**EXPRESSION OF INTEREST(EOI)**

**FOR THE PROVIsion OF security MANAGEMENT, planning AND ASSET PROTECTION TRAINING**

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| **DOCUMENT RELEASE DATE** | **LAST DATE RECIPIT PROPOSAL** |
| **March 7, 2022** | **March 21, 2022**  **Until**5:00 PM |

**March 2022/ Addis Ababa**

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# **INTRODUCTION**

Ethio telecom invites all interested and eligible national or international service provider by this expression of interest (EOI) for the provision of Security Management, Planning and Asset Protection Training. Ethio telecom has been investing in the human development where by different learning and development initiatives are capacitating the employees and the management.

Hence ethio telecom needs to procure the training for a total of 12 trainees at proficient level.

# **OBJECTIVE**

This EOI is intended to identify experienced and reputable Security Management, Planning and Asset Protection Training providers.

**PRELIMENARY REQUIRMENTS**

|  |  |  |
| --- | --- | --- |
| INDEX | REQUIREMENT | REMARK |
| 1 | All suppliers should have a valid and renewed trade license (for national supplier) | Attach |
| 2 | Suppliers should have VAT registration certificate (for national supplier) | Attach |
| 3 | All suppliers should comply to provide the required training | Comply |
| 4 | All suppliers should submit their company profile such as **year of experience**, **availability of the training** , the current **audited report**, your **staff expertise** including related to the training, etc. | Provide documents |
| 5 | List of customers and customer reference/testimonial letter for proof of delivery and supporting documents | Provide documents |
| 6 | Any additional information that supports your capabilities in this scope | Provide documents |

Prospective suppliers should attach a separate document like stated below for this training by responding for each requirement Comply/Not comply and then attaching for those points that need attachments.

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# **TRAINING REQUIREMENTS**

|  |  |  |
| --- | --- | --- |
| **No** | **Training Requirements** | **Comply or**  **Not comply** |
| 1 | The training should be for five days in working hours |  |
| 2 | All the training in hard copy (Book) and soft copy two copy for archiving purpose. |  |
| 3 | All the training material and media should be in English. |  |
| 4 | The trainers must have BSc and above in electrical engineering or related filled. | Attach reference |
| 5 | The trainer should have three (3) successfully completed security related training or training of similar nature, delivery in public and private companies for the past 2 (two) years TESTIMONIAL LETTER from the organization must be submitted. | Attach reference |
| 6 | The company should have at least five (5) training delivery experience of any security training within the last five years. The experience should be supported by recommendation letter from the clients. | Attach reference |
| 7 | The company should submit the trainer signed CV and copy of academic document shall be attached. | Attach reference |
| 8 | If all trainees in the class have reported that the trainings is not carried out accordance with the required standard, the company will provide other qualified trainers. |  |
| 9 | At the accomplishment of the training, the company should submit to human organization development division (HODD) of Ethio telecom the below lists:   1. Attendance sheets 2. The trainees’ assessment report 3. Training compilation certificate for those who attends 80% of the training and pass the exam. |  |
| 10 | Compliance for the attached TOR which is attached with this EOI |  |

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# **IMPORTANT INSTRUCTIONS AND SUBMISSION OF RESPONSES**

1. Ensure you attach the response in a separate document.
2. The attachments should be submitted in folders properly.
3. Interested suppliers should submit their responses to desale.chemeda@ethiotelecom.et / [afendi.abdi@ethiotelecom.et](mailto:afendi.abdi@ethiotelecom.et) or you can submit your response in person to Ethio telecom Head Quarter, Churchill road, 3rd Floor Room Number 309, not later than Monday 21 March 2022 until 5:00PM.
4. Suppliers who did not work with ethio telecom previously can register on our ERP at [www.ethiotelecom.et](http://www.ethiotelecom.et) 🠞 supplier portal🠞 Register. Then fill what the template requests and attach the documents that it requests.
5. If you have any clarification and information related to this Expression of Interest (EOl) you can contact via email  [desale.chemeda@ethiotelecom.et](mailto:%20desale.chemeda@ethiotelecom.et) or Phone No 0930071045 and [afendi.abdi@ethiotelecom.et](mailto:afendi.abdi@ethiotelecom.et) or Phone No 0911517581.

**Next Steps of this EOI**

* Review of submitted Expressions of Interest.
* Prequalification of suppliers.
* Competitive RFQ process for successful suppliers in the EOI.
* Ethio telecom reserves, at its sole discretion, the right to select or reject either totally or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged into, other than for the purpose of informing the suppliers for the outcome.