



## **PUBLIC NOTICE 2020 - 4**

**February 24, 2020**

### **Re: Request for Quotation - Provision of Legal Services**

#### **Background**

The TCI Telecommunications Commission ('the Commission') was established in 2004 with the coming into force of the Telecommunications Ordinance. Since that time the Commission has grown and so too has its operational needs. The Board sees the potential for legal challenges such that a firm/lawyer should be identified to address any arising legal issues. As a statutory body, in order to comply with the Procurement Ordinance and TCI Government's policy of openness, transparency and fostering of competition to ensure value for money, it is desirous to enter into a contract for external legal services.

#### **Request for Quote**

The Commission is inviting quotations for the provision of legal services. The quotation should be for the hourly rate charged for the conduct of legal services such as, but not limited to, negotiation, litigation and advocacy on behalf of the Commission. The services will be provided on an as needed basis but NOT sustained by retainer fee. The successful party must not have any conflict of interest with persons regulated by the Commission.

#### **Scope of Work**

The successful firm/lawyer will be required to:

- Liaise with the Commission's Legal Advisor and provide advice on the efficient method of dealing with legal issues;
- Work closely with the Commission's Legal Advisor to ensure open communication and transparency on all matters;

- Conduct negotiation in good faith on behalf of the Commission to arrive at acceptable outcomes and avoid proceedings where possible;
- Conduct all litigation and advocacy on behalf of the Commission; and
- Assist with any request reasonably made in relation to legal services for the Commission.

### **Key Deliverables**

The firm/Lawyer will be responsible for delivering the following activities and deliverables to aid the Commission in furthering its mandate to regulate the telecommunication industry in the Turks & Caicos Islands:

- provide legal opinions;
- initiate prelitigation contact with the opposing side;
- represent the Commission in legal proceedings;
- keep records of all individual cases and provide a copy to the Commission upon request; and
- Provide a comprehensive billing rate for:
  - senior counsel
  - junior counsel
  - administrative personnel and
  - miscellaneous charges.

### **Qualification Requirements**

- Called to the Bar of the Turks and Caicos Islands.
- At least five years' experience in Litigation in corporate matters (experience dealing specifically with telecommunication network matters preferred).
- A comprehensive understanding of the Telecommunications Ordinances and supporting Regulations and any other related bodies of legislation.

### **Proposal Submission**

- The deadline date for submission is **March 31, 2020, at 4:00 PM;**
- All prices tendered must be in United States Dollars (US\$) including all discounts, applicable fees, and charges;
- All proposed prices must be valid for at least one (1) calendar year from the proposal submission date;
- Candidates are required to submit a copy of their current Business License Certificate in the appropriate class of business; and
- All quotations must be submitted via e-mail to:

Kenva Williams  
Acting Director General  
Telecommunications Commission  
Providenciales  
Turks and Caicos Islands  
Email: [kenvawilliams@tcitelecommission.tc](mailto:kenvawilliams@tcitelecommission.tc)  
Telephone: (649) 946-1900

Please note the Commission reserves the right to accept or reject any quotation received.