



**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)  
(RE-TENDER)**

**PROVISION AND INSTALLATION OF NETWORK  
EQUIPMENT FOR WI-FI PROJECT FOR INSTITUTIONS  
OF HIGHER LEARNING: LOT1 - LIMKOKWING  
UNIVERSITY OF CREATIVE TECHNOLOGY**

**28 FEBRUARY 2023**

## **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 LCA 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 LCA'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.

LCA invites proposals from suitably qualified local companies to submit bids in response to this RFP for the provision and installation of network equipment Wi-Fi project at Limkokwing University of Creative Technology (LUT).

## **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 provider must supply, install, configure network equipment and create Wi-Fi access at the LUT campuses.

### **3.0 REQUIREMENTS AND TECHNICAL SPECIFICATIONS**

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

3.1 Bidders are required to use Table 1 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 Table 1 without amending the order of items as listed.

**TABLE 1 : Technical Specifications**

<b>MAIN CAMPUS</b>			
<b>Item</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Part Number</b>
<b>Fortinet Firewall with 3-year licence</b>	Fortinet 200F	1	
<b>92 Port PoE Core Switch</b>	HP J9532 Managed 5412-92G-PoE with Premium Software	1	
<b>48-Port PoE Access Switch</b>	HP 5900AF-48G-4XG-4XG-2QSFP + 48 Port L3 Managed Gigabit Ethernet Switch	3	
<b>Cabling-CAT 6 UTP</b>	For connecting the APs to switches	14	
<b>Access Points (Indoor) with all its Accessories</b>	Ubiquity Wi-Fi AP	9	
<b>Access Points (Outdoor) with all its Accessories</b>	Ubiquity Wi-Fi AP	5	
<i>Please specify if there are any additional items included that will bring value for money :</i>			

UPPER CAMPUS			
Item	Item Description	Quantity	Part Number
<b>48-Port PoE Access Switch</b>	HP 5900AF-48G-4XG-4XG-2QSFP + 48 Port L3 Managed Gigabit Ethernet Switch	2	
<b>24-Port PoE Access Switch</b>	HP 5900AF-24G-4XG-4XG-2QSFP + 24 Port L3 Managed Gigabit Ethernet Switch	1	
<b>Cabling-CAT 6 UTP</b>	For connecting the APs to switches	16	
<b>Access Points (Indoor) with all its Accessories</b>	Ubiquiti Wi-Fi AP	2	
<b>Access Points (Outdoor) with all its Accessories</b>	Ubiquiti Wi-Fi AP	14	
<i>Please specify if there are any additional items included that will bring value for money :</i>			

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## 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 disqualification of the tender submission:

### 4.1 Specific terms and conditions

- a) Valid Traders Licence.
- b) Valid Tax Clearance Certificate.
- c) Bidders shall attend a MANDATORY site visit at the LUT campuses.
- 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 certificate or letter, dated not earlier than 31 July 2022 from manufacturer (e.g. HPE and Ubiquity) as proof of the bidder's authorized partnership.

**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 financial proposal shall clearly state the tender price in Lesotho Loti (LSL), inclusive of VAT if applicable.
- c) All bidders must note that the LCA shall make payment by milestones. 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.
- 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) LCA 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 LCA to pay for any expenses incurred by the tenderer in the preparation of responses to this invitation or for attending mandatory site visits.
- b) LCA reserves the right to accept or reject any response to this RFP.
- c) LCA 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) LCA reserves the right to call company representatives to make presentations.
- e) LCA 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 The bidder 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.
- 5.2 Technical proposals must be in a separate package from the Financial proposals.
- 5.3 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".
- 5.4 The technical proposal should NOT include any financial information.
- 5.5 Both packages must be placed in one outer package clearly marked "RE-TENDER FOR PROVISION AND INSTALLATION OF NETWORK EQUIPMENT FOR WI-FI PROJECT FOR INSTITUTIONS OF HIGHER LEARNING: **LOT1 - LIMKOKWING UNIVERSITY OF CREATIVE TECHNOLOGY**". Packages should not bear any identification of the bidder.
- 5.6 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 13 March 2023 at 11h00 at LUT Main Campus.
- 6.3 Interested bidders are advised to organise own transport.



- 6.4 The tenders must be submitted in the tender box located at the reception on the 1<sup>st</sup> Floor, LCA building, 30 Princess Margaret Road, Old Europa, Maseru, Lesotho on or before Monday, the 27 March 2023 at 11:00 hours. No submission will be accepted after the closing time.
- 6.5 Opening of bid documents will be on the Monday, 27 March 2023 at 11:15 hours at LCA premises.
- 6.6 Interested bidders are invited for the bid opening and only one representative from the bidder will be allowed to attend.
- 6.7 The preferred bidder will be informed in writing and invited for contract negotiations.

## **7 All submissions must be delivered and addressed to:**

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