



**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**

INVITATION DOCUMENT

TO

APPLY FOR

CONTENT (SOUND) BROADCASTING

SERVICES LICENCES

1. INTRODUCTION

To ensure availability of diverse range of broadcasting services and content in Lesotho, the Authority, acting in accordance with Rule 3 (2) of the Lesotho Communications Authority (Administrative) Rules No. 77 of 2016, hereby invites interested entities to apply for licences for provision of Content (Sound) Broadcasting Services in the categories of Commercial/Private Broadcasting Services and Community Broadcasting Services.

2. CONTENT (SOUND) BROADCASTING SERVICES

The service consists of delivery of scheduled programming content to the public in line with the broadcasting rules and other relevant legislation. The licence is for sound broadcast services originating in Lesotho, and broadcast over terrestrial radio. The holder of this licence shall also obtain radio frequency spectrum licence required for transmission.

2.1 COMMERCIAL/PRIVATE BROADCASTING SERVICES LICENCE

The Broadcaster shall be owned and controlled by legally registered company. Commercial/Private Broadcaster shall have a right to provide coverage to such areas as they deem desirable, provided there is available spectrum to support such coverage.

The Authority will endeavour to enhance citizen empowerment within the broadcasting sector by giving preference to the companies with local (Basotho nationals) shareholding and ownership.

2.2 COMMUNITY BROADCASTING SERVICE LICENCE

Licences in this category will be issued for areas where there are currently no existing licensed community broadcasters.

The Broadcaster shall be owned and controlled by specific communities and provide coverage that will enable transmission access to members of such community.

2.3 APPLICATION REQUIREMENTS AND FORMS

Application requirements and forms are attached in this invitation document as Annexes A and B.

3. EVALUATION OF APPLICATIONS

Evaluation of applications for licences will be based on the following:

1. Submission of all application requirements in Annex A.
2. Detailed business proposal submitted in support of an application.
3. Financial and technical capacity of applicant to establish and provide broadcasting services.

4. SUBMISSION FORMAT

- a) All applications must be submitted in sealed envelopes, clearly marked "**Community Broadcasting and *Area of operation***" or "**Commercial or Private Broadcasting**"
- b) The applicant is expected to submit 7 sets of their application clearly marked "Original" and "Copies" (1 original & 6 copies).
- c) All applications must be signed.

5. OTHER CONDITIONS

- a) The Authority will grant Commercial/Private Broadcasting Services Licence to only **TWO** successful applicants who will be operating in Maseru. The Authority may grant licences to applicants who wish to operate in other districts except Mafeteng.
- b) Community Broadcasting Services Licences will be awarded to applicants who would provide community broadcasting services in Districts where there is currently no community broadcaster.
- c) All interested parties shall be expected to attend a briefing meeting on the **9th August 2018 at 10:00 Hrs** at LCA premises.
- d) Late or incomplete submissions shall not be accepted.

- e) Requests for clarification shall be dealt with only during the “**Briefing Meeting**” or in writing on this email address: admin@lca.org.ls
- f) All applicants will be notified of the results in writing.

6. DISCLAIMER

This invitation does not commit the Authority to pay any expenses incurred by the applicant in its preparation or for attending the briefing meeting. The Authority reserves the right to accept or reject any application.

7. SUBMISSION DATE

The closing date for submission of applications is **24th August 2018 at 12:00 Hrs.** All applications must be submitted as outlined in 4 above.

8. SUBMISSION ADDRESS

Application must be submitted in person or through courier at the following address:

The Registrar
Lesotho Communications Authority
30 Princess Margaret Road
Old Europa
Maseru.

ANNEX “A”

APPLICATION REQUIREMENTS FOR CONTENT BROADCASTING SERVICES

- a) A covering letter indicating your wish to apply for the licence.
- b) A completed and signed Application form (Found in Annex B).
- c) Contact details of the Chief Accounting Officer, the person responsible in respect of this application & their certified passport copies.
- d) Certified Registration certificates of a company, and memorandums and articles of association (also provide shareholding percentage) and constitution for community radio station.
- e) Recent 1 year audited financial statements (existing company).
- f) A recent (3 months) bank statement.
- g) A detailed business plan. Guidelines for preparation of business plan for private/commercial and community radio station are in the table below;

COMMUNITY RADIO STATION	PRIVATE/COMMERCIAL RADIO STATION
<p>A detailed business plan which includes but not limited to the following:</p> <ol style="list-style-type: none"> i. Financial projections with relevant cash flow projections, costs of capital; income and expenditure account and operating costs; (For one year); ii. Community Empowerment Strategy; iii. Proposed broadcasting hours; iv. Summary of programming; v. Organogram of the service’s management and operations; vi. Long term training plans; vii. Curriculum Vitae (CV) for key personnel. 	<p>A detailed business plan which includes but not limited to the following:</p> <ol style="list-style-type: none"> i. Financial projections with relevant cash flow projections, costs of capital; income and expenditure account and operating costs; (For three years); ii. Competitive strategy; iii. Political, Economic, Social and Technological (PEST) Analysis and Strengths, Weaknesses, Opportunities and Threats(SWOT) Analysis iv. Long term coverage plan; v. Proposed broadcasting hours; vi. Summary of programming; vii. Organogram of the service’s management and operations; viii. Long term training plans; ix. Curriculum Vitae (CV) for key personnel.

