
Office of Utilities Regulation

REQUEST FOR PROPOSAL

2021/TEL/018/RFP.001

ADDENDUM #2

PROCUREMENT OF CONSULTANCY SERVICES TO ASSESS THE POTENTIAL FOR JAMAICA'S DIGITAL TRANSFORMATION



OFFICE OF UTILITIES REGULATION

2022 March 3

ADDENDUM #2

1. In accordance with ITC/F Sub-Clauses 13.2 to 13.5, the provisions of the various sections of the Request for Proposal for the Procurement of Consultancy Services to Assess the Potential for Jamaica's Digital Transformation (Document Number 2021/TEL/018/RFP.001) issued on 2022 January 10, as set out in this Addendum #2 shall be modified and replaced as specified herein. This Addendum #2 shall supersede the provisions and modifications contained in Addendum #1 issued on 2022 February 17.

SECTION 2. DATA SHEET

2. The following provisions of Section 2. Data Sheet shall be modified and replaced as set out in Table 1 below:

TABLE 1:

	MODIFIED/REPLACEMENT INSTRUCTIONS
ITC 12.1	Proposals must remain valid for one hundred and twenty (120) calendar days after the Proposal submission deadline (i.e., until <u>2022 July 29</u>)
ITC 12.8	With the exception of the Team Leader function, the Consultant/Firm may subcontract any one or more of the functional areas identified in the Terms of Reference – Telecommunications Engineer, Economist/Industry Analyst and Legal Analyst, and may subcontract the data collection activities required under the consultancy.
ITC 13.1	Clarifications may be requested no later than 2022 February 18 at 11:59 p.m. (Eastern Standard Time). All clarifications shall be done through the e-GP System.

	<p>MODIFIED/REPLACEMENT INSTRUCTIONS</p> <p>Bids shall be valid for a period of 120 days after bid closing <u>2022 March 31.</u> <u>Bids must be submitted no later than 11:00 a.m. (Eastern Standard Time) on 2022 March 31.</u> Online bid opening will be at <u>2022 March 31 at 11:15 a.m.</u> (Eastern Standard Time).</p> <p>This is an online-managed tender. Tender documents and Consultants'/Firms' bids will only be accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hardcopy) bids will be accepted, and there will be no physical tender box for drop-off of bids. To participate in this tender opportunity, Consultants must first be registered and know how to use the electronic Procurement System at www.gojep.gov.jm.</p> <p>Please register on the e-GP System by selecting the "Register as a Supplier" link from the home page.</p> <p>For assistance and training, please contact the support desk at (876) 932-5220.</p>
<p>ITC</p> <p>14.1</p>	<p>If a Consultant/Firm considers that it may enhance its expertise for the assignment by associating with other Consultant/Firms in the form of a joint venture (JV) or as Sub-consultants, in respect of the four functional areas identified in the Terms of Reference – that is, Team Leader, Telecommunications Engineer, Economist/Industry Analyst and Legal Analyst – it may do so. In such cases the Consultant/Firm shall submit the qualifications and experience of the consultants/firms in the joint venture or proposed sub-consultancy, and that of their personnel who will be Key Experts, as these will be assessed as part of the evaluation of the bidding Consultant's/Firm's Technical Proposal.</p> <p>Notwithstanding the foregoing, in the case of a sub-consultancy, the Team Leader function may not be delegated to a sub-consultant.</p>

	MODIFIED/REPLACEMENT INSTRUCTIONS
	For the avoidance of doubt, the bidding Consultant/Firm is not required to detail the qualifications and experience of any local research company that it may propose to engage for the data collection activities in the consultancy, as the specific qualifications and experience of the local research company will not be evaluated for purposes of award of contract.
ITC 17.5	Proposals will be submitted online via the Government of Jamaica Electronic Procurement website (www.gojep.gov.jm) on <u>2022 March 31 at 11:00 a.m.</u> (Eastern Standard Time). Late bids will be automatically rejected.
ITC 17.6, ITC 17.7 and ITC 17.8	The Technical and Financial Proposals must be submitted by uploading them on the Government of Jamaica electronic procurement platform no later than: Date: 2022 March 31 Time: 11:00 a.m. (Eastern Standard Time) The Proposal submission address is: https://www.gojep.gov.jm The Technical Proposal and the Financial Proposal shall be uploaded as separate files, and the names of each file shall clearly indicate that it is a "Technical Proposal" or a "Financial Proposal", so that they may be easily distinguished. Late submissions will be automatically rejected by the system. Bidders are therefore urged to commence tender upload at least two (2) hours prior to the submission time. The Procuring Entity and the Government of Jamaica will not be held liable for tenders not submitted on time due to late commencement of tender upload. At the FIRST sign of any technical difficulties, kindly make contact with the Ministry of Finance via the contact numbers listed below.

