



Millennium Development Authority (MiDA)

MINUTES OF THE PUBLIC OPENING OF PROPOSALS

**RACE TO RETROFITS AND RENEWABLES PROGRAM
RFP REF: 5620200/RFP/QCBS/09/17**

HELD AT MiDA, on 10TH NOVEMBER 2017 immediately after 14:00 Hours

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA)

- John Boakye Chief Financial Director/Ag. Procurement Director
- Priscilla Adjei-Darko EE & DSM Engineering Assistant
- Kwabena Amponsa-Debrah Procurement Officer
- Ian Stewart Procurement Agent Manager (PAM), CKP

CONSULTANTS/REPRESENTATIVES

The Attendance Register is attached at Annex 1.

2.0 OPENING

The Procurement Agent Manager opened the meeting at 14:05 hours and welcomed all present, thanking them for attending the Meeting. He then assured all present of MiDA's drive for transparency and openness in all her activities.

3.0 AGENDA FOR THE MEETING

The PA then outlined the Agenda for the meeting which was to:

- Inspect the Outer Proposal envelopes to ensure all were present against the Tender Submission sheet and all still sealed;
- Open the envelopes to ensure there are securely sealed and separate Technical and Financial Proposal envelopes for each submission;
- Open, number and date stamp the Technical Proposals submitted by the due date and time;
- Record the 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 at Annex 2

5.0 CLOSING

In closing, PAM thanked all who were present, and gave the firm assurance that MiDA and the Procurement Agent would ensure the Technical Evaluation Process would be undertaken by an independent Technical Evaluation Panel expeditiously

The Meeting closed at 14:30 hours with thanks to the participants.

Annex 1







Millennium Development Authority (MiDA)

RACE TO RETROFITS AND RENEWABLES PROGRAM
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PUBLIC OPENING OF SUBMISSIONS AS READ-OUT

VENUE: MiDA
DATE: 10th November 2017
TIME: Immediately after 14:00 Hours

ATTENDANCE REGISTER

NO.	NAME	ORGANIZATION	SIGNATURE
1	Maxwell Amuah	ICF	
2	Godwin Nartey	Vision Consult Ltd	
3	M. Shamel CIMA	Société Générale de Surveillance (SGS)	
4	Obeng Appiah	TDCEnergy/Kanesh	
5			
6			
7			

Annex 2



Millennium Development Authority (MiDA)

A RACE TO RETROFITS AND RENEWABLES PROGRAM
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 HELD AT MiDA, on 10th NOVEMBER 2017 immediately after 14:00 Hours

PUBLIC OPENING OF PROPOSALS AS READ-OUT

No.	Name of Consultant	No. of Copies Submitted		Remarks
		Original	Copies	
1	Development Environenergy Services	1	4	1 CD
2	ICF	1	4	1 Pen Drive
3	Greenstratos West Africa Ltd	1	4	1 CD
4	IDC Energy	1	4	1 Pen Drive
5	Vision Consult & Jondee Ltd	1	4	1 Pen Drive

6	SGS	1	4	1 Pen Drive
7	Pranav Engineering Pvt Ltd	1	4	1 Pen Drive
8				
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11				
12				
13				
14				
15				



SUBMISSION FORM

RFP for the:

Race to Retrofits and Renewable Program

Ref No:

5620200/RFP/QCBS/09/17

Date & Time of Submission:

10th November, 2017 / 14:00 hours local time
(Ghana)

No.	Name of Consultancy Firm	Name of Submitting Official	Date/Time Submitted	Signature
1	Development Environment Services	DITL Enoch	9/11/17	
2	MICF Maxwell A	Maxwell Amoch	10/11/2017	
3	Greenroads	UPS Courier Service	10/11/2017	
4	EDGE ENERGY / Karim Cogent	Michael Obay Appatah	10/11/2017	
5	Vision Consult Ltd / Jondex Ltd	Thomas Asare Bediako	20/11/2017	
6	SGS	Mohamed CIMA Business Dev Manager	10/11/2017	
7	PRANAI ENGINEERS PVT LTD	CONSTANCE AGBENOTHEVI	10/11/2017	
8				
9				
10				