



REQUEST FOR PROPOSALS (RFP)

FOR

**PROVISION AND DEPLOYMENT OF COMPUTERS AND NETWORK EQUIPMENT
TO IDENTIFIED HIGH SCHOOLS IN LESOTHO**

March 2025

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.

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 project that provides broadband and broadband infrastructure to high schools .

The main objective of this project is to build networked computer laboratories in the selected high schools.

LCA invites proposals from suitably qualified local service providers to submit bids in response to this RFP for the provision and deployment of computers and network equipment to the selected schools as shown in table 1.

2. SCOPE OF WORK

The bidder shall supply, deliver, install 20 desktop computers and network equipment to the high schools listed in Table 1 as per technical specifications in Tables 2 and 3. Each LOT is considered a standalone project and comprises schools as shown in the Table 1.

The bidder must note that there are MANDATORY site visits, the dates and times for each school are communicated in Table 1 below.

Table 1

Lot	Number of computers	School Name	District	Date and Time of Site Visit	
				Date	Time
1	20	St. Theresa High School	Thaba Tseka	24/03/2025	10:00hrs
	20	Bocheletsane High School	Thaba Tseka	24/03/2025	15:00hrs

2	20	Roulin High School	Mafeteng	25/03/2025	09:00hrs
	20	Matholeng High School	Mafeteng	25/03/2025	11:00hrs
	20	Mazenod High School	Maseru	25/03/2025	14:00hrs
	20	Lesia High School	Maseru	26/03/2025	09:00hrs
	20	LIFE High School	Maseru	26/03/2025	11:00hrs
3	20	Leribe High School	Leribe	27/03/2025	09:00hrs
	20	Holy Family High School	Leribe	27/03/2025	11:00hrs
	20	Sacred Heart High School	Leribe	27/03/2025	12:00hrs
	20	St.Boniface High School	Leribe	27/03/2025	14:00hrs
4	20	Holy Names High School	Berea	28/03/2025	10:00hrs
	20	St.Rose High School	Leribe	28/03/2025	12:00hrs
	20	Assumption High School	Berea	28/03/2025	14:30hrs
5	20	Mokhotlong High School.	Mokhotlong	31/03/2025	09:00hrs
	20	St James Mokhotlong	Mokhotlong	31/03/2025	11:00hrs
	20	Bokoro High School	Butha-Bothe	01/04/2025	09:00hrs
	20	St. Charles High School	Butha-Bothe	01/04/2025	11:30hrs
	20	St.Paul High School	Butha-Bothe	01/04/2025	14:30hrs
	20	Linotsing High School	Butha-Bothe	02/04/2025	10:00hrs

3. REQUIREMENTS AND TECHNICAL SPECIFICATIONS

Tables 2 and 3 below provide the technical specifications including description and quantities where applicable of the required equipment.

3.1 Bidders are required to use Tables 2 and 3 to specify the equipment items to be supplied. The order of the listed items should be maintained to facilitate ease of evaluation.

3.2 Bidders are required to duly fill the columns labelled “Bidder’s Response” in each table. Failure to conform to this condition will render the bid being treated as non-responsive.

3.3 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.

3.4 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 2 and 3 without amending the order of items as listed.

Table 2

Feature	Specification	Bidder’s Response
Brand Name	HP	
Manufacturer Authorisation	Manufacturers’ Authorization letter or certificate of partnership, or any equivalent recognized document from the manufacturer or their Authorized Tier 1 Distributors. Where the distributor has issued the Authorization, it should be supported by Manufacturer Authorization to that Distributor issuing the Authorization.	
Processor (CPU)	Intel dual core G - 6900	
Processor Base Speed	3.3 GHz or higher	
Memory (RAM)	8 GB DDR4-3200 MHz RAM (1 x 8 GB)	
Internal Storage (HDD/SSD)	512 GB SSD PCIe NVMe	

Operating Systems	Preinstalled with Windows 11, 64-bit	
Ms Office	Open Ms office suite	
Connectivity	Integrated 10/100/1000 NIC Intel Wi-Fi 6E AX211, 2x2 (802.11ax) wireless card	
Display / Monitor	HP 17" inches	
Graphics	Integrated, Intel UHD Graphics 730	
Ports and Connectors	<ul style="list-style-type: none"> - 4 x USB 2.0 type A - 1 x HDMI 1.4 port - 1 x RJ-45 gigabit Ethernet - 1 x VGA - 1 x line in - 1 x line out 	
Mouse	Optical wired	
DVD drive	Optical drive	
Keyboard	spill-resistant wired keyboard with numeric pad	
Inbuilt Speakers	Inbuilt Audio speakers	
Input power	220-240V AC, 50Hz and power cord	
Warranty	2 years carry-in	
After sales support	Must be authorised to provide warranty support (provide letter or certificate OR reference letters from at least 3 clients currently being supported)	