- h) Draft procedure designed to address complaints from the public in relation to broadcasting services.
- i) For community radio – the management structure for community
- j) The applicant is expected to deploy digital broadcasting and not analogue as per ITU decision of 2006. The proposed equipment (transmitter and antenna) must be type approved.
- k) The proposed studio equipment must have recording capability.
- l) The applicant shall be expected to submit a certified copy of a sub-lease agreement if the application is successful.
- m) The proof of payment of application fee must be attached.*

* All payments should be made by direct deposit into the LCA banking details provided below

Account Name: Lesotho Communications Authority
Bank: Nedbank Lesotho
Account No.: 021000017644
Branch Code: 390161
Swift Code: NEDLLSMX

Applicable Fees are as per the table below, while Spectrum fees will depend on the amount of spectrum required.

Licence Category		Regulatory Fees		
Content (Broadcasting)	Authorization Tenure	Application fee (M)	Initial Fee (M)	Annual Fee (M)
<i>Sound</i>				
Commercial	15 years	13,500	20,900	12,000
Community	15 years	9,500	10,000	5,000
Private	15 years	13,500	20,900	12,000
Spectrum Fees		Application Fee -M-	Annual Fee Per Channel -M-	
MF-AM		1,100	1,000	
HF-AM		1,100	1,000	
Up to 500w		1,100	1,000	
Above 500w (but below 1000 W)		1,100	1,500	
Above 1000w		1,100	5,000	
Point to point link		1,300	1,400	
Site survey (geographic coordinates) per site if requested		1,500		



LESOTHO COMMUNICATIONS AUTHORITY **ANNEX "B"**

Application Form for Frequencies For Content Broadcasting (Sound) Form **03**

Physical Address: 30 Princess Margaret Road, Old Europa, Maseru Tel.: + 266 22224300/ 22326784

Postal Address: LCA, P.O. Box 15896, Maseru 100.

E-mail: admin@lca.org.ls

- a) Any information requested in this form may be contained in an appendix.
 b) ***You are advised to fill in all the information to avoid delays in the processing of your application.***

1. PARTICULARS OF AN APPLICANT

1.1	Full Name of applicant			
1.2	Abbreviated Name			
1.3	Billing/Physical Address			
1.4	Postal Address			
1.5	Telephone Number			
1.6	e-mail			
1.7	State legal form of applicant e.g. company, trust, other			

(Please attach a copy of memorandum of articles of association, constitution or founding document certified by two office-bearers of the body, certified passport copy of the director/applicant)

1.8	If registered, office of registration			
1.9	Registration Number			
1.10	Date of registration			

2. APPLICATION INFORMATION

2.1	Purpose for which the proposed communication is required			
2.2	Contact Name			
2.3	TYPE OF BROADCASTING STATION (Please tick)	Sound		Television

2.4	Public		Private		Commercial		Community	
3. STATION DETAILS								
3.1	Station Name							
3.2	Latitude			South	Longitude			East
3.3	Elevation ASML		M	Building Height		Radius		km
3.4	Coverage (please tick & attach a diagram to illustrate the area proposed for coverage)							
3.5	Coverage or Operations Area		Nationwide by land mobile station		Radius			
4. SITE DETAILS								
4.1	Station Name							
4.2	Station Location							
4.3	Coordinates	Latitude, S			Longitude, E			
4.4	Elevation AMSL (m)							
4.5	Transportable <input type="checkbox"/>	Radius if transportable (km)						
4.6	Building height (m)				Mast height (m)			
4.7	Noise environment	1. Low Noise <input type="checkbox"/>		2. Medium Noise <input type="checkbox"/>		3. High Degree of Noise <input type="checkbox"/>		
5. EQUIPMENT INFORMATION								
5.1	Manufacturer							
5.2	Model							
5.3	Equipment Type: 1. Crystal <input type="checkbox"/> 2. Solid state <input type="checkbox"/> 3. Unknown <input type="checkbox"/> 4. PLL Control <input type="checkbox"/> 5. Synthesised <input type="checkbox"/>							

5.4	Frequency Range (MHz):	From		to	
5.5	TX/RX	1. Transmitter <input type="checkbox"/>	2. Receiver <input type="checkbox"/>	3. Both <input type="checkbox"/>	
5.6	Maximum Rated Power (W)				
5.7	Transmit Power (W)				
6. ANTENNA INFORMATION					
6.1	Manufacturer				
6.2	Model				
6.3	Frequency Range (MHz):	From		To	
6.4	Polarisation				
6.5	Gain (dB)	TX		RX	
6.6	Antenna height above ground (m)				
6.7	Directivity	1. Directional <input type="checkbox"/>	2. Omni-directional <input type="checkbox"/>		
6.8	Azimuth (degrees)				
6.9	Elevation (degrees)				
6.10	Antenna Pattern; Please attach data page from manufacturer, or provide table of attenuation, in dB, against angle, or provide calibrated pattern diagram.				
7. FREQUENCY ASSIGNMENT					
7.1	Requested frequency Range (MHz)		to		
7.2	Necessary Bandwidth (MHz)				
7.3	Emission Class (use the characters in Annex 1 to describe your signal)				
7.4	TX/RX	1. Transmitter <input type="checkbox"/>	2. Receiver <input type="checkbox"/>	3. Both <input type="checkbox"/>	
7.5	Preferred Frequency (MHz)				
7.6	Line Loss (dB)				
7.7	Minimum Receive Signal (dBW) (Protected Signal)				
8. ACKNOWLEDGEMENT					
8.1 The applicant acknowledges the statements in this form and accompanying documents are true and correct.					
Signature _____ Date _____					
Full names of signatory _____					

ANNEX to the Form***First Character (Mandatory)***

A	Double sideband.
B	Independent sidebands.
C	Vestigial sideband.
D	Emission in which the main carrier is amplitude and angle modulated either simultaneously or in a pre-established sequence.
F	Frequency modulation.
G	Phase modulation.
H	Single sideband, full carrier.
J	Single sideband, suppressed carrier.
K	Modulated in amplitude.
L	Modulated in width/duration.
M	Modulated in position/phase.
N	Emission of unmodulated carrier.
P	Sequence of unmodulated pulses.
Q	In which the carrier is angle modulated during the period of the pulse.
R	Single sideband, reduced or variable level carrier.
V	Which is a combination of the foregoing or is produced by other means.
W	Cases not covered above, in which an emission consists of the main carrier modulated, either simultaneously or in a pre-established sequence, in a combination of two or more of the following modes: amplitude, angle, pulse.
X	Cases not otherwise covered.

Second Character (Mandatory)

0	No modulating signal.
1	A single channel containing quantized or digital information without the use of a modulating sub-carrier. This excludes time-division multiplex.
2	A single channel containing quantized or digital information with the use of a modulating sub-carrier. This excludes time division multiplex.
3	A single channel containing analogue information.
7	Two or more channels containing quantized or digital information.
8	Two or more channels containing analogue information.
9	Composite system with one or more channels containing analogue quantized or digital information, together with one or more channels containing analogue information.
X	Cases not otherwise covered.

Third Character (Mandatory)

A	Telegraphy for aural reception.
B	Telegraphy for automatic reception.
C	Facsimile.
D	Data transmission, telemetry, telecommand.
E	Telephony (including sound broadcasting).
F	Television (video).
N	No information transmitted.
W	Combination of the above.
X	Cases not otherwise covered.

Fourth Character (Optional)

A	Two-condition code with elements of differing numbers and/or durations.
B	Two-condition code without elements of the same number and duration with error-correction.
C	Two-condition code with elements of the same number and duration with error-correction.
D	Four-condition code in which each condition represents a signal element (of one or more bits).
E	Multi-condition code in which each condition represents a signal element (of one or more bits).
F	Multi-condition code in which each condition or combination of conditions represents a character.
G	Sound of broadcasting quality (monophonic).
H	Sound of broadcasting quality (stereophonic or quadrophonic).
J	Sound of commercial quality (excluding categories given in K and L below).
K	Sound of commercial quality with the use of frequency inversion or band-splitting.
L	Sound of commercial quality with separate frequency-modulated signals to control the level of demodulated signal.
M	Monochrome television (video only).
N	Colour television (video only).
W	Combination of the above.
X	Cases not otherwise covered.

Fifth Character (Optional)

N	No multiplexing employed.
C	Code division multiplex. (This includes bandwidth expansion techniques).
F	Frequency-division multiplex.
T	Time-division multiplex.
W	Combination of frequency-division multiplex and time-division multiplex.
X	Other types of multiplexing.

Source: Ofcom, OfW84 - Guide to class of emissions