

Expression of Interest (EOI)

**Title of Consulting Services: Inspection,
Evaluation & Certification of Mobile Device
Management System Implementation Project**

Method of Consulting Service: International

Project Name : Mobile Device Management System (MDMS)

EOI: 01-MDMS-Inspection-2019

Office Name : Nepal Telecommunications Authority

Office Address: Kamaladi, Kathmandu

Issued on: 2nd August, 2019

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Abbreviations

CV	-	Curriculum Vitae
DO	-	Development Partner
EA	-	Executive Agency
EOI	-	Expression of Interest
GON	-	Government of Nepal
PAN	-	Permanent Account Number
PPA	-	Public Procurement Act
PPR	-	Public Procurement Regulation
TOR	-	Terms of Reference
VAT	-	Value Added Tax

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A. Request for Expression of Interest

Request for Expression of Interest Nepal Telecommunications Authority

First Date of Publication: 2nd August, 2019

For Inspection, Evaluation & Certification of Mobile Device Management System
Implementation Project

1. Nepal Telecommunications Authority (NTA) has allocated its own fund toward the cost of **Inspection, Evaluation & Certification of Mobile Device Management System Implementation Project in Nepal** and intends to apply a portion of this fund to eligible payments under the Contract for which this Expression of Interest is invited for International consulting service.
2. The NTA now invites Expression of Interest (EOI) from eligible consulting firms (“consultant”) to provide the following consulting services. The main objective of this project is to monitor and evaluate the implementation of obligation of Mobile Device Management System Service Provider.
3. Interested eligible consultants may obtain further information and EOI document free of cost at the following address during office hours on or before 2019/09/15:

The Chairman

Nepal Telecommunications Authority

ShreeKunj Sadan , Kamaladi, Kathmandu, Nepal

Telephone No. : +977-1-4255474, 977-1- 4256054

Fax: +977-1-4255250

E-mail : ntra@nta.gov.np

Or visit e-GP system www.bolpatra.gov.np/egp or visit the client’s website <http://nta.gov.np/en/category/public-notice-en/>.

4. Consultants may associate with other consultants to enhance their qualifications.
5. *Expressions of interest shall be delivered online through e-GP system www.bolpatra.gov.np/egp or manually to the aforementioned address specified in clause 3 of this notice on or before 2019/09/16 .*
6. The EOI is required to be submitted in the standard formats stipulated for this purpose. The EOI, Draft Terms of Reference, format for submission and other details can be downloaded from NTA website <http://www.nta.gov.np>. These details and any further information can also be obtained from the NTA.
7. In case the last date of submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
8. EOI will be assessed based on Qualification, Experience, and Capacity of consulting firm and key personnel. Based on of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a Request for Proposal.
9. Minimum score to pass the EOI is 60 %.

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B. Instructions for submission of Expression of Interest

1. Expression of Interest may be submitted by a sole firm or a joint venture of consulting firms and the maximum number of partners in JV shall be limited to three.
 2. Interested consultants must provide information indicating that they are qualified to perform the services (*descriptions, organization and employee and of the firm or company, description of assignments of similar nature completed in the last 7 years and their location, experience in similar conditions, general qualifications and the key personnel to be involved in the proposed assignment*).
 3. This expression of interest is open to all eligible **consulting firm/company/organization**.
 4. In case, the applicant is individual consultant, details of similar assignment experience, their location in the previous 4 years and audited balance sheet and bio data shall be considered for evaluation.¹
 5. The assignment has been scheduled for a period of 6 month. Expected date of commencement of the assignment is 15 November, 2019.
 6. A Consultant will be selected in accordance with the **Quality and Cost based selection (QCBS)** method.
 7. Expression of Interest should contain following information:
 - (i) A covering letter addressed to the representative of the client on the official letter head of company duly signed by authorized signatory.
 - (ii) Applicants shall provide the following information in the respective formats given in the EOI document:
 - *EOI Form: Letter of Application (Form 1)*
 - *EOI Form: Applicant's Information (Form 2)*
 - *EOI Form: Work Experience Details (Form 3(A), 3(B) & 3(C))*
 - *EOI Form: Capacity Details (Form 4)*
 - *EOI Form: Key Experts List (form 5).*
 8. Applicants may submit additional information with their application but shortlisting will be based on the evaluation of information requested and included in the formats provided in the EOI document.
 9. The Expression of Interest (EOI) document must be duly completed and submitted in sealed envelope and should be clearly marked as "EOI Application for Short-listing for the **Inspection, Evaluation & Certification of Mobile Device Management System Implementation Project in Nepal** .The Envelope should also clearly indicate the **name and address of the Applicant**.
 10. The completed EOI document must be submitted on or before the date and address mentioned in the "**Request for Expression of Interest**". In case the submission falls on public holiday the submission can be made on the next working day. Any EOI Document received after the closing time for submission of proposals shall not be considered for evaluation.
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C. Brief TOR

