



Millennium Development Authority (MiDA)

**MINUTES OF THE PUBLIC OPENING OF FINANCIAL PROPOSALS
FOR THE RACE TO RETROFIT AND RENEWABLES PROGRAM
RFP REF: 5620200/RFP/QCBS/09/17**

HELD AT MiDA on 14 NOVEMBER 2017 AT 09:00 HOURS

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

- Ian Stewart Procurement Agent Manager
- Francis Baffoe-Ashun Procurement Expert
- Kwabena Amponsa-Debrah MiDA Procurement Officer
- Sylvester Ashong Ayayee Energy Efficiency & DSM Manager

CONSULTANTS/REPRESENTATIVES

The Attendance Register is attached as Annex 1.

2.0 OPENING

The Procurement Agent Manager opened the meeting at 09:00 hours, welcomed all present, and thanked them for attending the Financial Opening.

3.0 AGENDA FOR THE MEETING

The PAM then outlined the Agenda for the meeting which was to:

- Open, number and date stamp the Financial Proposal of the Consultants that gained sufficient marks to qualify for this stage;
- Check the Financial Proposal forms are complete and signed and then read out both the Technical Evaluation Score and the Total Financial Proposal prices as shown in Form FIN-1;
- Record the Minutes of the Public Opening of the Financial Proposals which will then be circulated to the Consultant present at the earliest opportunity.

4.0 OPENING OF FINANCIAL PROPOSALS

The Record of the Financial Proposal Price Read-Out is attached as Annex 2

5.0 CLOSING

The Procurement Agent Manager, in closing the Meeting, gave the firm assurance that MiDA and the Procurement Agent would do all possible to ensure the Evaluation process was completed as a matter of urgency. He also thanked all present for their participation.

The Meeting closed at 9:10 hours with thanks to the participants.

ANNEX 1




Millennium Development Authority (MiDA)

FINANCIAL OPENING FOR THE RACE TO RETROFITS AND RENEWABLES PROGRAM
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REGISTER OF CONSULTANT'S REPRESENTATIVES

VENUE: MiDA HERITAGE TOWER
DATE: 14 DECEMBER 2017
TIME: 9:00 Hours

NO.	NAME OF REPRESENTATIVE	CONSULTANT	SIGNATURE
1	AMOAH MAXWELL	ICF	 maxwell.amuah@ icf.com
2			
3			
4			
5			
6			
7			

ANNEX 2



Millennium Development Authority (MiDA)
 FINANCIAL OPENING FOR THE RACE TO RETROFIT AND RENEWABLES PROGRAM
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RECORD OF PROPOSAL PRICES AS READ-OUT (14 DECEMBER 2017)

Name of Bidders	Currency	Proposal Price USD	Proposal Price GHS	Proposal Signed (Y/N)	Remarks
Development Energy Services Ltd in association with SEURECA and BS Solutions	USD	272,992.50	-	Y	1 + 4 COPIES
SGS Senegal SA in association with SGS Switzerland	USD	478,982.52	-	Y	1 + 4 COPIES 1 CD
ICF Incorporated LLC	USD	637,833.00	-	Y	1 + 4 COPIES 1 Pen drive

Name of MiDA Procurement Representative: KWAMEENA AMPONSA - DEBRAH Signature [Signature]

Name of Procurement Agent Representative: IAN BENTLEY Signature [Signature]