	MODIFIED/REPLACEMENT INSTRUCTIONS																
	<p>For assistance in regards to registration, training, access to tender documents and upload of bid proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Service Desk at: (876) 932-5220, (876) 932-5246, (876) 932-5253, (876) 932-5251, (876) 932-5244, (876) 932-5205 or (Remotely) (876) 806-5149, (876) 806-5587 or (876) 806-4581.</p>																
ITC 19.2	<p>The opening shall take place on the GOJEP website on: <u>2022 March 31 at 11:15 a.m. (Eastern Standard Time).</u></p> <p>A copy of the bid opening report will be sent to all bidders who submitted a bid. The Report can be accessed on the GOJEP platform at www.gojep.gov.jm under the Information tab “bid opening details”.</p>																
ITC 22.1	<p>Criteria, sub-criteria, and point system for the evaluation of the Full Technical Proposals are:</p> <p style="text-align: right;"><u>POINTS</u></p> <p>I. Specific experience of the Consultants/Firms (including Joint Venture Partners and Sub-Consultants if applicable) relevant to the assignment:</p> <table><tr><td>a) conducted five (5) or more similar exercises</td><td style="text-align: right;">20</td></tr><tr><td>b) conducted three (3) to four (4) similar exercises</td><td style="text-align: right;">15</td></tr><tr><td>c) conducted one (1) to two (2) similar exercises</td><td style="text-align: right;">5</td></tr><tr><td>d) conducted no similar exercise</td><td style="text-align: right;">0</td></tr><tr><td style="text-align: right;">Maximum points for criterion (I):</td><td style="text-align: right;">20</td></tr></table> <p>II. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:</p> <table><tr><td>a) Technical approach and methodology</td><td style="text-align: right;">Maximum</td><td style="text-align: right;">20</td></tr><tr><td>b) Work plan</td><td style="text-align: right;">Maximum</td><td style="text-align: right;">10</td></tr></table>	a) conducted five (5) or more similar exercises	20	b) conducted three (3) to four (4) similar exercises	15	c) conducted one (1) to two (2) similar exercises	5	d) conducted no similar exercise	0	Maximum points for criterion (I):	20	a) Technical approach and methodology	Maximum	20	b) Work plan	Maximum	10
a) conducted five (5) or more similar exercises	20																
b) conducted three (3) to four (4) similar exercises	15																
c) conducted one (1) to two (2) similar exercises	5																
d) conducted no similar exercise	0																
Maximum points for criterion (I):	20																
a) Technical approach and methodology	Maximum	20															
b) Work plan	Maximum	10															

MODIFIED/REPLACEMENT INSTRUCTIONS			
c)	Organization and staffing	Maximum	5
	Maximum total points for criterion (II):		35
III. Key Experts qualifications and competence for the assignment:			
a)	Team Leader		5
b)	Telecommunications Engineer		15
c)	Economist/Industry Analyst		15
d)	Legal Analyst		10
	Maximum total points for criterion (III):		45
<p>The number of points to be assigned to each of the above positions or disciplines shall be determined considering the following three sub-criteria and relevant percentage weights:</p>			
1)	Academic qualifications*		30%
	a) Master's degree and above.....	30%	
	b) Bachelor's Degree	15%	
	c) Lower than Bachelor's Degree	0%	
<p>* Academic qualifications should be in a subject area relevant to the assignment.</p>			
2)	Adequacy for the assignment		60%
	a) worked on five (5) or more similar projects.....	60%	
	b) worked on three (3) to four (4) similar project...	45%	
	c) worked on one (1) to two (2) similar projects....	25%	
	d) worked on no similar project.....	0%	
<p>* Details of tasks performed on projects and relevance to this assignment should be outlined in CV</p>			

	MODIFIED/REPLACEMENT INSTRUCTIONS
	<p>3) Experience in developing countries and English language 10%</p> <p>a) <i>Experience in developing countries</i> 4%</p> <p>i) <i>worked on five (5) or more similar projects.....</i>4%</p> <p>ii) <i>worked on three (3) to four (4) similar projects...</i>3%</p> <p>iii) <i>worked on one (1) to two (2) similar projects.....</i>1%</p> <p>b) <i>Proficiency in English</i> 6%</p> <p>i) <i>Writing Skills - C2 Proficient User.....</i> 2%</p> <p>ii) <i>Writing Skills – C1 Proficient User.....</i>1%</p> <p>iii) <i>Spoken Interaction Skills – C2 Proficient User...</i>2%</p> <p>iv) <i>Spoken Interaction Skills – C1 Proficient User...</i>1%</p> <p>v) <i>Reading Skills - C2 Proficient User.....</i>2%</p> <p>vi) <i>Reading Skills – C1 Proficient User.....</i>1%</p> <p><i>See Common European Framework of Reference Self-assessment Grid</i> https://europa.eu/europass/en/common-european-framework-reference</p> <p>Total Key Experts qualifications and competence weight: 100%</p> <p>Maximum total points for the three criteria I, II and III: 100</p> <p>.....</p> <p>The minimum technical score required to pass is: <u>90</u>.</p>
ITC 26.1	The single freely convertible currency for the conversion of all prices expressed in various currencies into a single one is: Jamaican Dollars