1. Background

Nepal Telecommunications Authority (NTA) is an autonomous telecommunications regulatory body established in February 1998 pursuant to Telecommunications Act, 1997 and Telecommunications Regulation, 1998. There are six voice operators/licensees, 90 Internet Service Providers (ISPs) and 15 Network Service Providers (NSPs) licensed by the Authority.

Among all the Operators, Nepal Doorsanchar Company Limited (Nepal Telecom), the incumbent, is operating nationwide and providing a full range of telecom services such as fixed line/PSTN, cellular mobile and Internet/Email services. Furthermore, Nepal Telecom is providing telecom services based on various technologies such as GSM, CDMA, WCDMA, LTE, WiMAX, ADSL etc. NCELL Pvt. Ltd. is another cellular mobile operator which has been providing cellular mobile service nationwide based on GSM, WCDMA and LTE. Smart Telecom Pvt. Ltd is a nationwide basic telephone operator operating mobile service based on GSM, and LTE. United Telecom Limited is providing basic telephone service including mobile service. Nepal Satellite Telecom Pvt. Ltd. is operating basic telecommunication service starting its service from the Mid-Western Development Region and expanding to Western and Far-Western Development Regions taking into special consideration of coverage in the un-served and underserved areas of rural and remote areas. C. G. Communications Pvt. Ltd. is operating V-SAT based services in rural areas including Eastern Development Region.

NTA has recently introduced Mobile Device Management Bylaws, 2075 (2018), which paved the way for the implementation of full-fledged Equipment Identity Register (EIR) System in Nepal to register, identify and verify the IMEI numbers of mobile devices by authorizing third party as MDMS service provider. Therefore, the NTA wish to procure a service for Mobile Device Management Service System (MDMS) from the potential service providers for Design, Development, Supply, Installation, Commissioning, Testing and Operation of a MDMS.

II. Introduction

In an effort to address the challenges associated with the proliferation of illegal mobile devices connected to the public telecommunications networks, the NTA intends to establish a system that will facilitate registration, identification and verification of the use of mobile devices. The generic Flowchart of the proposed action of the MDMS towards the management of mobile devices is as shown in figure given below (Figure 7.1).

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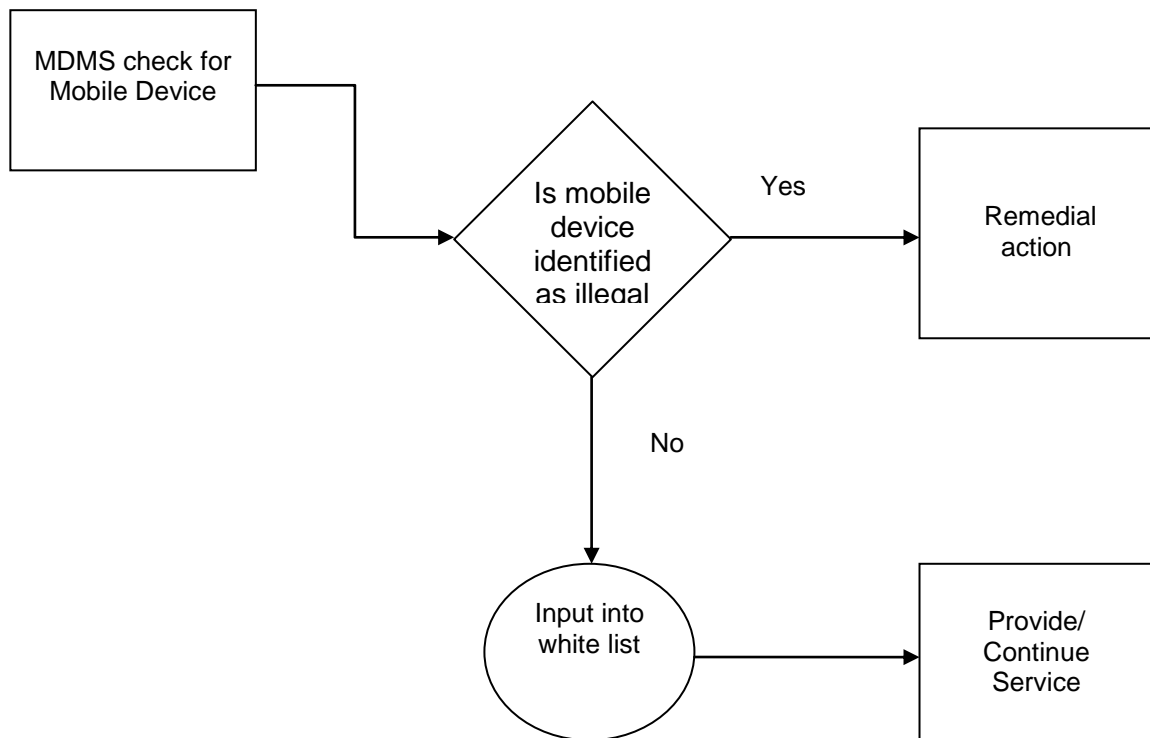


