Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	28/09/2023 14:20
Transaction Number:	AHB43513

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#0328821

Pay Date : 28/09/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
28/09/2023 14:20 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
29/09/2023 08:45 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
29/09/2023 11:31 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
29/09/2023 11:31 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 29/09/23 CHQ. No.

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AHB43513

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed_____ Date 27/09/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed_____ Date 27/9/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Vehicle Hiring for 10 working days-Pick Up & Drop Off	$6,000.00

Cheque No: IB for $6,000.00 Date 27/09/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 27/9/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-1294/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1		Raise payment to Janet Pilosi for Vehicles hiring for 10 days working	Janet Pilosi		$6,000-00
				Total:	$6,000-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000-00 Date: 25/07/2023

Requisition Officer (Name): Imogen Vida Sign:

Account Code No: 6-2402

Account Name: Hire plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Renee Sign:

Position: FC

Department/Committee: NHA

Authority is granted for expenditure not exceeding:

SBDS 6,000-00

Signed:

Name: Carley

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Darley Vilhas Date: 26/09/23

Position: PCC NHA

White Copy - Finance Unit/Department
Blue Copy - Compliance Unit/Department
Green Copy - Ordering Unit/Department

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC - 1294/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1		Raise payment to Janet Pilosi for Vehicles hiring for 10 days working	Janet Pilosi	1107/10	$6,000-00
					2
				Total:	$6,000-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000-00 Date: 25/07/2023

Requisition Officer (Name): Imogen Vida Sign:

Account Code No: 6-2402

Account Name: Hire plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie Renga Sign:

Position: FC NHA

Department/Committee:

Authority is granted for expenditure not exceeding:

SBD$

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her delegated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature 26/09/23

Name: PCC NHA Date:

Position:

White Copy - Finance Unit/Department
Blue Copy - Compliance Unit/Department
Green Copy - Ordering Unit/Department

MINUTES **Ref:** GOC – 1294/23

To: CHIEF EXECUTIVE OFFICER, GOC _____

From: FINANCE & PROCU, GOC _____ **Date:** 25/07/2023

RE: PURCHASE DOCUMENTS TO PROCESS FOR VEHICLES HIRING FOR 10 WORKING DAYS.

Minute approval is sought to raise payment as refered above.

The sum of **sbd 6000.00** defined in the attached quote. This represent the needs as being agreed upon by the GOC administration team to process payment for vehicles hiring for 10 days working as per attached request memo.

See attached for quote no.0328821 for your attention.

Therefore, kindly facilitate for endorsement and approval of the work budget for payment processing.

Thank you.

Prepared by: Imogen Vida

_____

Finance (GOC/NHA)

Endorsed by:

~~Mrs. Karen Talogwari~~ IAN DRAVU **Finance Team** Games Organizing Committee/NHA	
Signature:	Date: 25/09/23.

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA	
Signature:	Date: 25/9/23

Original

TAX INVOICE*/STATEMENT* 0328821

(*delete as appropriate)

Date 22/09/23

To Q.O.C

ABN (of Recipient) | Order No.

From Janet Pulosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days	$600-		$6000-
	P.O.B			
	Ac: 022006000365			
	7851168			
				$6000-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

Original

TAX INVOICE*/STATEMENT* 032882

(*delete as appropriate)

Date 22/09/23

To G.O.C

ABN (of Recipient) | Order No.

From Janet Pulosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days $600			$6000
	P.O.B			
	Ac: 022002000305			
	7851168			
				$6,000

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



TRANSPORTATION SERVICES AGREEMENT FOR GOC EMPLOYEES

Parties to Agreement

Between

Games Organisating Committee
("Client")

AND

Janet Pilosi
("Service Provider")

---

1. Vehicle description

1.1 Service Provider to provide to the Client the following information. Details are stipulated in *Annex A.*

1.1.1 Full names and age of vehicle driver;

1.1.2 Valid driving license of vehicle driver;

1.1.3 Description of vehicle:

1.1.3.1 Type of vehicle

1.1.3.2 Colour of bus

1.1.3.3 Registered number of bus

1.1.3.4 Registered owner of bus

1.1.3.5 Number of seats in the bus

1.2 Client to provide Service Provider the following information:

1.2.1 Map of pickup and drop-off routes;

1.2.2 Exact time which Service Provider supposed to be arriving to workplace immediately after picking up staffs; and

1.2.3 Total number of staffs to be picked up and drop-off.

1.3 The Service Provider must be 18 years and above.

2. Services

2.1 Service provider to provide transportation services ("service") as stipulated in *Annex B.*

2.2 Service provider may be required in exceptional circumstances to perform additional services at odd hours in weekends, public holidays, and night times.

2.3 Service provider shall perform the service (pick-up and drop-off) as agreed under this Agreement. The pick-up and drop-off schedule for the following locations is provided in *Annex B.*

2.3.1 Tenavatu, Corona Market, Aola Market(Aligeta East), Aligeta West,Air port Motel, Don Bosco, San Valley Bus stop, Szetu Factory, Sport City

3. Duration

3.1 This Agreement commences on 19th June **2023** and expires on a date no later than ***[30th Noveber 2023.***

3.2 Irrespective of sub-clause 3.1, parties may negotiate te extend duration of this Agreement 3 (three) days prior to expiration date.

4. Payment

4.1 The parties agree, total sum of ***$72,000.00*** to be paid to service provider for services to be performed within duration under this Agreement.

4.2 Total sum provided in preceding sub-clause to be paid in accordance with schedule of payments provided in *Annex C,* and shall include all tax obligations of income taxes.

5. Payment Conditions

5.1 Payments in Solomon Islands currency, paid to service provider's bank account, Bank South Pacific (BSP) in Honiara.

5.2 Payment to be made after 10 working days, and upon receipt of invoice from service provider subject to the following:

5.2.1 Total sum of **$6,000.00** shall be paid to service provider in full only upon successful completion of a 10 (ten) days service;

5.2.2 Payment to be reduced for failure to perform either morning pick-up, evening drop-off or both in any working day;

5.2.3 Payment to be reduced if Client's staff(s) sustained injury due to service provider's own misconduct or negligence during performance of either morning pick-up, evening drop-off or both in any working day;

6. Supervision and Administration

6.1 Client's Transportation Services Manager

6.1.1 Client designate **Maxsweeny Kekevera** as Administration Supervisor ("AS"), responsible for coordination of services.

6.1.2 AS to oversee acceptance and approval of deliverable, and for receiving and approving invoices for payments of services.

6.1.3 In absence of AS due to death, illness, termination of his contract with Client, or travel within country or overseas, Client to appoint his new replacement to implment desganted task.

6.2 Service Provider's Assistant.

6.2.1 Service provider designate ***Supervisor*** to oversee and coordinate service provider's services.

6.2.2 Assistant to liaise with AS on issuing and receiving of invoices and receipts, and other activities relevant to services.

7. Performance Standard and Termination

7.1 Service provider to perform obligations with highest standards of professionalism, ethical and moral competence, and integrity.

7.2 Highest standrds of professionalism, ethical and moral competence and intergrity shall include any but not limited to:

7.2.1 Decent dressing code;

7.2.2 No consumption of alcohol, kava, chewing betel-nuts and smoking during course of services;

7.2.3 No unnecessary stopping along the routes during course of services.

7.2.4 Signing in and singing off every pick-up and drop off.

7.3 Client, through written notice, must notify service provider of any failure to uphold rules on performance standard.

7.4 Client may terminate this Agreement if service provider violates provisions of this Clause more than once.

8. Indemnification

8.1 Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

9. Amendment

9.1 Parties, during term of services, may amend this Agreement where the circumstances require.

9.2 Party who wishes and intends to amend this Agreement must notify the other party of his or her proposal to amend this Agreement.

10. Confidentiality

10.1 Service provider or his Assistant shall not, during course of performance of this Agreement and within three months of expiration of this Agreement, disclose to public or third party any proprietary or confidential information pertaining to services or Client's business operations, without prior written consent of Client.

11. Assignment

11.1 Service provider or Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of this Agreement to any third party without prior written consent of Client.

11.2 Any breach or attempt to breach provisions of preceding sub-clause shall result in termination, by Client, of this Agreement.

12. Force Majeure

12.1 Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations if the circumstances that prevented such obligations from being performed are a direct consequence of Force Majeure.

12.2 Party that relies on the claim of Force Majeure must promptly, through written notice, notify the other Party of the event of Force Majeure and how such event prevented performance of obligations.

13. Jurisdiction and Language

13.1 This Agreement is subjected to and govern by the national laws of Solomon Islands.

13.2 All correspondences by and between the parties during course of performance of this Agreement must be communicated in English.

14. Dispute Resolution

14.1 Unless the circumstances require the parties to settle any arising dispute in a court of competent jurisdiction, the parties agree to resolve any dispute relating to this Agreement in an amicable manner.

15. Declaration

15.1. The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to execute and be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence of:

.....

Witness

Rocklive Poloso (Finance Manager, Games Organisaing Committee)

.....

Peter Stewart (CEO, Games Organising Committee)

Signed by **Janet Pilosi** in the presence of:

.....

Witness 28/7/2023

Name of Witness & title (please print):

MaxSweeny Celavera.

.....

Janet Pilosi (Transport Service Ltd)

[name of service provider] (title) 28/7/2023.

Janet Pilosi.

.....

Annex A

Descriptions of Bus and other relevant information

Service Provider's Details	
1. Name of Service Provider	Janet Pilosi
2. Age of Service Provider	
3. Name of registered owner of Hired Vehicle	Janet Pilosi Transport Service Ltd

Description of Hired Vehicle	
1. Type of Hired Vehicle	
2. Colour of Hired Vehicle	
3. Registered number of Hired Vehicle	
4. Seat numbers of Hired Vehcile	

Annex B

*Daily Pick-up Schedule for Staffs working at **Sport City***

Day	Pick-Up Time	Destination
Monday	7: 15am	Tenavatu to Sport City
Tuesday	7: 15am	Tenavatu to Sport City
Wednesday	7: 15am	Tenavatu to Sport City
Thursday	7:15am	Tenavatu to Sport City
Friday	7:15am	Tenavatu to Sport City

*Daily Drop-off Schedule for staffs working at **Sport City***

Day	Drop-Off Time	Destination
Monday	5pm	Sport City to Tenavatu
Tuesday	5pm	Sport City to Tenavatu
Wednesday	5pm	Sport City to Tenavatu
Thursday	5pm	Sport City to Tenavatu
Friday	5pm	Sport City to Tenavatu

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

Expenses Reimbursement Form

Paid to: Victory Ceremony Officer (Laniata Lingi) **Signature :** Date: 25th/09/2023

Approval by Karrie-Jionisi **Signature:** Date:25th/09/2023

Supervisor/Manager/Executive Director

Details of expenditure: See Attached

Date	Description of Expenditure	Receipt No	Division	Total Cost
			TOTAL	

NATIONAL HOSTING AUTHORITY

SOLOMON ISLANDS GOVERNMENT

C5

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST

(For payment of contracts over $100,000)

This checklist is to be submitted along with contracts payments for works, goods and services

Required documents Prepared by Committee/Department	FI Ref	Committee	Procurement	Finance
Purchase Requisition (PR) for the entire value of the contract	**P7 35**	✓	✓	
Draft Contract **(not yet signed by Supplier)**	**P7 10.1**			
Tender Award by ITB/GTB	**P7 10.1**			
PR signed by requisition officer		✓	✓	
Vendor Information Form (for new vendor)				
ICT Checklist attached (if for ICT equipment)				
Progress Report of works/Photos etc		✓	✓	
Completion report if goods/services and works have been completed		✓	✓	
Other reports if any (goods and services)				
Payment certificate from Engineer matching amount in Requisition		✓	✓	
Invoice from Contractor matching amount in requisition		✓	✓	
Compliance checks required and done by Procurement				
Contract form approved and Signed by Chairman/EDs	**P7 27.2**	✓	✓	
PR has been signed by authorized person (and not approving payment to themselves)	**P7 44**	✓	✓	
Check amount on PR matches the signed contract		✓	✓	
Account code used is correct	**P7 38.5(e)**			
Name on PR matches signed contract	**P7 38.5(e)**	✓	✓	
Check price and rates are reasonable	**P7 43.2(b)**	✓	✓	
Data entry checks for PV and Cheque payments done by Finance Department				
Amount entered in AX matches Requisition				
Account code in AX matches Requisition				
Vendor name in AX matches Requisition				
Item code and Units entered (e.g. box, each) correctly				
Description has enough detail				
Check dates on future instalments entered correctly				
Budget OK				

Note: If any of the above is not able to be certified please include an explanation of why. This will speed up the compliance process.

Department Compliance performed by:

Signed: _____

Name and Position: LISIWE SIMATA PROCUREMENT CORDINATOR

Date: 26/09/23

Procurement section Compliance performed by:

Signed: _____

Name and Position: Darly V. Thamo PCC NHA

Date: 26/09/23

Finance Department Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____

PACIFIC GAMES
SOLOMON ISLANDS

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PILOSI TRANSPORT

1) Requisition	☑	Sign by FC		Sign by ED	
2) Payment Voucher	☑	Sign by FC	✓	Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
1/11/23 4) IB Authorisations	☑	Authorised by FC	✓	Authorised by ED	✓

Comments:

for ED signed by

RECEIVED
Date: 27/10/23. Sign.....

