



PUBLIC NOTICE 2025 - 14

October 17, 2025

Request For Proposal

On Consultancy Services to (1) Create a Policy for the Drafting of the Information and Communication Technology (“ICT”) Act and (2) Review the Current Broadcasting Bill

Background

The Turks and Caicos Islands Telecommunications Commission (the “Commission”) was established in 2004 with the coming into force of the Telecommunications Act (the “Act”). Since then, the Commission has grown from the regulator of one major telecoms operator to regulating two major telecoms operators, a submarine cable operator, private network providers, and is currently fielding interest from additional traditional mobile operators as well as satellite operators. During this time, the Act has not been amended in a substantive manner to close the gaps that have been exposed in the legislation. The Commission attempted to amend the Act recently, but due to the numerous amendments proposed, it was determined by the Cabinet that a repeal and replace would be best, as well as establishing a policy to support the process. This led the Commission to decide it was best to merge the Act into a larger body of legislation to be called the Information and Communication Technology (“ICT”) Act.

The Broadcasting Bill 2013 was intended to give the Commission greater oversight over the broadcasting industry, but this never materialized because the Bill did not become law. To this day, the Commission issues spectrum licenses to radio stations and over-the-air television operators, but all other management activities fall under legislation other than the Act. The Commission is interested in consolidating broadcasting activities under its remit, especially the legislation of broadcasting as it pertains to television services.

Due to the amount of work required, the Commission is requesting an RFP from suitable candidates in order to select a partner to assist the Commission with the creation of the policy that will form the basis on which to create the ICT Act and provide a briefing paper on the appropriate legislation option to regulate television services.

Request for Quotation

The Commission is hereby inviting quotations for the creation of a policy to be used for the creation of the ICT Act and the drafting of a Cabinet Paper to lay the policy document before Cabinet, as well as the production of a briefing paper on the regulation of television services.

The quotation consists of two portions that are intricately linked and hence will be considered as one project divided into two parts. Part 1 should encompass the delivery of a policy document detailing the changes to be implemented to the current legislation, while taking account of the deferred proposed amendments, as well as including other technological activities to be incorporated into the ICT Act. Part 2 should encompass the provision of a briefing paper on various legislation options and recommend the most appropriate legislation option to regulate television services.

Scope of Work Part 1 (Policy for ICT Act creation)

- The Consultant shall prepare a policy document supporting the creation of an ICT Act, outlining proposed amendments to existing legislation, while considering the deferred proposed amendments and including additional ICT-related activities outlined in the Commission's published Five-Year Strategic Plan (April 1, 2024, to March 31, 2029).
- Technological activities that require legislation and inclusion within the ICT Act should encompass cybersecurity, data protection, privacy, and the reporting of data breaches.
- Suggestion of any emerging technology activities that the Commission may not have mentioned, but the Consultant believes are prudent to include, given the fluid nature of the industry and the uniqueness of the small island country jurisdiction of the TCI.
- Draft a Cabinet Paper as the vehicle for laying the proposed policy before the Cabinet.

Key Deliverables Part 1 (Policy for ICT Act creation)

The Consultant will be responsible for delivering the following activities and deliverables to aid the Commission in furthering its mandate to implement an ICT Act:

- Conduct research on how other British Overseas Territories, The Bahamas, and former British-administered countries within the Caribbean, or equivalent small island states around the world, are responding to the changing environment within the telecommunication/technological sector and lessons learned relevant to the TCI.
- Produce an initial draft of the policy document and Cabinet Paper for the Commission's review and feedback.
- Upon receiving the Commission's feedback, produce a second draft policy paper and accompanying Cabinet Paper for the Commission's review and feedback.
- Upon receiving the Commission's feedback, prepare a final draft policy paper and accompanying Cabinet Paper for the Commission's review and feedback.

- Produce a plan for the activities required to enable the repeal and replacement of the current Act with a new ICT Act, including the project to draft the new ICT Act.
- Deliver the completed policy paper and accompanying Cabinet Paper to the Commission along with the activities plan.

Scope of Work Part 2 (Review of Broadcasting Bill)

- The Consultant shall review the output of the 2017/2019 Broadcasting Bill project.
- Recap where TCI television services regulation is currently, and whether amendments are required.
- If amendments are required, propose the appropriate changes to the Broadcasting Bill and television services regulation for the Commission to progress to the Cabinet.

Key Deliverables Part 2 (Review of Broadcasting Bill)

- Review changes to the licensing/legal regime for television provision in TCI.
- Meet stakeholders again to assess the latest views on regulating TV.
- Review any other relevant work conducted since the 2017/19 Broadcasting Bill project.
- Develop and evaluate the regulatory options for television services.
- Decide which regulatory model is most appropriate for television services in TCI.
- Socialise the recommendation with the Commission and other stakeholders (based on the assumption that no new consultation is needed).
- Check compatibility with the Act and the Telecommunications Fee Structure Regulations definitions and with ITU ‘broadcast’ and ‘IPTV’ definitions.
- Draft the briefing paper.
- Review the draft with the Commission (and where required, other stakeholders), then finalise the briefing paper.
- Deliver the completed briefing paper to the Commission.

Qualification Requirements

- Have at least five years of experience in providing Telecommunications consultancy or advisory services to regulators and/or operators.
- Have provided policy advisory services to stakeholders in at least five similar island or small population jurisdictions in the past ten years.
- Have no conflict of interest with TCI operators and any other interested stakeholders.

Proposal Submission

- The submission deadline is **November 7, 2025, at 4:00 PM.**
- All prices tendered must be in United States Dollars (US\$), including all discounts, applicable fees, and charges (TCI taxes and duties do not apply).

- All proposed prices must be valid for at least ninety (90) calendar days from the proposal submission date.
- Tenderers are required to submit a copy of their current Business Licence Certificate in the appropriate class of business.
- All queries and clarifications regarding this tender shall be submitted via e-mail, and directed to:

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

Note that the Commission reserves the right to accept or reject any tender/proposal received.