



Millennium Development Authority (MiDA)

MINUTES OF PRE-BID MEETING FOR THE PROCUREMENT OF OUTAGE MANAGEMENT SYSTEM (OMS) IMPLEMENTATION FOR ELECTRIC COMPANY OF GHANA LIMITED (ECG) / POWER DISTRIBUTION SERVICES GHANA LIMITED (PDS) HELD AT SWISS SPIRIT ALISA HOTEL, NORTH RIDGE, ACCRA ON 19TH JUNE 2019 AT 10:10 HOURS GHANA TIME.

REF: 5150100-01/IFB/CB/05/19

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

- William Amuna Technical Controller, MiDA
- Frank Mante Procurement Director, MiDA
- Tanko Mohammed Project Manager, IT, MiDA
- Robert A. Adongo Procurement Officer, MiDA
- Kwabena Amponsa-Debrah Procurement Officer, MiDA

CHARLESKENDALL AND PARTNERS (CKP)

- Ian Stewart Procurement Agent Manager, Charles Kendall & Partners (CKP)
- Kwasi Ansu-Tutu Senior Procurement Expert, CKP

PROGRAM IMPLEMENTATION UNIT (AZOROM /MOTT MACDONALD)

- Robert Wasson PIU
- Satish Kulkarni IT Consultant (Azorom)

POWER DISTRIBUTION SERVICES GHANA LIMITED (PDS) - FORMERLY ECG

- John Gemegah Manager Supervisory Systems, Project Office
- Edwin Abordo PDS
- John Slippe PDS

TECHNICAL CONSULTANT (OMS)

- Robert Sarfi OMS Technical Consultant, MiDA

PARTICIPANTS

List of Participants in its original form is attached as **Annex 1**.

2.0 WELCOME ADDRESS & PARTICIPANTS' INTRODUCTION

The meeting was opened by the MiDA Procurement Director at 10:10 am with a short welcome address, followed by an opening prayer. Participants introduced themselves after which the programme was outlined.

The Project Manager, MiDA IT made the first presentation which focused on the introduction of the Compact, Compact Projects and Activities. PDS made the second presentation on the overview of PDS including its roles. The OMS Technical Consultant made the third presentation on the details and requirements of the OMS implementation. This was followed by a presentation on Procurement issues delivered by the Procurement Agent Manager. A question and answer session formed the latter part of the meeting.

3.0 TOPICS PRESENTED

3.1 Introduction of the Compact and its Projects

The Project Manager for IT in MiDA, gave an overview of the Compact, and recalled the goal, objectives and the Projects. Some of the information given are:

The goal of the Compact is to reduce poverty through economic growth in Ghana and the objectives are;

- Increase private sector investment, productivity, and profitability of micro, small, medium and large-scale businesses;
- Increase employment opportunities for men and women; and
- Raise earning potential from self-employment and improved outcomes for men and women.

The six(6) Projects of the Compact were showcased and the context of the OMS Implementation in the overall scheme of ECG (now PDS) Financial Operations Turnaround (EFOT) Project was illustrated. The contractual, supervisory and communication relationship between the various actors involved in the OMS Implementation was shown and explained. The details are shown in the attachment immediately below in ppt.

3.2 Overview of PDS

The Representative of PDS gave an overview and roles of PDS. He asked participant to note that PDS is formerly ECG. The salient points are;

Public Distribution Services (PDS) is the single largest electricity distribution company in Ghana and operates mainly in the southern part of Ghana. The operational area is divided into eight (8) regions namely; Accra East, Accra West, Ashanti SBU, Central, Eastern, Tema, Volta & Western.

PDS purchase energy in bulk from Volta River Authority (VRA) or other suppliers, transmit, supply and distribute electricity directly to consumers, and is responsible for all the ancillaries associated with these roles.

The total customer base of PDS is 4 million customers as at 2019 and the annual demand growth rate is 10%.

The OMS Implementation shall be designed and implemented for use in Accra West and East regions.

The details of this presentation are shown in the attachment immediately below in ppt.