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	01/11/2023 10:51
Transaction Number:	AHF72845

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 7,200.00
Transfer From Amount: SBD 7,200.00
Indicative :
My Reference: Vech Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#0328827

Pay Date : 01/11/2023

PAID
DATE 1/11/23 CHQ. No.

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
01/11/2023 10:51 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
01/11/2023 13:13 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
01/11/2023 15:53 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
01/11/2023 15:53 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AHF72845

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 7,200.00
Transfer From Amount: SBD 7,200.00
Indicative :
My Reference: Vech Hire-GOC

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

11/11/23

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL 2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 30/10/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 30/10/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for Transport Hiring for 12 Qorking days-GOC Admin	$7,200.00

Cheque No: IB for $7,200.00 Date 30/10/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 30/10/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC - 1673/23

DEPARTMENT: _____

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		Raise payment to Janet Pilosi Transport for 12 working days @ $600-	Janet Pilosi Transport		7,200-
				TOTALS	7,200-

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): 7,200- Date: 26/10/23

Requisition Officer (Name): Georgina. K Sign: [signature]

Account Code: 16+2402

Account Name: Hire plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Jimmy Hammar Sign: [signature]

Post: Seconded (SA)

Department: GOC Accts.

Authority is granted for expenditure not exceeding:

SBD$ 7,200-

Signed: [signature]

Name: Craig

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: _____ Signature [signature]

Name: Jeff Melo Date: 30/10/2023

Position: Compliance.

Copy 1 White NHA Finance

Copy 2 Pink Compliance Department

Copy 3 Yellow Requesting Department

Original

TAX INVOICE*/STATEMENT* 0328827

(*delete as appropriate)

Date 21-10-23

To GOC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
12	working days	$600 -		7,200-
	POB 022002000305			
	7851168			
				7,200-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

MINUTE **Ref:** GOC – 1673/23

To: EXECUTIVE DIRECTOR, NHA

From: Finance & Procurement, GOC **Date:** 26/10/2023

RE: PROCUREMENT FOR TRANSPORT FOR GOC STAFF PICK UP AND DROP OFF – JANET PILOSI TRANSPORT

Approval is sought to raise payment as referred above.

See attached invoice of **SBD7,200.00** and the minute or your perusal.

Therefore, kindly request for approval of budget and endorsement to make the payment soon as possible.

Georgina Kikiolo

Finance and Procurement Coordinator (GOC)

Endorsed by:

Samuel Basoe Finance Team **Games Organizing Committee**		
Signature:	**Date:** 26/10/23	

Approval:

Mr Peter Stewart Chief Executive Officer **Games Organising Committee**		
Signature:	**Date:** 26/10/23	

Sol2023 Pacific Games
Games Organising Committee (GOC)
Sea King Building, Honiara
PO Pox 2443

P: 42100
E: info@sol2023.com.sb

To: NHA **Date:**26**/10/2023**

From: GOC

Subject: Extension of Bus Service Contract

GOC management with Admin team have agree to extend the following Bus Service further to Saturday and Sunday with same charge as weekly routine. The new arrangement purposely to meet the demand to complete task within time before the games time.

We have engaged, **Janet Pilosi (ZEL ENT), Florence Alulu Transport service, John Wane Taukalo Transport Service and Walter Waneoroa (Fountain General Service).**

I therefore, seek your support to facilitate and forms of their payment.

Hope the reason of payment is justification

Admin Supervisor
Games Organizing Committee

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

NATIONAL HOSTING AUTHORITY

SOLOMON ISLANDS GOVERNMENT

C5

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST

(For payment of contracts over $100,000)

This checklist is to be submitted along with contracts payments for works, goods and services

Required documents Prepared by Committee/Department	FI Ref	Committee	Procurement	Finance
Purchase Requisition (PR) for the entire value of the contract	P7 35			✓
Draft Contract **(not yet signed by Supplier)**	P7 10.1			
Tender Award by ITB/GTB	P7 10.1			
PR signed by requisition officer		✓		✓
Vendor Information Form (for new vendor)				
ICT Checklist attached (if for ICT equipment)				
Progress Report of works/Photos etc				
Completion report if goods/services and works have been completed				
Other reports if any (goods and services)		✓		✓
Payment certificate from Engineer matching amount in Requisition				
Invoice from Contractor matching amount in requisition		✓		✓
Compliance checks required and done by Procurement				
Contract form approved and Signed by Chairman/EDs	P7 27.2			✓
PR has been signed by authorized person (and not approving payment to themselves)	P7 44			✓
Check amount on PR matches the signed contract		✓		✓
Account code used is correct	P7 38.5(e)			✓
Name on PR matches signed contract	P7 38.5(e)			✓
Check price and rates are reasonable	P7 43.2(b)			✓
Data entry checks for PV and Cheque payments done by Finance Department				
Amount entered in AX matches Requisition				✓
Account code in AX matches Requisition				✓
Vendor name in AX matches Requisition				✓
Item code and Units entered (e.g. box, each) correctly				✓
Description has enough detail				✓
Check dates on future instalments entered correctly				
Budget OK				✓

Note: If any of the above is not able to be certified please include an explanation of why. This will speed up the compliance process.

Department Compliance performed by:

Signed: _____

Name and Position: Agnes N. Ngoni

Date: 27/10/23

Procurement section Compliance performed by:

Signed: _____

Name and Position: _____

Date: .....

Finance Department Compliance performed by:

Signed: _____

Name and Position: George / Finance Officer

Date: 31/11/23

PACIFIC GAMES
SOLOMON ISLANDS

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PILOSI TRANSPORT

1) Requisition	☑	Sign by FC		Sign by ED	
2) Payment Voucher	☑	Sign by FC	✓	Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
10/11/23 4) IB Authorisations	☑	Authorised by FC		Authorised by ED	

Comments:

RECEIVED
Date: 8/11/23 Sign.....

GOC



ANZ

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	10/11/2023 13:23
Transaction Number:	AHH03423

Transaction Details:
ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 8,400.00
Transfer From Amount: SBD 8,400.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#0328829

Pay Date : 10/11/2023

PAID
DATE 12/11/23 CHQ. No.

Comments:
* * * * * * * * * * * Authorisation Details * * * * * * * * * * *
10/11/2023 13:23 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
12/11/2023 21:47 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
12/11/2023 23:39 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
12/11/2023 23:39 Debbie Ofaeri Sifoni
Transaction Processed
* *

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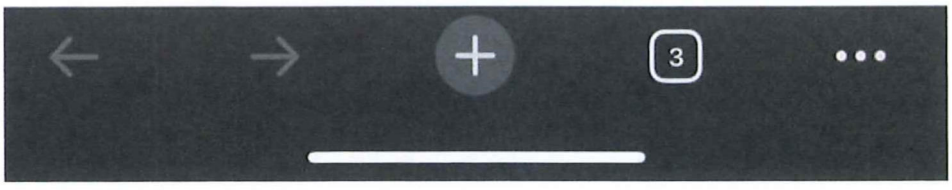

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AHH03423

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 8,400.00
Transfer From Amount: SBD 8,400.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed_____ Date 9/11/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed_____ Date 9/11/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for transport for 14 working days for GOC staff Pickup & drop off Inv#0320029	$8,400.00

Cheque No: IB for $8,400.00 Date 7/11/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 8/11/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC 1833/23

DEPARTMENT: _____

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		Raise payment to Janet Pilosi Transport for 14 working days @ $600	Janet Pilosi Transport		8,400 —
				TOTALS	8,400 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): 8,400 — Date: 6/11/23

Requisition Officer (Name): Georgina K Sign: RKo.

Account Code: 6-2102

Account Name: Hire plant / Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Jimmy Honimae Sign:

Post: Accounts (GOC)

Department: GOC Accts.

Authority is granted for expenditure not exceeding:

SBD$ 8,400 —

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: _____ Signature

Name: Tunusi.R Date: 08/11/23

Position: C.P.O.

Copy 1 White NHA Finance

Copy 2 Pink Compliance Department

Copy 3 Yellow Requesting Department

Original

TAX INVOICE*/STATEMENT* 0328829

(*delete as appropriate)

Date 05-11-23

To GOC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
14	working days $600-			$8,400-
	POB			
	Ac: 022002000305			
	[signature]			
	7851168			
				$8,400-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

MINUTE **Ref:** GOC – 1833/23

To: EXECUTIVE DIRECTOR, NHA

From: Finance & Procurement, GOC **Date:** 06/11/2023

RE: PROCUREMENT FOR TRANSPORT FOR GOC STAFF PICK UP AND DROP OFF – JANET PILOSI TRANSPORT

Approval is sought to raise payment as referred above.

See attached invoice of **SBD8,400.00** and the minute or your perusal.

Therefore, kindly request for approval of budget and endorsement to make the payment soon as possible.

Georgina Kikiolo

Procurement Coordinator (GOC)

Endorsed by:

Imogen Vida Finance Team **Games Organizing Committee**		
Signature:	**Date:** 06/11/2023	

Approval:

Mr Peter Stewart Chief Executive Officer **Games Organising Committee**		
Signature:	**Date:** 6/11/23	

Sol2023 Pacific Games
Games Organising Committee (GOC)
Sea King Building, Honiara
PO Pox 2443

P: 42100
E: info@sol2023.com.sb

To: NHA **Date:**26/**10/2023**

From: GOC

Subject: Extension of Bus Service Contract

GOC management with Admin team have agree to extend the following Bus Service further to Saturday and Sunday with same charge as weekly routine. The new arrangement purposely to meet the demand to complete task within time before the games time.

We have engaged, **Janet Pilosi (ZEL ENT), Florence Alulu Transport service, John Wane Taukalo Transport Service and Walter Waneoroa (Fountain General Service).**

I therefore, seek your support to facilitate and forms of their payment.

Hope the reason of payment is justification

Admin Supervisor
Games Organizing Committee

NATIONAL HOSTING AUTHORITY

SOLOMON ISLANDS GOVERNMENT

C5

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST

(For payment of contracts over $100,000)

This checklist is to be submitted along with contracts payments for works, goods and services

[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Purchase Requisition (PR) for the entire value of the contract	P7 35			
Draft Contract **(not yet signed by Supplier)**	P7 10.1			
Tender Award by ITB/GTB	P7 10.1			
PR signed by requisition officer		✓		
Vendor Information Form (for new vendor)				
ICT Checklist attached (if for ICT equipment)				
Progress Report of works/Photos etc				
Completion report if goods/services and works have been completed				
Other reports if any (goods and services)				
Payment certificate from Engineer matching amount in Requisition				
Invoice from Contractor matching amount in requisition		✓		
[illegible]				
Contract form approved and Signed by Chairman/EDs	P7 27.2			
PR has been signed by authorized person (and not approving payment to themselves)	P7 44	✓		
Check amount on PR matches the signed contract		✓		
Account code used is correct	P7 38.5(e)			
Name on PR matches signed contract	P7 38.5(e)	✓		
Check price and rates are reasonable	P7 43.2(b)	✓		
[illegible]				
Amount entered in AX matches Requisition				✓
Account code in AX matches Requisition				✓
Vendor name in AX matches Requisition				✓
Item code and Units entered (e.g. box, each) correctly				✓
Description has enough detail				✓
Check dates on future instalments entered correctly				—
Budget OK				✓

Note: If any of the above is not able to be certified please include an explanation of why. This will speed up the compliance process.

Department Compliance performed by:

Signed: _____

Name and Position: Georgina. K Procurement

Date: 7/11/23

Procurement section Compliance performed by:

Signed: _____

Name and Position: Tumasi. Bird C. P.O.

Date: 08/11/23

Finance Department Compliance performed by:

Signed: _____

Name and Position: P. Talebe

Date: 8/11/23

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PILOSI

1) Requisition	✓	Sign by FC		Sign by ED	
2) Payment Voucher		Sign by FC		Sign by ED	
3) LPO		Sign by FC		Sign by ED	
11/12/23 4) IB Authorisations	✓	Authorised by FC		Authorised by ED	✓

Comments:

Contract ends 30th Nov 2023

RECEIVED
Date: 5/12/23 Sign: SMM

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	11/12/2023 13:43
Transaction Number:	AHK99783

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 7,200.00
Transfer From Amount: SBD 7,200.00
Indicative :
My Reference: Bus hire

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#328831-12day

PAID
CHQ. NO.
DATE

Pay Date : 11/12/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
11/12/2023 13:43 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
12/12/2023 09:09 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
12/12/2023 17:16 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
12/12/2023 17:16 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AHK99783

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 7,200.00
Transfer From Amount: SBD 7,200.00
Indicative :
My Reference: Bus hire

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.



12/12/23

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 8/12/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 8/12/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Payment for vehicle hiring for 12 days for transporting atheletes Inv#0328831	$7,200.00

Cheque No: IB for $7,200.00 Date 7/12/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 7/12/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC- 2152/23

DEPARTMENT: _____

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1		Raise Payment to JANET PILOSI for invoice # 0329831. This request being for 12x working days for vehicle hiring as per signed Contract.	JANET PILOSI	—	$ 7,200-00
				TOTALS	$ 7,200-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $ 7,200-00 Date: 27/11/23

Requisition Officer (Name): IAN IRAFB Sign:

Account Code: 6-2402

Account Name: Hire Vehicle.

