

Request for Proposal

To Design, Develop & Implement a National Subscriber Registry (A Centralized SIM Subscribers Registration Database Solution for the Telecommunications Commission of Solomon Islands)

Data	Specific Instructions / Requirements
RFP Issuance Date	03 March 2023
Proposal Submission Deadline	24 March 2023 (3 Weeks from Issuance date)
Notification of Award Decision	07 April 2023 (Within 2 Weeks of submission deadline)

Central Bank of Solomon Islands	Questions:
(CBSI) Contact Details	Manager National Financial Inclusion Unit
(submitting questions & proposal)	<u>Ifolia@cbsi.com.sb</u>
	Proposal: Secretary to Board through E-mail: bod.secretary@cbsi.com.sb

SECTION 1: INTRODUCTION

Overview of Project:

This project is an example of 2 regulatory entities of Solomon Islands, working together to achieve a larger goal for the country by expanding the reach and access to both information technology (digital) & financial services to all citizens of the country.

The Telecommunication Commission of Solomon Islands (TCSI) and the Central Bank of Solomon Islands (CBSI) recognize the growing convergence of telecommunications and financial services in what has been identified as Digital financial Services. With this, both parties acknowledged the need for collaboration to ensure the integrity, security, stability, and protection of participants and end users related to the provision of these services. The basis for cooperation between both regulatory bodies is reflected in the *Memorandum of Understanding (MOU)* that both parties signed February 17th, 2022. Within the MOU, their scope of cooperation also covers "oversight and supervision of electronic Know Your Customer (e-KYC), SIM registration, Digital Financial Service Providers (DFSPs) and Mobile Network Operators (MNOs) communication networks under their respective financial and telecommunications mandates to ensure the highest levels of security, reliability, consumer protection, fair and equitable access to facilities, and confidentiality".

About TCSI

The Telecommunications Commission Solomon Islands (TCSI) is an independent expert statutory authority, charged with the economic and technical management of the telecommunications sector in Solomon Islands. Established in 2009 through the passage of the Telecommunications Act (2009) in the National Parliament, the Act and as a result, the Commission's aims are to improve the long-term well-being, affordability and quality of telecommunications services in the country. This is primarily to be achieved through the introduction and maintenance of competition between private sector commercial enterprises, and the end of political and public service involvement in the industry's operations. As a result of this shift, the era of a single monopoly operator was also brought to an end in 2009 by the Telecommunications Act.

About CBSI

The Central Bank of Solomon Islands (CBSI) is the Premier financial institution in the Solomon Islands. Under Section 8 of the CBSI Act 2012, the primary objectives of CBSI are "to achieve and maintain domestic price stability" and an additional objective "to foster and maintain a stable financial system", and to "support the general economic policies of the Government". Moreover, Section 9 specifies a number of CBSI functions where Section 9(n) highlighted that one of its functions "to promote financial inclusion and related activities." This function underpins the work of financial inclusion in the country and rests with the National Financial Inclusion Unit within CBSI. The National Financial Inclusion Taskforce (NFIT) whose Chair is the CBSI Governor, is the overarching body that provides oversight and coordination of the implementation of financial inclusion activities and initiatives in the country. The work of financial inclusion in the country is guided by the Solomon Islands National Financial Inclusion Strategy 3, 2021-2025 (NFIS3). Under NFIS3, one of the objectives is "to amplify the reach and quality of digital financial channels", while at the same time to also explore enabling innovative solutions such as Electronic Know Your Customer (e-KYC) that will make access to financial services easier, strengthen regulatory compliance and oversight. In hindsight to the changing financial landscape for provision of financial services through new innovative solutions, the importance of a secured and centralized ID mechanism for both physical and online customer verification is becoming more important than ever. This underscores the need for CBSI to establish an e-KYC facility which will serve a larger purpose for the many digital financial initiatives that will benefit Solomon Islanders in terms of expanding access to financial services.