Figure 1 Flowchart of the proposed action of the MDMS

The MDMS is to be established to minimize the illegally imported (including counterfeit) mobile devices and to deter the theft of mobile phones. The MDMS would consist of white, grey and black lists of IMEI codes and provide interfaces to importers, Customs and Law enforcement agencies, Mobile operators, the general public and the NTA.

For the implementation of Mobile Device Management System, NTA has selected **Nuemera (M) Sdn. Bhd., Malaysia, OSI Consulting Pvt. Ltd., India and Namaste Global Communication Pte. Ltd., Singapore (JV)** as MDMS Service Provider (MDMSSP).

2. Objective

- The overall objective of this consulting service is to Monitor and evaluate the implementation of obligation of MDMSSP.

3. Scope of Work

2.1. Monitoring and Evaluation

2.1.1 The consultant shall monitor, evaluate and certify the implementation of Mobile Device Management System. In particular, the consultant shall:

Phase I

- Design and upon approval from NTA, implement an audit and certification process that will facilitate NTA to verify the obligation of the MDMSSP.
- Test, verify and certify Hardware equipment and data Centre before dispatch in Country of manufacturer.

Phase II

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- Test, verify and certify System Design on the basis of requirements
- Test, Verify and Certify MDMS software development and Commissioning.
- Test, Verify and certify Operator level EIR software development and commissioning.

Phase III

- Test, Verify and certify Installation of full-fledged MDMS and Operator level EIR System after commissioning and testing.

2.1.2 The MDSSP complies equipment as mentioned in Annex-I

2.1.3 The MDSSP complies the requirement as mentioned in RFP-II

2.1.4 The MDSSP complies the requirement as mentioned in MDS Bylaws.

3 Qualification:

The Consultant is expected to be a firm or joint ventures and will be selected based on its experience and capacity in carrying out this type of work.

The consultancy firm must have personnel with the following minimum required experience of proposed professional staff:

S. No	Designation	Minimum Requirement	Preference
1	Key Experts Team Leader (International)	Engineering Bachelors Degree in Telecommunication or Electronics or Electronics & Communication or Computer or Information Technology or Information & Communication or equivalent with 10 years of experience in Information Technology & Telecommunications and should at least one project experience of monitoring , inspection and verification or implentation of MDMS system.	
2	Deputy Team Leader (National)	Engineering Bachelors Degree in Telecommunication or Electronics or Electronics & Communication or Computer or Information Technology or Information & Communication or equivalent with 10 years of experience in Information Technology & Telecommunications, should have done project Management for the last 5 years and at least one project related telecommunications in the last 5 years.	
3	System Analyst (International)	Engineering or Science Bachelors Degree in Computer or Information Technology or Information & Communication or equivalent with 7 years of experience in Information Technology, System Analysis & Design, Database Design and Telecommunications, should have done System Analysis & Design related work for the last 3 years and at least one similar project.	System Analysis and Design, Database Administration, Quality Assurance
4	Software Developer(International)	Engineering or Science Bachelors Degree in Computer or Information Technology or Information & Communication or equivalent with 7 years of experience in Information Technology, Software Development, Software Customization, Database design & Development and Telecommunications, should have done Software Development or Database Design related work for the last 3 years and at	Quality Assurance / Oracle, MySql, Database Administration, Software Development

