ZICTA

ZAMBIA INFORMATION AND COMMUNICATIONS TECHNOLOGY AUTHORITY

PROCUREMENT COMMITTEE

REQUEST FOR EXPRESSIONS OF INTEREST

ZICTA/EOI/12/16: REQUEST FOR EXPRESSIONS OF INTEREST TO UNDERTAKE AN AUDIT OF TELECOMMUNICATION INFRASTRUCTURE IN ZAMBIA

1.0 Background

The Zambia Information and Communications Technology Authority (hereinafter referred to as the "Authority") is responsible for the regulation of the electronic communication services and products, and monitoring of the performance of the ICT sector, including the levels of investment and the availability, quality, cost and standards of the electronic communication services in Zambia.

The Authority Procurement Committee now invites expressions of interest from eligible and qualified consulting firms to undertake an audit of telecommunication infrastructure in Zambia

2.0 Objective

The overall objective of the assignment is to conduct an audit of telecommunication infrastructure in the Republic of Zambia.

3.0 Scope Of The Assignment

The assignment will include, inter alia:

a) Provide a comprehensive report of all significant Wide Area and Local Area Network infrastructure, showing bandwidth, resilience, planned improvements and proximity to each other with suggestions on how to link up the networks;

b) Provide information about the quality of installation of the telecommunication infrastructure such as *inter alia* fibre optic cables, copper cables, Base Tranceiver Stations (BTS) and towers and whether they have the potential to support future developments;

c) Provide information on location of the infrastructure and the local topography;

d) Determine whether the deployed infrastructure was in conformity with any installation, lightning protection and other pertinent standards;

e) Determine whether the installations have taken into account human and equipment safety, i.e physically, electrically and electronically;

f) Ascertain the type of maintenance schedule and procedures in place for the installed infrastructure;

g) Provide an analysis of the composition of the installers of the infrastructure; and

h) Determine if the electronic waste management procedures are well established and complied with.

4.0 Requirements

Interested respondents must provide information indicating that they are qualified, have the required expertise and experience to conduct an audit of telecommunication infrastructure in the country. The expression of interest must include the following minimum information:-

a. legal status of the company, including Certificate of Incorporation and Articles of Association or Memorandum of Association;

b. profile of core business with at least five (5) years relevant experience in auditing ICT infrastructure;

c. international consulting firms must partner with local firms to be deemed eligible;

d. must demonstrate appropriate managerial, organizational capability and reliability;

e. must demonstrate financial capability by providing financing evidence supported by reference letters or financing agreements from credible financial institutions or banks;

f. availability of appropriate skill by providing bio-data of key personnel to be involved and other relevant particulars to demonstrate adequate professional and technical qualifications;

g. latest and valid tax clearance certificate;

h. description of similar assignments;

i. list of references for the similar assignments undertaken including names of the institutions and contact details;

j. evidence of current and valid membership to relevant professional bodies such as the Engineering Institute of Zambia (EIZ);

k. all documentation must be prepared and submitted in the English language;

l. consulting firms should not have been involved in the deployment of the telecommunication infrastructure in Zambia to avoid conflict of interest; and

b. should have experience of working in a developing country like Zambia on similar assignments.

5.0 Details for Submission

The Expressions of Interest addressed to the Director General, Zambia Information and Communications Technology Authority and clearly marked **"ZICTA/EOI/12/16 – REQUEST FOR EXPRESSIONS OF INTEREST TO UNDERTAKE AN AUDIT OF THE INSTALLATION OF TELECOMMUNICATION INFRASTRUCTURE IN ZAMBIA"** should be appropriately bound, sealed and bold labelled and must be deposited in the tender box situated at the Authority Head Office, corner of Independence and United Nations Roads, Lusaka on or before **Friday, January 27, 2017 at 10:00 hours local time.**

The telefax number is +260 21 1 240 023 and the email address is procurement@zicta.zm. **HOWEVER, TELEFAX AND/OR ELECTRONIC SUBMISSIONS SHALL NOT BE ACCEPTED.**

The closing date for the receipt of expressions of interest is **Friday, January 27, 2017 at 10:00hrs local time** and any submissions received after the time and date stipulated above **SHALL NOT** be accepted. The applications will be opened in the Conference Room on the same date at 10:00 hours in the presence of respondents or their representatives who choose to attend.

Respondents meeting the above criteria will receive a request for proposals (RFP) for the assignment and will be required to submit detailed technical and financial proposals based on the detailed Terms of Reference that will be issued to them.

Paul Magiya Manda

Head-Procurement

FOR/DIRECTOR GENERAL

ZAMBIA INFORMATION AND COMMUNICATIONS TECHNOLOGY AUTHORITY

ZICTA: PROMOTING ACCESS TO ICTs FOR ALL

Date first Issued: Monday, December 12, 2016