	MODIFIED/REPLACEMENT INSTRUCTIONS
	<p>The official source of the selling (exchange) rate is: Bank of Jamaica average selling rate.</p> <p>The date of the exchange rate is: 2022 March 31.</p>
ITC 27.1	<p>Technical and Financial Proposals must be submitted at the same time but in separate files clearly labelled respectively as “Technical Proposal” and “Financial Proposal” so that they may be easily distinguished. After the technical evaluation, the financial proposal of those bids receiving at least the minimum technical score required to pass, shall be reviewed and ranked in order of price. The Consultant/Firm with the lowest priced bid will be invited for contract negotiations.</p>

SECTION 3: FORM TECH-2: CONSULTANT’S ORGANIZATION AND EXPERIENCE

3. At sections A – Consultant’s Organization and B – Consultant’s/Firm’s Experience, information on the background, organization and similar assignments of sub-consultants who will be contracted to do one or more of the functional areas identified in the Terms of Reference – i.e. Telecommunications Engineer, Economist/Industry Analyst and Legal Analyst – should also be included as part of the technical proposal.

SECTION 3: FORM TECH-6 CURRICULUM VITAE (CV)

4. The CVs of Key Personnel who will be contracted to do one or more of the functional areas identified in the Terms of Reference – i.e. Telecommunications Engineer, Economist/Industry Analyst and Legal Analyst – on a sub-consultancy basis should also be included as part of the technical proposal.

SECTION 5. TERMS OF REFERENCE

5. Sections of the Terms of Reference shall be modified as set out in Table 2 below. Any paragraphs or sections of the Terms of Reference that are not amended by this Addendum #2 shall remain as originally published in the Request for Proposal.

TABLE 2:

Section Heading	Current Section	Modified/Replacement Section
C. Scope of Services	<p>Assessment of the Country's Readiness for Advanced Broadband Technologies and their Potential Impact</p> <p>The Consultant will assess the potential socio-economic impact of the deployment/adoption of advanced broadband technologies on Jamaica as well as technical, financial, regulatory, and administrative requirements for the meaningful deployment and adoption of these technologies in Jamaica. The use cases for advanced broadband technologies are varied however, the implementation of these technologies need to be a collaborative effort in order to enable development of seamless services which can benefit multiple stakeholder groupings. The Consultant will therefore</p>	<p>C.2 Assessment of the Country's Readiness for Advanced Broadband Technologies and their Potential Impact</p> <p>C.2.1 The Consultant will assess the potential socio-economic impact of the deployment/adoption of advanced broadband technologies on Jamaica as well as technical, financial, regulatory, and administrative requirements for the meaningful deployment and adoption of these technologies in Jamaica. The use cases for advanced broadband technologies are varied however, the implementation of these technologies need to be a collaborative effort in order to enable development of seamless services which can benefit multiple stakeholder groupings. The Consultant will therefore</p>

	<p>need to consult with and collect data on current and potential uses of advanced broadband technology from a wide cross-section of stakeholders (government, industry, academia and society) in Jamaica. For example, it is expected that there will be consultation with entities that deal with building codes and other relevant matters. The Consultant must indicate the proposed modes of data collection in its Methodology.</p> <p>Given the level of data collection that will be required, the Consultant may need to engage the services of a suitably qualified firm to undertake some of these activities. The cost for any such engagement should be factored in the Consultant's bid price. The Consultant does not need to seek the approval of the OUR in selecting the local research company.</p>	<p>need to consult with and collect data on current and potential uses of advanced broadband technology from a wide cross-section of stakeholders (government, industry, academia and society) in Jamaica. For example, it is expected that there will be consultation with entities that deal with building codes and other relevant matters. The Consultant must indicate the proposed modes of data collection in its Methodology.</p> <p>C.2.2 Given the level of data collection that will be required, the Consultant may need to engage the services of a suitably qualified firm to undertake some of these activities. The cost for any such engagement should be factored in the Consultant's bid price. The Consultant does not need to seek the approval of the OUR in selecting the local research company.</p>
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Section Heading	Current Section	Modified/Replacement Section
	<p>The Impact and Readiness Study should address the following focus areas:</p> <p>Business Case</p> <p>Economic areas of impact and benefits to the nation i.e. GDP growth, creation of new jobs, etc.</p> <p>User trends, requirements, and demand study—industry and general public</p> <p>Baseline data collection on the current and potential use of advanced ICT technologies such as artificial intelligence (AI), big data analytics, robotics, e-learning and e-medicine</p> <p>Innovation Landscape</p> <p>Financial considerations in adoption of advanced broadband technologies</p> <p>Infrastructure</p> <p>Infrastructure requirements and coverage for optimum deployment of advanced</p>	<p>C.2.3 The Impact and Readiness Study should address the following focus areas:</p> <p>C.2.4</p> <p>I. Business Case</p> <p>i. Economic areas of impact and benefits to the nation i.e. GDP growth, creation of new jobs, etc.</p> <p>ii. User trends, requirements, and demand study—industry and general public</p> <p>iii. Baseline data collection on the current and potential use of advanced ICT technologies such as artificial intelligence (AI), big data analytics, robotics, e-learning and e-medicine</p> <p>iv. Innovation Landscape</p> <p>v. Financial considerations in adoption of advanced broadband technologies</p> <p>II. Infrastructure</p> <p>i. Analysis of the challenges that impact the ability of current and potential operators to:</p>

