

Terms of Reference:

Assessment & Analysis of Connectivity Services, Affordability & Sustainability

Position	ICT industry cost and fee specialist
Location	Apia, Samoa
Duration	30 working days
Supervisor / Manager	Chief Executive Officer, Ministry of Communications and Information Technology
Specification	Open to Samoan nationals, permanent residents or businesses who have the authority to live and work in Samoa. International businesses and individuals will be considered



About the Program

Tautai – Governance for Economic Growth Program will consolidate and build on Australia’s previous investments supporting the Government of Samoa (GoS) to improve fiscal management and promote equitable economic growth. The program will support Australia’s engagement with the GoS and other development partners in policy-driven budget support arrangements, and to complement and support Australia’s other major bilateral investment through the Tautua Samoa Human Development and Social Inclusion program, working in health, education, and social protection. The overall objective of the program is: To promote equitable economic recovery and growth in Samoa with improved fiscal efficiency, reducing the country’s vulnerability to debt and external shocks.

The two End of Program Outcomes (EOPOs) are:

- a) Ministry of Finance (MoF) and the Executive develop and execute annual national budgets with clear policy intent to improve Samoa’s fiscal position and deliver on improved social wellbeing.
- b) Government of Samoa finance and deliver community level economic development that stimulates inclusive broad-based productivity and growth.

There are four pillars of the program, represented by the four Intermediate Outcomes:

- a) Fiscal Management - Improved finance sector and whole-of-government coordination and oversight of reforms in revenue collection and public financial management.
- b) Economic stimulus and investment - Economic stimulus investments delivered by GoS and other partners in line with the Pathway for the Development of Samoa.
- c) Community and private sector engagement - GoS policy reforms and investment choices informed and supported by industry and the community.
- d) Multi-stakeholder collaboration - Improved integration and coordination of investments within Government and with external stakeholders

Background

Samoa's telecommunications infrastructure has experienced remarkable growth over the years, evolving into a more advanced digital network. The country is supported by two mobile network operators, Digicel and Vodafone, which have expanded mobile coverage and internet access for the population. International connectivity is largely provided by the Tui-Samoa undersea fibre optic cables, facilitating enhanced data exchange with global networks. As part of its development initiatives, the Samoan government has prioritized the improvement of broadband access to stimulate economic growth and enhance communication services for residents and businesses alike. However, despite these advancements, challenges persist, particularly in rural and underserved regions where access remains limited.

The Pathway for the Development of Samoa (PDS) 2021 - 2025 includes commitments by the Government of Samoa to extend the benefits of a reliable and affordable internet access to all through the development of a sturdy and secure ICT infrastructure. It recognizes internet usage in Samoa has significantly increased and is one of the main catalysts for digital transformation of Samoan society including business and communities. New technologies and the growth of the internet is recognized as an enabler of economic growth and development. Government can now provide public services and information in a much more consistent and streamlined way. Government is strengthening efforts to boost e-commerce, through an improved internet connectivity, especially the promotion of digital services to reduce barriers to universal and affordable access.

The Ministry of Communications and Information Technology (MCIT) leads, facilitates and monitors enhancements of the telecommunications infrastructure which consists of leased fibre optic networks, co-location services and digital television services within Samoa. The ministry is coordinating international support from a range of partners including the UNDP, World Bank and Australia and seeks information in the following areas:

- current market trends and pricing models for connectivity services **eg. mobile and fixed broadband (wholesale, retail, domestic, international)** and sustainability methodologies.
- appropriate charter of fees that reflects fair market value and promotes affordability for Samoa.
- guidelines for the Ministry of Communications and Information Technology on fees calculation methodologies. The use of variables that are applicable to Samoa landscape such as rent, lease, electricity, standby generators, ducting and so forth.
- compliance with regulatory standards and industry best practices.

Purpose of Role

This advisory will review and assess the existing connectivity service fee and cost structures in the ICT industry and provide comparative analysis and recommendations.