3.3 Scope of OMS Project

The OMS Technical Consultant made presentation on the Scope of the OMS. The main outcome of the OMS Implementation are;

- (1) to develop and implement a modern integrated, scalable OMS for ECG/PDS to address and manage the frequent power outages and long outage durations, and meet Regulatory requirements; and
- (2) The OMS provided must also be scalable and capable of integrating with the existing systems plus be based upon a platform which allows the future implementation of an ADMS

It was mentioned that the full roll-out of the project in the entire coverage area of PDS is planned to be implemented in phases and at different stages. This contract to be award by

MiDA covers only Phase 1 of the total 4 phases. Bidders were urged to take advantage of the opportunity to win Phase 1 and to be in serious contention for the other phases to be implemented in the near future by PDS.

The minimum base functionality of the OMS and the vendor scope architecture were presented amongst others. The full details can be found in the presentation shown in the attachment immediately below in ppt.

The overview of the Compact and PDS including the full description of the ADMS / OMS Implementation, the scope and institutional arrangement are given in the enclosed presentation herewith.

[Click here to view the full presentations of 3.1, 3.2 and 3.3 above.](#)

3.4 The Procurement Process and the IFB

The Procurement Agent Manager briefed participants on the procurement principles, indicating that the aim of the presentation is to provide Bidders with sufficient information and guidance to enable them to comply with requirements and submit quality Bids. Bidders were advised to read and take careful note of all the Sections of the IFB. In particular:

Government Owned Enterprises Form – Irrespective of whether or not a firm is a GOE, all Bidders must ensure that the form provided is fully completed and signed with all the required boxes ticked. There are no exceptions, even if you are not a government-owned enterprise.

Securities and Guarantees – The forms required are in every MCC Standard Bidding Document used by MiDA. All firms interested in Bidding should approach their bankers at the outset and ensure that they are willing to produce the securities and guarantees in the formats given. If the Bank raises any queries or wishes to issue a different format of Security or Guarantee then you must formally approach the Procurement Agent in writing (paghana@charleskendall.com) at latest within the deadline for clarification questions to be submitted. If a Bidder does not approach MiDA and submits a Bid Security in the wrong format, they risk their Bid being rejected.

Submissions – Participants were advised to present the content of their Bids in a logical order aligned to the order of the forms in the IFB, conveniently bringing the bid opening readings of Bid Submission Form, Power of Attorney and Bid Security to the front pages of the Bid. Bidder are advised to use separators so that it makes both the Bid Opening, and the subsequent evaluation process, easier for all concerned. The submission date and time were fixed according to the clock in MiDA Procurement on the 4th Floor of Heritage Tower. All were warned that late bids would not be accepted so they should make every effort to ensure that whoever is submitting the Bid knows where to go and gets there well in advance of the submission deadline to avoid disappointment.

The PA warned Bidders that, if they turn up in MiDA without the Bid Submission properly packaged and marked, they will be asked to go outside and complete the exercise. Bidders should arrive in MiDA with the Submission being properly packaged and marked. If a Bidder has to go outside MiDA Reception and pack its Bid correctly and cannot do it by the submission deadline then like anyone else who is late, the Bids will not be accepted at the Tender Box.

Clarification Questions and Responses – Participants were urged to ensure questions were submitted by email in a form whereby they could be cut and pasted into a table. Responses will then be issued by 17:00 hours Ghana time on the date stated in the IFB. The responses will be sent to all who have requested the IFB so any firm who has not requested the IFB should immediately apply, to ensure they received all the necessary documentation updates.

4.0 **General Discussions, Clarifications & Decisions**

The Procurement Agent stressed that all clarification questions must be in writing in order to receive a formal response. All questions must be sent in accordance with the instructions given in the Bid Data Sheet, and in the presentation herewith.

Clarification questions asked and discussed at the meeting are given in the table at 4.2 below and not officially answered.

