



PNCC

Palau National Communications Corporation
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RFP No. 22.259

Opening on: 11/15/2022
Closing on: 11/29/2022

**REQUEST FOR BID PROPOSAL (RFP)
Palau National Communications Corporation
For
Regulatory Affairs Services
Competitive Negotiated Contract**

The Palau National Communications Corporation (PNCC), is now accepting bid proposals from qualified telecommunications professionals or consulting firms, to provide the Palau National Communications Corporation with a proposal for "**Regulatory Affairs Services**". The proposal MUST comply with all the required Outline Specifications & Requirements in the listing attached.

Bid proposal will be evaluated based on requirements set forth in this Request for Proposals or in accordance with the following criteria:

Interested bidders may contact Mr. Simon M. Fraser, Chief Executive Officer, Palau National Communications Corporation, for more details and other information. Mr. Fraser can also be contacted directly via email sfraser@pnccpalau.com or (680) 587-9000.

PNCC reserves the right to reject any and all bid proposals. A submission of an offerer's bid proposal gives PNCC the right to inspect and/or require further information about the item needed.

Bid proposals must be received no later than, Tuesday, November 29, 2022, at 4:00pm Palau Time at the PNCC Headquarters Building located at Ngerusar, Airai State. All proposals must be sealed and addressed to:

Palau National Communications Corporation
Corporate Headquarters
Attn: O'Brien O. Ngemaes, Procurement Duty Manager
One Airport Road - Airai
P. O. Box 99
Koror, Palau PW 96940

Please write "RFP No. 22.259" on the outside of the envelope. If email is preferable, proposal must be sent to the PNCC Procurement Duty Manager, O'Brien O. Ngemaes, only, at: pncc.rfp@pnccpalau.com or ongemaes@pnccpalau.com with subject heading "Response to RFP No. 22.259", email submission will not be viewed until the day of the bid opening.

Proposals will be opened and viewed in accordance with evaluation procedures specified in the PNCC Procurement Policy and Regulations. Proposals shall be opened and viewed by PNCC Personnel authorized to participate in the evaluation process, strict confidentiality shall be kept until the awarding of the RFP. Proposals shall be available for public inspection only after an award has been made. All proposals will be responded to at the earliest time practical.

Any persons or entity offering a proposal pursuant hereto acknowledges and agrees that PNCC's Procurement Policy and Regulations are binding on them in this activity.



Simon M. Fraser
Chief Executive Officer

11/15/22

Date

Outline Specification & Requirements

PNCC Regulatory Affairs Services

The following are general provisions and requirements that bidders must adhere to in the submission of proposals and performance of services.

- Describe products in terms of solution both, generally, and on a module by module basis stating major functionality and benefits.
- Describe type of support and other services (consulting, maintenance, warranty, etc.) available including plans and policies and specifics about how support, etc., will be provided, if any.
- A minimum of three references, and if they may be contacted, and how or if the company can arrange for said contact.
- Cost of Services, identifying all other costs that may be incurred. Include Payment Policy and terms, as well as, pricing notes and conditions.
- All costs in the proposal must be in U. S. Dollars.
- Identify any incremental or optional up front and on-going costs, if any.
- Identify any options and/or variations that may add value to the proposals, if any.
- Identify any additional requirements and recommendations, if any.
- Proposals must address the following **Specifications & Requirements** (but are not limited to)

A. **Scope of Services.** The Proposer shall be readily available to perform the following regulatory affairs services, as requested by the Chief Executive Officer and/or Board of Directors:

1. Provide PNCC with advice, strategies, and solutions to implement systems and processes required by Palau's new telecommunications regulatory rules and remain in compliance at all times, including reports and certifications that require detailed accounting or network information:
2. Assist with the development and negotiation of interconnection and other agreements regulated by the Republic of Palau Bureau of Communications and related telecommunications industry agreements as requested by PNCC.
3. Help develop funding strategies, including advice and assistance in applying for and complying with U.S. federal broadband programs.
4. Provide guidance on U.S. Universal Service Fund (USF) and FCC subsidy programs.
5. Assist with preparation of a Disaster Recovery / Emergency Operations Plan as needed.
6. Mobile Network infrastructure wholesale, leasing & maintenance agreements

7. Roaming & A2P aggregator agreements and legal/regulatory matters concerning A2P messaging traffic
8. Mobile wallet / eWallet app regulation and agreements
9. Wholesale access pricing models including but not limited to: TSLRIC+, TELRIC, BU/TD - LRIC, HCA/CCA FAC, ECPR and Retail Minus
10. Ability and expertise to prepare any policies and plans required under the ReConnect 3 Program of the USDA Rural Utilities Service, or other U.S. federal programs.
11. Assist with drafting and practical guidance on Data Privacy and Security policy.
12. Other regulatory affairs services as required.

Offeror shall be prepared to submit detailed billing statements for all services billed at an hourly rate. Offeror shall also include summaries of work performed and time spent on services performed under the flat monthly fee, as discussed below.

- B. Price
- C. History/References
- D. Ability to show reliability
- E. Payment Schedule based on the negotiated terms.

The RFP Submission Requirements include:

1. Transmittal Letter: The respondent must submit a transmittal letter on the Respondent's official business letterhead, The letter must:
 - A. Provide general information about the company and its services including relevant corporate and regulatory affairs services consulting framework, relevant business organization and control, as well as, other particular about the company and related services.
 1. **Regulatory Affairs Experience.** The Respondent should describe its experience related to the areas outlined in the Scope of Services above. Additionally, if applicable, provide a description of any experience advising organizations comparable to PNCC that offer similar services and/or government-funded services.
 2. **Organization, Size, Structure, and Areas of Practice.** The respondent should describe its organization in terms of the following:
 - i. Size
 - ii. Structure
 - iii. Areas of practice
 - iv. Office location(s)

3 Staff Qualifications. The proposer should separately attach a description of the qualifications of the key professional staff to be assigned to the representation. Descriptions should include:

- i. Professional and education background of each professional staff.
- ii. Prior experience of the individual professional staff with respect to the required experience listed above. Include resumes only of professional staff likely to be assigned to the representation. Education, position in firm, years and types of experience, and continuing professional education will be considered.

B. Price. The Respondent's proposed price should include information on the hourly billing rates of each regulatory affairs staff who are expected to work on this representation and charges for expenses, if any, such as regulatory affairs research, copies, faxes and electronic communications. Also include a retainer amount that would be charged to advise PNCC on routine matters that could be handled over the telephone or via email communications, or otherwise without extensive research or other regulatory affairs work. PNCC reserves the right to negotiate with the Respondent on the structure of the billing and/or retainer fee.

C. Identify all documents being forwarded collectively.

C. Include any restrictive or additional conditions that the Respondent may need to identify in relation to providing the requested services.

D. Provide a copy of appropriate and valid business license(s) to furnish the services.

Palau National Communications Corporation - Background

PNCC is a public corporation established in 1982 that provides full-service telecommunications nationwide in the Republic of Palau. PNCC offers the following services as well as many prepaid services:

- Fixed Line Telephone Service
- Internet Service
- Digital TV Service
- Cellular (GSM) Service/Roaming Service
- International/National Carriers Settlement & Interconnect