



**Millennium Development Authority (MiDA)**

**MINUTES OF THE PUBLIC OPENING OF FINANCIAL PROPOSALS  
FOR THE PROVISION OF  
ENERGY EFFICIENCY PRE-TERTIARY SCHOOL CURRICULUM UPDATES  
RFP REF: 5630200/RFP/QCBS/06/18**

**HELD AT THE MiDA AUDIO-VISUAL ROOM, 4<sup>TH</sup> FLOOR, HERITAGE TOWER, ACCRA,  
ON 31<sup>ST</sup> AUGUST 2018 AT 09:30 HOURS**

**1.0 PRESENT**

**MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)**

- Priscilla Adjei-Darku Energy Efficiency & DSM Engineer
- Kwabena Amponsah-Debrah Procurement Officer

**CHARLES KENDALL & PARTNERS (CKP)**

- Ian Stewart Procurement Agent Manager (PAM)
- Francis Baffoe-Ashun Procurement Expert

**CONSULTANTS/REPRESENTATIVES**

The Attendance Register is attached as **Annex 1**.

**2.0 OPENING**

The Procurement Agent Manager opened the meeting at 9:30 hours, welcomed all present and thanked all for attending the Meeting.

**3.0 PROCEDURE FOR OPENING**

The following procedure was adopted for the opening:

- the Financial Proposal envelopes were inspected to ensure that all documents were present, intact and still sealed and not tampered with,
- the envelopes containing the Financial Proposals of those Consultants that have not attained the requisite pass marks to qualify at this stage were set aside,
- the Financial Proposal of the Consultant who attained the requisite pass mark to qualify at this stage was opened, numbered and date-stamped,
- the Financial Proposal was then checked as complete and signed and then the Total Financial Proposal price was read out as shown in Form FIN-1 of the RFP,
- the Minutes of the Public Opening of Financial Proposal were recorded which were then to be circulated to the Consultants at the earliest opportunity.

The Record of Financial Proposal Prices Read-Out is attached as **Annex 2**.

#### **4.0 CLOSING**

The Procurement Agent Manager, in closing the Meeting, gave the firm assurance that MiDA and the Procurement Agent would ensure that the Proposal Evaluation Process was completed as soon as possible. He thanked all for their presence.

The Meeting closed at 09:35.

Annex 1



## Millennium Development Authority (MiDA)

FINANCIAL OPENING FOR THE ENERGY EFFICIENCY PRE-TERTIARY SCHOOL  
CURRICULUM UPDATES  
RFP REF: 5630200/RFP/QCBS/06/18

### REGISTER OF CONSULTANT'S REPRESENTATIVES

VENUE: MIDA HERITAGE TOWER  
DATE: 31 AUGUST 2018  
TIME: 9:30 Hours

NO.	NAME OF REPRESENTATIVE	CONSULTANT	SIGNATURE
1	Deborah Gyamerah Kwame Gyamerah	Associates for Change comdev9@yaho.com	
2	Imranch Mahamud Adams	Associates for Change DGH afeghana@yahoo.com	
3	Enock Dery P4809	ASSOCIATES FOR change	
4	Kwasi Apenteng	PwC	
5			
6			
7			

Annex 2



## Millennium Development Authority (MiDA)

FINANCIAL OPENING FOR THE ENERGY EFFICIENCY PRE-TERTIARY SCHOOL CURRICULUM UPDATES  
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RECORD OF PROPOSAL PRICES AS READ-OUT (31 AUGUST 2018)

Name of Bidders	Currency	Proposal Price USD	Proposal Price GHS	Proposal Signed (Y/N)	Remarks
PRICEWATERHOUSECOOPERS PRIVATE LIMITED (PwCPL)	USD	977,930.00	—	Y	
ASSOCIATION FOR CHANGE (AfC) IN COLLABORATION WITH DEVELOPMENT ENVIROENERGY SERVICES LIMITED (DESL) INDIA	USD	846,006.75	—	Y	

Name of MiDA Procurement Representative: KWAME ANKWA-BERRAH Signature [Signature]

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