Project Background

In 2022, the National Parliament of Solomon Islands passed the Telecommunications (amendment act 2022) which mandates MNOs to register their subscribers. Accordingly, given the enormous advantages of SIM registration for future emerging digital economy use cases that would be of benefit to Solomon Islanders, both the TCSI and CBSI through the Model Memorandum of Understanding between both parties for Cooperation between the two regulatory bodies, have sought the technical support of the United Nations Capital Development Fund (UNCDF) to guide them in developing and establishing a centralized SIM subscribers database that could be used as a primary reference database for an e-KYC facility.

The CBSI has agreed to host and manage this centralized database, on behalf of the TCSI, via a framework agreement between the two regulatory bodies.

SECTION 2: PURPOSE

To design and implement a centralized SIM & all communication services subscribers Registration database solution that is secure, cost effective, widely accepted, and has possibility for integration with future emerging digital economy use cases.

SECTION 3: REQUIREMENTS

General Requirements:

Subject to comply with the current regulations especially with each person will be allowed to register SIM cards for Solomon Islanders & foreigners under the specific Identity documents or any other document that is mandated as per the TCSI Directive (and the Act)

The successful bidder is expected to undertake the following:

SECTION 4: SCOPE OF WORK

I. Purpose

To design and implement a centralized SIM & all communication services subscribers Registration database solution that is secure, cost effective, widely accepted, and has possibility for integration with future emerging digital economy use cases.

II. Background

As part of its effort to have a credible centralized database of SIM & all communication services subscribers in the Solomon Islands, the Telecommunications Commission of Solomon Islands (TCSI) working together with the Central Bank of Solomon Islands (CBSI) wishes to obtain a solution to develop and deploy a centralized, secure, reliable, widely accepted and a continuous SIM & all communication services subscribers Registration System.

The System will cover all communication service providers and the Mobile phone Operators in every geographical area of the country and will enable capture of detailed subscriber profiles and data in a manner that will facilitate seamless integration with the Service Providers SIM Registration Databases which in turn will serve as the primary source of identity verification for mobile phone subscribers. Based on coverage and quality of this centralized SIM Registration Database, it could evolve into a Digital ID Database, subject to requirements of the Solomon Islands Government, at a later stage.

III. Project Scope

The successful bidder is expected to undertake the following:

- (a) Assess the current process for the issuance and activation of SIM Cards nationwide across all mobile operator networks.
- (b) Define a conceptual framework for setup, supply & installation of a centralized SIM Card Registration database by means of continuous extraction of SIM registration details from the Service Providers databases, via SOAP API's and similarly provide for check or verification function of already registered SIMs. Responses should articulate an open system architecture that encompasses a hierarchical access to data based on the stakeholder needs as follows:

-	TCSI	All Subscriber Records + (TBD)
-	Service Providers	Own Network Subscribers
-	CBSI	Interface to all Subscriber Records
-	Other Govt. Agencies	Interface as relevant and on demand

- (C) Define a conceptual framework for continued/future registration details capture across all networks.
- (d) Create Unique IDs within the Centralized SIM Registration database for each subscriber
- (e) Define and develop the centralized SIM Cards Database structure which will be verified and integrated with the Service Provider (or other) Databases to enable authentication of subscriber information during registration.
- (f) Identify and document key business processes to support the development of this centralized SIM registration database, including the creation of unique IDs and middleware for verification against the database. This process will involve the Identification and documentation of the key business drivers, business processes, critical success factors, key performance indicators, staffing and operational plan for the major operations and lines of business required to successfully implement the centralized SIM Card Registration database. Expected deliverables include a Strategy Document outlining the key areas of operations, underlying business processes, standard operating procedures, skills requirements, organization charts, staffing approach and operational plan as well as other necessary

requirements for the setup and operation of a centralized SIM card Registration and Management System, and supporting infrastructures at the different stakeholder agencies, operators sales outlets, dealership outlets etc.

