



'creating a level playing field'

19 NOVEMBER 2021

EXPRESSION OF INTEREST

**PROCUREMENT REFERENCE: POTRAZ/EOI/03/2021.
SUPPLY, INSTALLATION/IMPLEMENTATION AND COMMISSIONING OF NATIONAL
CENTRALISED SUBSCRIBER DATABASE SYSTEM (NACSID)**

PART A: NOTICE OF ADVERT

The Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ) is a statutory body established in terms of Section 3 of the Postal and Telecommunications Act [*Chapter 12:05*] to regulate the Postal and Telecommunications Industry in Zimbabwe. In keeping with its mandate POTRAZ intends to establish a National Central Subscriber Information Database System (NACSID) System in compliance with Statutory Instrument (S.I.) 95 of 2014 on SIM Registration Requirements. The database will provide a central repository of all telecommunications subscribers.

Pursuant to the above, POTRAZ invites Consultants to submit their expressions of interest for the Design, Develop, Supply, Installation and Commissioning of the National Central Subscriber Information Database System (NACSID) and associated hardware. The Supplier shall be expected to work with POTRAZ in system design, developing of the relevant frameworks for the operationalization and bringing into force of the NACSID; supply the full NACSID solution; provide training to relevant POTRAZ staff, Mobile Network Operators (MNO) and jointly operate the NACSID with POTRAZ during the initial stages of the project. The Supplier is also expected to develop system interfaces connecting the NACSID to the Registrar General's Office.

Consultants/Firms will be selected in accordance with the procedures specified in Part VIII of the Public Procurement and Disposal of Public Assets Act [*Chapter 22:23*] and Part VI of the Public Procurement and Disposal of Public Assets (General) Regulations, 2018 (Statutory Instrument 5 of 2018), and in accordance with the shortlisting criteria indicated in the Expression of Interest document. Short-listed Consultants / Firms will be invited to submit their proposals on a separate document based on the Standard Request for Proposals for the Selection of Consultancy Services. The Consultant submitting the successful proposal will be engaged on the contractual terms set out in that document and in accordance with the General Conditions of Contract for Consultancy Services. Copies of the Act and Regulations and the standard documentation are available on the website of the Procurement Regulatory Authority of Zimbabwe (PRAZ).

Late applications will not be considered, and no liability will be accepted for loss or late delivery. POTRAZ will not be responsible for any costs or expenses incurred by firms in connection with preparation or delivery of the application.

The Expression of Interest document can be obtained through the following means.

1. By sending a request through email to: pmu@potraz.gov.zw.
2. By downloading from the POTRAZ website: <https://www.potraz.gov.zw>. Please note that bidders who download the EOI document from the POTRAZ website are required to send their contact details to pmu@potraz.gov.zw to enable the Authority to contact them with any clarification that may be sent through to all bidders.
3. By collecting physically from the POTRAZ Corporate Offices situated at the address below.

**POTRAZ Head Office
1008 Performance Close
Mount Pleasant Business Park
Harare, Zimbabwe**

The closing date for submission of Expressions of Interest is **14 December 2021 at 10:00** hrs. The expressions of interest shall be submitted in the tender box situated at POTRAZ Head Office reception before the submission deadline.

PART B:- SCOPE OF WORK

Design, Develop, Supply, Installation and Commissioning of the National Central Subscriber Information Database System (NACSID) and associated hardware. The Supplier shall be expected to work with POTRAZ in system design, developing of the relevant frameworks for the operationalization and bringing into force of the NACSID; supply the full NACSID solution; provide training to relevant POTRAZ staff, Mobile Network Operators (MNO) and jointly operate the NACSID with POTRAZ during the initial stages of the project. The Supplier is also expected to develop system interfaces connecting the NACSID to the Registrar General's Office.

The system is expected to work with existing network operators' subscriber registration systems via Application Programmable Interfaces (APIs). The NACSID system will verify subscriber details sent by network operators against the Registrar General's (RG) ID database. The NACSID should be versatile and customizable and offer data analytics tools and exception reports. It is the duty of the supplier to develop APIs of the NACSID to match MNOs and RG's office not vice-versa. The NACSID must have the ability to support the capturing of biometric data.

