

PROCEDURE NOTICE No. 02/ANAC/2017

**PRE-QUALIFICATION OF CONSULTING OFFICES TO ANALYSE THE
CVTELECOM'S ANALYTICAL ACCOUNTING SYSTEM**

- 1. Contracting Authority:** National Authority for Communications - ANAC, with address at Avenida da China - Chã d'Areia, 5th Floor, Praia, Cabo Verde, telephone no. (238) 2604400/01/02/03 and fax no. (238) 261 3069.
- 2. Body responsible for the decision to contract and body competent to authorize the expense:** ANAC's Board of Directors.
- 3. Financing:** The costs of this procedure are financed by funds entered in the budget of the National Authority for Communications.
- 4. Object of Procedure:** Prequalification of consulting firms to audit the analytical accounting system of CV Telecom, SA.
- 5. Consulting scope:**
 - a) Critical analysis of the current system and verification of compliance with the User Manual and compliance with the recommendations issued by ANAC in previous years.
 - b) Identification of possible improvements and changes to be introduced for the improvement of the Regulatory Costing Model.
 - c) Audit of the results of the Costing Model for the 2016 fiscal/tax year and verification and validation of current results obtained by business areas (national and intentional fixed telephony, leased lines and rental of the local loop access network).
 - d) Critical analysis of the tariff in force for the rental of national and international circuits, taking into accounts the principle of cost-orientation and international best practices.
- 6. Deadline for expression of interest:** The entities interested in participating in this procedure, must express their interest in response to this announcement, by the **4th of December, 2017** by electronic mail concurso.auditoria@anac.cv.
- 7. Obtaining the documents of the procedure:** The documents relating to this procedure may be obtained by electronic mail concurso.auditoria@anac.cv or in person at ANAC headquarters: Avenida da China - Chã d'Areia, 5th Floor, between 9:00 a.m. and 4:00 p.m. until the deadline for the submission of Applications.
- 8. Inspection requirements:** All applicants or any grouping in this procedure may be admitted to any consulting firm that is capable of performing the contract to be awarded and which is not in any of the situations referred to in Article 70. of the Public Procurement Code.
- 9. Method of submission of applications:**
 - (a) Applications and accompanying documents shall be enclosed in an opaque, closed and sealed envelope on the face of which the word "Application" shall be written, indicating on the face the name or business name of the candidate, the designation The procedure and the name of the contracting authority.
 - (b) If the entity responsible for conducting the procedure has granted a request for confidentiality of the application documents, documents containing the confidential information must be enclosed in an opaque, closed and sealed envelope marked "Applicant - Confidential Documents ", which shall be enclosed in the envelope referred to in sub-paragraph (a) above.



10. Language in which applications / proposals must be drawn up, together with the accompanying documents: Applications and accompanying documents must be drawn up in the Portuguese language unless, by their very nature or origin, they are drafted in a foreign language, in which case the interested party must accompany them with a duly legalized translation, as well as a statement of the translation's prevalence over the original.

When due to the technical specificity of some documents specified in the Terms of Reference it is not necessary to carry out the respective translation, the Competitor may present them in English.

11. Date of submission of applications: Interested parties must submit their applications no later than 3:00 p.m. on **December 20th, 2017**, directly at the ANAC Secretary, based at Avenida da China - Chã d'Areia, 5th Floor, Praia, Cabo Verde, or sent by post Registered to the same address, provided that the reception takes place within the established period.

12. Requirements for qualification:

- (a) Specific experience in conducting consultancy in related matters;
- (b) Experience in the telecommunications sector;
- (c) The elements of the proposed team must have experience in consulting;
- (d) Team members must have specific experience in carrying out work similar to the subject of this procedure;
- (e) Fluency in Portuguese, English or French.

13. Criteria for qualification:

a) Qualification of the Consulting Office: **40%**

- i. Consulting Office experience; 40%
- ii. Experience of consulting firm in similar jobs; 60%

b) Qualification of the Team presented: **60%**

- i. Specific experience in carrying out work similar to the subject of the present procedure; 50%
- ii. Relevant experience in consulting; 20%
- iii. Higher education in economics or related areas and / or telecommunications engineering; 20%
- iv. Professional experience of at least five (5) years in the subject area of the services; 10%

14. Minimum and maximum number of candidates to qualify: In this prequalification process, a minimum of three (3) and a maximum of six (6) competitors will be selected.

15. Public opening act of the candidatures: The public act of opening the candidacies takes place at 10:00 a.m. (ten o'clock) on **February 13th, 2018**, at ANAC headquarters, and all candidates and representatives of the candidates duly accredited for this purpose may speak.

16. Identification of the announcement's author: Agência Nacional das Comunicações – ANAC.

17. Law applicable to the procedure: To all that is not specially provided for in these Terms of Reference, the regime provided for in the Public Procurement Code, approved by Law no. 88/VIII/ 2015, of April 14th, applies.

Date of dispatch of the notice

Praia, November 20th, 2017



/ David Gomes /
Chairman of the Board



AGÊNCIA NACIONAL DAS COMUNICAÇÕES
ANAC
REPÚBLICA DE CABO VERDE