Table 3: Wireless network equipment specifications

Wireless Network Equipment		
Features	Specifications	Bidders response (including equipment part number)
WI-FI access points x 2	1GbE dual band PoE Fortinet indoor Wi-Fi Access Point (ceiling mount), 2x10/100/1000 RJ45, Type A USB and accessories	

Switch	8 x 1GB + 2x SFP ports Fortinet switch	
Accessories	CAT-6 cable & accessories	
Power protection	Installation of surge protector at the distribution box	
Cabinet	Size: 9U	
Power Distribution	Power points for computer where applicable, check Annex 1 attached	

4. SPECIFIC TERMS AND CONDITIONS

- a) Valid Tax Clearance Certificate.
- b) Valid Traders Licence.
- c) Bidders shall attend a MANDATORY site visit at the above-mentioned schools.
- d) The bidder shall submit curriculum vitae (CV) of minimum of two (2) key personnel that have relevant experience, technical knowledge and project management skills.
- e) Company Profile – the company or firm must submit its profile.
- f) The proposal shall include a minimum of three (3) references where similar assignments were undertaken and should provide 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 the bidder's financial liquidity equivalent to bid amount.
- h) For the supply of network equipment, the bidder shall provide a certificate or letter, dated not earlier than **31 October 2024** from manufacturer as proof of the bidder's authorized partnership and or agreement

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

4.1 General terms and conditions

- a) Lesotho laws SHALL be applicable.

- b) The financial proposal shall clearly state the tender price in Lesotho Loti (LSL) for each LOT, inclusive of VAT where applicable.
- c) The financial proposal must be valid for at least 90 working days from the submission deadline.
- d) Late submissions shall not be accepted.
- e) 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.

4.2 LCA's Rights

- a) 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.
- 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 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 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.
- 5.3 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 (technical & financial) must be placed in one outer package clearly marked “ **PROVISION AND DEPLOYMENT OF COMPUTERS AND NETWORK EQUIPMENT TO IDENTIFIED HIGH SCHOOLS IN LESOTHO, LOT NUMBER**” specifying the LOT number. For example, “**PROVISION AND DEPLOYMENT OF COMPUTERS AND NETWORK EQUIPMENT TO IDENTIFIED HIGH SCHOOLS IN LESOTHO- LOT 1**”.

5.7 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

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. Interested bidders shall organise their own transport during the site visits.

6.3. 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 **Wednesday,16 April 2025 at 11:00 hours**. Late submissions will **NOT** be accepted.

6.4. Opening of bid documents will be on **Wednesday,16 April 2025 at 11:30 hours** at LCA premises.

6.5. Interested bidders are invited for the bid opening and only one representative from the bidder will be allowed to attend.

6.6. 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.

Annex 1: Schools Assessment Report

School Name	Specific Requirements based on assessment
St Rose High School	<ul style="list-style-type: none"> • 9U Cabinet • Power distribution for the computers
Mokhotlong High School	<ul style="list-style-type: none"> • 9U Cabinet • Power distribution for the computers
St James High School	<ul style="list-style-type: none"> • 9U Cabinet • Power distribution for the computers
St Charles High School	<ul style="list-style-type: none"> • Power distribution for the computers
Holy Family High School	<ul style="list-style-type: none"> • Power Distribution upgrade • 9U cabinet
St Theresa High School	<ul style="list-style-type: none"> • Solar power installation required, Battery bank capacity to last 2 hours. • Power distribution in the designated lab room • 9U cabinet
Assumption High School	9U cabinet
Holy Names High School	9U cabinet
St Paul's High School	Power Distribution upgrade

Bokoro High School	<ul style="list-style-type: none"> • 9U cabinet • Power distribution for the lab
Leribe High School	<ul style="list-style-type: none"> • 9U cabinet • Testing of power points.
Linotsing High School	<ul style="list-style-type: none"> • Power distribution • 9U cabinet,
Sacred Heart High School	Nothing extra required
St Boniface High School	Power distribution upgrade
Bocheletsane High School	<ul style="list-style-type: none"> • 9U Cabinet • Power distribution
Roulin High School	Nothing extra required
Matholeng High School	<ul style="list-style-type: none"> • Power distribution upgrade • 9U cabinet
Mazenod High School	Extra power points to cater for the new equipment
Lesia High School	Power distribution required
LIFE High School	Nothing extra required