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		least one similar project.	
5	Network Engineer	Engineering Bachelor's Degree in Telecommunication or Electronics or Electronics & Communication or Computer or Information Technology or Information & Communication or equivalent with 5 years of experience in Information Technology, Network Operation and Telecommunications, having Network Operation related work experience in the last 5 years and at least one similar project in the last 5 years. Experience in working knowledge of various SNMP tools and NMS/EMS. Working knowledge of various networking equipment like Datacentre, Web Server, Router, Switches and firewall. Hands on knowledge of various Unix and Windows Operating Systems will be an added advantage. Experience in working knowledge of various Virtualization platforms like Xen and VMWARE in Data Centre	CCNA, MCSE, Linux
6	IT System Auditor-2 (International)	Engineering Bachelor's Degree in Telecommunication or Electronics or Electronics & Communication or Computer or Information Technology or Information & Communication or equivalent with 5 years of experience in Information Technology, Network Operation and Telecommunications, should have done Network Operation related work for the last 3 years and at least one IT System Auditing experience. .	

*No personnel shall be changed without consent of NTA.

4. Time Frame

Consultant should be available for at least six month as and when required.

5. Facilitation to the consultant

NTA will provide all the necessary concerned documents required to monitor the service as specified in Annex I, II, & III.

7. Deliverables

Based on the tasks described above, the consultants shall deliver the following:

- a. An inception report: within 15 days from the signing of contract.
- b. First Phase report: within 1 Month from issuing written request by NTA.
- c. Second Phase report: within 1 Month from issuing written request by NTA
- d. Third Phase report: within 1 Months from issuing written request by NTA.

7. Payment schedule

S.No.	Activities	Payment
1	Submission of Inception Report and upon its approval	10%
2	Submission of the 1st Phase Report and upon its approval	15%
3	Submission of 2nd Phase Report and upon its approval	35%
4	Submission of 3 rd Phase report and upon its approval	40%

8. Selection Process:

Consultants will be selected on the basis of Quality and Cost based selection process.

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D. Evaluation of Consultant's EOI Application

Consultant's EOI application which meets the eligibility criteria will be ranked on the basis of the Ranking Criteria.

i) Eligibility & Completeness Test	Compliance
Copy of Registration of the company/firm	
VAT/PAN Registration (for National consulting firm only)	
Tax Clearance/Tax Return Submission/Letter of Time Extension for Tax Return Submission Fiscal year 2074/75 (for National consulting firm only)	
In case of a natural person or firm/institution/company which is already declared blacklisted and ineligible by the GoN, any other new or existing firm/institution/company owned partially or fully by such Natural person or Owner or Board of director of blacklisted firm/institution/company; shall not be eligible consultant.	
Commitment for Code of Ethics and Adherence to Anticorruption Policy	
The applicant shall have experience of having inspection/development of EIR solution (The certified proof document issued from client/competent Authority shall be included in the response of this request for EOI)	
The applicant shall have a minimum average annual turnover equivalent to of at least Nepali Rupees 2,00,00,000.00 for the last three fiscal years. In case of JV, all JV partners combined must meet this requirement.	
The Applicant shall have positive net worth for the last fiscal year.	
The minimum Years of Standing of the Applicant shall be 5 Years. In Case of JV, the Lead firm must confirm this requirement.	
The Firm including any member of JV/consortium/ association/personal shall not be associated with a Telecommunication Mobile Operators of Nepal. The firm/s shall submit Self Declaration Letter in this regard.	
EOI Form 1: Letter of Application	
EOI Form 2: Applicant's Information Form	

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EOI Form 3: Experience (3(A) and 3(B))	
EOI Form 4: Capacity	
EOI Form 5: Qualification of Key Experts	

ii) EOI Evaluation Criteria	Insert Minimum Requirement if Applicable	Score [Out of 100%]
A. Qualification		
<i>Qualification of Key Experts</i>		30 %
<i>Experience of Key Experts</i>		
B. Experience		
<i>General of consulting firm</i>		60%
<i>Specific experience of consulting firm within last 7 years. In case of person, specific experience of the person within last 4 years.</i>		
<i>Similar Geographical experience of consulting firm</i>		
C. Capacity		
<i>Financial Capacity</i>		10%

Note : In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such firm's or JV Eoi shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.

