



**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**

REQUEST FOR PROPOSAL (RFP)

PROVISION AND INSTALLATION OF NETWORK EQUIPMENT FOR WI-FI PROJECT FOR INSTITUTIONS OF HIGHER LEARNING

20 SEPTEMBER 2022

1.0 INTRODUCTION

The Lesotho Communications Authority (LCA) is a statutory body established under the Lesotho Communications Act of 2000 and perpetuated under the Communications Act of 2012 and it is mandated to primarily regulate the communications sector comprising telecommunications, postal and broadcasting services in Lesotho.

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.

The following institutions have been selected for provisioning of broadband and broadband infrastructure:

1. Limkokwing University of Technology (LUT)
2. Institute of Development Management (IDM)
3. ST. Elizabeth Training Institute (STI)

The Authority invites proposals from suitably qualified local companies to submit bids in response to this RFP for the provision and installation of network equipment for Wi-Fi project for institutions of higher learning.

2.0 SCOPE OF WORK

The purpose of this RFP is to get local, professional and credible service providers to provide a working solution. The service providers must supply, install, configure network equipment and create Wi-Fi access at the three institutions. The bid is divided into three different lots as shown below. **Bidders may bid for any or all of the lots.**

- **LOT1** – Limkokwing University of Technology (LUT)
- **LOT2** – Institute of Development Management (IDM)
- **LOT3** – ST. Elizabeth Training Institute (STI)

3.0 REQUIREMENTS AND TECHNICAL SPECIFICATIONS

Tables 1 to 3 below provide the technical specifications including description and quantities of required network equipment.

3.1 Bidders are required to use Tables 1 to 3 to specify the network equipment items to be supplied. 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 and the project plan that they will apply to ensure that the assignment is carried out in a way that will bring the recipients of the services 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 Tables without amending the order of items as listed.

TABLE 1 : LOT1 - Limkokwing University of Technology (LUT)

MAIN CAMPUS			
Item	Item Description	Quantity	Part Number
Fortinet Firewall with 3-year Licence	Fortinet 200F	1	
92 Port PoE Core Switch	HP J9532 Managed 5412-92G-PoE with Premium Software	1	
48-Port PoE Access Switch	HP 5900AF-48G-4XG-4XG-2QSFP + 48 Port L3 Managed Gigabit Ethernet Switch	3	
Cabling-CAT 6 UTP	For connecting the APs to switches	14	
Access Points (Indoor) with all its Accessories	Ubiquity Wi-Fi AP	9	
Access Points (Outdoor) with all its Accessories	Ubiquity Wi-Fi AP	5	
UPPER CAMPUS			
48-Port PoE Access Switch	HP 5900AF-48G-4XG-4XG-2QSFP + 48 Port L3 Managed Gigabit Ethernet Switch	2	

Item	Item Description	Quantity	Part Number
24-Port PoE Access Switch	HP 5900AF-24G-4XG-4XG-2QSFP + 24 Port L3 Managed Gigabit Ethernet Switch	1	
Cabling-CAT 6 UTP	For connecting the APs to switches	16	
Access Points (Indoor) with all its Accessories	Ubiquiti Wi-Fi AP	2	
Access Points (Outdoor) with all its Accessories	Ubiquiti Wi-Fi AP	14	

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

TABLE 2 : LOT2 - Institute of Development Management (IDM)

Item	Item Description	Quantity	Part Number
Core Router	Cisco ISR 4331 Router	1	
48-Port PoE Access Switch	Cisco CBS350-48P-4G 48	3	
24-Port PoE Access Switch	Cisco CBS350-24FP-4G 24	2	
16-Port PoE Access Switch	Cisco CBS350-16P-2G 16	2	
8-Port PoE Access Switch	Cisco CBS350-8P-E-2G 8	1	
Support /licence Contract	SMARTnet	9	
Cabinets	19U Cabinet	1	
Wall Mounted Cabinets	9U Wall Mounted Cabinets	3	
Server Hardware	<i>2U IBM X3650 M4 Server</i> 16 GB DDR4 500 GB SSD 4 Ethernet Ports	2	
Operating System Software	Pre-installed Windows Server 2022 (x64)	2	
UPS	UPS with up to 2 hours backup time	1	

