

### **REQUEST FOR PROPOSAL (RFP)**

### **PROVISION AND INSTALLATION OF NETWORK EQUIPMENT FOR WI-FI PROJECT – SCHOOLS OF NURSING (NHTC, ROMA & PARAY)**

**AUGUST 2024**

# 1. 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. 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 (USF) was established under section 33 of the Communications Act, 2012. USF is aimed at promotion of universal access to communication services especially in the unserved and underserved areas of the country.

## Background

Pursuant to LCA’s mandate and strategic objective of increasing access to technology and services, the USF Committee has embarked on a project that provides broadband and broadband infrastructure to three schools of nursing in the country.

The main objective of this project is to increase Internet access by installing network infrastructure and providing Wi-Fi access at the schools of nursing for a period of three years.

LCA invites proposals from suitably qualified local service providers to submit bids in response to this RFP for the provision and installation of network equipment Wi-Fi project at the following schools of nursing.

1. National Health Training College (NHTC, Maseru).
2. Roma School of Nursing (Roma, Maseru).
3. Paray School of Nursing (Thaba-Tseka).

# 2. SCOPE OF WORK

The purpose of this RFP is to get local service providers to provide **a working solution**. The service provider is required to provide the following at the three Nursing Schools:

1. Supply, install, and configure network equipment.
2. Create Wi-Fi hotspot access around the premises of nursing schools.
3. Interconnect switches between the buildings with fibre network.
4. Detailed network layout/diagram.

The bid is divided into three different LOTs as shown below. Bidders may bid for one or all of the LOTs. Each LOT is a stand-alone project.

1. LOT-1 – NHTC.
2. LOT-2 – Roma School of Nursing.
3. LOT-3 – Paray School of Nursing.

# 3. REQUIREMENTS AND TECHNICAL SPECIFICATIONS

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

* 1. Bidders are required to use Tables 1 to 3 to specify the equipment items to be supplied. The order of the listed items should be maintained to facilitate ease of evaluation**.**
  2. Bidders are required to duly fill the columns labelled “Bidder’s Response” and “Part number” in each table irrespective of any attachments included. Failure to conform to this condition will render the bid being treated as non-responsive.
  3. The bidder shall provide a detailed methodology and project plan with clearly articulated responsibilities of the team members to ensure that the assignment is carried out within the reasonable timeframe with emphasis on quality.
  4. The bidder shall provide CVs of **two** key personnel with attributes (technical and project management skills) to undertake the assignment.
  5. 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 1 to 3 without amending the order of items as listed.

| **TABLE 1: LOT 1 – NATIONAL HEALTH TRAINING CENTRE (NHTC)** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **ITEM #** | **ITEM** | **ITEM DESCRIPTION** | **QUANTITY** | **BIDDERS RESPONSE** | **PART NUMBER** |
|  | 16-Port PoE Access Switch | Unify Layer 2, PoE switch with (16) GbE, PoE+ and 24V passive PoE RJ45 ports and (2) 1G SFP ports. | 3 |  |  |
|  | Access Points (Outdoor) | 1GbE Dual band Ubiquiti PoE Wi-Fi Access Point with all its accessories | 7 |  |  |
|  | Access Points (Indoor) | 1GbE Dual band Ubiquiti PoE Wi-Fi Access Point with all its accessories | 28 |  |  |
|  | UTP CAT-6 cabling | For connecting APs to Switches | \*TBD |  |  |
|  | Firewall & license (2 years) | Fortigate firewall (101F) | 1 |  |  |
|  | Uninterruptible Power Supply (UPS) | Rackmount 2.0 KVA UPS with network card. | 1 |  |  |
|  | Cabinet | 9U Cabinet | 1 |  |  |
|  | Fibre cabling | To interconnect the switches | \*TBD |  |  |

\*TBD – TO BE DETERMINED: The bidders shall be expected to verify the measurements/lengths during the sites visit

| **TABLE 2 : LOT 2 – ROMA SCHOOL OF NURSING** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **ITEM #** | **ITEM** | **ITEM DESCRIPTION** | **QUANTITY** | **BIDDERS RESPONSE** | **PART NUMBER** |
|  | 24-Port PoE Access Switch (Main & library blocks) | Unify Layer 2, PoE switch with (48) GbE, PoE+ and 24V passive PoE RJ45 ports and (2) 1G SFP ports. | 2 |  |  |
|  | 8-Port PoE Access Switch (Skills lab) | Unify Layer 2, PoE switch with (8) GbE, PoE+ and 24V passive PoE RJ45 ports and (2) 1G SFP ports. | 1 |  |  |
|  | Access Points (Outdoor) | 1GbE Dual band Ubiquiti PoE Wi-Fi Access Point with all its accessories | 7 |  |  |
|  | Access Points (Indoor) | 1GbE Dual band Ubiquiti PoE Wi-Fi Access Point with all its accessories | 10 |  |  |
|  | UTP CAT-6 cabling | For connecting APs to Switches | \*TBD |  |  |
|  | Firewall & license (2 years) | Fortigate 101F | 1 |  |  |
|  | Uninterruptible Power Supply (UPS) | Rackmount 2.0 KVA UPS with network card | 1 |  |  |
|  | Cabinet | 9U Cabinet  19U Cabinet | 2  1 |  |  |
|  | Fibre cabling | Interconnect the switches | \*TBD |  |  |

