



Millennium Development Authority (MiDA)

**MINUTES OF PRE-BID CONFERENCE FOR THE SUPPLY AND
INSTALLATION OF POKUASE BSP SUB-TRANSMISSION
INTERCONNECTING CIRCUITS - DESIGN-BUILD HELD AT SWISS SPIRIT
ALISA HOTEL, 8TH AVENUE EXTENSION, NORTH RIDGE, ACCRA ON 2ND
APRIL, 2019 AT 10:00 HOURS.**

REF: 5140400-03/IFB/CB/03/19

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

- Ing William Amuna Technical Controller,
- Matthew Armah Programme Management Controller,
- John Boakye Chief Financial Officer,
- Frank Mante Procurement Director,
- Benjamin Opoku Director, ESP,
- Patrick Oppong EFOT Project Manager,
- Roland Nyarko Quality Control Officer,
- Kwabena Amponsa-Debrah Procurement Officer, and
- Robert Adongo Procurement Officer.

CHARLESKENDALL AND PARTNERS (CKP)

- Ian Stewart Procurement Agent Manger,
- Kwadwo Osei-Asante Senior Procurement Specialist, and
- Esmond Mahama Anarigede Procurement Officer.

SMEC INTERNATIONAL PTY LTD (SMEC)

- Munesu Dizamuhupe Program Director, PMC/SMEC
- Samuel E. Wurah Project Engineer, Electrical, PMC/SMEC
- Jericho Samonte Civil/ Structural Engineer
- Raza Ali Saleem Distributions Systems Engineer

PARTICIPANTS

List of Participants is attached as **Annex 1**

2.0 WELCOME OF PARTICIPANTS & INTRODUCTION

The Meeting was opened by the Procurement Director with prayers by Kwabena Amponsa-Debrah, a MiDA Procurement Officer at 10:10am. The Participants were welcomed and all present were made to introduce themselves with the Agenda outlined as per the Programme.

The Procurement Director identified the Stakeholders as MiDA, CKP, SMEC and PIU and announced Housekeeping rules of use of mobile phones, safety, location of washrooms and availability of water.

3.0 WELCOME COMMENTS/REMARKS BY TECHNICAL CONTROLLER (TC)

The TC in his opening comments/remarks made a statement for the meeting and told of a story where a Bidder who understood the whole process and even explained these to the other Bidders at a similar Pre-Bid Conference failed the Bid. He noted the rationale of the Pre-Bid Conference as capacity building and to provide a level playing field for the best of Bids for MiDA to consider.

3.0 TOPICS PRESENTED

3.1 Presentation on Invoicing and Payment Procedures

The Chief Financial Officer made a PowerPoint Presentation on the Payment Process. He elaborated on the tax exemptions, audit process and the payment cycle.

The Presentation has been attached to the Minutes.

3.2 Technical Presentation on the BSP

The Program Director, PMC/SMEC, the Project Engineer, Electrical, PMC/SMEC and the EFOT Project Manager jointly made a PowerPoint Presentation on the Technical aspects of the Supply and Installation of Pokuase BSP Sub-Transmission Interconnecting Circuits.

The Presentation has been attached to the Minutes.

3.3 The Procurement Process and the IFB

The Procurement Director made a PowerPoint Presentation on the Procurement Process stressing that the key interest of procurement was to assist Bidders to comply with requirements and be mindful of the evaluation criteria in order to submit responsive Bids. Bidders were advised to take careful note of the contents of the Bidding Documents and ask questions.

He finally noted that MiDA has so far received 186 Clarification Questions and 82 Applications for the Bidding Documents.

The Presentation has been attached to the Minutes. [Click here to download](#)

Meantime, the Procurement Agent Manager stressed on the following:

- a) Bid Security should be submitted with the Technical Offer,
- b) Bids should be properly packaged before reaching MiDA,
- c) Bidders should use separators to split responses to all the Forms,
- d) Bidders should place the Bid Security and Power of Attorney at the top of their Technical Offer submissions for ease of Bid Opening recording,
- e) Bidders should place the at the top of their Financial Offer Submission Letter for ease of Bid Opening recording,
- f) Bidders should ensure that Government-owned Enterprises Forms are completed and signed irrespective of the status of the Bidder, and
- g) Bidders should ensure that their CVs are updated and aligned to the IFB Requirements.

