



**EASTERN CARIBBEAN TELECOMMUNICATIONS AUTHORITY
(ECTEL)
REQUEST FOR EXPRESSION OF INTEREST (REOI)**

Title of the EOI: Revision of ECTEL's Regional Spectrum Management Plan/Frequency Allocation Tables (FAT) and the development of Frequency Band Plans for ECTEL Member States

Date of the EOI: July 4, 2018

Closing Date for EOI: July 25, 2018

EOI Number: 2018/RF/003

Address EOI response for the attention of: Managing Director (Ag)

Address: Eastern Caribbean Telecommunications Authority, 5th Floor, Conway Business Centre, Waterfront, Castries, Saint Lucia

Telephone: 1 758 458 1701

Fax: 1 758 458 1698

Email Address: procurement@ectel.int

Background

ECTEL was established by Treaty signed by five (5) Eastern Caribbean countries namely, the Commonwealth of Dominica, Grenada, St. Kitts and Nevis, Saint Lucia and St. Vincent and the Grenadines on May 4, 2000 in St George's, Grenada. ECTEL is a regional regulatory body with a legal mandate to provide recommendations and advice on telecommunications matters to the National Telecommunications Regulatory Commission (NTRCs) of the ECTEL Member States.

The jurisdictions of Dominica, Grenada, St Kitts and Nevis, Saint Lucia and St. Vincent and the Grenadines comprise the ECTEL Member States. Despite being

independent states with their own parliaments and laws, they share a single harmonized regulatory framework for telecommunications.

The ECTEL Treaty authorizes ECTEL to prepare and maintain a harmonized regional radio frequency spectrum plan for the five (5) ECTEL Member States. ECTEL advises the NTRCs on the allocation and assignment of the radio frequency spectrum resource, to meet the demands of existing and emerging technologies and services. Under the Telecommunications Act, the NTRCs in conjunction with ECTEL, plans, supervises, regulates and manages the use of the radio frequency spectrum, thereby ensuring that the radio spectrum provides the greatest economic and social benefit to the citizens of the region.

The ECTEL Regional Spectrum Management Plan is a regional plan and divides the ECTEL radio frequency spectrum into several frequency bands and designates the general purposes for which each band may be utilized. The ECTEL Regional Spectrum Management Plan is based on the ITU Region 2 Allocations. The ECTEL Regional Spectrum Management Plan was first published in 2005 and later revised in 2012. There is a need to revise and update the current spectrum plan to ensure that it remains current and relevant to the telecommunications sector.

DESCRIPTION OF REQUIREMENTS

Services

ECTEL seeks the services of a consultant to undertake the following tasks:

1. Revise and update ECTEL's Spectrum Management Policies, including the ECTEL Regional Spectrum Management Plan and Frequency Allocation Tables. Consideration must be given to emerging wireless technologies and services, to ensure that the radio frequency spectrum is utilized in the most efficient manner for both public and private purposes. Allocations for law enforcement, public safety/emergency services, public telecommunications network services, and recognition of the social, privacy protection and public nuisance issues relating to the use of radio frequency spectrum are to be considered.
2. Develop frequency band plans in keeping with the ITU's Radio Regulations for Region 2, for the allocation, assignment and licensing of spectrum to reflect the latest evolution of wireless technologies. Where necessary, the development of frequency band plans should include the

re-farming of spectrum. In the development of band plans for the ECTEL Member States consideration should be given to the minimization of cross border interference between the ECTEL Member States and neighboring European overseas territories that use ITU Region 1 allocations.

3. Develop fair, efficient, transparent and non-discriminatory policies for accessing spectrum use based on international best practices.
4. Develop frameworks to ensure that spectrum is made available for new technologies and services, and flexibility is preserved to adapt to new market needs. The frameworks should include recommendations for reserving appropriate spectrum for future, innovative technologies and services.

Minimum Required Qualifications

ECTEL seeks the services of a consultant that satisfies the qualifications outlined below:

1. The consultant is expected to be an individual or a team of experts with at least ten (10) years' experience in the field of spectrum management and possess at least a master's degree in engineering, finance, economics, or a related field.
2. The key personnel should consist of specialist(s) who possess knowledge and experience of the following:
 - Development of spectrum management plans and frequency band plans within the last ten (10) years;
 - Emerging wireless broadband technologies and services;
 - ITU's Radio Regulations; and
 - ITU's World Radio Conference (WRC) discussions and development;
3. Knowledge and experience of the Telecommunications sector in developing countries; and international best practices in spectrum management issues relevant to the ECTEL Contracting States (including cross border interference issues) would also be an important requirement.

EOI SUBMISSION PROCESS

Expressions of interest must be in written form and clearly marked "***Expression of Interest to Conduct a Revision of ECTEL's Regional***

Spectrum Management Plan/ Frequency Allocation Tables (FAT) and the Development of Frequency Band Plans for ECTEL Member States.

Submissions can be delivered in person, by mail, by fax or by email and addressed to the Managing Director, ECTEL, P O Box 1886, 5th Floor, Conway Business Centre, Waterfront, Castries, Saint Lucia; fax: 1758 458 1698; email: procurement@ectel.int.

Submissions must be in English and contain a completed vendor response form and the curriculum vitae(s) of the consultant providing the service.

Submissions must be received by **ECTEL by 4:30 PM on Wednesday 25th July 2018**. No substantive or material changes or corrections to material will be allowed after the submission deadline.

Please direct any inquiries on this REOI to Mr. Andrew Millet at procurement@ectel.int.

OTHER

The information provided in the response will help ECTEL to identify qualified and interested consultants for consideration to receive Requests for Proposals to provide recommendations on the Revision of ECTEL's Regional Spectrum Management Plan/ Frequency Allocation Tables (FAT) and the development of Frequency Band Plans for ECTEL Member States.

ECTEL reserves the right to reject any or all responses to this REOI.

This REOI is not a request for or an authorization to perform any work. Any costs of submitting an EOI will be at the Respondent's own expense.



VENDOR RESPONSE FORM

TO: Managing Director (Ag)

EOI Number: 2018/RF/003

FROM:

SUBJECT: Revision of ECTEL's Regional Spectrum Management Plan/
Frequency Allocation Tables (FAT) and the development of
Frequency Band Plans for ECTEL Member States

COMPANY INFORMATION

Name of Individual or Company:	
Company Contact:	
Address:	
Telephone Number:	
Fax Number:	
E-Mail Address:	
Website:	

I/We declare that I/We meet the qualifications for eligibility to receive the request for proposals relating to the provision of the service outlined in this REOI.

Signature:..... Date:.....

Name and Title:.....