Since responses to clarifications were required to be sent to all interested Bidders who may not be present at the meeting, any issue raised and discussed at the meeting must be accompanied by a formal written request (by email is sufficient – a pdf signed letter is not required as the questions have to be copied onto the table shown at Annex 2 below) no later than 26th June 2019 to the Procurement Agent (Charles Kendall & Partners) and MiDA at the e-mail addresses provided in the IFB which are recalled below as follows.

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

The formal requests for clarification and responses given will be collated in the Form of Annex 2 below. Bidders may use this form to submit their clarification questions.

- 4.1 The Minutes of the Pre-Bid Meeting along with copies of the presentations will be issued no later than 19th June 2019 to all those who have requested and received the IFB. The clarification questions and responses will be issued no later than 17:00 hours Ghana time on 12th July but if MiDA has all the responses to the questions received ready before then, the responses will be issued earlier to give Bidders longer time to prepare their Bids.

Bidders who have not yet formally requested for the Bidding Document, were advised to do so, through the e-mail addresses given in 4.0 above in order to receive responses to the clarification requests.

- 4.2 The following questions were discussed during the meeting:

No	QUESTION
1.	What will happen if a Bidder asks different persons, say PDS staff, for information or clarification on the IFB?
2.	Do you plan to organise official visits to the Control Center? This is to help us imagine the servers, size, server positions, cabling etc and how to do the work.
3.	On the technical side, there are a lot of requirements more than the OMS specifics. Do they have weightings in the IFB? Are we allowed to know these weightings / scoring?
4.	OT or IT environment; what is this case in this project?
5.	In the BDS, there are plans for DEMO scheduled for the week of 15 July 2019. Is it still in July as stated? Also, it is stated that the bidder must use ECG (PDS) data for the demo. The bidder needs know the demo date and also the date the data will be ready. This is because the data must be prepared for the demo.
6.	The Integration of the OMS with the existing SCADA system was not clearly shown in the presentation. Is the integration the responsibility of the Contractor? How is the Bidder supposed to connect to the existing SCADA?
7.	OMS and ADMS are often used interchangeably. What are we implementing?

8.	Is the ADMS going to sit on the existing SCADA? And in Phase 4 planned for the future, will the existing SCADA be discarded?
9.	Is the requirement for separate AVL not a duplication of tablet GPS functionality?
10.	Does this system not include mobile workforce management functionality?
11.	What is the status of the GIS data migration activities? Is the GIS data cleaned, validated etc?
12.	There are two (2) forms of EXP 4.4- H&S Experience & EXP 4.5 E&S Experience references. What type of references are you expecting Bidders to provide?
13.	Is the existing SCADA still under warranty?
14.	Some Donors institutions do not require this but in this case, are we expected to put names on the CVs that we present?
15.	If we put names on the CVs and we are successful, will we be required to put forward the same persons named in the CVs for the work even if they have left the company?
16.	On the Financial Statements, are we limited to IFRS standards only? There are different standards in different countries.
17.	It is required that bid is submitted in one (1) Original plus four (4) Copies. Do you mean we should sign the Original and make the 4 Copies; or make 4 copies of the unsigned Original and the sign them all?
18.	On the set of dates especially for demo, will it be determined on the bid opening day?
19.	At what stage will the NDA be provided for signing?
20.	When do you expect the bidding process to be completed and to begin the project?
21.	There are some Manuals required to come with the bid. Should all these be printed in hardcopies or can we submit them in softcopies?
22.	Currently, you are implementing GIS. When do you expect it to be completed? Is this work schematics or geographic?
23.	Is this project a single vendor ADMS platform?

Participants were asked to note that:

- (a) Copies of the presentations shall be made available to Bidders as soon as possible; and
- (b) Anyone requesting the IFB following this meeting would also be provided with the attached presentations, and any addenda to the IFB.

5.0 **CLOSING**

Before closing, the MiDA Technical Controller hoped that after two (2) hours of presentation and discussions, participants have gained better understanding and appreciation of the project scope. He thanked all participants for their interest and for making time. He urged participants to expect fair and transparent process and prayed that “the best bidder wins”.

The Meeting ended at 12.15 Hours.