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Delphine Rhoniu Sign:

Post: FC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 7,200-00

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: _____ Signature

Name: Mebb Date: 6/12/2023

Position: Compliance

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC - 2152/23

DEPARTMENT: _____

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1		Raise payment to JANET PILOSI for invoice # 0328831. This request being for 2x working days for vehicle hiring as Per signed Contract.	JANET PILOSI	~	$ 7,200-00
				TOTALS	$ 7,200-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $ 7,200-00 Date: 27/11/23

Requisition Officer (Name): IAN IRAVO Sign: _____

Account Code: 6-2402

Account Name: Hire Vehicle

Funds available on this account: _____

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Renie Sign: _____

Post: _____

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 7,200-00

Signed: _____

Name: _____

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: _____ Signature _____

Name: Jeff Mebb Date: 6/12/2023

Position: Compliance.

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

MINUTES **Ref:** GOC – 2152/22

To: CHIEF EXECUTIVE OFFICER, GOC _____

From: FINANCE & PROCU, GOC _____ **Date:** 1/12/23

RE: PURCHASE DOCUMENTS TO PROCESS FOR 12 X DAYS HIRING OF VEHICLE AS PER SERVICES AGREEMENT.

Minutes approval is sought to raise payment as refered above.

The sum of **sbd 7,200.00** defined in the attached invoice. This represent the needs as being agreed upon by GOC Transport Management team to process payment for 12 x days hiring of above vehicle purposely for transporting of athletes and team officials or equipment/materials between villages and competition venues as per signed services agreement.

See attached for invoice no. 0328831 & contract for your attention.

Therefore, kindly request for endorsement and approval of the work budget as moving on with the payment processing.

Thanks.
Prepared by: Iraqo Ian

Finance (GOC/NHA)

Endorsed by:

Mrs. Imogen Vida for Imogen **Finance Team** Games Organizing Committee/NHA		
Signature:	Date: 04/12/2023	

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 4/12/23	

Original

TAX INVOICE*/STATEMENT* 0328831

(*delete as appropriate)

Date 18-11-23

To GOC

ABN *(of Recipient)* | Order No.

From Janet Pilosi

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
12	working days	$600-		$7,200-
	POB			
	Ac: 022002000305			
	Ph: 7851168			
				$7,200

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



TRANSPORTATION SERVICES AGREEMENT FOR GOC EMPLOYEES

Parties to Agreement

Between

Games Organisating Committee
("Client")

AND

Janet Pilosi
("Service Provider")

---

1. Vehicle description

1.1 Service Provider to provide to the Client the following information. Details are stipulated in *Annex A.*

1.1.1 Full names and age of vehicle driver;

1.1.2 Valid driving license of vehicle driver;

1.1.3 Description of vehicle:

1.1.3.1 Type of vehicle

1.1.3.2 Colour of bus

1.1.3.3 Registered number of bus

1.1.3.4 Registered owner of bus

1.1.3.5 Number of seats in the bus

1.2 Client to provide Service Provider the following information:

1.2.1 Map of pickup and drop-off routes;

1.2.2 Exact time which Service Provider supposed to be arriving to workplace immediately after picking up staffs; and

1.2.3 Total number of staffs to be picked up and drop-off.

1.3 The Service Provider must be 18 years and above.

2. Services

2.1 Service provider to provide transportation services ("service") as stipulated in *Annex B.*

2.2 Service provider may be required in exceptional circumstances to perform additional services at odd hours in weekends, public holidays, and night times.

2.3 Service provider shall perform the service (pick-up and drop-off) as agreed under this Agreement. The pick-up and drop-off schedule for the following locations is provided in *Annex B.*

2.3.1 **Tenavatu, Corona Market, Aola Market(Aligeta East), Aligeta West,Air port Motel, Don Bosco, San Valley Bus stop, Szetu Factory, Sport City**

3. Duration

3.1 This Agreement commences on 19th June **2023** and expires on a date no later than ***[30th Noveber 2023.***

3.2 Irrespective of sub-clause 3.1, parties may negotiate te extend duration of this Agreement 3 (three) days prior to expiration date.

4. Payment

4.1 The parties agree, total sum of ***$72,000.00*** to be paid to service provider for services to be performed within duration under this Agreement.

4.2 Total sum provided in preceding sub-clause to be paid in accordance with schedule of payments provided in *Annex C,* and shall include all tax obligations of income taxes.

5. Payment Conditions

5.1 Payments in Solomon Islands currency, paid to service provider's bank account, Bank South Pacific (BSP) in Honiara.

5.2 Payment to be made after 10 working days, and upon receipt of invoice from service provider subject to the following:

5.2.1 Total sum of **$6,000.00** shall be paid to service provider in full only upon successful completion of a 10 (ten) days service;

5.2.2 Payment to be reduced for failure to perform either morning pick-up, evening drop-off or both in any working day;

5.2.3 Payment to be reduced if Client's staff(s) sustained injury due to service provider's own misconduct or negligence during performance of either morning pick-up, evening drop-off or both in any working day;

6. Supervision and Administration

6.1 Client's Transportation Services Manager

6.1.1 Client designate **Maxsweeny Kekevera** as Administration Supervisor ("AS"), responsible for coordination of services.

6.1.2 AS to oversee acceptance and approval of deliverable, and for receiving and approving invoices for payments of services.

6.1.3 In absence of AS due to death, illness, termination of his contract with Client, or travel within country or overseas, Client to appoint his new replacement to implment desganted task.

6.2 Service Provider's Assistant.

6.2.1 Service provider designate ***Supervisor*** to oversee and coordinate service provider's services.

6.2.2 Assistant to liaise with AS on issuing and receiving of invoices and receipts, and other activities relevant to services.

7. Performance Standard and Termination

7.1 Service provider to perform obligations with highest standards of professionalism, ethical and moral competence, and integrity.

7.2 Highest standrds of professionalism, ethical and moral competence and intergrity shall include any but not limited to:

7.2.1 Decent dressing code;

7.2.2 No consumption of alcohol, kava, chewing betel-nuts and smoking during course of services;

7.2.3 No unnecessary stopping along the routes during course of services.

7.2.4 Signing in and singing off every pick-up and drop off.

7.3 Client, through written notice, must notify service provider of any failure to uphold rules on performance standard.

7.4 Client may terminate this Agreement if service provider violates provisions of this Clause more than once.

8. Indemnification

8.1 Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

9. Amendment

9.1 Parties, during term of services, may amend this Agreement where the circumstances require.

9.2 Party who wishes and intends to amend this Agreement must notify the other party of his or her proposal to amend this Agreement.

10. Confidentiality

10.1 Service provider or his Assistant shall not, during course of performance of this Agreement and within three months of expiration of this Agreement, disclose to public or third party any proprietary or confidential information pertaining to services or Client's business operations, without prior written consent of Client.

11. Assignment

11.1 Service provider or Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of this Agreement to any third party without prior written consent of Client.

11.2 Any breach or attempt to breach provisions of preceding sub-clause shall result in termination, by Client, of this Agreement.

12. Force Majeure

12.1 Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations if the circumstances that prevented such obligations from being performed are a direct consequence of Force Majeure.

12.2 Party that relies on the claim of Force Majeure must promptly, through written notice, notify the other Party of the event of Force Majeure and how such event prevented performance of obligations.

13. Jurisdiction and Language

13.1 This Agreement is subjected to and govern by the national laws of Solomon Islands.

13.2 All correspondences by and between the parties during course of performance of this Agreement must be communicated in English.

14. Dispute Resolution

14.1 Unless the circumstances require the parties to settle any arising dispute in a court of competent jurisdiction, the parties agree to resolve any dispute relating to this Agreement in an amicable manner.

15. Declaration

15.1. The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to execute and be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence of:

.....

Witness

Rocklive Poloso (Finance Manager, Games Organisaing Committee)

.....

Peter Stewart (CEO, Games Organising Committee)

Signed by **Janet Pilosi** in the presence of:

.....

Witness 28/7/2023

Name of Witness & title (please print):

MacSweeny Celavera.

.....

.....

Janet Pilosi (Transport Service Ltd)

[name of service provider] (title) 28/7/2023.

Janet Pilosi

.....

Annex A

Descriptions of Bus and other relevant information

Service Provider's Details	
1. Name of Service Provider	Janet Pilosi
2. Age of Service Provider	
3. Name of registered owner of Hired Vehicle	Janet Pilosi Transport Service Ltd

Description of Hired Vehicle	
1. Type of Hired Vehicle	
2. Colour of Hired Vehicle	
3. Registered number of Hired Vehicle	
4. Seat numbers of Hired Vehcile	

Annex B

*Daily Pick-up Schedule for Staffs working at **Sport City***

Day	Pick-Up Time	Destination
Monday	7: 15am	Tenavatu to Sport City
Tuesday	7: 15am	Tenavatu to Sport City
Wednesday	7: 15am	Tenavatu to Sport City
Thursday	7:15am	Tenavatu to Sport City
Friday	7:15am	Tenavatu to Sport City

*Daily Drop-off Schedule for staffs working at **Sport City***

Day	Drop-Off Time	Destination
Monday	5pm	Sport City to Tenavatu
Tuesday	5pm	Sport City to Tenavatu
Wednesday	5pm	Sport City to Tenavatu
Thursday	5pm	Sport City to Tenavatu
Friday	5pm	Sport City to Tenavatu

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

PACIFIC GAMES
SOLOMON ISLANDS

NATIONAL HOSTING AUTHORITY

SOLOMON ISLANDS GOVERNMENT

C5

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST

(For payment of contracts over $100,000)

This checklist is to be submitted along with contracts payments for works, goods and services

Purchase Requisition (PR) for the entire value of the contract	P7 35			
Draft Contract (not yet signed by Supplier)	P7 10.1			
Tender Award by ITB/GTB	P7 10.1			
PR signed by requisition officer				
Vendor Information Form (for new vendor)				
ICT Checklist attached (if for ICT equipment)				
Progress Report of works/Photos etc				
Completion report if goods/services and works have been completed				
Other reports if any (goods and services)				
Payment certificate from Engineer matching amount in Requisition				
Invoice from Contractor matching amount in requisition				
Contract form approved and Signed by Chairman/EDs	P7 27.2			
PR has been signed by authorized person (and not approving payment to themselves)	P7 44			
Check amount on PR matches the signed contract				
Account code used is correct	P7 38.5(e)			
Name on PR matches signed contract	P7 38.5(e)			
Check price and rates are reasonable	P7 43.2(b)			
Amount entered in AX matches Requisition				
Account code in AX matches Requisition				
Vendor name in AX matches Requisition				
Item code and Units entered (e.g. box, each) correctly				
Description has enough detail				
Check dates on future instalments entered correctly				
Budget OK				

***Note:** If any of the above is not able to be certified please include an explanation of why. This will speed up the compliance process.*

Department Compliance performed by:

Signed: 

Name and Position: Agnes. N. Nguru

Date: 24/11/23

Procurement section Compliance performed by:

Signed: _____

Name and Position: OFI Tuff Meds

Date: 6/12/2023

Finance Department Compliance performed by:

Signed: _____

Name and Position: George / Finance officer

Date: 7/12/23

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Janet Pilosi

1) Requisition	✓	Sign by FC		Sign by ED	29/6
2) Payment Voucher	✓	Sign by FC		Sign by ED	29/6
3) LPO		Sign by FC		Sign by ED	
29/6/23 4) IB Authorisations	✓	Authorised by FC		Authorised by ED	29/6

Comments:

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	29/06/2023 15:13
Transaction Number:	AGP22926

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328812-GOC

Pay Date : 29/06/2023

PAID
DATE 29/06/23 CHQ. No.

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
29/06/2023 15:13 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
29/06/2023 18:25 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
29/06/2023 18:32 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
29/06/2023 18:32 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGP22926

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed_____ Date 28/6/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed_____ Date 28/6/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2803	Transport - Other	Pick up & Drop Off from 5/06/2026 - 16/06/2023. GOC Staff Inv# 328812	$5,400.00

Cheque No: IB TRANS for $5,400.00 Date 28/06/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 28/06/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-0686/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		Raise payment for Cost of staff transport for 9 working days, 6th to 16th June 2023. Invoice No, 328812	Janet Pilosi		$5,400-
				Total:	$5,400.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400.00 Date: 22/06/23

Requisition Officer (Name): Florence Sign:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Rane Sign:

Position: PC

Department/Committee: NHA

Account Code No: ~~6-4202~~ 6-2803

Account Name: Transport

Funds available on this account:

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOLOMON ISLANDS PACIFIC GAMES

Authority is granted for expenditure not exceeding:

SBDs: 5,400.00

Signed:

Name: Cleary

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Darley V Thomas Date: 26/06/23

Position: PCC NHA

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

6-4202

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-0686/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		Raise payment for Cost of staff transport for 9 working days, 6th to 16th June 2023. Invoice No. 328812	Tignet Pitosi 26/6/23		$5,400-
				Total:	$5,400.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400.00 Date: 22/06/23

Requisition Officer (Name): Florence Sign:

Account Code No: 6-4202 6-2803

Account Name: Transport

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Rarie Sign:

Position: FC

Department/Committee: NHA

Authority is granted for expenditure not exceeding:

SBD$ 26/06/23

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Date:

Position:

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

G-4202

Original

TAX INVOICE*/STATEMENT* 0328812

(*delete as appropriate)

Date 15-06-23

To G.O.C

ABN (of Recipient) | Order No.