Item	Item Description	Quantity	Part Number
Access Points (Indoor) with all its Accessories	Ubiquity Wi-Fi AP	3	
Access Points (Outdoor) with all its Accessories	TP-Link 2.4GHz N300	5	
Cabling-CAT 6 UTP	For connecting the APs to switches	8	
Cabling-CAT 6 UTP	Data Points for Small Lab, Library, Mantšebo and New Block	52	
UTP Links (Aerial link?)	Link between Mantšebo and New Block	1	
<i>Please specify if there are any additional items included that will bring value for money:</i>			

TABLE 3 : LOT3 - ST. Elizabeth Training Institute (STI)

MAIN CAMPUS			
Item	Item Description	Quantity	Part Number
Fortinet Firewall with 3-year Licence	Fortinet 200F	1	
48-Port PoE Access Switch with 3-year Licence	FortiSwitch FS-148F-FPOE-48	4	
24-Port PoE Access Switch with 3-year Licence	FortiSwitch FS-124F-FPOE-24	4	
Cabling-CAT 6 UTP	For connecting the APs to switches	37	
Access Points (Indoor) with all its Accessories	Indoor FortiAP	29	
Access Points (Outdoor) with all its Accessories	Outdoor FortiAP	8	
Cabinets	42U Cabinet	1	
Wall Mounted Cabinets	9U Wall Mounted Cabinets	2	

Item	Item Description	Quantity	Part Number
UPS	UPS with up to 2 hours backup time	1	
Server Hardware	<i>HPE DL360</i> 32 GB DDR4 3 TB SSD 4 Ethernet Ports	1	
Operating System Software	Pre-installed Ubuntu OS (Latest) (x64)	1	
EXTENSION CAMPUS			
Link to Main Campus	Appropriate Link to connect the Extension to the Main Campus	1	
24-Port PoE Access Switch with 3-year Licence	FortiSwitch FS-124F-FPOE-24	1	
Cabling-CAT 6 UTP	For connecting the APs to switches	5	
Item	Item Description	Quantity	Part Number
Access Points (Indoor) with all its Accessories	Indoor FortiAP	3	

Access Points (Outdoor) with all its Accessories	Outdoor FortiAP	2	
Wall Mounted Cabinets	6U Wall Mounted Cabinet	1	

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

4. CONDITIONS

Tender submissions must meet all the conditions indicated below, failure to comply with conditions 4.1 (a) to 4.1 (c) will lead to immediate disqualification of the tender submission:

4.1 Specific terms and conditions

- a) Valid Tax Clearance Certificate.
- b) Valid Traders Licence.
- c) Bidders must attend the MANDATORY site visits at the three sites.
- d) The bidder shall submit full personal details and profiles or curriculum vitae of minimum of 3 key personnel that have relevant experience, knowledge and project management skills of the project team.
- e) Company Profile – the company or firm must submit its profile.
- f) The proposal shall include minimum of three (3) references where similar assignments were undertaken and should specify the contact person(s) and telephone numbers.
- g) The bidder must demonstrate financial capability to undertake the task by providing the banker's reference confirming bidder's financial liquidity
- h) For the supply of network equipment, the bidder shall provide:
 - i. A letter from vendor confirming receipt of a quotation from the bidder for this tender.
 - ii. A letter (*dated not earlier than 31 December 2021*) from vendor (e.g. HPE, Cisco, FortiGate, Ubiquity and TP-Link) as proof of the bidder's Lesotho based authorized Partner status.

NB: The above documents must form part of technical proposal document of the tender.

4.2 General terms and conditions

- a) Lesotho laws SHALL be applicable.
- b) The proposal shall clearly state the tender price for provision of each lot as well as the total tender price in Lesotho Loti (LSL). All prices shall include VAT if applicable.
- c) All bidders must note that the LCA shall make payment by milestones.
 - i. A retention of 10% of the total project cost shall apply, which will be payable after expiry of the standard defects liability period of one year.

- ii. All proposals shall specify terms and conditions of payment, which will be considered as part of the bid award.
- d) The financial proposal must be valid for at least 60 working days from the submission deadline.
- e) Late submissions shall not be accepted.
- f) The Authority will contact the successful tenderer only. If you are not contacted within 60 working days from the date of submission, please consider your submission unsuccessful.

4.3 LCA's Rights

- a) This Request for Proposal (RFP) does not commit the Authority to pay for any expenses incurred by the tenderer in the preparation of responses to this invitation or for attending mandatory site visits.
- b) The Authority reserves the right to accept or reject any response to this RFP.
- c) The Authority reserves the right to cancel or withdraw this RFP as a whole or in part without furnishing any reasons and without attracting any liability.
- d) The Authority reserves the right to call company representatives to make presentations.
- e) The Authority shall not be bound to accept the lowest bid price tendered.

5. SUBMISSION FORMAT

Tender submissions must meet all the conditions indicated below, failure to comply with the submission format will lead to immediate disqualification of the tender submission:

- 5.1 Each "LOT" must be tendered independently; bidders are not expected to combine tender submissions for different "LOTs".
- 5.2 The company must submit one original and four copies of its tender submission document clearly marked "ORIGINAL" and "COPIES" as appropriate for both technical and financial proposals.
- 5.3 Technical proposals must be in a separate package from the Financial proposals.
- 5.4 The package containing the technical proposal must be sealed, clearly marked "TECHNICAL PROPOSAL", and the package containing the financial proposal must be sealed, clearly marked "FINANCIAL PROPOSAL".
- 5.5 The technical proposal should NOT include any financial information.
- 5.6 Both packages must be placed in one outer package clearly marked "PROVISION AND INSTALLATION OF NETWORK EQUIPMENT FOR WI-FI PROJECT FOR INSTITUTIONS OF HIGHER LEARNING" specifying the LOT number and the institution. For Example, "**Provision and Installation of**

Network Equipment for Wi-Fi Project for Institutions of Higher Learning LOT 1- Limkokwing University of Technology". Packages should not bear any identification of the bidder.

5.7 All bids shall be physically delivered. Neither electronic nor late submissions will be accepted.

6 TIME FRAMES AND OTHER DETAILS

6.1 Any request for clarification on the RFP must be addressed in writing to the Chief Financial Officer at admin@lca.org.ls at least five days prior to the deadline.

6.2 MANDATORY site visits will be held on

Institution	Date	Time
Limkokwing University of Technology (LUT)	13/10/2022	9:00 AM
Institute of Development Management (IDM)	13/10/2022	12:00 NOON
ST. Elizabeth Training Institute (STI)	14/10/2022	11:30 AM

6.3 Interested bidders are advised to organise own transport.

6.4 The tenders must be submitted in the tender box located at the LCA reception on the 1st Floor, Lesotho Communications Authority, 30 Princess Margaret Road, Old Europa, Maseru, Lesotho on or before Thursday, the 27th October 2022 at 11:00 hours. No submission will be accepted after the closing time.

6.5 Opening of bid documents will be on the 27th October 2022 at 11:15 hours at LCA premises.

6.6 Interested bidders are invited for the bid opening and only one representative from a bidding company will be allowed to attend.

6.7 The selected company or entity will be informed in writing and invited for contract negotiations.

7 All submissions must be delivered and addressed to:

The Chief Financial Officer
1st Floor Lesotho Communications Authority Building
30 Princess Margaret Road, Old Europa
P. O. Box 15896
Maseru, LESOTHO.