ANNEX 1 – LIST OF PARTICIPANTS





**Millennium Development Authority (MiDA)
PRE-BID MEETING:**

**5950100 -01 – OUTAGE MANAGEMENT SYSTEM (OMS) IMPLEMENTATION
FOR ELECTRIC COMPANY OF GHANA LIMITED (ECG) / POWER DISTRIBUTION SERVICES GHANA
LIMITED (PDS)**

CB NO: 5950100/IFB/CB/05/19



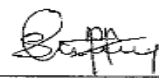
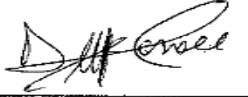

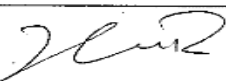
REGISTER OF FIRM'S REPRESENTATIVES

**VENUE: ALISAH HOTEL
DATE: 19TH JUNE, 2019
TIME: 10:00 HOURS**


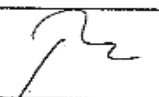
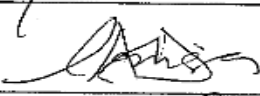
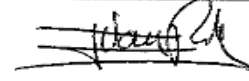
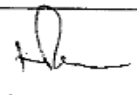
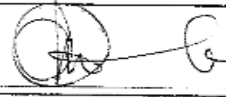
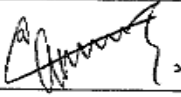

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/EMAIL
1	MICHAEL IYOTIA	WIPRO		MICHAEL.IYOTIA@WIPRO.COM +254 7 84 700 141
2	GHABARI ALI	GE		ali.gharari@ge.com

1





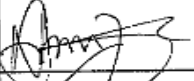

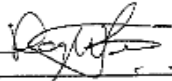


REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
3	WOLMAN	GENERAL ELECTRIC		philippe.wolman@gf.com
4	Erni Brown	ETAP		ernibrown@gmail.com
5	ANGIE OPARE	ETAP		angieopare1@gmail.com
6	DANIA MICHAEL	ETAP		dania.michael@hexagon-automation.com
7	JAYAPRAKASH TADI	GECE		gecegeredia.com jayaprakash.tadi@geceindia.com 0264503509
8	Kwasi Dankwa	ABB		Kwasi.dankwa@cy.abb.com

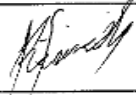

REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
9	HENNIE NEL	ABB		HENNIE.NEL@ZA.ABB.COM
10	BOLANSRYD	ABB		bolansryd@se.abb.com
11	Louisa Dei	GE		Louisa.dei@atlantic.com.gh
12	IVAN PERAL	INDRA		iperala@indra.es
13	HEMANT PASSI	SURVALENT		hpassi@survalent.com
14	Apia Achesimpong	eservices Africa Ltd		apia.achesimpong@gmail.com
15	Emmanuel Weneke Annor	✓ ✓ ✓		emmanuel.annor@eservicesafrica.com
16	Evans Osei-Kusu	✓ ✓ ✓		evans.osei-kusu@eservicesafrica.com 0240575425

REGISTER OF MIDA/PIU/SMEC REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
17	Dr. N.K. Sankar-Jeyaraj	eServices		0204315899
18	Kofi Heyford	eSERVICES		024 431 4910
19	Ekus Adams	Process & Plant Auto		0202026702
20	Ada Na-Tei	Process & Plant Auto		026417870
21	Boad de Kal	PIU-Att		0554360054
22	Lawrence Ankuah	FFACIC		0205300809
23	Raymond Wemegah	KPMG		0505352163
24	Annette Ampah	Process & Plant Automation		0241045566
25	JAMES ANUMEE	GE		0501517972

REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
25	M. L. Kennedy	eServices		j.ebo.kennedy@emuel.com 0244291389
27	DELIGHT QUARTZITE	SEATRAN ELEC.		delightquartzite@gmail.com 0204944552
28				
29				
30				
31				
32				
33				

ANNEX 2

CLARIFICATIONS FOR HVDS & SL FOR M+EEs PACKAGES
BID REFERENCE: 5420300/IFB/CB/02/19

SI	Ref	Question	Answer
1			
2			
3			
4			