



**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 PROPOSALS (RFP)
FOR
DEPLOYMENT OF COMPUTER LABS TO IDENTIFIED HIGH
SCHOOLS IN THABA-TSEKA

NOVEMBER 2025

1. BACKGROUND

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 primarily mandated to regulate the communications sector comprising telecommunications, postal and broadcasting services in Lesotho.

In order for LCA to meet its obligations, the Universal Service Fund (USF) was established under section 33 of the Lesotho Communications Act, 2012 to, amongst others, fund projects aimed at promoting access to broadband services and digital skills to the Basotho nation.

2. INTRODUCTION

Pursuant to the LCA's strategic initiative of increasing access to communication services as well as providing broadband and digital skills to schools within the country, the USF invites suitably qualified local service providers to supply, deliver and install desktop computers as well as network equipment to four (4) identified high schools in the Thaba-Tseka district as per Table 1 below.

3. SERVICE REQUIREMENTS AND SCOPE OF WORK

The bidder shall supply, deliver and install desktop computers as well as network equipment to the high schools, as per the technical specifications in Table A1 and A2 of Annex 1. All schools have no existing computer laboratories. Each LOT is considered as a standalone project and comprises of two schools.

The scope of the project may vary from one school to another depending on the status of the computer laboratories. This may include providing power sockets for each computer, installation of distribution board (DB), laboratory layout design, installation of network equipment, power and network cabling.

Table 1: List of high schools and the number of computers for each school

LOT #	High school name	Area	Number of computers	Remarks
1	Takalatsa	Ha Mahao, Khutlo-se-metsi council	10	It has solar power
	Poopa	Poopa, Tenesolo council	10	It needs solar power system that provides autonomy of 2 hours minimum
2	Sehong-hong	Sehong-hong, Linakeng council	20	It has solar power grid
	Itekeng	Ha Motsomi, Linakeng council	10	It has solar power

4. CONDITIONS

Bid submissions must meet all the conditions indicated below; failure to comply with conditions 5(a), 5(b), 6(d) and 6(h) will lead to disqualification.

5. GENERAL TERMS AND CONDITIONS

- a) Valid Tax Clearance Certificate,
- b) Valid Business Registration documents,
- c) VAT registration certificate (where applicable),
- d) Company profile,
- e) The submission shall include 3 references where similar assignments were undertaken, indicating full names of clients, full names of a contact person, email addresses and telephone numbers,
- f) Lesotho Laws shall be applicable,
- g) Late submissions **shall not** be accepted.

NB: The above documents including 6(e) and 6(h) must form part of the technical document of the tender submission.

6. SPECIFIC TERMS AND CONDITIONS

- a) The financial proposal shall clearly state the bid price for the scope of work including acquisition of computers, provision of power sockets and power cabling. All prices shall include VAT where applicable.

- b) The bid proposal must be valid for 60 working days from the submission deadline.
- c) Bidders not contacted within 60 working days should consider their submissions unsuccessful.
- d) Bidders must attend MANDATORY site visits.
- e) The bidder must demonstrate financial capability to undertake the task and shall provide a bank confirmation that the company will be able to finance the project.
- f) The Bidder shall ensure that equipment is covered under warranty against defects for a minimum of two (2) years from the date of installation.
- g) There shall be a 10% retention fee charged to the awarded bidder for the duration of the warranty period.
- h) The bidder should be a certified HP and Fortinet partner, or have a letter from a tier 1 distributor vouching on their behalf.
- i) The bidder must submit the project schedule, the project team and the project work plan.
- j) The bidder is expected to attend site visits for the two schools in a LOT. Failure to do so will result in disqualification.

7. LCA RIGHTS

- a) This RFP does not commit the Authority to pay any expenses incurred by the bidder in preparation of responses to this invitation and/or for attending the site visits,
- b) The Authority reserves the right to accept or reject any responses 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 select one or more bidders to perform or provide the required service,
- e) The Authority reserves the right to call company representatives to make presentations,
- f) The Authority shall not be bound to accept the lowest bidder.

8. SUBMISSION FORMAT

Bid submission must meet all the conditions indicated below. Failure to comply with **any** submission format will lead to disqualification.

- a) The sealed tender envelopes marked “**Request for Proposal - deployment of computer labs to identified high schools in Thaba-Tseka**” must be submitted on or before **15th January 2026 at 1100hrs** at LCA Offices,
- b) Bidders must submit one **original** and **four copies** clearly marked “**ORIGINAL**” and “**COPY**” as appropriate for both technical and financial proposals,

- c) Technical proposals must be in a separate package from the financial proposal,
- d) The package containing the technical proposal must be sealed, clearly marked "TECHNICAL PROPOSAL",
- e) The package containing the financial proposal must be sealed, clearly marked "FINANCIAL PROPOSAL",
- f) Both packages must be placed in one outer package clearly marked "**Request for Proposal - deployment of computer labs to identified high schools in Thaba-Tseka**".
- g) The technical proposal should **NOT** include any financial information,
- h) All bids shall be physically delivered to the address in section 10 below. Electronic submissions shall not be accepted.