Roles and Responsibilities

The adviser will undertake the following:

- A comprehensive review of existing connectivity service fee structures in the ICT industry including for fiber optic network, microwave network, satellite, co-location services costs for Samoan National Broadband Highway (SNBH) digital television services, wholesale prices for bandwidth on cable, Samoan National Broadband Highway (SNBH) services and Emergency Radio Network services.
- Analysis of cost components including infrastructure, maintenance, and operational expenses.

- Assessment of technical specifications and infrastructure requirement for the fiber optic connection, co-location and digital terrestrial television services.
- A comparative analysis of different leasing models (e.g., dark fiber)
- Development of recommended service fees based on the findings and consultations.
- Finalizing the recommended fee structure/chart and other supporting documentation (e.g., rationale, calculations, guidelines).

Basis of selection and payment

Candidates will provide a technical and financial proposal. The technical proposal should include details including the specialist or firm profile, tax registration information, curriculum vitae and references for all named team members, methodology and workplan responding to the selection criteria. The financial proposal should include a price per output based on team inputs, daily rates, and total price exclusive of VAGST.

Number	Output	Means of verification	Indicative Timeline
1	Updated workplan for the assessment	Accepted plan, timesheets, and invoice	Week 1
2	Comparative technical and market analysis report	Accepted report, timesheets, and invoice	Week 4
3	Final report	Accepted final report with recommendations, timesheets, and invoice	Week 6

Notes:

1. Payment under the contract will be output based with payment made on deliverables, approved timesheets for team members and invoices.
2. Agreed incidentals such as travel, and international communications can be invoiced at cost and arranged by you if required.
3. The financial proposal is to be valid for three months from date of receipt.

Reporting Structure and Support

The specialist will report to the Chief Executive Officer, MCIT.

Selection Criteria

Proposals will be evaluated by a selection panel considering the following factors.

1. the timeliness, methodology and cost effectiveness of proposals
2. qualifications of the candidate(s) including
 - Demonstrated past performance and experience conducting similar technical assessments including telecommunications connectivity, Fiber optic networks, digital television platforms and market analysis in Pacific islands and other relevant jurisdictions
 - Expertise in telecommunications or connectivity services, including fee structuring and regulatory frameworks
 - Knowledge of market analysis and benchmarking methodologies
 - Strong analytical and report-writing skills
 - A minimum of ten years of experience in telecommunications and Fiber optic technology.

Other Information

Amendments to the position's terms of reference may be made during the period of the engagement as required.

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Our organisation is committed to child protection and safeguarding the welfare of children in the delivery of our international development programs. Recruitment and selection procedures reflect this commitment. We are committed to safety and the prevention of sexual abuse and harassment, child protection and bribery prevention.

We want to engage with the right people to deliver our client programs. As part of our approach, you will be subjected to formal background screening, criminal record checks, employment verification, and periodic compliance checks. All our staff receive safety, compliance and safeguards training and are responsible for contributing to a safer working culture.

About DT Global

DT Global partners with communities, governments, and the private sector to provide award-winning, technical expertise focused on promoting local leadership and global accountability to deliver innovative, sustainable, data-driven solutions and inclusive development.

Our business has a global presence—almost 2,500 staff and experts in over 100 countries—and a strong commitment to use and build local capacity and empower local voices. We meet communities on the development spectrum and help them navigate to where they want to be.

Our expertise covers a range of practice areas, including Economic Growth, Environment & Infrastructure (with the focus on sustainable infrastructure), Governance, Human Development, Conflict Prevention, and Stabilisation & Transition.

DT Global—launched in 2019—is built on legacy companies AECOM International Development's Services Sector, Development Transformations, IMC Worldwide and Cardno International Development. Together, we bring over 60 years of experience, relationships, networks and technical excellence to improve lives around the world on behalf of our partners, clients, and stakeholders. To fulfill its profit-for-purpose mission, DT Global is a key donor to the DT Institute, an independent not-for-profit organisation, in support of DTI's efforts to test new ideas or expand on donor partner priorities with the aim to improve as many lives as possible.

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