- (g) Provide detailed specifications for infrastructure including hardware and software, communication links, database and integrated middleware required to implement and automate key aspects of the centralized SIM registration database exercise. Where applicable, it is necessary to setup a secure, reliable and highly available data networking infrastructure to connect between the key stakeholders & agencies.
- (h) Provide detailed specifications of the data to be captured e.g.
 - 1 Picture quality and resolution
 - 2 Address field (No of characters)
 - 3 ..etc.
 - 4 ...
- (i) Provide detailed specification of the network to be provided including:
 - Latency,
 - Packet loss,
 - Availability e.g. 99%, 99.9%, 99.99% 99.999% etc

The network design should support intelligent networking at the core and the edge, quality of service prioritization, voice, data, video and instant messaging traffic on selected routes, secured access over public networks, authenticated access with strong encryption and key access for card acceptance devices and access over public networks. Connectivity between central data center and Service Providers SIM registration databases should support aggregation of existing data, real-time integration and data transfer when Identity related data is modified, or new data added. Connectivity between central Data Center and Service Providers SIM registration databases should support batch consolidation of daily registration data, online enquiries, and push-pull data aggregation.

- (i) Provide estimated size of database (both active and archived).
- Develop implementation plans including timelines and deliverables to ensure that registration of new and existing subscribers is carried out concurrently;
- (k) Propose necessary amendments to current SIM Card activation process so as to enable registration before activation.
- (I) Provide and deliver all identified equipment / software requirements and provide professional expertise to deploy all

required infrastructures and systems to integrate key stakeholders in the registration process.

(m) In designing and implementing a Centralized SIM card Registration solution, considerations should be made for the following:

1. Modalities for SIM Registration

- The building up of the centralized SIM registration database exercise should be simple to ensure that the exercise achieves the purpose of having all SIM Card subscribers' data records available without eluding the gains of easy accessibility to communication / digital services.
- Keep in context that such as centralized database may be reused for future national digital ID registration exercise for registration of over 500k persons, and thus, will require a front-end interface for this purpose.
- Use of existing Service Providers SIM registration databases as the key data capture points for building up the Centralized SIM Registration database for all SIM cards & or all communication service users.
- Create a Unique ID within the Centralized SIM registration database for each subscriber so as to give a correct figure of population coverage / usage of SIMs
- Development of communication links, such that a hierarchy of database access and management is created for all relevant stakeholders TCSI, Service Providers, CBSI, Other Govt Agencies.
- Provide for grading of the Centralized SIM Registration database, based on type of ID document presented (grading scales TBD).
- Consideration of all persons and all subscribers; (all classes of Solomon Islanders including but not limited to disabled persons, elderly, woman, rural dwellers, etc.), and allow for formal groupings.
- Registration forms should contain uniform minimal information across networks.
- New market entrants (Operator);
- Ownership of multiple sim cards
- Non-Nationals, Non-Residents, and Roaming subscribers.
- Loss/Misplacement of SIM.
- Easy and efficient archiving of data

2. Timeframe

a) Existing Subscribers

The expected time frame for registration of existing subscribers shall be one (1) year from date of contract award. All SIM Cards subscribers are expected to register within the stipulated six months period from the date of commencement of the registration exercise.

b) New Subscribers

Continuous registration of new SIM Cards or new mobile phone subscribers for the as long as a mobile operator remains in business.

- c) Commencement
- (i). The indicative date proposed for the commencement of registration of all existing and new SIM Card subscribers is no later than 01 month from the day the SIM registration directives are issued by TCSI to the mobile operators. The registration is expected to end within 12 months for all existing subscribers, while new SIM Cards would continue to be registered as long as the network operator subsists.
- ii). Existing subscriber failing to register within the stipulated six months period (as mentioned 2(a)) shall be placed on restricted service. Options considered include placing clients on "receive only" with a voice message informing them to go and register. Other suggestions would be entertained provided they do not lead to degradation of quality of service.
- (iii). Options for Network operators to pre-inform existing subscribers on their networks on the need for registration prior to placing them on restricted service..

3. Stakeholders & their responsibilities

The stakeholders for this project are: TCSI, CBSI, Service Providers and to some extent, the individual SIM Card subscribers. Details of each one's responsibility will be provided to the successful bidder.

