



Millennium Development Authority (MiDA)

MINUTES OF THE PUBLIC OPENING OF PROPOSALS

**PROCUREMENT OF CONSULTANT SERVICES FOR
DATA QUALITY AUDIT**

RFP REF: 5730200/RFP/QCBS/07/18

HELD AT MiDA, on 24TH AUGUST 2018 immediately after 15:00 Hours

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

- Frank Mante Procurement Director
- Kwabena Amponsa-Debrah Procurement Officer
- Robert Adongo Procurement Officer

PROCUREMENT AGENT (PA) REPRESENTATIVES

- Ian Stewart Procurement Agent Manager (PAM), 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 15:07 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 that there were 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 15:22 hours with thanks to the participants.

Annex 1



Millennium Development Authority (MiDA)

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HELD AT MiDA, on 24TH AUGUST 2018 immediately after 15:00 Hours

PUBLIC OPENING OF SUBMISSIONS AS READ-OUT

VENUE: MiDA
DATE: 24th August 2018
TIME: Immediately after 15:00 Hours

ATTENDANCE REGISTER

NO.	NAME	ORGANIZATION	SIGNATURE
1	Yari Aboagye	Vision Consult Ltd	
2	James Tugume	AH Consulting Ltd	 James Tugume@ahcul.com jimmangye@ahcul.com
3	Jasper Amefadzi	Vision Consult Ltd	
4			
5			
6			
7			

Annex 2



Millennium Development Authority (MiDA)

PROCUREMENT OF CONSULTANT SERVICES FOR
DATA QUALITY AUDIT
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HELD AT MiDA, on 24TH AUGUST 2018 immediately after 15:00 Hours

PUBLIC OPENING OF PROPOSALS AS READ-OUT

No.	Name of Consultant	No. of Copies Submitted		Remarks
		Original	Copies	
1	INSTITUT SOMARE	1	-	ONE FINANCIAL
2	A2F CONSULTING LLC	1	4	ONE FINANCIAL PEN DRIVE
3	CRISIL	1	4	ONE FINANCIAL COMPUTER DISK (1)
4	VISION CONSULT LTD	1	4	ONE FINANCIAL PEN DRIVE
5	OXFORD POLICY MANAGEMENT LTD	1	4	ONE FINANCIAL PEN DRIVE

6	AH CONSULTING LTD	1	4	ONE FINANCIAL CD
7	GIMPA CONSULT	1	4	ONE FINANCIAL PEN DRIVE
8	2022		2022	
9				
10				
11				