From Janet Pilosi

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
9	working days	600-		$5,400-
	POB			
	Ac: 022002000305			
	Janet Pilosi			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 19/06/2023

RE: DOCUMENT TO PROCESS PAYMENT TO Janet Pilosi

Minutes approval is sought to raise payment as refered above.

The sum of **SBD 5,400.00 as** defined in the attached Invoice represent a payment of provision of staff transport for 9 working days to 16th June 2023.

The invoice # 328812 is attached for your checking.

Please endorsement and approve as per the working budget and process payment as soon as possible.

Prepared by: Wickly Wemu

Payroll COORDINATOR
GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 20/06/2023	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 20/6/23	**CEO to sign**

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PILOSI

1) Requisition	☑	Sign by FC		Sign by ED	
2) Payment Voucher	☑	Sign by FC		Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
4) IB Authorisations	☑	Authorised by FC		Authorised by ED	

Comments:

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	14/07/2023 11:46
Transaction Number:	AGR05475

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328813-GOC

PAID
DATE 14/07/23 CHQ. No.

Pay Date : 14/07/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
14/07/2023 11:46 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
14/07/2023 16:39 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
14/07/2023 17:02 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
14/07/2023 17:02 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

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Held for Authorisation
Transaction Number AGR05475

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
14/7/23
SOL2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed_____ Date 14/7/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed_____ Date 13/7/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Transport contract provision for GOC Staff of 10 working dats to 30th June 2023.	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 13/07/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 13/07/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-0798/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		TRANSPORT CONTRACT PROVISION FOR GOC STAFF TO 30TH JUNE 2023 INV. 328913	JANET PILOSI		$6,000 — ~~2~~ $6,000 —
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 14/11/23

Requisition Officer (Name): WILLIAM Sign:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Ronce Sign:

Position: PC

Department/Committee: NHA.

Account Code No: 6-2402

Account Name: Hire Plant & Vehicle.

Funds available on this account:

Authority is granted for expenditure not exceeding:

SBD$ 6,000-00

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOLOMON ISLANDS 2023 PACIFIC GAMES

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Darby V. Thaua Date: 11/07/23

Position: PCC NHA

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 05/07/2023

RE: DOCUMENT TO PROCESS PAYMENT TO Janet Pilosi

Minutes approval is sought to raise payment as refered above.

The sum of **SBD 6,000.00 as** defined in the attached Invoice represent a payment of provision of staff transport for 10 working days to 30th June 2023.

The invoice # 328813 is attached for your checking.

Please endorsement and approve as per the working budget and process payment as soon as possible.

Prepared by: Wickly Wemu

Payroll COORDINATOR
GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 06/07/2023	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 6/7/23	**CEO to sign**

Original

TAX INVOICE*/STATEMENT* 0328813

(*delete as appropriate)

Date 30/06/23

To G.O.C

ABN *(of Recipient)*

Order No.

From JANET PILOSI

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	Working days 600-			$6,000-
	POB			
	Ac: 022002000305			
	Mb: 78511168			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

TRANSPORTATION SERVICES AGREEMENT

This present TRANSPORTATION SERVICE AGREEMENT ("Agreement") is made and entered into on this **14th Day** of **February 2023**, by and between **Peter Stewart** of **Games Organising Committee (GOC) ("Client")**, **Sea King Building, Honiara, Solomon Islands,** and **Janet Pilosi ("Service Provider")** of ~~**ZEL Enterprise Ltd**~~ Janet Pilosi, Malango, Central Guadalcanal, Solomon Islands.

WHEREAS, the Client shall engage the Service Provider to perform bus transportation services for the Client's employees, and

WHEREAS, the Servic Provider is willing and agree to perform the bus transportion services for the Client's employees, and

WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

NOW THEREFORE THE PARTIES hereby agree as follows:

Background/Recital

A. The Client is a Committee established under the *Pacific Games Act, 2023 (2017)* by the National Government of Solomon Islands. Its main office is situated at Sea King Building in Central Honiara, Solomon Islands.

B. The Client's main objective, under the said Act, is to oversee the overall management and administration program of the events of the Pacific Games scheduled to be held in Honiara, Solomon Islands in November, 2023.

C. The Service Provider is a locally established Enterprise incorporated under the relevant laws of Solomon Islands, having its station of business operation at Malango, Central Guadalcanal and is also operating transportation services in Honiara, Solomon Islands.

D. In this Agreement, the Service Provider will provide bus transportation services for the Client's employees 5 (five) days a week, from Monday to Friday. This service will include picking-up the employees every morning from their areas of residences and transport them to work before official working hours and dropping them off at their pickup points in every evening after working hours.

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

---

1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

"deliverables" reference to deliverables means all the work, services and activities in this Agreement.

"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

"Ten working days" reference to ten working days refers to the number of days which the Service Provider shall do the pickup and drop-off routes.

"working hours" reference to working hours means 8:30am in the morning to 5pm in the afternoon in every ten working days.

3. Subject Matter

(1) The Service Provider, upon the execution of this Agreement, shall disclose and provide to the Client the following information:

(a) Full names of bus driver;

(b) Valid driving license of bus driver;

(c) Descriptions of the bus including:

(i) Colour of bus

(ii) Registered number of bus

(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

(c) Total number of staffs to be picked up and dropp-off.

(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

4. Services

(1) The Service Provider shall provide bus transportation services for the staffs to transport them between their pickup points to the location of the Client's Company or Office.

(2) The pickup and drop-off schedule for the services shall take place in the dates and time set out in **Annex B** to this Agreement.

(3) The Client, where the circumstances permit, may require the Service Provider to perform services anytime during official working hours and may also require the same to perform such services anytime during public holidays, weekends, and/or any other necessary services during night times.

5. Term/Duration

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

6. Payment

(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by reason of death, critical illness, incompetence, travelling out of Solomon Islands or termination of his employment contract with the Client's Company then the Client shall immediately designate and delegate such obligations to any other employees in the HR and Administration Division in the Client's Company to implement the Client's responsibility.

(2) Service Provider's Assistant

(a) The Service Provider designate **Micky Kalea** as her Assistant who shall be responsible for the coordination of activities of the Services in this Agreement.

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

(2) The circumstances which are deemed as an event of Force Majeure are set out in **Annex D** to this Agreement.

(3) The Party that seek to rely on the claim of Force Majeure must promptly, through a written notice as practicably as possible, notify the other Party of the event relied upon and provide detailed information of such event relating to the following circumstances:

(a) the date of its first occurrence;
(b) the cause of such event; and
(c) how the event prevented the Party from performing its obligations.

15. Jurisdiction and Language

(1) This present Agreement shall be governed and subject to the national laws of Solomon Islands.

(2) All correspondences by and between the Parties during the course of performance of this Agreement must be communicated in English.

16. Dispute Resolution

(1) The Parties agree that any dispute arising between themselves relating to this Agreement shall be resolved in any of the following ways:

(a) Any dispute or if there is likely to be a dispute between the Parties relating to the way which the terms and conditions of this Agreement are implemented shall and must be immediately resolved by the Parties in an amicable way (outside of court);

(b) In circumstances where the provisions of the preceding Sub-Clause fail to materialise, the Parties must appoint an independent mediator who has no ties whatsoever with either of the Parties to mediate a settlement (outside of court); or

(c) If, after the mediation process, the Parties fail to establish the provisions of Sub-Clauses (1), (a) or/and (b) of this Clause, then the matter shall be brought to be settled in a court of competent jurisdiction in Solomon Islands.

(2) In circumstances where the provisions of Sub-Clause (1)(c) of this Clause is invoked by either Party, then the Parties shall meet their own costs and/or expenses.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)
of:)
)
.....) .....
witness) **Janet Pilosi** (Transport Service Ltd)

Name of Witness (please print):

.....

Annex A

Descriptions of Bus and other relevant information

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);
(b) Pandemic;
(c) World War;
(d) Military invasion of Solomon Islands by a foreign country;
(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;
(f) Civil unrest/war in Solomon Islands;
(g) Epidemic;
(h) Cancellation or termination of the South Pacific Games
(i) The South Pacific Games has shifted to another country;
(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;
(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.

Annex A

HONIARA CITY COUNCIL BUSINESS LICENCE 2022

BT 6171

Honiara City Council (Regulation Licences) Ordinance

A business licence is hereby issued for the following business (es) in accordance section with section 4 (1) of the Honiara City Council (Regulation of Business Licences) Ordinance

Code	Type of Business
41516	Busservice

Issued to Janet Pilosi

Vehicle Registration Number B0496

Business Names Janet Pilosi **Conditions Imposed** _____

Licence expiry date: 31st December. 2022

Amount of fee paid* $ 1000 **Receipt No.** 3695 **Sticker No.** 2222048

*** Business licence fees are imposed pursuant to section 4 (1) of the Honiara City Council (Registration of Business Licences) Ordinance and section 4 and Schedule 2 of the Honiara City Council (Fees, Rates and Charges) Ordinance 2022.**

The Business Licence holder is ask to:

1. Display the licence sticker on their vehicles from windscreen and keep their business licence with their records.

2. Allow the business licence and licence sticker to be inspected by council Officers when so requested.

3. Notify the business Licence Officer, Honiara City Council if or when information stated in the above Licence changes.

Approved by:

Isaac Kuta

Business Licence officer

17.02.22

Date Approved

GUADALCANAL PROVINCE RECEIPT

LC4
154721

HEAD.....
SUB-HEAD.....
LEDGER FOLIO.....

DATE 07/05/2019

RECEIPT VOUCHER NUMBER.....

RECEIVED FROM Nichol Pilosi OF Honiara

TOWN/VILLAGE Honiara Ward DISTRICT

THE SUM OF One Thousand DOLLARS ..... Cents

BEING PAYMENT OF V/ Business License Buka Micros 2019/2020

$ 1,000 : 00

GUADALCANAL PROVINCE Signature Designation

DISTRIBUTION: *Original - to payer*
Duplicate - to Cash Book
Triplicate - remain in Book

NOTE: INDELIBLE PENCIL ONLY TO BE USED

SOLOMON ISLANDS GOVERNMENT

Date 31 October 2022 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7231777**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mrs JANET PILOSI** TMN: **475707**

The Sum of **FIVE HUNDRED AND SIXTEEN Dollars ONLY**

$ 516 ¢ 0

Type	**Details**	**Amount**
Vehicle Licence	B0496 (Hiace 2018) expiring 31/01/2023	516.00
	Total	**516.00**

By Cash

MOTOR VEHICLE LICENSING OFFICER HONIARA

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	516	0

Terms and Conditions

- This Receipt is not valid without the Solomon Island Inland Revenue Division Stamp AND the signature of the authorized officer.
- A fee will be charged for any duplicate Receipt in accordance with the SIG financial instructions.
- This Receipt is non-transferable to any other person for whatever purpose.

SOLOMON ISLANDS GOVERNMENT
Ministry of Infrastructure & Development

PB. 24

Vehicle Inspection Certificate

N0024237

Description of Vehicle

Make: TOYOTA PRADO REG. No BO496

Model: KDH222R - LONG

Class: LPCV

Engine No: 1KD-FTV (Injected)

Current License Expiry: 31/10/22

Date of Inspection	31/10/22				
Speedometer Reading		141853 km			

Total Insp. Fees $ –

License Fee $.....

Total Fee Payable $.....

I certify that I have inspected the vehicle described above and find it be roadworthy as defined by the Traffic Regulations 1967, and subsequent amendments.

Recommendation to Licensing Officer 3 months

ITF-5522-PSDV&1533

31/10/22
Date

MID VEHICLE INSPECTION PASSED

Signature of authorized vehicle inspector

SOLOMON ISLANDS GOVERNMENT VEHICLE INSPECTION REPORT

Ministry of Infrastructure & Development

MECH: 0249 Serial No. 0024695

ERP: 31/10/22

DESCRIPTION OF VEHICLE

Registration No: B0496

Make: TOYOTA HIACE (UPSU)

Model: KD H222 - LEMDY

Engine No: 2KD-FTV (2494cc)
(To be inserted if the vehicle is unregistered)

Frame No: JTFSS22PS00181533

Speedo Reading: 141099 Km

Report No:

(Signature of Examiner)

Date: 28/10/22

MOTOR VEHICLE

Speedometer	✓
Footbrake	✓
Handbrake	X
Mirrors	✓
Registration Plates	✓
Park/Side/Tail Light	✓
Number Plate Lamp	✓
Headlamps	✓
Direction Indicators	✓
Spotlights	✓
Horn	✓
Windscreen & Wipers	✓
Engine Department Check	✓
Battery	✓
Tyres	✓
Wheel And Rims	✓
Wheel Bearings And Axles	✓
Exhaust System	✓
Bodywork & Chassis	✓
Transmission	✓
Steerig	✓
Suspension	✓
Others	✓

MOTOR CYCLE

Speedometer	
Brakes	
Tyres	
Headlamps	
Stop/Tail Lights	
Number Plate Lamp	
Horn	
Exhaust System	
Registration Plates	
Mirrors	
Frame & Guards	
Seats / Footrests	

TRAILERS

Brakes	
Couplings	
Safety Chains	
Light	
Reflectors	
Wheels & Tyres	
Body & Chassis	
Suspension	

DEFECTS

This form must accompany the vehicle if it has to be returned for reinspection.