PART C: INFORMATION REQUIRED IN THE EXPRESSION OF INTEREST RESPONSE AND SUBMISSION PROCEDURE

The provision of the pre-qualification information should include all relevant documents that are essentially required for meeting the pre-qualification criteria as well as enable the POTRAZ to undertake the evaluation. The information provided will be used to assess your company's suitability to qualify for pre-qualification for the services mentioned above. Interested applicants **must** submit the following documents:

1. Company Profile – Legal registration of the company, presentation of your company including number of staff, years in business, system for quality assurance and any experience with state entities; (please include brochures and literatures as may be appropriate). Foreign companies must also submit their Company Registration documents from their country of origin.
2. Proof of registration with PRAZ.
3. A valid Tax Clearance Certificate from Zimbabwe Revenue Authority (ZIMRA) for local Companies.
4. A valid National Social Security Authority (NSSA) Clearance Certificate.
5. Proof of number of years in business as a Provider of Software Development Services.
6. List of employees of the firms, professional and technical with their qualification and experience.
7. Reference list (of previous work experience) with description of contract amount and contact details such as email and telephone number of the focal point.
8. Evidence of previous five 5 years of experience.
9. Your contact information (full name and address).
10. A statement of Experience demonstrating the Bidder's ability to design, develop large Subscriber Database Systems and Data Analytics tools. A clean track record showing at least three similar projects successfully executed, with commercial entities (Mobile Network Operators, Banks, Insurance Firms, Government Agencies, Internet Service Providers or Mobile Network Operators is a must. This **must** be supported by authentic references from current and previous clients. The following information regarding the afore-named projects shall be provided.
 - a. Project Name and Scope.
 - b. Capital Outlay for the project.
 - c. Number of entities covered by the deployment if more than one (1).

d. Deployment Methodology of current deployments.

11. If the proposal is made by an Authorised Channel Partner, an authentic Letter of Authorization from original system developer (dated after TENDER RFQ and Addressed to POTRAZ) and duly signed on supplier/system developer letterhead) or Channel Partner Agreement, indicating a minimum of two (2) years as Channel Partner must be submitted as proof.

The Consultant **must** prepare one original of the expression of interest document and clearly mark it "ORIGINAL." In addition, two (2) copies of the expression of interest, which must be clearly marked "COPY" must be submitted. An electronic copy which is a replica of the hard copies submitted should be submitted in pdf by email, to the following email address pmu@potraz.gov.com within a day of the closure of the tender. In the event of any discrepancy between the original and the copies, the original will prevail. The PDF copy is for use by the evaluation Committee as it has more than three members.

The closing date for submission of Expressions of Interest is **14 December 2021 at 10:00** hrs. The expressions of interest shall be submitted in the tender box situated at POTRAZ Head Office reception before the submission deadline. Clarification of the request for expression of interests may be requested in writing by any Bidder up **01 December 2021** and should be sent to:

**The Head Procurement Management Unit,
No. 1008 Performance close Mt Pleasant Business Park,
Mt Pleasant,
Harare,
Zimbabwe.**

You are also required to pay the administration fee of **ZWL\$16,000.00** payable by bidders for bids subject to prior review by the Special Procurement Oversight Committee (SPOC) in terms of Section 54 of the Public Procurement and Disposal of Public Assets (PPDPA) Act and as set out in Part IV of the Fifth Schedule to the Public Procurement and Disposal of Public Assets (General) Regulations to PRAZ.

PART D: EVALUATION CRITERIA

Eligibility Response Checklist

No	Requirement	Yes	No
1	Submitted documents showing Legal registration of the company (Certificate of Incorporation, CR4 Form and CR6 Form for local Bidders). Foreign Bidders must their Foreign Company Registration Papers.		
2	Submitted proof of registration with PRAZ.		
3	Proof of payment of SPOC fees.		
4	Submitted a valid tax clearance certificate for local Bidders.		
5	Submitted a valid NSSA certificate for local Bidders.		
6	A statement of Experience demonstrating the Bidder's ability to design, develop large Subscriber Database Systems and Data Analytics tools. A clean track record showing at least three similar projects successfully executed, with commercial entities (Mobile Network Operators, Banks, Insurance Firms, Government Agencies, Internet Service Providers or Mobile Network Operators is a must.		
7	Minimum experience of three (3) years in design, develop large Subscriber Database Systems and Data Analytics tools (copies of contract or work order by clients or delivery receipts) should be furnished.		
8	If the proposal is made by an Authorised Channel Partner, an authentic letter of authorization from original system developer (dated after TENDER RFQ and Addressed to POTRAZ) and duly signed on supplier/system developer letterhead) or Channel Partner Agreement, indicating a minimum of two (2) years as Channel Partner must be submitted as proof.		
9	Availability of staff (minimum five (5)) with appropriate skills and experience in the field of systems and software development and telecommunications subscriber systems and systems development (including CVs of and certified copies of qualifications). Provide sufficient staff with adequate range of project and technical experience to provide the services.		
10	COMMENT		

*****End of document*****