

Millennium Development Authority (MIDA)

MINUTES OF THE PUBLIC OPENING OF FINANCIAL PROPOSALS FOR THE MIDA OUTDOOR COMMUNICATION AND VISIBILITY CAMPAIGN ON THE GHANA POWER COMPACT II PROGRAMME

RFP REF: 5810900-02/RFP/NCS/03/18

HELD AT MIDA BOARDROOM, 4TH FLOOR, HERITAGE TOWER, ACCRA, ON 18TH
MAY 2018 AT 10:00 HOURS GHANA TIME

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

Frank Boadi Communications Officer

Frank Kofi Botchway
 Communication and Website Officer

Kwabena Amponsa-Debrah Procurement Officer,

2.0 CHARLES KENDALL & PARNTERS (CKP) - PROCUREMENT AGENTS

Francis Baffoe-Ashun
 Procurement Expert, CKP (Representing PA)

CONSULTANTS/REPRESENTATIVES

The Attendance Register is attached as Annex 1.

3.0 OPENING

The Procurement Agent Representative (PA) opened the meeting at 10:03 hours and welcomed all present. He thanked them for attending the Meeting.

4.0 AGENDA FOR THE MEETING

The following Procedure was adopted for the Financial Opening:

- the Financial Proposal Envelopes, which had been in the PA's custody since the Public Opening of the Technical Proposals, were inspected to ensure that the documents were intact, sealed and had not been tampered with.
- the Envelope containing the Financial Proposal of the Consultant that did not gain sufficient marks to qualify for this stage was set aside;
- the Financial Proposal of the Consultant that gained sufficient marks to qualify for this stage was Opened, Numbered and Date stamped;

- the Financial Proposal was checked as complete and signed and the Total Financial Proposal Price then read out as per the Tables provided in the RFP;
- the Minutes of the Public Opening of Financial Proposal was recorded and will then be circulated to the Consultant and all concerned at the earliest opportunity.

5.0 OPENING OF FINANCIAL PROPOSALS

Details of the Financial Proposal Price as Read-Out is attached as Annex 2.

6.0 CLOSING

In closing, the PA thanked all who were present, and gave the firm assurance that MiDA would do all possible to ensure that the Evaluation Process was completed as quickly as possible.

The Meeting closed at 10:15 hours.



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REGISTER OF CONSULTANT'S REPRESENTATIVES

VENUE:

MIDA BOARDROOM, 4TH FLOOR, HERITAGE TOWER

DATE:

18 MAY 2018 10:00 Hours

NO.	NAME OF REPRESENTATIVE	CONSULTANT	SIGNATURE
_1	Sheila E. Kattah.	INNOVA-DOB	- FSh- 30
2	BISMARK OWNLY TEROALT	INNOVA DDB	B
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RECORD OF PROPOSAL PRICES AS READ-OUT (18 MAY 2018)

Name of Bidders	Currency	Proposal Price USD	Proposal Price GHS	Proposal Signed (Y/N)	Remarks
INNOVA DDB GHANA	GHS	<u>-</u>	2,381,548.17	Yes	10 riginal 3 Copies VAF INCLUSIVE

Name of MiDA Procurement Representative: Kwag	AMPONSA-GERRAH Signature	Japanena 18/05/18
TRY	S BAHFOE- ASHUN	16 ham 18/05/18
Name of Procurement Agent Representative:	Signature	