall provide:
 - 4.6.1 A letter (*dated not earlier than 1 December 2020*) from Cisco as proof of the bidder's Lesotho based authorized Cisco Partner status;
 - 4.6.2 A letter from Cisco confirming receipt of a quotation (emanating from this bidder's specified Cisco equipment) from the bidder for LP, and
 - 4.6.3 A one-year valid Smartnet contract.

5.0 GENERAL TERMS & CONDITIONS

- 5.1 A compulsory pre-bid meeting and site visit with representative of LP will take place at the Lerotholi Polytechnic Campus on the **15 December 2020 at 09h00**.
 - 5.1.1 Bidders should have registered at the main gate of LP by 08h45, late attendants shall not be accepted into the meeting;
 - 5.1.2 Responses to the queries raised at the pre-bid meeting will be provided by email to all bidders who attended the pre-bid meeting within 3 days after the pre-bid meeting.

- 5.1.3 Any requests for clarification on the RFP must be addressed in writing to Chief Executive Officer at lca@lca.org.ls at least five days prior to the deadline. The Authority will respond to written inquiries or queries only.
- 5.2 The bids must be submitted at LCA Offices on or before **22 January 2021 by 12h00** and addressed to:
- The Chief Executive Officer
Lesotho Communications Authority
30 Princess Margaret Road
Old Europa
P.O. Box 15896
Maseru 100
Lesotho
- 5.3 All bids shall be physically delivered, neither electronic nor late submissions will be allowed.
- 5.4 The bidder must submit the original and four copies of bid proposals with bid envelopes clearly marked:
- 5.4.1 **ORIGINAL** and **COPIES**
- 5.4.2 *Provision and Installation of Network Equipment for a Wi-Fi Pilot Project for Institutions of Higher Learning-Lerotholi Polytechnic.*
- 5.4.3 The bid envelope should not bear any identification of the bidder.
- 5.5 Opening of bid documents will be on the **22 January 2021 at 14h30** at LCA premises.
- 5.5.1 Interested bidders are invited for the bid opening and only one representative from a bidder may attend.
- 5.6 The proposal shall be valid for 60 working days from the submission date.

6.0 DISCLAIMER

- 6.1 Lesotho Tax Laws shall be applicable.
- 6.2 The financial proposal shall clearly state the total bid price in Lesotho Loti (LSL) and all prices shall include VAT where applicable.
- 6.3 All bidders must note that the LCA shall make payment by milestones.
- 6.3.1 A retention of 10% of the total project cost shall apply, which will be payable after expiry of the standard defect liability period of one year.

- 6.3.2 All proposals shall specify terms and conditions of payment, which will be considered as part of the bid award.
- 6.4 LCA shall not be bound to accept the lowest bidder.
- 6.5 This RFP does not commit LCA to pay any expenses incurred by the bidder in the preparation of responses to this invitation or for attending meetings, if any at all.
- 6.6 LCA reserves the right to cancel or withdraw this request for proposals as a whole or in part without furnishing any reasons and without attracting any liability.

7.0 OTHER DETAILS

- 7.1 The selected bidder will be notified in writing and invited for contract negotiations.