| **TABLE 3: LOT 3 – PARAY SCHOOL OF NURSING** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **ITEM #** | **ITEM** | **ITEM DESCRIPTION** | **QUANTITY** | **BIDDERS RESPONSE** | **PART NUMBER** |
|  | 48-Port PoE Access Switch | Unify Layer 2, PoE switch with (16) GbE, PoE+ and 24V passive PoE RJ45 ports and (2) 1G SFP ports. | 1 |  |  |
|  | 24-Port PoE Access Switch | Unify Layer 2, PoE switch with (16) GbE, PoE+ and 24V passive PoE RJ45 ports and (2) 1G SFP ports. | 1 |  |  |
|  | 8-Port PoE Access Switch | Unify Layer 2, PoE switch with (16) GbE, PoE+ and 24V passive PoE RJ45 ports and (2) 1G SFP ports. | 2 |  |  |
|  | Access Points (Outdoor) | 1GbE Dual band Ubiquiti PoE Wi-Fi Access Point with all its accessories | 3 |  |  |
|  | Access points (indoors) | 1GbE Dual band Ubiquiti PoE Wi-Fi Access Point with all its accessories | 22 |  |  |
|  | Cabling CAT 6 | For connecting APs to Switches | \*TBD |  |  |
|  | Firewall & license (2 years) | Fortigate 101F | 1 |  |  |
|  | Uninterruptible Power Supply (UPS) | Rackmount 2.0 KVA UPS with network card | 1 |  |  |
|  | Cabinet | 19U Cabinet | 2 |  |  |
|  | Fibre cabling | Interconnect the switches | \*TBD |  |  |

# 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:

## Specific terms and conditions

1. Valid Tax Clearance Certificate.
2. Valid Traders Licence.
3. Bidders shall attend a MANDATORY site visit at the above-mentioned schools nursing.
4. The bidder shall submit curriculum vitae (CV) of minimum of two (2) key personnel that have relevant experience, technical knowledge and project management skills.
5. Company Profile – the company or firm must submit its profile.
6. The proposal shall include minimum of three (3) references where similar assignments were undertaken and should provide the contact person(s) and telephone numbers.
7. The bidder must demonstrate financial capability to undertake the task by providing the banker’s reference confirming bidder’s financial liquidity equivalent to bid amount.
8. For the supply of network equipment, the bidder shall provide a certificate or letter, dated not earlier than 31 August 2023 from manufacturer (Ubiquity) as proof of the bidder’s authorized partnership and or agreement

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

## General terms and conditions

1. Lesotho laws SHALL be applicable.
2. The financial proposal shall clearly state the tender price in Lesotho Loti (LSL) for each LOT, inclusive of VAT where applicable.
   * 1. 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.
     2. The financial proposal must be valid for at least 90 working days from the submission deadline.
     3. Late submissions shall not be accepted.
     4. LCA will contact the successful bidder only. If you are not contacted within 90 working days from the date of submission, please consider your submission unsuccessful.

## LCA’s Rights

1. This Request for Proposal (RFP) does not commit LCA to pay for any expenses incurred by the bidder in the preparation of responses to this invitation or for attending mandatory site visits.
2. LCA reserves the right to accept or reject any response to this RFP.
3. 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.
4. LCA reserves the right to call company representatives to make presentations.
5. LCA shall not be bound to accept the lowest bid price tendered.

# SUBMISSION FORMAT

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

* 1. Each “LOT” must be tendered independently.
  2. 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.
  3. Technical proposals must be in a separate package from the Financial proposals.
  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. The technical proposal should NOT include any financial information.
  6. Both packages (technical & financial) must be placed in one outer package clearly marked “PROVISION AND INSTALLATION OF NETWORK EQUIPMENT FOR WI-FI PROJECT – LOT NUMBER - SCHOOL OF NURSING NAME” specifying the LOT number - school of nursing name. For example, **“*Provision and Installation of Network Equipment for Wi-Fi Project – LOT 1 - NHTC*”.**
  7. All bids shall be physically delivered to the address provided in section 7. Neither electronic nor late submissions will be accepted.

# 6. TIME FRAMES AND OTHER DETAILS

* 1. Any request for clarification on the RFP must be addressed in writing to the Chief Financial Officer at [**admin@lca.org.ls**](mailto:admin@lca.org.ls) at least five days prior to the deadline.
  2. MANDATORY site visits will be held on the following dates and times at the specified schools of nursing.

|  |  |  |
| --- | --- | --- |
| **Nursing School** | **DATE** | **TIME** |
| NHTC | 05/09/2024 | 09:00 AM |
| Roma School of Nursing | 05/09/2024 | 12:00 PM |
| Paray School of Nursing | 06/09/2024 | 10:00 AM |

* 1. Interested bidders shall organise their own transport during the sites visit.
  2. The tenders must be submitted in the tender box located at the reception on the 1st Floor, LCA building, 30 Princess Margaret Road, Old Europa, Maseru, Lesotho on or before Thursday,10 October 2024 at 11:00 hours. Late submissions will **NOT** be accepted.
  3. Opening of bid documents will be on the Thursday, 10 October 2024 at 11:15 hours at LCA premises.
  4. Interested bidders are invited for the bid opening and only one representative from the bidder will be allowed to attend.
  5. 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

1st Floor Lesotho Communications Authority Building

30 Princess Margaret Road, Old Europa

P. O. Box 15896

Maseru, LESOTHO.