



**Millennium Development Authority (MiDA)**

**MINUTES OF THE OPENING OF PROPOSALS**

**OPENING OF PROPOSALS FOR TASK ORDER NO.8 - RESETTLEMENT AND  
COMMUNITY ENGAGEMENT SERVICES *FOR THE* INSTALLATION OF PRIMARY  
SUBSTATION (PSS) & INTERCONNECTING CIRCUITS IN KANDA & UNIVERSITY OF  
GHANA MEDICAL CENTER, UGMC (LEGON)  
(PSS LOT 2)**

**RFP REF: 5140900-0X/TO/08/QCBS/11/18  
HELD AT CKP BOARD ROOM, on 22<sup>ND</sup> NOVEMBER 2018 at 10:25 Hours**

**1.0 PRESENT**

**MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)**

- Ophelia Ayeh Coordinator, Environmental & Social Performance
- Kwabena Amponsah-Debrah Procurement Officer
- Naa Aduley Ploutos-Clottey Legal Officer

**CKP REPRESENTATIVES**

- Kwasi Ansu-Tutu Senior Procurement Specialist, PA
- Francis Baffoe-Ashun Procurement Expert, PA

**OTHERS**

- Surv. Emmanuel Mantey Volta River Authority
- Charles Doh GRIDCO
- Ing. Samuel Nee Abbey Electricity Company of Ghana Limited

**CONSULTANTS/REPRESENTATIVES**

Not Applicable - No Public Opening.

The Register of Opening Panel is attached as Annex 1.

**2.0 OPENING**

The Senior Procurement Specialist opened the meeting at 10:25 hours and welcomed all present, thanking them for attending the Meeting.

The submission was limited to the four (4) IDIQ Contract Holders, and all four (4) submitted Proposals.

### **3.0 AGENDA FOR THE MEETING**

The following procedure was adopted for the meeting:

- Inspected the Outer Proposal envelopes to ensure all submissions were present against the Bid Submission sheet and all still sealed;
- Opened the envelopes to ensure they were securely sealed and that there were separate Technical and Financial Proposal envelopes for each submission;
- The Financial envelopes were signed upon, separated from the package and kept by the PA;
- The Technical Proposals submitted was opened, numbered and date stamped with the due date and time;
- Recorded 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, the PA Representative gave the Technicals to the Evaluation Panel to commence the task of evaluating the Proposals.

The Meeting closed at 10:40 hours.

Annex 1



**Millennium Development Authority (MiDA)**

OPENING OF TASK ORDER NO. 08 - RESETTLEMENT AND COMMUNITY ENGAGEMENT SERVICES FOR THE INSTALLATION OF  
PRIMARY SUBSTATION (PSS) & INTERCONNECTING CIRCUITS IN  
KANDA & UNIVERSITY OF GHANA MEDICAL CENTER, UGMC (LEGON) PSS LOT 2

RFTOP Ref: 5140900-0X/TO/08/QCBS/11/18  
REGISTER OF PUBLIC OPENING PANEL

VENUE: CKP BOARD ROOM, 3<sup>RD</sup> FLOOR, HERITAGE TOWER, ACCRA  
DATE: 22<sup>ND</sup> NOVEMEBR 2018  
TIME: 10:00 Hours

NO.	NAME	ORGANIZATION	SIGNATURE
1	Kwabena Ampomah-Densuah	MIDA	
2	Charles E.K. Boateng	ECOG	
3	Ophelia Ayeh	MIDA	
4	Surv. Emmanuel Marley	VRIA	
5.	NAA ABUELEY PLYTON-CLOTTEY	MIDA	
6.	Samuel Nee Abbey	ECOG	

Annex 2



Millennium Development Authority (MiDA)

SELECTION OF CONSULTANTS

CONSULTANCY SERVICES – IDIQ CONTRACT FOR  
RESETTLEMENT AND COMMUNITY ENGAGEMENT  
CONSULTANTS

RFP: 5140900/TO/08/OCBS/11/18

OPENING OF TASK ORDER NO. 08 - RESETTLEMENT AND COMMUNITY  
ENGAGEMENT SERVICES FOR THE INSTALLATION OF PRIMARY SUBSTATION  
(PSS) & INTERCONNECTING CIRCUITS IN KANDA & UNIVERSITY OF GHANA  
MEDICAL CENTER, UGMC (LEGON) PSS LOT 2

RFTOP Ref: 5140900-0X/TO/08/QCBS/11/18

RECORDS OF OPENING OF RESPONSES ON 22<sup>ND</sup> NOVEMEBR 2018

No.	Name of IDIQ Consultant	Technical	Financial (Yes/No)	Remarks
1	BINSERKOMS LTD	1+4	Yes	
2	SAL CONSULT LTD	1+4	Yes	
3	DEVTPLAN	1+4	Yes	
4	COLAN CONSULT	1+4	Yes	

MiDA Procurement Representative: Kwabena A. Debrah Signature [Signature]

Procurement Agent Representative: K.A. ANSU-TUTU Signature [Signature]