



COUNCIL ON HIGHER EDUCATION

RE-ADVERTISEMENT

Request for Proposals to develop the Lesotho Qualifications Management Information System (LQMIS) for Council on Higher Education (CHE)

1. The Council on Higher Education (CHE) is a parastatal under the Ministry of Education and Training. The Council was established by an Act of Parliament in 2004 to advise the Minister of Education and Training on any aspect of higher education. Specifically, it is charged with the following responsibilities: to monitor the implementation of the policy on higher education institutions; publish information regarding developments in higher education on a regular basis; promote the access of students to higher education institutions; promote quality assurance in higher education; audit the quality assurance mechanisms of higher education institutions; accredit programmes and issue a certificate of accreditation to higher education institutions ; and monitor and evaluate the performance of academic programmes. It also monitors and evaluates the performance of higher education institutions. In recent years, CHE's mandate has been extended to include the management and implementation of the Lesotho Qualifications Framework (LQF).
2. The Ministry of Education and Training (MOET) has provided financial support to the Council on Higher Education (CHE) to develop the Lesotho Qualifications Management Information System (LQMIS) and hence it requires the services of a consulting firm to undertake the assignment.
3. The **Chief Executive of CHE** now invites "**Technical and Financial Proposals in SEPARATE envelopes**" to provide the following services: **development of the Lesotho Qualifications Management Information System** from interested firms. More details on the services are provided in the Request for Proposals (RFP) referred to under 4 below.
4. Detailed RFP which comprises the following documents is available at the CHE offices from 21st January 2022 at a non-refundable fee of M2 000.00 (Two thousand Maloti) at the address indicated under 5 below:
Section 1 - Letter of Invitation
Section 2 - Information to Consultants

Section 3 - Technical Proposal Formats
Section 4 - Financial Proposal Formats
Section 5 - Terms of Reference/Scope of Service
Section 6 - Draft Agreement and Conditions of Contract.

5. Interested consultants' sealed proposals (bearing no identification of the firm) should be submitted at the following address by **12h00 on 4th March, 2022.** **They will be publicly opened on the same day at 12h15 at:**

**Council on Higher Education Boardroom
Matji Investments Building
Old Europa, 5 Bowker Road
P. O. Box 14046
Maseru 100, Lesotho**

Tel: (+266) 22313503

Attention: The Chief Executive

6. Compliance to Tender Conditions

Bidders must comply with the following conditions:

- Submission of one (1) original and four (4) copies of the technical proposal and 1 original and 4 copies of the financial proposal (in separate envelope from that of Technical Proposal) in sealed envelopes not bearing the identity of the bidder;
- Valid Trading License Certified at source attached to the technical proposal;
- Valid Tax Clearance Certificate certified at source attached to the technical proposal;
- Authentic shareholders' certificate(s) and (certified copies of their identity documents (passports)) attached to the technical proposals;
- Reference letters from two reputable organisations attached to the technical proposal; and
- Documents indicative of financial soundness such as: Letter from the bank(s) confirming access to credit facilities enough to enable work commencement without delay if awarded contract and/or acceptable audited financial statements for the past 3 years must be attached to the technical proposal.

Bidders who do not comply with any or all the above conditions will be disqualified.

7. Interested consultants must be aware that the CHE is not bound to award the assignment to any consulting firm that has submitted a proposal and/or even attach reasons whatsoever for not awarding.