1. Hand brake cls ✓

31/10/22
Date Rectified

(Signature of Examiner)

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PILOSI

1) Requisition	☑	Sign by FC		Sign by ED	
2) Payment Voucher	☑	Sign by FC		Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
4) IB Authorisations	☑	Authorised by FC		Authorised by ED	

7/8/23

Comments:

GOC

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	07/08/2023 14:14
Transaction Number:	AGT88329

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup



Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328817-GOC

Pay Date : 07/08/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * * *
07/08/2023 14:14 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
07/08/2023 17:09 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
07/08/2023 17:20 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
07/08/2023 17:20 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGT88329

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

7/8/23

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 6/8/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 4/8/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for GOC Staff transport for 10 working days.	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 3/08/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 3/08/23

Original

TAX INVOICE*/STATEMENT* 0328817

(*delete as appropriate)

Date 28/07/23

To GOC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days	$600		$6000
	POB			
	022002000305			
				$6,000-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC 0917/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF STAFF TRANSPORT FOR 10 WORKING DAYS.	JANET P/LOS/ TRANSPORT		$6,000
				Total:	$6,000

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 2/8/23

Requisition Officer (Name): WWEMM Sign:

Account Code No: 6-2402

Account Name: Hire Plant & Vehicles.

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Rence Sign:

Position: FC

Department/Committee: NHA

Authority is granted for expenditure not exceeding:

SBD$ 6,000.00

Signed:

Name: CMeng

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: P. Awane Date: 3/8/23

Position: Procurement Contracts

White Copy -NHA FINANCE

Pink Copy - Compliance Unit/Department

Blue Copy - Requisition Department

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC 0911/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		PROVISION OF STAFF TRANSPORT FOR 10 WORKING DAYS.	JANET PILOSI TRANSPORT	615	$6,000
				Total:	$6,000

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 2/3/23

Requisition Officer (Name): WWEMU — Sign:

Account Code No: 6-2402

Account Name: Hire Plant & Vehicles.

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie Remu — Sign:

Position: FC

Department/Committee: NHA

Authority is granted for expenditure not exceeding:

SBD$ 6,000-00

Signed:

Name: CWiemu

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: P. Hilare **Date:** 3/3/23

Position: Procurement Contracts

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 01/08/2023

RE: DOCUMENT TO PROCESS PAYMENT TO Janet Pilosi

Minutes approval is sought to raise payment as refered above.

The sum of **SBD 6,000.00 as** defined in the attached Invoice represent a payment of provision of staff transport for 10 working days.

The invoice # 328817 is attached for your checking.

Please endorsement and approve as per the working budget and process payment as soon as possible.

Prepared by: Wickly Wemu

Payroll COORDINATOR
GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 1/8/23	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 1/8/23	**CEO to sign**

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PILOSI TRANSPORT.

3/8/23	1) Requisition	☑	Sign by FC		Sign by ED	
	2) Payment Voucher	☑	Sign by FC		Sign by ED	
	3) LPO	☐	Sign by FC		Sign by ED	
8/8/23	4) IB Authorisations	☑	Authorised by FC		Authorised by ED	

Comments:



ANZ

Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer
Transaction or Request Status: Posted
Date / Time: 08/08/2023 15:37
Transaction Number: AGT99502

Transaction Details:
ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328814-GOC

PAID
DATE 9/08/23 CHQ. No.

Pay Date : 08/08/2023

Comments:
* * * * * * * * * * * Authorisation Details * * * * * * * * * * * *
08/08/2023 15:37 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
09/08/2023 09:08 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
09/08/2023 10:10 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
09/08/2023 10:10 Debbie Ofaeri Sifoni
Transaction Processed
* *

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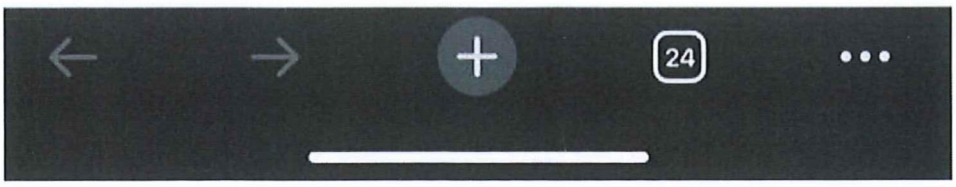

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGT99502

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
PACIFIC GAME

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 7/8/23
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 7/8/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for GOC Staff transport for 9 working days.	$5,400.00

Cheque No: IB TRANS for $5,400.00 Date 7/08/2023

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by _____ Date 7/08/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GRC 0833/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF STAFF TRANSPORT FOR 7 DAYS TO 14/01/23 INV. 328814	JANET PILOSI TRANSPORT.		$5,400 $5,400
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400 — Date: 18/1/23

Requisition Officer (Name): LUEMA Sign:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Rence Sign:

Position: FC

Department/Committee: NHA

Account Code No: 6-2402

Account Name: Hire of Plant & Vehicles

Funds available on this account:

Authority is granted for expenditure not exceeding:

SBD$ 5400 —

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: PETER HINIANE Date: 3/8/23

Position:

White Copy -NHA FINANCE

Pink Copy - Compliance Unit/Department

Blue Copy - Requisition Department

Original

TAX INVOICE*/STATEMENT* 0328814

(*delete as appropriate)

Date 13-07-23

To G.O.C

ABN (of Recipient) | Order No.

From JANET PILOSI TRANSPORT

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
9	working days	600-		$5,400-
	POB			
	Ac: 022002000305			
	MB: 7851168			
				$5,400-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 18/07/2023

RE: DOCUMENT TO PROCESS PAYMENT TO Janet Pilosi

Minutes approval is sought to raise payment as refered above.

The sum of **SBD 5,400.00 as** defined in the attached Invoice represent a payment of provision of staff transport for 9 working days to 14th July 2023.

The invoice # 328814 is attached for your checking.

Please endorsement and approve as per the working budget and process payment as soon as possible.

Prepared by: Wickly Wemu

Payroll COORDINATOR
GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 18/07/2023	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 18/7/23	**CEO to sign**



TRANSPORTATION SERVICES AGREEMENT FOR GOC EMPLOYEES

Parties to Agreement

Between

Games Organisating Committee
("Client")

AND

Janet Pilosi
("Service Provider")

---

1. Vehicle description

1.1 Service Provider to provide to the Client the following information. Details are stipulated in *Annex A.*

1.1.1 Full names and age of vehicle driver;

1.1.2 Valid driving license of vehicle driver;

1.1.3 Description of vehicle:

1.1.3.1 Type of vehicle

1.1.3.2 Colour of bus

1.1.3.3 Registered number of bus

1.1.3.4 Registered owner of bus

1.1.3.5 Number of seats in the bus

1.2 Client to provide Service Provider the following information:

1.2.1 Map of pickup and drop-off routes;

1.2.2 Exact time which Service Provider supposed to be arriving to workplace immediately after picking up staffs; and

1.2.3 Total number of staffs to be picked up and drop-off.

1.3 The Service Provider must be 18 years and above.

2. Services

2.1 Service provider to provide transportation services ("service") as stipulated in *Annex B.*

2.2 Service provider may be required in exceptional circumstances to perform additional services at odd hours in weekends, public holidays, and night times.

2.3 Service provider shall perform the service (pick-up and drop-off) as agreed under this Agreement. The pick-up and drop-off schedule for the following locations is provided in *Annex B.*

2.3.1 Tenavatu, Corona Market, Aola Market(Aligeta East), Aligeta West,Air port Motel, Don Bosco, San Valley Bus stop, Szetu Factory, Sport City

3. Duration

3.1 This Agreement commences on 19th June **2023** and expires on a date no later than ***[30th Noveber 2023.***

3.2 Irrespective of sub-clause 3.1, parties may negotiate te extend duration of this Agreement 3 (three) days prior to expiration date.

4. Payment

4.1 The parties agree, total sum of ***$72,000.00*** to be paid to service provider for services to be performed within duration under this Agreement.

4.2 Total sum provided in preceding sub-clause to be paid in accordance with schedule of payments provided in *Annex C,* and shall include all tax obligations of income taxes.

5. Payment Conditions

5.1 Payments in Solomon Islands currency, paid to service provider's bank account, Bank South Pacific (BSP) in Honiara.

5.2 Payment to be made after 10 working days, and upon receipt of invoice from service provider subject to the following:

5.2.1 Total sum of **$6,000.00** shall be paid to service provider in full only upon successful completion of a 10 (ten) days service;

5.2.2 Payment to be reduced for failure to perform either morning pick-up, evening drop-off or both in any working day;

5.2.3 Payment to be reduced if Client's staff(s) sustained injury due to service provider's own misconduct or negligence during performance of either morning pick-up, evening drop-off or both in any working day;

6. Supervision and Administration

6.1 Client's Transportation Services Manager

6.1.1 Client designate **Maxsweeny Kekevera** as Administration Supervisor ("AS"), responsible for coordination of services.

6.1.2 AS to oversee acceptance and approval of deliverable, and for receiving and approving invoices for payments of services.

6.1.3 In absence of AS due to death, illness, termination of his contract with Client, or travel within country or overseas, Client to appoint his new replacement to implment desganted task.

6.2 Service Provider's Assistant.

6.2.1 Service provider designate ***Supervisor*** to oversee and coordinate service provider's services.

6.2.2 Assistant to liaise with AS on issuing and receiving of invoices and receipts, and other activities relevant to services.

7. Performance Standard and Termination

7.1 Service provider to perform obligations with highest standards of professionalism, ethical and moral competence, and integrity.

7.2 Highest standrds of professionalism, ethical and moral competence and intergrity shall include any but not limited to:

7.2.1 Decent dressing code;

7.2.2 No consumption of alcohol, kava, chewing betel-nuts and smoking during course of services;

7.2.3 No unnecessary stopping along the routes during course of services.

7.2.4 Signing in and singing off every pick-up and drop off.

7.3 Client, through written notice, must notify service provider of any failure to uphold rules on performance standard.

7.4 Client may terminate this Agreement if service provider violates provisions of this Clause more than once.

8. Indemnification

8.1 Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

9. Amendment

9.1 Parties, during term of services, may amend this Agreement where the circumstances require.

9.2 Party who wishes and intends to amend this Agreement must notify the other party of his or her proposal to amend this Agreement.

10. Confidentiality

10.1 Service provider or his Assistant shall not, during course of performance of this Agreement and within three months of expiration of this Agreement, disclose to public or third party any proprietary or confidential information pertaining to services or Client's business operations, without prior written consent of Client.

11. Assignment

11.1 Service provider or Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of this Agreement to any third party without prior written consent of Client.

11.2 Any breach or attempt to breach provisions of preceding sub-clause shall result in termination, by Client, of this Agreement.

12. Force Majeure

12.1 Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations if the circumstances that prevented such obligations from being performed are a direct consequence of Force Majeure.

12.2 Party that relies on the claim of Force Majeure must promptly, through written notice, notify the other Party of the event of Force Majeure and how such event prevented performance of obligations.

13. Jurisdiction and Language

13.1 This Agreement is subjected to and govern by the national laws of Solomon Islands.

13.2 All correspondences by and between the parties during course of performance of this Agreement must be communicated in English.

14. Dispute Resolution

14.1 Unless the circumstances require the parties to settle any arising dispute in a court of competent jurisdiction, the parties agree to resolve any dispute relating to this Agreement in an amicable manner.

15. Declaration

15.1. The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to execute and be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence of:

.....

Witness

Rocklive Poloso (Finance Manager, Games Organisaing Committee)

.....

Peter Stewart (CEO, Games Organising Committee)

Signed by **Janet Pilosi** in the presence of:

.....

Witness 28/7/2023

Name of Witness & title (please print):

MacSweeny Gelawera.

.....

.....

Janet Pilosi (Transport Service Ltd)

[name of service provider] (title) 28/7/2023.

Janet Pilosi

.....

Annex A

Descriptions of Bus and other relevant information

Service Provider's Details	
1. Name of Service Provider	Janet Pilosi
2. Age of Service Provider	
3. Name of registered owner of Hired Vehicle	Janet Pilosi Transport Service Ltd

Description of Hired Vehicle	
1. Type of Hired Vehicle	
2. Colour of Hired Vehicle	
3. Registered number of Hired Vehicle	
4. Seat numbers of Hired Vehcile	

Annex B

*Daily Pick-up Schedule for Staffs working at **Sport City***

Day	Pick-Up Time	Destination
Monday	7: 15am	Tenavatu to Sport City
Tuesday	7: 15am	Tenavatu to Sport City
Wednesday	7: 15am	Tenavatu to Sport City
Thursday	7:15am	Tenavatu to Sport City
Friday	7:15am	Tenavatu to Sport City

*Daily Drop-off Schedule for staffs working at **Sport City***

Day	Drop-Off Time	Destination
Monday	5pm	Sport City to Tenavatu
Tuesday	5pm	Sport City to Tenavatu
Wednesday	5pm	Sport City to Tenavatu
Thursday	5pm	Sport City to Tenavatu
Friday	5pm	Sport City to Tenavatu

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: JANET PIKOSI

29/08/23

1) Requisition	☑	Sign by FC		Sign by ED	
2) Payment Voucher	☑	Sign by FC		Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
4) IB Authorisations	☑	Authorised by FC		Authorised by ED	

1/9/23

Comments:

GOC

2023 RECIEVED
DATE
PACIFIC GAMES SOLOMON ISLANDS SIGN



ANZ

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	01/09/2023 14:28
Transaction Number:	AGX12091

Transaction Details:
ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#0328819

Pay Date : 01/09/2023

Comments:
********** Authorisation Details **********
01/09/2023 14:28 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
01/09/2023 15:43 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
02/09/2023 10:00 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
02/09/2023 10:00 Debbie Ofaeri Sifoni
Transaction Processed
****

PAID
DATE 2/9/23 CHQ. No.