Section Heading	Current Section	Modified/Replacement Section
	<p>broadband technologies for different services—e.g. retail, wholesale, consumer, industry, etc.</p> <p>Gaps analysis on current networks to deliver broadband nationwide, including expected cost, challenges, etc.</p> <p>Infrastructure planning, approval and addressing right-of-way (ROW) issues</p>	<p>a. supply nationwide broadband at speeds, quality and bandwidth necessary to accomplish tasks such as telemedicine, work from home/learn from home, gaming, etc.</p> <p>b. supply broadband at the speeds, quality and bandwidth required by users of advanced ICT technologies such as big data analytics, artificial intelligence, robotics, internet of things, etc.</p> <p>Such challenges may include but are not limited to: cost of supply, uncertain demand, lack of financing mechanisms, lack of facilitating government policies (taxation policies, regulatory framework etc.)</p> <p>ii. Infrastructure planning, approval and addressing right-of-way (ROW) issues</p>


Section Heading	Current Section	Modified/Replacement Section
	<p>Other</p> <p>Required technical standards;</p> <p>Spectrum requirements;</p> <p>Baseline assessment of capacity development strategies.</p>	<p>III. Other</p> <p>i. Required technical standards</p> <p>ii. Spectrum requirements;</p> <p>iii. Baseline assessment of human capacity development strategies.</p>
<p>C. Scope of Services</p>	<p>Strategic Plan for the Deployment and Adoption of Advanced Broadband Technologies in Jamaica</p> <p>Having assessed the country's state of readiness, the Consultant shall develop a holistic Strategy for the deployment and adoption of advanced broadband technologies in Jamaica. The Consultant will identify strategies which the country can utilize to enhance enablers as well as overcome the inhibitors to the deployment and adoption of advanced broadband technologies. The Consultant is expected to assess different strategies to determine the most suitable approach for Jamaica</p>	<p>C.3 Strategic Plan for the Deployment and Adoption of Advanced Broadband Technologies in Jamaica</p> <p>C.3.1 Having assessed the country's state of readiness, the Consultant shall develop a holistic Strategy for the deployment and adoption of advanced broadband technologies in Jamaica. The Consultant will identify strategies which the country can utilize to enhance enablers as well as overcome the inhibitors to the deployment and adoption of advanced broadband technologies. The Consultant is expected to assess different strategies to determine the most suitable approach for Jamaica and</p>

Section Heading	Current Section	Modified/Replacement Section
	<p>and develop a roadmap for broadband deployment.</p> <p>The Strategy should address, inter alia:</p> <p>Potential future business models for network providers and relevant stakeholders;</p> <p>Proposals to encourage the adoption of broadband and other advanced broadband technologies;</p> <p>Proposed strategy(ies) to deliver meaningful broadband coverage;</p> <p>Spectrum bandwidth required to support national targets;</p> <p>Approach to capacity development.</p>	<p>develop a roadmap for broadband deployment.</p> <p>C.3.2 The Strategy should address, inter alia:</p> <ul style="list-style-type: none"> i. Proposals to encourage the adoption of broadband and advanced ICT technologies such as big data analytics, artificial intelligence, robotics, internet of things, etc.; ii. Proposed strategy(ies) to deliver meaningful broadband coverage i.e. at the required speeds, quality and bandwidth. iii. Spectrum policies and bandwidth required to support national targets; iv. Approach to human capacity development.

6. Bidders are reminded that this Addendum #2 is binding and it will be assumed that amendments contained in this Addendum #2 have been taken into account by the bidder in preparing its proposal.

Yours sincerely,

OFFICE OF UTILITIES REGULATION

A handwritten signature in black ink, appearing to read "Nova Barnett", is written over a horizontal dotted line.

Nova Barnett

Manager, Public Procurement