



**Millennium Development Authority (MiDA)**

**MINUTES OF THE PUBLIC OPENING OF FINANCIAL PROPOSALS  
FOR THE CUSTOMER OUTREACH, FACILITATION ASSISTANCE FOR NEW  
CONNECTIONS AND NORMALIZATION OF SERVICES.**

**REF NO: 5420200/RFP/QCBS/03/19**

**HELD AT THE MiDA BOARD ROOM, 4<sup>TH</sup> FLOOR, HERITAGE TOWER, ACCRA, ON  
17<sup>TH</sup> JUNE 2019 AT 10:00 HOURS**

**1.0 PRESENT**

**MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)**

- Michael Ayekple Access Project Officer
- Kwabena Amponsah-Debrah Procurement Officer
- Robert Adongo 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 10:04 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 (there was none as there were two (2) submitted Proposals who all had pass marks;
- the Financial Proposals of the Consultants who attained the requisite pass mark to qualify at this stage were opened, numbered and date-stamped,
- the Financial Proposals were then checked as complete and signed and then the Total Financial Proposal price were 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.

The Meeting closed at 10:13 hours.

Annex 1



## Millennium Development Authority (MiDA)

FINANCIAL OPENING FOR THE CUSTOMER OUTREACH, FACILITATION  
ASSISTANCE FOR NEW CONNECTIONS AND NORMALIZATION OF SERVICES  
REF NO: 5420200/RFP/QCBS/03/19

### REGISTER OF CONSULTANT'S REPRESENTATIVES

VENUE: MiDA BOARDROOM, 4TH FLOOR, HERITAGE TOWER  
DATE: 17<sup>TH</sup> JUNE 2019  
TIME: 10:00 Hours

NO.	NAME OF REPRESENTATIVE	CONSULTANT	SIGNATURE
1	Amoakowaa Owusu-Sekyere	AARC Limited	amoakowaa@ yankahlink.net 
2	Cephas J. Donkor	INNOVATIVE SERVICES LTD	cjoneskd@ gmail.com 
3	Fafali Late	Innovative Services Ltd	Innovativeservices 715@gmail.com 
4			
5			
6			
7			

Annex 2



**Millennium Development Authority (MiDA)**

FINANCIAL OPENING FOR THE CUSTOMER OUTREACH, FACILITATION ASSISTANCE FOR NEW CONNECTIONS AND NORMALIZATION OF SERVICES.

REF NO: 5420200/RFP/QCBS/03/19

RECORD OF PROPOSAL PRICES AS READ-OUT (17<sup>th</sup> JUNE 2019)

Name of Bidders	Currency	Proposal Price USD	Proposal Price GHS	Proposal Signed (Y/N)	Remarks
INNOVATIVE SERVICES LIMITED (INS)	OPTION 1	821,929.50	—	Y	TWO OPTIONS - 4 COPIES EACH AND CD OPTION 1 - 10 MARKETS OPTION 2 - 8 MARKETS
	OPTION 2	697,307.30	—		
AARC LTD IN ASSOCIATION WITH E-SOURCE COMPANIES LLC, ATHENA INFONOMICS LLC AND ANALYSTS LIMITED	OPTION 1	1,955,000.00	—	Y	1 + 4 COPIES & PEN DRIVE OPTION 1 - 10 MARKETS OPTION 2 - 8 MARKETS
	OPTION 2	1,700,000.00	—		

Name of MiDA Procurement Representative: KWASENA AMPONSA-DEBRAH Signature:

Name of Procurement Agent Representative: IAN STEWART Signature: