



REQUEST FOR PROPOSALS (RFP) FOR CONDUCTING SPECTRUM AUDIT & RE-FARMING IN MALAWI

1.0 BACKGROUND

The Malawi Government has placed high emphasis on ICT services as one of the key agendas for national development. One of the key factors to the development of the ICT industry is the efficient utilization of the Spectrum resource. Spectrum is a vital and scarce natural resource which is available equally in all countries throughout the world. The management and utilization of the radio frequency spectrum is done on the national, regional and international level in coordination with internationally recognized bodies i.e. the International Telecommunications Union (ITU). The assessment of Spectrum Management is therefore crucial to ensuring that this scarce and vital resource is put to efficient and effective usage. With the availability of such information, Government's primary objective of ensuring competitive ICT Services by allowing more players and modern services on the Market will be realized.

For Spectrum Management to be all encompassing, there is need to monitor and have a clear determination of spectrum usage in tandem with Government's development goals as stipulated in the Malawi Development Growth Strategy (MGDS).

The audit & re-farming exercise intends to cover the entire usable communication frequency spectrum but will be implemented in phases.

2.0 OBJECTIVE

The major objective for the audit and re-farming exercise is to ensure efficient utilization of the assigned spectrum and consequential growth of services in the ICT sector by allowing more players access the required spectrum.

3.0 REQUEST FOR PROPOSALS

On behalf of Malawi Government, MACRA therefore seeks Technical and Financial Proposals from reputable, qualified and experienced consultants to be considered for this assignment. Interested consultants must provide information indicating that they are qualified to perform the required assignment and the information may include but not limited to consultants detailed profile including general qualifications of key/senior consultants, at least two references from previous reputable clients, descriptions of similar assignments undertaken, experience in similar conditions and availability of relevant and appropriate skills and expected professional fees.

The prospective consultants must have depth and specialist understanding on variety of ICT sector issues. Relevant expertise must include but not limited to the following;

- a) Knowledge and experience in ICT regulatory matters.
- b) Previous experience in similar type of assignment.
- c) At least 7 years experience in relevant field.
- d) Must be conversant with modern access technologies utilizing wireless and wired access technologies i.e. GSM, UMTS, CDMA, LTE.
- e) Excellent writing and communication skills in English language.

3. TERMS OF REFERENCE (TOR's)

Detailed Terms of Reference (TOR's) are available from MACRA House, Salmin Armour Road, Private Bag 261 Blantyre, Malawi

4. METHOD OF SELECTION

The consultants shall be selected in accordance with the **Quality and Cost Based Selection (QCBS)** procedures as set out in the Government of Malawi Procurement Guidelines. Consultants' are therefore instructed to submit their proposals in two separate clearly labeled envelopes, one for the Technical Proposal and another one for the Financial Proposals.

6. PROPOSAL SUBMISSION

Completed copies of proposals in sealed envelopes clearly marked "**Proposal for Conducting Spectrum Audit and Re-Farming in Malawi**" should be submitted in two separate envelopes one marked "**Technical Proposal for Conducting Spectrum Audit and Re-Farming in Malawi**" and the other one marked **Financial Proposal for Conducting Spectrum Audit and Re-Farming in Malawi** and must be delivered to MACRA at the address indicated below by **15:00 hours on Friday 21st September, 2012.**

Chairperson

Internal Procurement Committee (IPC)

Malawi Communications Authority – MACRA

Ginnery Corner,

Salmin Armour Road,

P/ Bag 261,

Blantyre,

MALAWI

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7. TECHNICAL POPOSAL OPENING

Opening of proposals shall take place in MACRA's Corporate Boardroom on Friday, 21st **September, 2012** at **15:00 hours** and bidder's representatives and the general public who wish to attend are most welcome. **MACRA** however, does not bind itself to accept the lowest Proposal or any other Proposal but reserves the right to exercise choice of lowest evaluated, substantially responsive proposal and can cancel the procurement proceedings at any stage.