9. TIME FRAMES AND OTHER DETAILS

a) Table 2: **MANDATORY** site visits dates schedule

School name	Coordinates	Date	Time
Poopa High School	-29.685903 28.234330	02/12/2025	0900 hrs
Takalatsa High School	-29.697602 28.510956	02/12/2025	1400 hrs
Itekeng High School	-29.567995 28.849671	03/12/2025	1000 hrs
Sehong-hong High School	-29.717128 28.784703	03/12/2025	1400 hrs

Note: 4X4 vehicles are highly recommended.

- b) Any requests for clarification on the RFP must be addressed in writing to the Chief Financial Officer at: admin@lca.org.ls, at least Five (5) working days prior to the deadline.
- c) The selected service provider will be informed in writing and invited for contract negotiations.
- d) The tenders must be submitted in the tender box located at the LCA reception on the first floor, 30 Princess Margaret Road, Old Europa, Maseru, Lesotho on or before the 15th January 2026 at 1100hrs.
- e) Bid documents will be opened on the 15th January 2026 at 1115hrs, at LCA premises.
- f) Interested bidders are invited for the bids opening.

10. ALL SUBMISSIONS MUST BE DELIVERED AND/OR ADDRESSED TO:

The Chief Financial Officer
Lesotho Communications Authority
30 Princess Margaret Road
Old Europa

ANNEX 1

TECHNICAL SPECIFICATIONS

A. GENERAL

The specifications describe the minimum requirements of equipment to be delivered. Bidders must indicate on the specification table how equipment offered compare to these specified requirements.

All the specifications and capacities of the equipment to be supplied shall not be less than those specified in this document. Deviations from the basic requirements, if any, shall be explained in detail in writing and the bidder shall provide supporting information such as data sheets, etc.

LCA reserves the right to reject the bids if such deviations are found critical to the use and operation of the equipment to be supplied.

Bidders are requested to provide the shortest possible delivery period of the equipment which shall be at most six (6) weeks from signing of the contract.

B. TECHNICAL REQUIREMENTS

This RFP covers **the - deployment of computer labs to identified high schools in Thaba-Tseka"**

Table 3 outlines the solar grid requirements for Poopa High School while Table A1 and A2 provide the minimum requirements for the computers, network equipment and computer labs status (in different schools) respectively. Bidders are required to duly fill the column in each table labelled "Bidder's Response" irrespective of any attachments included. Failure to conform to this condition will render the bid being treated as non-responsive.

C. INSTRUCTIONS TO BIDDERS

Bidders **MUST** provide substantive responses **FOR ALL FEATURES** irrespective of any attached technical brochures. Use of YES, NO TICK, BLANK/EMPTY SPACE, and COMPLIANT, will be considered non-responsive. The bidder must give full details of the specification.

Any attached brochures and write-ups should be cross-referenced to the technical specifications section(s).

Table 3: Solar Requirements for Poopa High School

Component	Specification	Notes
Solar Panels	3.0 kW	Roof
Battery Bank	4 kWh LiFePO ₄ (48 V, 80 Ah)	2 h autonomy
Inverter	3-4 kW pure sine wave	48 V system
MPPT Charge Controller	60 A	For 3 kW PV
Autonomy	~2 hours	Short-term backup
Daily Energy Supply	~10.6 kWh	Meets load demand

Table A1: Desktop computers specifications (x 50)

Feature	Specification	Bidder's Response (including equipment part #)
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 (performance-core base)	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	
Office Suite	Open 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	- 2 x USB 2.0 type A - 1 x HDMI 1.4 port - 1 x RJ-45 gigabit Ethernet - 1 x VGA - Audio combo jack	

Mouse	Optical wired	
DVD drive	Optical drive	
Keyboard	spill-resistant wired keyboard with numeric pad	
Input power	220-240V AC, 50Hz and power cord	
Warranty	3 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 A2: Wireless network equipment specifications

wireless network equipment		
Features	Specifications	Bidders response (including equipment part number)
WI-FI access points x 2 (1 indoor, 1 outdoor per school)	1GbE dual band PoE Fortinet indoor Wi-Fi Access Point (ceiling mount), 2x10/100/1000 RJ45, Type A USB and accessories, capacity of 150+ connected devices	
Switch (one per school)	8 port Fortinet switch	
Accessories	CAT-6 cable & accessories	
Power protection	Installation of surge protector at the distribution box per school)	