SECTION 5: Technical & Operational Requirements

IV. Technical and Operational Requirements:

In designing and implementing the system and as a minimum, the system should support the following requirements: (*These are minimum requirements and are by no means totally inclusive. They are intended to be a guide in setting the direction and expectations for the technical and operational requirements of the System.*)

- 1. Support intelligent networking at the core and the edge,
- 2. Support online and offline capabilities with highly secured access over public networks,
- 3. Allow appropriate, secured and encrypted storage of electronic (rather than paper-based) record and ensure that transaction databases are accurately updated, maintained and secured, taking into consideration using clear formula of storage calculation
- 4. Integrated easily into any type of identity register software, taking into consideration custom build applications integration

- 5. Highly reliable, secured and encrypted system that prevent end user or any third party from editing, modifying, copying, printing or performing any transaction on the system other than what is requested and limited by the TCSI Directives & Act
- Support batch consolidation of daily registration data, online between Centralized database system data center and MNO's System (during system off peak).
- 7. Ensure that every SIM card be associated with its user's identity as it appears in the centralized Database
- 8. User friendly, highly performance system, easy to use for nontechnical users and supported on well-known proven operating system such as android and IOS.
- 9. Simple MNO's user interfaces to search, view, accept/ reject registration information
- 10. Easy to be tailored to meet all TCSI needs with smooth implementation and easy deployment
- 11. Support secured and encrypted dedicated connection between all system components.
- 12. Support multi language (Pidgin and English).
- 13. Fully compatible with Identity data register.
- 14. Capable of reading passports and any other identity documents, (if needed)
- 15. Capability to support Disabled users registration and authentication (especially the disability to provide Biometric info e.g. fingerprint)
- 16. Capable to generate unique transaction ID's (e.g.: hashed number) per operator for all transactions executed
- 17. Capable to support and integrate with NPS (number portability system) if needed.
- 18. Comply with the security Recommendations as per Appendix (B).
- 19. Provide detailed recommended HW to carry the system performance with a max of 50% HW utilization and keep another 50% for future expansion
- 20. Capable to expand on horizontal scale to ensure performances
- 21. Have future Biometric capability with capture and verification technology Considering the following:
 - a. expose a secure APIs for Biometric registration & validation
 - b. The system to handle the current concurrent hits (not less than 10 hit / second per operator)
 - c. The system verification response time should not impact current registration process SLA (1 second)
- 22. Provide a security certification from recognized international regulatory body that certifies the system from security vulnerability and ensure implementation of security best practices on the targeted system,
- 23. Comply with the requirement for application and intermediate application

SECTION 6: Bidding Firms Requirements

V. Firms Requirements:

This section of the proposal should establish the ability of Bidder to satisfactorily perform the required work by reasons of: experience in performing work of a similar nature; demonstrated competence in the services to be provided; strength and stability of the firm; staffing capability; work load; record of meeting schedules on similar projects; and supportive references.

a) Financial Capability:

- The Bidder shall furnish documentary evidence that it meets the financial requirement(s).
- Provide a general description of the firm's financial condition and identify any conditions (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede Bidder's ability to complete the project.

b) Experience and Technical Capacity:

The Bidder shall furnish documentary evidence to demonstrate that it meets the following experience requirement(s):

- Provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, sole proprietorship); number, size and location of offices; and number of employees.
- Describe the firm's experience in performing work of a similar nature to that solicited in this RFP (Request for Proposal) and highlight the participation in such work by the key personnel proposed for assignment to this project.
- Identify members of the consortium by company name, address, contact person, telephone number and project function.
- Describe any experience in working with the various government agencies identified in this RFP.
- Provide as a minimum three (3) references for the projects cited as related experience, and furnish the name, title, address and telephone number of the person(s) who is most knowledgeable about the work performed. (Bidder may also supply references from other work not cited in this section as related experience).
- Technical experience in similar nature systems installation, customization, operation and maintenance.
- Consultancy experience to solve any problem that may arise during the implementation period.