4.0 General Discussions, Questions, Clarifications and Verbal Response

There were minimal general discussions with only one (1) question asked and clarification sought. A verbal response was offered and generally Bidders were advised to write formally for written responses from MiDA.

Bidders were advised that only one (1) round of Clarifications would be issued. The Clarifications should be received not later than Tuesday, 9th April, 2019 with responses not later than 17:00 hours local time in Ghana on **Friday 26th April, 2019.**

All clarifications were required to be sent to all interested Bidders who might not be present at the meeting, any issue raised and discussed must be formally written to the Procurement Agent (Charles Kendall & Partners) and MiDA at the e-mail addresses provided in the IFB which are recalled below:

paghana@charleskendall.com and procurement@mida.gov.gh.

The formal requests for clarification and responses shall be annexed to the Minutes as **ANNEX 2**

5.0 CLOSING

The Procurement Director announced that there would be Site Visits as planned in the IFB with buses provided for participants. The Meeting came to a close at 12.30 Hours with a prayer.

ANNEX 1 – LIST OF PARTICIPANTS




Millennium Development Authority (MiDA)

PRE-BID MEETING – SUPPLY AND INSTALLATION OF POKUASE BSP
SUB-TRANSMISSION INTERCONNECTING CIRCUITS
- DESIGN-BUILD
CB NO: 5140400-03/IFB/CB/03/19

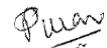




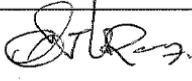
REGISTER OF FIRM'S REPRESENTATIVES

VENUE: ALISA HOTEL
DATE: 2ND APRIL, 2019
TIME: 10:00 HOURS







NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/EMAIL
1	Peter Gaefzelero	BITSERCOMS CO		024482744
2	VIJAYA KUMAR RAGARSAMY	MBH POWER LTD	A. VELU	0202222088

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REGISTER OF FIRM'S REPRESENTATIVES

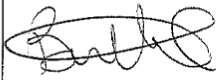



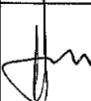

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
3	PURAV SHAH	MBH POWER & GAS LTD.		020-2222044
4	Ilden Pachikov Na-Tai	Process & Plant Automation Ltd.		0264117870
5	Hartham El Naqqar	El sewedy Electric		0506732892 h.mousa@elsewedy.com
6	Prosper Kwaku	TMC		pinkwawu@yahoo.com
7	Roland Glover	TMC		rglover@tmgghana.com
8	N. Ravisankar	Best & Crompton Engg. Gr. Ltd.		bcecont@gmail.com 0303 / 310289 / 6381651

REGISTER OF FIRM'S REPRESENTATIVES




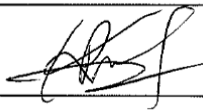
NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
9	E. J. Venkataraman	Best & Crompton Engg. Gh. Ltd		024 4056904 bcecont@gmail.com
10	A. Jalandar	Best & Crompton Engg. Gh. Ltd.		054 0959320 bcecont@gmail.com
11	H. Perez	ELECNOZ		0556 563757 mateo.perez@elecnoz.com
12	Sylvia Teboach	Mikachu Construct		02-3884836 Sylvia.adjeis@yahoo.com
13	Derrick Sarpang	Mikachu Const.		derricksap@gmail.com
14	Mike K. Adu	Mikachu Const.		mikachu.ttd@gmail.com
15	Augustine Ofori	"		akob3001@yahoo.com
16	HAN JIN	TBEA		hanjintbea@gmail.com

3

REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
17	Nana Osei Baali	TBEA		nana@blegham.com
18	Doris Daffias	Binsentoms		daffias@gmail.com
19	Frank Kukur	Power Factor Ltd		Frank.Kukur@powerfactor.com
20	Michael Konundri	Power Factor Ltd		mk.konundri@powerfactor.com
21	Moah Jallah	Stonebeck WLS		stonebeck@gha.com
22	Walter Jeah	✓		✓
23	Ing Nana Osei Baali			

REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
24	Aytha Asanoh	Regimanel Gray Ltd		020 222 9906 Casamoheregimanelgray.com -com
25	Bridget Batchway	"		0501 507843 batchway@regimanelgray.com
26	Emmanuel Batchway	"		emmbatche regimanelgray.com -com
27	PATACE AFENYU	PDS		0208130940 patafenyu@yahoo.com
28				
29				
30				
31				
32				

ANNEX 2

CLARIFICATIONS ANSWERS

SI	Ref	Question	Answer
1			
2			
3			