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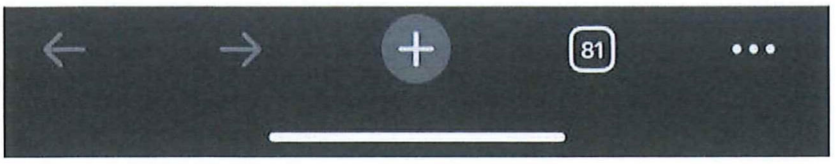


Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGX12091

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

11/9/23

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 1/9/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 31/08/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for GOC Staff transport from work - 14th - 25th August 2023. inv# 328819	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 31/08/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 31/08/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC 1067/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		PROVISION OF GOC STAFF TRANSPORT TO AND FROM WORK 4th 14th – 25/08/23 IW. 328819	JANET PILOSI TRANSPORT.		$6,000 — $6,000
				TOTALS	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 28/08/23

Requisition Officer (Name): [illegible] Sign: [signature]

Account Code: G-2402

Account Name: Hire plant & vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): [illegible] Sign: [signature]

Post: [illegible]

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 6,000 —

Signed: [signature]

Name: [illegible]

Note: Authority for expenditure must be given by accounting officer or his/her deligated

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR 2023 PACIFIC GAMES

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: [signature] Signature

Name: P. Hinau Date: 28/9/23

Position: PCM.

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

From: FINANCE & PROCUREMENT, GOC **Date:** 25/08/2023

RE:Document to Process Payment to Janet Pilosi Transport

This minute seeks your approval to raise payment to the above.

Raise a payment for the sum of **SBD6,000.00 as** defined in the attached invoice # 328819.
Being for provision of GOC staff transport to and from work for 10 days. Payment # 5 of the contract.

The documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared ad Endorsed by:
Wickly Wemu

Payroll COORDINATOR
Games Organising Committee
Finance & Procurement

Endorsed by:

Ian Irapo **Finance Assistant** Games Organizing Committee/NHA		
Signature:	Date:	**FA to sign**

Approval by:

Peter Stewart **CEO** Games Organizing Committee/NHA		
Signature:	Date: 25/8/23	**CEO to sign**

Original

TAX INVOICE*/STATEMENT* 0328819

(*delete as appropriate)

Date 25/08/23

To G.O.C

ABN (of Recipient) | Order No.

From Janet Pilosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days $600			$6000
	POB			
	Ac: 022002000305			
	7851168			
	payment # 5			
	14/08 – 25/08/23			
				$6000

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

SOL2023 PACIFIC GAMES

National Hosting Authority

COMPLIANCE CHECKLIST

Required Documents	GOC Department	NHA Secretariat	Comments
Purchase Requisition & Payment Voucher	✓		
Three Written Quotations and Bid Analysis			
Bid Waiver (must include grounds for waiver)			
Vendor Information Form (Company Profile should suffice)			
ICT Checklist (if for ICT goods)			
Original Invoice	✓		
Compliance Checks required			
PR has been signed by authorized person	✓		
Check amount on PR matches selected quotation	✓		
Account code used is correct			
Name on PR matches quotation	✓		
Check calculations on quotations are correct			
Check Bid waiver is for a valid reason			
Check selection of supplier on bid analysis is justified			
Check expenditure is acceptable and proper use of NHA/SIG monies	✓		
Check second and third quotes are from genuine suppliers			
Check price and rates are reasonable	✓		
Check payment can't be made through petty cash	✓		

Note: IF any of the above cannot be certified, please include an explanation as to why. This will speed up the compliance process.

GOC Compliance Performed By

Signed: _____

Name and Position: Agnes W. Ngwira

Date: 28/08/23

NHA Compliance Performed By

Signed: _____

Name and Position: _____

Date: _____



TRANSPORTATION SERVICES AGREEMENT FOR GOC EMPLOYEES

2.3.1 Tenavatu, Corona Market, Aola Market(Aligeta East), Aligeta West,Air port Motel, Don Bosco, San Valley Bus stop, Szetu Factory, Sport City

3. Duration

3.1 This Agreement commences on 19th June **2023** and expires on a date no later than ***[30th Noveber 2023.***

3.2 Irrespective of sub-clause 3.1, parties may negotiate te extend duration of this Agreement 3 (three) days prior to expiration date.

4. Payment

4.1 The parties agree, total sum of ***$72,000.00*** to be paid to service provider for services to be performed within duration under this Agreement.

4.2 Total sum provided in preceding sub-clause to be paid in accordance with schedule of payments provided in *Annex C,* and shall include all tax obligations of income taxes.

5. Payment Conditions

5.1 Payments in Solomon Islands currency, paid to service provider's bank account, Bank South Pacific (BSP) in Honiara.

5.2 Payment to be made after 10 working days, and upon receipt of invoice from service provider subject to the following:

5.2.1 Total sum of **$6,000.00** shall be paid to service provider in full only upon successful completion of a 10 (ten) days service;

5.2.2 Payment to be reduced for failure to perform either morning pick-up, evening drop-off or both in any working day;

5.2.3 Payment to be reduced if Client's staff(s) sustained injury due to service provider's own misconduct or negligence during performance of either morning pick-up, evening drop-off or both in any working day;

6. Supervision and Administration

6.1 Client's Transportation Services Manager

6.1.1 Client designate **Maxsweeny Kekevera** as Administration Supervisor ("AS"), responsible for coordination of services.

6.1.2 AS to oversee acceptance and approval of deliverable, and for receiving and approving invoices for payments of services.

6.1.3 In absence of AS due to death, illness, termination of his contract with Client, or travel within country or overseas, Client to appoint his new replacement to implment desganted task.

6.2 Service Provider's Assistant.

11. Assignment

11.1 Service provider or Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of this Agreement to any third party without prior written consent of Client.

11.2 Any breach or attempt to breach provisions of preceding sub-clause shall result in termination, by Client, of this Agreement.

12. Force Majeure

12.1 Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations if the circumstances that prevented such obligations from being performed are a direct consequence of Force Majeure.

12.2 Party that relies on the claim of Force Majeure must promptly, through written notice, notify the other Party of the event of Force Majeure and how such event prevented performance of obligations.

13. Jurisdiction and Language

13.1 This Agreement is subjected to and govern by the national laws of Solomon Islands.

13.2 All correspondences by and between the parties during course of performance of this Agreement must be communicated in English.

14. Dispute Resolution

14.1 Unless the circumstances require the parties to settle any arising dispute in a court of competent jurisdiction, the parties agree to resolve any dispute relating to this Agreement in an amicable manner.

15. Declaration

15.1. The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to execute and be bound by it.

Annex A

Descriptions of Bus and other relevant information

Service Provider's Details	
1. Name of Service Provider	Janet Pilosi
2. Age of Service Provider	
3. Name of registered owner of Hired Vehicle	Janet Pilosi Transport Service Ltd

Description of Hired Vehicle	
1. Type of Hired Vehicle	
2. Colour of Hired Vehicle	
3. Registered number of Hired Vehicle	
4. Seat numbers of Hired Vehcile	

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

2023 PACIFIC GAMES OFFICE

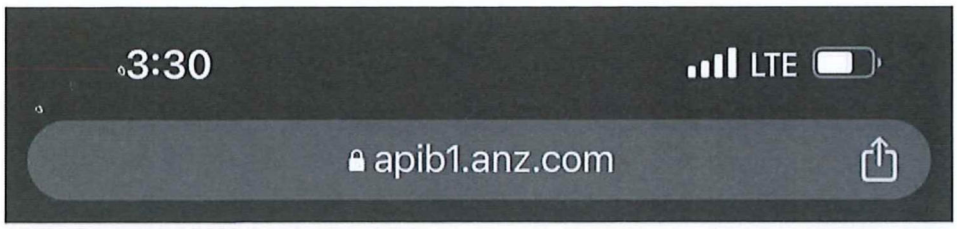
Approval /Signature Required

Supplier Name: JANET PILOSI

1) Requisition	☑	Sign by FC		Sign by ED	
2) Payment Voucher	☑	Sign by FC		Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
4) IB Authorisations	☐	Authorised by FC		Authorised by ED	

Comments:

2023 RECIEVED
DATE
PACIFIC GAMES SOLOMON ISLANDS
SIGN
GOC



Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	25/08/2023 16:02
Transaction Number:	AGW26725

Transaction Details:
ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328818-GOC

Pay Date : 25/08/2023

Comments:
* * * * * * * * * * * Authorisation Details * * * * * * * * * * *
25/08/2023 16:02 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
29/08/2023 11:11 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
29/08/2023 15:30 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
29/08/2023 15:30 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 29/08/23 CHQ. No.

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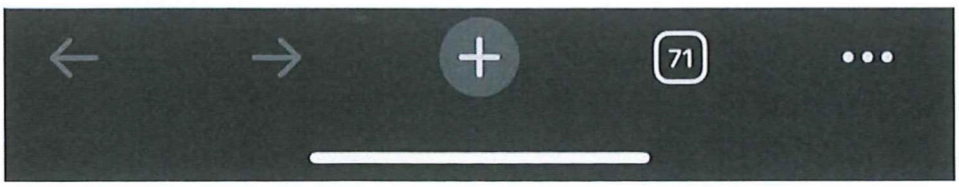

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGW26725

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

29/08/23

NATIONAL HOSTING AUTHORITY
Common Seal

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 24/08/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 24/8/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2803	Transport - Other	Being for GOC Staff transport for 10 working days. Inv#328818	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 24/08/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 24/08/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-1030/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF STAFF TRANSPORT TO AND FROM WORK FOR 10 DAYS. INV. 328P18	JANET PILOSI TRANSPORT.		$6,000 — $6,000 —
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 18/08/23

Requisition Officer (Name): WUKEMA Sign:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): R POWSO Sign:

Position: FM

Department/Committee: NHA | GOC

Account Code No: 6-2803

Account Name: Transport — Other

Funds available on this account:

NATIONAL HOSTING AUTHORITY Solomon Islands Seal SOL2023 PACIFIC GAMES

Authority is granted for expenditure not exceeding:

SBDS: 6,000 —

Signed:

Name: C Vila

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Danny V. Tavoa Date: 23/08/23

Position: PCC NHA

White Copy -NHA FINANCE

Pink Copy - Compliance Unit/Department

Blue Copy - Requisition Department

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: 4pc - 1030/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF STAFF TRANSPORT TO AND FROM WORK FOR 10 DAYS. INV. 328P18	JANET PILOSI TRANSPORT	241 02127	$6,000 — $6,000 —
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 18/08/23

Requisition Officer (Name): [illegible] Sign: [signature]

Account Code No: 6-2803

Account Name: Transport - Other

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): R [illegible] Sign: [signature]

Position: FM

Department/Committee: NHA PCC

Authority is granted for expenditure not exceeding:

SBD$ [illegible]

Signed: [signature]

Name: CNA

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: [signature] Signature

Name: Darley U Thaiwa Date: 23/08/23

Position: PCC NHA

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

From: FINANCE & PROCUREMENT, GOC **Date:** 16/08/2023

RE:Document to Process Payment to Janet Pilosi Transport

This minute seeks your approval to raise payment to the above.

Raise a payment for the sum of **SBD6,000.00 as** defined in the attached invoice # 328818 - Being for provision of GOC staff transport to and from work for 10 days.

The documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared ad Endorsed by:
Wickly Wemu

Payroll COORDINATOR
Games Organising Committee
Finance & Procurement

Endorsed by:

Ian Irapo TEAM **Finance ~~Assistant~~** Games Organizing Committee/NHA		
Signature:	Date: 24/08/23	**FA to sign**

Approval by:

~~Jack Smith~~ PETER STEWART **~~Acting~~ CEO** Games Organizing Committee/NHA		
Signature:	Date: 24/8/23	**CEO to sign**

riginal

TAX INVOICE*/STATEMENT* 0328818

(*delete as appropriate)

Date 11/08/23

To ROC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days 600—			$6,000
	POB			
	AC: 022002000305			
	JP Qoc			
	7851168			
				$6,000

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



TRANSPORTATION SERVICES AGREEMENT FOR GOC EMPLOYEES

Parties to Agreement

Between

Games Organisating Committee
("Client")

AND

Janet Pilosi
("Service Provider")

---

1. Vehicle description

1.1 Service Provider to provide to the Client the following information. Details are stipulated in *Annex A.*

1.1.1 Full names and age of vehicle driver;

1.1.2 Valid driving license of vehicle driver;

1.1.3 Description of vehicle:

1.1.3.1 Type of vehicle

1.1.3.2 Colour of bus

1.1.3.3 Registered number of bus

1.1.3.4 Registered owner of bus

1.1.3.5 Number of seats in the bus

1.2 Client to provide Service Provider the following information:

1.2.1 Map of pickup and drop-off routes;

1.2.2 Exact time which Service Provider supposed to be arriving to workplace immediately after picking up staffs; and

1.2.3 Total number of staffs to be picked up and drop-off.

1.3 The Service Provider must be 18 years and above.

2. Services

2.1 Service provider to provide transportation services ("service") as stipulated in *Annex B.*

2.2 Service provider may be required in exceptional circumstances to perform additional services at odd hours in weekends, public holidays, and night times.