- Specific experience in the field of training, operators, the project staff, managers, administrators, dealers etc on the system.
- The Bidder shall furnish documentary evidence to demonstrate that the solution it offers meet the above requirement.
- Should provide the number of similar projects that he performed in the region and abroad.

c) Bidder's Staff and Organization:

This section of the proposal should establish the method, which will be used by the Bidder to manage the project as well as identify key personnel assigned.

Bidder shall:

- Provide education, experience, and applicable professional credentials of project staff.
- Furnish brief CV's for the proposed Project Manager and other key personnel.
- Identify key personnel proposed to perform the work in the specified tasks and include major areas of each member's work.
- Include a project organization chart, which clearly delineates communication/reporting relationships among the project staff.
- Include a statement that key personnel will be available to the extent proposed for the duration of the project acknowledging that no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the TCSI & CBSI.

SECTION 7: WORK PLAN

VI. Work Plan:

Bidder shall provide a narrative, which addresses the Scope of Work and shows Bidders' understanding Commission's needs and requirements. The Bidder shall:

- Describe the approach to completing the tasks
- Outline sequentially the activities that would be undertaken in completing the tasks and specify who would perform them.
- Furnish a schedule for completing the tasks in terms of elapsed weeks from the project commencement date.
- Identify methods that Bidder will use to ensure quality control as well as budget and schedule control for the project.

Bidder may also propose procedural or technical enhancements / innovations to the Scope of Work, which do not materially deviate from the objectives or required content of the project

Section 8: Timeline, Resources and Payment

Deliverables	Timeline	Payment %
Contract signing & submission of workplan	By April 21 2023	20
Submission of proposed solution draft	By May 12 2023	
Acceptance of the proposed Solution by CBSI & TCSI	By May 19 2023	20
Installation & UAT conducted successfully	By July 31 2023	30
Training on operations of solution	By July 11 2023	
03 months of National Subscriber Registry database	By Oct 31 2023	20
buildup		
Submission of all documentation & operation manuals /	By Dec 01 2023	10
procedures / SOP & acceptance by CBSI & TCSI		

The contractor work will begin by 21 April 2023 and until 01 Dec 2023.

Section 9: Proposal and Budget

The contractor shall provide technical and financial proposals in two separate documents.

The Technical proposal shall describe the methodology and approach to achieve the objectives of the scope of work, including the team proposed. Detailed work plan (including number of days per activity). CVs of the proposed experts(s) should be in annex.

The Financial proposal must provide a detailed price breakdown. Provide separate figures for each functional grouping or category. The financial proposal to be inclusive of tax. The financial proposal must be password protected. The password will be requested from the contractor(s) scoring the minimum passing score in the technical evaluation.

The minimum passing score for the technical evaluation is 70.

Any estimates for reimbursable items, such as travel and out-of-pocket expenses, should be listed in the financial offer.

Section 10: Evaluation process

The evaluation committee appointed by CBSI, TCSI & UNCDF and each of the members in the evaluation committee will evaluate the technical proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria and sub criteria as outlined in this TOR/RFP. The minimum passing score for the technical evaluation will be 70 points out of 100. All proposals shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference or if it fails to achieve the minimum technical score.

The weightage ratio between the Technical and Financial proposal will be 70:30. The financial scores of the financial proposals will be computed according to weightage allocated for financial score. Proposals will be ranked according to their combined technical and financial scores. The contractor achieving the highest score in the combined evaluation will be invited for negotiations.

Administrative Information

Disclaimer

The final decision on selection of a vendor for this project rests with Project Evaluation Committee. Only shortlisted and successful contractor(s) will be contacted.

