



Millennium Development Authority (MiDA)

MINUTES OF THE PUBLIC OPENING OF PROPOSALS

**PROVISION OF
ENERGY EFFICIENCY PRE-TERTIARY SCHOOL CURRICULUM UPDATES
RFP REF: 5630200/RFP/QCBS/06/18
HELD AT MiDA, on 3RD AUGUST 2018 immediately after 15:00 Hours**

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

- Sylvester Ashong Ayayee Energy Efficiency & DSM Manager
- Kwabena Amponsa-Debrah Procurement Officer
- Robert Adongo Procurement Officer

PROCUREMENT AGENT (PA) REPRESENTATIVES

- Ian Stewart Procurement Agent Manager, CKP
- Francis Baffoe-Ashun Procurement Expert, CKP

CONSULTANTS/REPRESENTATIVES

The Attendance Register is attached as Annex 1.

2.0 OPENING

The Procurement Agent Manager (PAM) opened the meeting at 15:05 hours and welcomed all present, thanking them for attending the Meeting.

3.0 AGENDA FOR THE MEETING

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

- Inspect the Outer Proposal envelopes to ensure all were present against the Tender Submission sheet and all still sealed;
- Open the envelopes to ensure that the Proposals were securely sealed and then separate Technical and Financial Proposal envelopes for each submission;
- Open, number and date stamp the Technical Proposals submitted by the due date and time;
- Record the Minutes of the Public Opening of Proposals which will then be circulated to all Consultants who submitted Proposals at the earliest opportunity.

4.0 OPENING OF PROPOSALS

The Record of Proposals were opened and read out, and is attached as Annex 2

5.0 CLOSING

In closing, PAM thanked all who were present, and gave the firm assurance that MiDA and the Procurement Agent would ensure the Technical Evaluation Process would be undertaken by an independent Technical Evaluation Panel expeditiously.

The Meeting closed at 15:20 hours with thanks to the participants.

Annex 1



Millennium Development Authority (MiDA)

CONSULTANCY SERVICES FOR THE PROVISION OF
ENERGY EFFICIENCY PRE-TERTIARY SCHOOL CURRICULUM UPDATES

REF: 5630200/RFP/QCBS/06/18

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PUBLIC OPENING OF SUBMISSIONS AS READ-OUT

VENUE: MiDA
DATE: 3RD AUGUST 2018
TIME: Immediately after 15:00 Hours

ATTENDANCE REGISTER

NO.	NAME	ORGANIZATION	SIGNATURE
1	MARTEY SIMON	CIDE msokyne@gmail.com sblondeau@cide.ca	
2	AUGUSTINE AFFENYI	World Education - Gh alfatino@yahoo.com aaffenyi@gh.worlded.org	
3			
4			
5			
6			
7			

Annex 2



Millennium Development Authority (MiDA)

CONSULTANCY SERVICES FOR THE PROVISION OF
ENERGY EFFICIENCY PRE-TERTIARY SCHOOL CURRICULUM UPDATES

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PUBLIC OPENING OF PROPOSALS AS READ-OUT

No.	Name of Consultant	No. of Copies Submitted		Remarks
		Original	Copies	
1	WORLD EDUCATION, INC.	1	4	5 pendrives Financial Proposal
2	PWC - INDIA	1	4	Financial Proposal
3	CONSORTIUM FOR INTERNATIONAL DEV. IN EDUCATION (CIDE)	1	4	1 pendrive Financial Proposal
4	GIMPA	1	4	Financial Proposal
5	AFC/DESL	1	4	Financial Proposal