2.3 Service provider shall perform the service (pick-up and drop-off) as agreed under this Agreement. The pick-up and drop-off schedule for the following locations is provided in *Annex B.*

2.3.1 Tenavatu, Corona Market, Aola Market(Aligeta East), Aligeta West,Air port Motel, Don Bosco, San Valley Bus stop, Szetu Factory, Sport City

3. Duration

3.1 This Agreement commences on 19th June **2023** and expires on a date no later than ***[30th Noveber 2023.***

3.2 Irrespective of sub-clause 3.1, parties may negotiate te extend duration of this Agreement 3 (three) days prior to expiration date.

4. Payment

4.1 The parties agree, total sum of ***$72,000.00*** to be paid to service provider for services to be performed within duration under this Agreement.

4.2 Total sum provided in preceding sub-clause to be paid in accordance with schedule of payments provided in *Annex C,* and shall include all tax obligations of income taxes.

5. Payment Conditions

5.1 Payments in Solomon Islands currency, paid to service provider's bank account, Bank South Pacific (BSP) in Honiara.

5.2 Payment to be made after 10 working days, and upon receipt of invoice from service provider subject to the following:

5.2.1 Total sum of **$6,000.00** shall be paid to service provider in full only upon successful completion of a 10 (ten) days service;

5.2.2 Payment to be reduced for failure to perform either morning pick-up, evening drop-off or both in any working day;

5.2.3 Payment to be reduced if Client's staff(s) sustained injury due to service provider's own misconduct or negligence during performance of either morning pick-up, evening drop-off or both in any working day;

6. Supervision and Administration

6.1 Client's Transportation Services Manager

6.1.1 Client designate **Maxsweeny Kekevera** as Administration Supervisor ("AS"), responsible for coordination of services.

6.1.2 AS to oversee acceptance and approval of deliverable, and for receiving and approving invoices for payments of services.

6.1.3 In absence of AS due to death, illness, termination of his contract with Client, or travel within country or overseas, Client to appoint his new replacement to implment desganted task.

6.2 Service Provider's Assistant.

6.2.1 Service provider designate ***Supervisor*** to oversee and coordinate service provider's services.

6.2.2 Assistant to liaise with AS on issuing and receiving of invoices and receipts, and other activities relevant to services.

7. Performance Standard and Termination

7.1 Service provider to perform obligations with highest standards of professionalism, ethical and moral competence, and integrity.

7.2 Highest standrds of professionalism, ethical and moral competence and intergrity shall include any but not limited to:

7.2.1 Decent dressing code;

7.2.2 No consumption of alcohol, kava, chewing betel-nuts and smoking during course of services;

7.2.3 No unnecessary stopping along the routes during course of services.

7.2.4 Signing in and singing off every pick-up and drop off.

7.3 Client, through written notice, must notify service provider of any failure to uphold rules on performance standard.

7.4 Client may terminate this Agreement if service provider violates provisions of this Clause more than once.

8. Indemnification

8.1 Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

9. Amendment

9.1 Parties, during term of services, may amend this Agreement where the circumstances require.

9.2 Party who wishes and intends to amend this Agreement must notify the other party of his or her proposal to amend this Agreement.

10. Confidentiality

10.1 Service provider or his Assistant shall not, during course of performance of this Agreement and within three months of expiration of this Agreement, disclose to public or third party any proprietary or confidential information pertaining to services or Client's business operations, without prior written consent of Client.

11. Assignment

11.1 Service provider or Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of this Agreement to any third party without prior written consent of Client.

11.2 Any breach or attempt to breach provisions of preceding sub-clause shall result in termination, by Client, of this Agreement.

12. Force Majeure

12.1 Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations if the circumstances that prevented such obligations from being performed are a direct consequence of Force Majeure.

12.2 Party that relies on the claim of Force Majeure must promptly, through written notice, notify the other Party of the event of Force Majeure and how such event prevented performance of obligations.

13. Jurisdiction and Language

13.1 This Agreement is subjected to and govern by the national laws of Solomon Islands.

13.2 All correspondences by and between the parties during course of performance of this Agreement must be communicated in English.

14. Dispute Resolution

14.1 Unless the circumstances require the parties to settle any arising dispute in a court of competent jurisdiction, the parties agree to resolve any dispute relating to this Agreement in an amicable manner.

15. Declaration

15.1. The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to execute and be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence of:

.....

Witness

Rocklive Poloso (Finance Manager, Games Organisaing Committee)

.....

Peter Stewart (CEO, Games Organising Committee)

Signed by **Janet Pilosi** in the presence of:

.....

Witness 28/7/2023

Name of Witness & title (please print):

MaxSweeny Gelaewera.

.....

.....

Janet Pilosi (Transport Service Ltd)

[name of service provider] (title) 28/7/2023.

Janet Pilosi

.....

Annex A

Descriptions of Bus and other relevant information

Service Provider's Details	
1. Name of Service Provider	Janet Pilosi
2. Age of Service Provider	
3. Name of registered owner of Hired Vehicle	Janet Pilosi Transport Service Ltd

Description of Hired Vehicle	
1. Type of Hired Vehicle	
2. Colour of Hired Vehicle	
3. Registered number of Hired Vehicle	
4. Seat numbers of Hired Vehcile	

Annex B

*Daily Pick-up Schedule for Staffs working at **Sport City***

Day	Pick-Up Time	Destination
Monday	7: 15am	Tenavatu to Sport City
Tuesday	7: 15am	Tenavatu to Sport City
Wednesday	7: 15am	Tenavatu to Sport City
Thursday	7:15am	Tenavatu to Sport City
Friday	7:15am	Tenavatu to Sport City

*Daily Drop-off Schedule for staffs working at **Sport City***

Day	Drop-Off Time	Destination
Monday	5pm	Sport City to Tenavatu
Tuesday	5pm	Sport City to Tenavatu
Wednesday	5pm	Sport City to Tenavatu
Thursday	5pm	Sport City to Tenavatu
Friday	5pm	Sport City to Tenavatu

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

SOL2023 PACIFIC GAMES

National Hosting Authority

COMPLIANCE CHECKLIST

Required Documents	GOC Department	NHA Secretariat	Comments
Purchase Requisition & Payment Voucher	✓		
Three Written Quotations and Bid Analysis			
Bid Waiver (must include grounds for waiver)			
Vendor Information Form (Company Profile should suffice)			
ICT Checklist (if for ICT goods)			
Original Invoice	✓		
Compliance Checks required			
PR has been signed by authorized person	✓		
Check amount on PR matches selected quotation	✓		
Account code used is correct			
Name on PR matches quotation			
Check calculations on quotations are correct			
Check Bid waiver is for a valid reason			
Check selection of supplier on bid analysis is justified			
Check expenditure is acceptable and proper use of NHA/SIG monies	✓		
Check second and third quotes are from genuine suppliers			
Check price and rates are reasonable	✓		
Check payment can't be made through petty cash	✓		

Note: IF any of the above cannot be certified, please include an explanation as to why. This will speed up the compliance process.

GOC Compliance Performed By

Signed: _____

Name and Position: Agnes .N. Ngwaini

Date: 23/08/2023

NHA Compliance Performed By

Signed: _____

Name and Position: _____

Date: _____

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Janet Pibsi (Transport)

1) Requisition	✓	Sign by FC		Sign by ED	
2) Payment Voucher	✓	Sign by FC		Sign by ED	
3) LPO		Sign by FC		Sign by ED	
4) IB Authorisations	✓	Authorised by FC		Authorised by ED	✓

Comments:

GOC

2023 RECIEVED
PACIFIC GAMES SOLOMON ISLANDS
DATE 13/09/23
SIGN

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	21/09/2023 14:32
Transaction Number:	AHA57401

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

PAID
DATE 22/09/23
CHQ. No.

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328820-GOC

Pay Date : 21/09/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
21/09/2023 14:32 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
22/09/2023 08:31 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
22/09/2023 10:44 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
22/09/2023 10:44 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AHA57401

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
2023 PACIFIC GAMES

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC – 1186/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF GOC STAFF TRANSPORT TO AND FROM WORK FOR 10 DAYS. PAYMENT #6 OF CONTRACT. INV. 32882.0	JANET PILOSI TRANSPORT.		$6,000 —
				Total:	$6,000 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 12/09/23.

Requisition Officer (Name): [signature] Sign: [signature]

Account Code No: 6-2402

Account Name: Hire Plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officer)

Certifying Officer (Name): Debbie. Renee Sign: [signature]

Position: FC NHA

Department/Committee:

Authority is granted for expenditure not exceeding:

SBDS 6,000 —

Signed: [signature]

Name: Carley

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOLOMON ISLANDS 2023 PACIFIC GAMES

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: [signature] Signature

Name: Darlyn V. Thomas Date: 14/09/23

Position: PCC NHA

White Copy - Finance Unit/Department

Blue Copy - Compliance Unit/Department

Green Copy - Ordering Unit/Department

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC – 1186/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF GOC STAFF TRANSPORT TO AND FROM WORK FOR 10 DAYS. PAYMENT #6 OF CONTRACT. INV. 328820 Janet Pilosi	JANET PILOSI TRANSPORT.	161913	$6,000 — $6,000 —
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 —

Date: 12/09/23

Requisition Officer (Name):

Sign:

Account Code No: 6-2402

Account Name: Hire Plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Renick

Sign:

Position: FC NHA

Department/Committee:

Authority is granted for expenditure not exceeding:

SBD$ 6,000 —

Signed:

Name: CWT

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by:

Name: Danny V. Thomas PCC NHA

Position:

Signature

Date: 14/09/23

White Copy - Finance Unit/Department
Blue Copy - Compliance Unit/Department
Green Copy - Ordering Unit/Department

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 18/9/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 15/9/23

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOLOMON ISLANDS 2023 PACIFIC GAMES

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for GOC Staff transport from work for 10 days 2023. inv# 328820	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 14/09/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 14/09/23

Original

TAX INVOICE*/STATEMENT* 0328820

(*delete as appropriate)

Date 08/09/23

To R.O.C

ABN (of Recipient) | Order No.

From Janet Pilosi Transport.

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days	$600-		$6,000-
	POB			
	Ac: 022002000305			
	7851165			
				$6,000-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

From: FINANCE & PROCUREMENT, GOC **Date:** 11/09/2023

RE:Document to Process Payment to Janet Pilosi Transport

This minute seeks your approval to raise payment to the above.

Raise a payment for the sum of **SBD6,000.00 as** defined in the attached invoice # 328820.
Being for provision of GOC staff transport to and from work for 10 days. Payment # 6 of the contract.

The documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared ad Endorsed by:
Wickly Wemu

Payroll COORDINATOR
Games Organising Committee
Finance & Procurement

Endorsed by:

Ian Irapo **Finance Assistant** Games Organizing Committee/NHA		
Signature:	Date: 12/09/23	**FA to sign**

Approval by:

Peter Stewart **CEO** Games Organizing Committee/NHA		
Signature:	Date: 13/9/23	**CEO to sign**



TRANSPORTATION SERVICES AGREEMENT FOR GOC EMPLOYEES

2.3.1 Tenavatu, Corona Market, Aola Market(Aligeta East), Aligeta West,Air port Motel, Don Bosco, San Valley Bus stop, Szetu Factory, Sport City

3. Duration

3.1 This Agreement commences on 19th June **2023** and expires on a date no later than ***[30th Noveber 2023.***

3.2 Irrespective of sub-clause 3.1, parties may negotiate te extend duration of this Agreement 3 (three) days prior to expiration date.

4. Payment

4.1 The parties agree, total sum of ***$72,000.00*** to be paid to service provider for services to be performed within duration under this Agreement.

4.2 Total sum provided in preceding sub-clause to be paid in accordance with schedule of payments provided in *Annex C,* and shall include all tax obligations of income taxes.

5. Payment Conditions

5.1 Payments in Solomon Islands currency, paid to service provider's bank account, Bank South Pacific (BSP) in Honiara.

5.2 Payment to be made after 10 working days, and upon receipt of invoice from service provider subject to the following:

5.2.1 Total sum of **$6,000.00** shall be paid to service provider in full only upon successful completion of a 10 (ten) days service;

5.2.2 Payment to be reduced for failure to perform either morning pick-up, evening drop-off or both in any working day;

5.2.3 Payment to be reduced if Client's staff(s) sustained injury due to service provider's own misconduct or negligence during performance of either morning pick-up, evening drop-off or both in any working day;

6. Supervision and Administration

6.1 Client's Transportation Services Manager

6.1.1 Client designate **Maxsweeny Kekevera** as Administration Supervisor ("AS"), responsible for coordination of services.

6.1.2 AS to oversee acceptance and approval of deliverable, and for receiving and approving invoices for payments of services.

6.1.3 In absence of AS due to death, illness, termination of his contract with Client, or travel within country or overseas, Client to appoint his new replacement to implment desganted task.

6.2 Service Provider's Assistant.

11. Assignment

11.1 Service provider or Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of this Agreement to any third party without prior written consent of Client.

11.2 Any breach or attempt to breach provisions of preceding sub-clause shall result in termination, by Client, of this Agreement.