Proposal Submission Information

Proposals will be due with the following requirements for submission:

Submission deadline:	24 March 2023	
No. of copies:	1 Complete Proposal in the Template provided in Annexure 1, additional proposal prepared by the bidder is welcomed	
Documents to be submit	ed with Annexure 1:	
Firm	 Company Registration; Company Profile; List of previous or current clientele on similar work; 	
Individual	 Full CVs with list of previous similar work; Disclosure if individual have a full time or part time employment contract with any organization or government official; For proprietorship, please attached business certificate; Reference letter (if any). 	
Method of submission:	By email to "Secretary to Board" at <u>bod.secretary@cbsi.com.sb</u> in the template	
For clarification:	Any clarification, please email to Linda Folia <u>lfolia@cbsi.com.sb</u>	
Submission of Technical and Financial:	Technical and Financial proposal must be separated. CBSI reserve the right to disqualify incomplete submission and non-compliance to the above requirements.	

Contract and Reporting

Throughout the contract period, the Contractor will be reporting to CBSI National Financial Inclusion Unit, TCSI Project Officer and UNCDF Lead Consultant for this project. The contract will be from CBSI with the individual contractor (or consulting firm with specific names of the team members) that would be working on the assignment. The contractor is expected to have a technical background on DFS, FinTech, test and learn approaches to innovative regulation, policy process design, policy development and financial inclusion and, proven experience in planning, deploying, and managing implementation of databases.

Confidentiality

This document is released for the sole purpose of responding to this request for proposal (RFP) and must be considered confidential. Use, reproduction, or disclosure of the requirements, specifications, or other material in this RFP is strictly prohibited.

Retention of Proposals

All proposals submitted become the property of CBSI & TCSI. CBSI and TCSI will make all reasonable efforts to maintain proposals in confidence and will release proposals only to personnel involved with the evaluation of the project. Proprietary information should be identified in each proposal.

Evaluation Criteria

The proposals submitted will be evaluated based on the following criteria:

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	Highest Combined Score (based on the 70% technical offer and 30% price	
Criteria for Contract Award	Highest Combined Score (based on the 70% technical offer and 30% price weight distribution), where the minimum passing score of technical proposal is 70%.	
	Technical Proposal (70%)	
	☑ Expertise of the Firm - Maximum obtainable points: – 400	
Criteria for the Assessment of Proposal	 Minimum of 3 years' experience in software and database design, development, and implementation, max: 100; 	
	 Experience in design of software solutions based on modern programming languages, reporting solutions, implementing large scale databases, data warehouses and visualization systems, max: 100; 	
	 Experience in working with advanced hardware server solutions and software platforms; max: 100; 	
	 Experience in ensuring systems compatibility to find highly productive and reliable solutions; max: 100; 	
	⊠ <u>Methodology, Its Appropriateness to the Condition and Timeliness of the</u> <u>Implementation Plan, technical capacity</u> - <u>Maximum obtainable</u> <u>points:</u> 300	
	 The detailed description of implementation methods and organisational approaches, milestones, timeframe and detailed budget breakdown (see budget breakdown template attached)- max 300. 	
	Management Structure and Qualification of Key Personnel - <u>Maximum obtainable points:</u> 300	
	 Project manager (Development Team leader), an expert with a minimum 5 years and more experience in the design of data centric electronic management systems max: 150 	
	- Database developer 5 years and more experience in the design of data centric management systems, max: 100	
	 Data reporting and visualization specialist, 3 years and more experience max: 50 	
	Financial Proposal (30%)	
	To be computed as a ratio of the Proposal's offer to the lowest	
	price among the proposals received by the Project.	
CBSI will award the contract to:	One and only one Service Provider	
Annexes to this	- Annexure 1 - Template for Submission of Bids for RFP for Sim	
RFP	Registration Database	
	- Appendix A - Minimum Requirement for application and	
	intermediate application for RFP for Sim	
	Registration Database	
	- Appendix B - Information Security Annex (ISA) for RFP for Sim	
	Registration Database - Telecommunications (amendment act 2022)	
	 Directives issued by TCSI to the MNOs (final draft version that is subject to some modifications by the Attorney General's office before it is officially gazetted) 	
Contact Person for	Please email to Linda Folia Ifolia@cbsi.com.sb	
Inquiries (Email inquiries only)	Note: Any delay in response shall be not used as a reason for extending the deadline for submission, unless CBSI determines that such an extension is necessary and communicates a new deadline to the Proposers.	
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