E. EOI Forms & Formats

Form 1. Letter of Application

Form 2. Applicant's information

Form 3. Experience (*General, Specific and Geographical*)

Form 4. Capacity

Form 5. Qualification of Key Experts

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1. Letter of Application

(Letterhead paper of the Applicant or partner responsible for a joint venture, including full postal address, telephone no., fax and email address)

Date:

To,

Full Name of Client: _____

Full Address of Client: _____

Telephone No.: _____

Fax No.: _____

Email Address: _____

Sir/Madam,

1. Being duly authorized to represent and act on behalf of (hereinafter "the Applicant"), and having reviewed and fully understood all the short-listing information provided, the undersigned hereby apply to be short-listed by **[Insert name of Client]** as Consultant for **[Insert brief description of Work/Services]**.
2. Attached to this letter are photocopies of original documents defining:
 - a) the Applicant's legal status;
 - b) the principal place of business;
3. **[Insert name of Client]** and its authorized representatives are hereby authorized to verify the statements, documents, and information submitted in connection with this application. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. **[Insert name of Client]** and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.²
5. All further communication concerning this Application should be addressed to the following person,

[Person]

[Company]

[Address]

[Phone, Fax, Email]
6. We declare that, we have no conflict of interest in the proposed procurement proceedings and we have not been punished for an offense relating to the concerned profession or

² Applications by joint ventures should provide on a separate sheet, relevant information for each party to the Application.

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business and our Company/firm has not been declared ineligible.

7. We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.
8. The undersigned declares that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Signed :

Name :

For and on behalf of (name of Applicant or partner of a joint venture):

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2. Applicant's Information Form

(In case of joint venture of two or more firms to be filled separately for each constituent member)

1. Name of Firm/Company:
2. Type of Constitution (*Partnership/ Pvt. Ltd/Public Ltd/ Public Sector/ NGO*)
3. Date of Registration / Commencement of Business (*Please specify*):
4. Country of Registration:
5. Registered Office/Place of Business:
6. Telephone No; Fax No; E-Mail Address
7. Name of Authorized Contact Person / Designation/ Address/Telephone:
8. Name of Authorized Local Agent /Address/Telephone:
9. Consultant's Organization:
10. Total number of staff:
11. Number of regular professional staff:

(Provide Company Profile with description of the background and organization of the Consultant and, if applicable, for each joint venture partner for this assignment.)

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3. Experience

3(A). General Work Experience

(Details of assignments undertaken. Each consultant or member of a JV must fill in this form.)

S. N.	Name of assignment	Location	Value of Contract	Year Completed	Client	Description of work carried out
1.						
2.						
3.						
4.						
5.						
6.						
7.						

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3(B). Specific Experience

Details of similar assignments undertaken in the previous seven years

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Assignment name:	Approx. value of the contract (in current NRs; US\$ or Euro) ³ :
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of person-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current NRs; US\$ or Euro):
Start date (month/year): Completion date (month/year):	No. of professional person-months provided by the joint venture partners or the Sub-Consultants:
Name of joint venture partner or sub-Consultants, if any:	Narrative description of Project:
Description of actual services provided in the assignment: Note: Provide highlight on similar services provided by the consultant as required by the EOI assignment.	

Firm's Name: _____

³ Consultant should state value in the currency as mentioned in the contract

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3(C). Geographic Experience

Experience of working in similar geographic region or country

(In case of joint venture of two or more firms to be filled separately for each constituent member)

No	Name of the Project	Location (Country/ Region)	Execution Year and Duration
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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4. Capacity

4(A). Financial Capacity

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Annual Turnover	
Year	Amount Currency

- **Average Annual Turnover of Best of 3 Fiscal Year
Of Last 7 Fiscal Years**

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(Note: Supporting documents for Average Turnover should be submitted for the above.)

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4(B). Infrastructure/equipment related to the proposed assignment⁴

No	Infrastructure/equipment Required	Requirements Description
1.		
2.		
3.		
4.		
5.		

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5. Key Experts *(Include details of Key Experts only)*

(In case of joint venture of two or more firms to be filled separately for each constituent member)

SN	Name	Position	Highest Qualification	Work Experience (in year)	Specific Work Experience (in year)	Nationality
1						
2						
3						
4						
5						

(Please insert more rows as necessary)