12. Force Majeure

12.1 Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations if the circumstances that prevented such obligations from being performed are a direct consequence of Force Majeure.

12.2 Party that relies on the claim of Force Majeure must promptly, through written notice, notify the other Party of the event of Force Majeure and how such event prevented performance of obligations.

13. Jurisdiction and Language

13.1 This Agreement is subjected to and govern by the national laws of Solomon Islands.

13.2 All correspondences by and between the parties during course of performance of this Agreement must be communicated in English.

14. Dispute Resolution

14.1 Unless the circumstances require the parties to settle any arising dispute in a court of competent jurisdiction, the parties agree to resolve any dispute relating to this Agreement in an amicable manner.

15. Declaration

15.1. The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to execute and be bound by it.

Annex A

Descriptions of Bus and other relevant information

Service Provider's Details	
1. Name of Service Provider	Janet Pilosi
2. Age of Service Provider	
3. Name of registered owner of Hired Vehicle	Janet Pilosi Transport Service Ltd

Description of Hired Vehicle	
1. Type of Hired Vehicle	
2. Colour of Hired Vehicle	
3. Registered number of Hired Vehicle	
4. Seat numbers of Hired Vehcile	

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$72,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 19/6/2023 – 30/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 2 03//07/2023 – 14/07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 17/07/2023 – 28th /07/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 31st /07/2023 – 11th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 14th /08/2023 – 25th /08/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 28th /08/2023 – 08th /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 11th /09/2023 – 22nd /09/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 25th /09/2023 – 06th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 09th /10/2023 – 20th /10/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 10 **23rd /10/2023 – 3rd /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 11 **06th /11/2023 – 17th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
Payment 12 **20th /11/2023 – 30th /11/2023**	Invoice receive after 10 working days	**$6,000.00**
		Total: $72,000.00

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Janet Pilosi

25/09/23	1) Minute	☑	Sign by FC		Sign by ED
25/09/23	3) Requisition	☑	Sign by Complianceofficer	✓ 26/09/23	
25/09/23	2) Requisition *	☑	Sign by FC		Sign by ED
	3) Payment Voucher	☑	Sign by FC		Sign by ED
	4) LPO	☐	Sign by FC		Sign by ED
28/9/23	5) IB Authorisations	☑	Sign by FC		Sign by ED ✓

Comments:

* for update

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	27/04/2023 08:52
Transaction Number:	AGH78196

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

PAID
DATE 28/4/23 CHQ. No.

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#33006-GOC

Pay Date : 27/04/2023

Comments:

********** Authorisation Details **********
27/04/2023 08:52 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
27/04/2023 17:10 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
28/04/2023 13:13 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
28/04/2023 13:13 Debbie Ofaeri Sifoni
Transaction Processed
****

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGH78196

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 28/4/23
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 26/4/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for Transporting GOC Staff for Pickup & Drop off.	$5,400.00

Cheque No: IB TRANS for $5,400.00 Date 26/04/2023

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by _____ Date 26/04/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC 0422/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		GOC STAFF TRAVEL COST PER HIRE OF VEHICLE EAST ~~Guadal~~ GROUP. INV. 33006.	Janet Pilosi		$5,400 — 2
				TOTALS	$5,400 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400 — Date: 24/04/23

Requisition Officer (Name): [signature] Sign: [signature]

Account Code: 6-2402

Account Name: Hire Plant & Vehicle.

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Renee Sign: [signature]

Post: PC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ [illegible]

Signed: [signature]

Name: [illegible]

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: [signature] Signature

Name: Bonley. U Hea Date: 25/04/23

Position: PCC NHA

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-0422/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		GOC STAFF TRAVEL COST PER HIRE OF VEHICLE EAST ~~[illegible]~~ GROUP. IN. 33006.	Janet Pilosio		$5,400
				TOTALS	$5,400

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400 — Date: 24/04/23

Requisition Officer (Name): [illegible] Sign:

Account Code: 6-2402

Account Name: Hire plant & vehicle.

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie Rence Sign:

Post: FC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ $5,400

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: Signature

Name: Date: 25/04/23

Position: PCC NHA

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: FINANCE MANAGER, GOC

From: PROCUREMENT, GOC **Date:** 11.04.2023_

RE: PROCUREMENT OF GOC FOR EAST BUS TRANSPORTATION (FOURTH (4) PAYMENT.

Approval is sought to raise payment as referred above.

The sum of SBD**$5,400.00** define in the **Invoice#0033006** attached. This represent the payments Being for **9 working days** attached.

See attached is the invoice for further verification.

Therefore, kindly request for approval of budget and endorsement to make the payment soon as possible.

Johnsmith Awila

Procurement Coordinator (GOC)

Endorsed by:

Rocklive Poloso Finance Manager Games Organizing Committee		
Signature:	Date: 14/04/23	

Approval:

for:

Peter Stewart Jacksmith Ag. Chief Executive Officer Games Organising Committee		
Signature:	Date: 19/4/23	

Original

TAX INVOICE*/STATEMENT* 0033006

(*delete as appropriate)

Date 06-04-23

To GOC

ABN *(of Recipient)* | Order No.

From Janet Pilosi

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	9 working days	$600 -	$	5,400 -
	Ac : 022002000305			
	Janet Pilosi			
	7851168			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



ANZ

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	03/05/2023 09:51
Transaction Number:	AG048448

Transaction Details:
ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#33007-GOC

PAID
DATE 04/05/23
CHQ. No.

Pay Date : 03/05/2023

Comments:
********** Authorisation Details **********
03/05/2023 09:51 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
04/05/2023 08:52 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
04/05/2023 12:56 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
04/05/2023 12:56 Debbie Ofaeri Sifoni
Transaction Processed
****

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGI48448

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 4/5/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 1/5/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	GOC Transport for Pickup & Dropoff as per agreement (9 days)-Inv#33007	$5,400.00

Cheque No: IB TRANS for $5,400.00 Date 28/04/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 28/04/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: 0425/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Provision of staff Transport for GOC. Pickup & Drop off. as per agreement. IN 33007	Janet Pilosi Transport.		$5,400—
				TOTALS	$5,400—

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400— Date: 25/04/23

Requisition Officer (Name): WILLIAM Sign:

Account Code: G— 2402

Account Name: Hire Plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Kenese Sign:

Post: DC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 5400—

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: Signature

Name: Dorothy V. Thao Date: 27/04/23

Position: DCC NHA

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 24/04/2023

RE: PAYMENT TO Janet Pilosi Transport.

This minute seeks your approval to raise payment to the above transport owner.

Raise a payment for the sum of **SBD 5,400 as** defined in the attached invoice- being for provision of transport to GOC staff pickup and drop off as per agreement.

Invoice # -33007 for 9 working days @600 **5,400.**

The invoice and other documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared by: Wickly Wemu

GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 25/04/2023	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 25/4/2023	**CEO to sign**

NOTE: Attached contract please

25/04/2023

Original

TAX INVOICE*/STATEMENT*0033007

(*delete as appropriate)

Date 21/04/23

To ROC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
9	working days 600 -			$5,400
	POB			
	Ac - 022002000305.			
	Janet Pilosi			
	7851168			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

TRANSPORTATION SERVICES AGREEMENT

This present TRANSPORTATION SERVICE AGREEMENT ("Agreement") is made and entered into on this **14th Day** of **February 2023**, by and between **Peter Stewart** of **Games Organising Committee (GOC) ("Client")**, **Sea King Building, Honiara, Solomon Islands,** and **Janet Pilosi ("Service Provider")** of ~~**ZEL Enterprise Ltd**~~ Janet Pilosi, Malango, Central Guadalcanal, Solomon Islands.

WHEREAS, the Client shall engage the Service Provider to perform bus transportation services for the Client's employees, and

WHEREAS, the Servic Provider is willing and agree to perform the bus transportion services for the Client's employees, and

WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

NOW THEREFORE THE PARTIES hereby agree as follows:

Background/Recital

A. The Client is a Committee established under the *Pacific Games Act, 2023 (2017)* by the National Government of Solomon Islands. Its main office is situated at Sea King Building in Central Honiara, Solomon Islands.

B. The Client's main objective, under the said Act, is to oversee the overall management and administration program of the events of the Pacific Games scheduled to be held in Honiara, Solomon Islands in November, 2023.

C. The Service Provider is a locally established Enterprise incorporated under the relevant laws of Solomon Islands, having its station of business operation at Malango, Central Guadalcanal and is also operating transportation services in Honiara, Solomon Islands.

D. In this Agreement, the Service Provider will provide bus transportation services for the Client's employees 5 (five) days a week, from Monday to Friday. This service will include picking-up the employees every morning from their areas of residences and transport them to work before official working hours and dropping them off at their pickup points in every evening after working hours.

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

---

1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

"deliverables" reference to deliverables means all the work, services and activities in this Agreement.

"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

"Ten working days" reference to ten working days refers to the number of days which the Service Provider shall do the pickup and drop-off routes.

"working hours" reference to working hours means 8:30am in the morning to 5pm in the afternoon in every ten working days.

3. Subject Matter

(1) The Service Provider, upon the execution of this Agreement, shall disclose and provide to the Client the following information:

(a) Full names of bus driver;

(b) Valid driving license of bus driver;

(c) Descriptions of the bus including:

(i) Colour of bus

(ii) Registered number of bus

(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

(c) Total number of staffs to be picked up and dropp-off.

(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

4. Services

(1) The Service Provider shall provide bus transportation services for the staffs to transport them between their pickup points to the location of the Client's Company or Office.

(2) The pickup and drop-off schedule for the services shall take place in the dates and time set out in **Annex B** to this Agreement.

(3) The Client, where the circumstances permit, may require the Service Provider to perform services anytime during official working hours and may also require the same to perform such services anytime during public holidays, weekends, and/or any other necessary services during night times.

5. Term/Duration

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

6. Payment

(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by reason of death, critical illness, incompetence, travelling out of Solomon Islands or termination of his employment contract with the Client's Company then the Client shall immediately designate and delegate such obligations to any other employees in the HR and Administration Division in the Client's Company to implement the Client's responsibility.

(2) Service Provider's Assistant

(a) The Service Provider designate **Micky Kalea** as her Assistant who shall be responsible for the coordination of activities of the Services in this Agreement.

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

(2) The circumstances which are deemed as an event of Force Majeure are set out in **Annex D** to this Agreement.

(3) The Party that seek to rely on the claim of Force Majeure must promptly, through a written notice as practicably as possible, notify the other Party of the event relied upon and provide detailed information of such event relating to the following circumstances:

(a) the date of its first occurrence;
(b) the cause of such event; and
(c) how the event prevented the Party from performing its obligations.

15. Jurisdiction and Language

(1) This present Agreement shall be governed and subject to the national laws of Solomon Islands.

(2) All correspondences by and between the Parties during the course of performance of this Agreement must be communicated in English.

16. Dispute Resolution

(1) The Parties agree that any dispute arising between themselves relating to this Agreement shall be resolved in any of the following ways:

(a) Any dispute or if there is likely to be a dispute between the Parties relating to the way which the terms and conditions of this Agreement are implemented shall and must be immediately resolved by the Parties in an amicable way (outside of court);

(b) In circumstances where the provisions of the preceding Sub-Clause fail to materialise, the Parties must appoint an independent mediator who has no ties whatsoever with either of the Parties to mediate a settlement (outside of court); or

(c) If, after the mediation process, the Parties fail to establish the provisions of Sub-Clauses (1), (a) or/and (b) of this Clause, then the matter shall be brought to be settled in a court of competent jurisdiction in Solomon Islands.

(2) In circumstances where the provisions of Sub-Clause (1)(c) of this Clause is invoked by either Party, then the Parties shall meet their own costs and/or expenses.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence of:

.....14/02/2023.....

witness

Name of Witness (Rocklive Poloso):

.....

.....

Peter Stewart (CEO, Games Organising Committee)

Signed by **Janet Pilosi** in the presence of:

.....

witness

Name of Witness (please print):

.....

.....

Janet Pilosi (Transport Service Ltd)

Annex A

Descriptions of Bus and other relevant information

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);

(b) Pandemic;

(c) World War;

(d) Military invasion of Solomon Islands by a foreign country;

(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;

(f) Civil unrest/war in Solomon Islands;

(g) Epidemic;

(h) Cancellation or termination of the South Pacific Games

(i) The South Pacific Games has shifted to another country;

(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;

(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	17/05/2023 09:55
Transaction Number:	AGK05573

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#328804-GOC

Pay Date : 17/05/2023

PAID
DATE 17/05/23 CHQ. No.

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
17/05/2023 09:55 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
17/05/2023 15:21 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
17/05/2023 15:48 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
17/05/2023 15:48 Debbie Ofaeri Sifoni
Transaction Processed
* *

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Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGK05573

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
2023 PACIFIC GAMES
17/05/23

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 07/05/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 17/5/23

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR 2023 PACIFIC GAMES

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2803	Transport - Other	Being for Pickup &Dropoff as per agreement (10 days)- Inv#328804	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 17/05/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 17/05/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-0485/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF GOC TRANSPORT PICKUP + DROP OFF FOR 10 DAYS 24 APRIL TO 5TH MAY/2023. INV. 328804	JANET PILOS/ TRANSPORT		$6,000 —
				Total:	$6,000 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000—

Date: 08/05/23

Requisition Officer (Name): WWEMM

Sign:

Account Code No: 6-2803

Account Name: Transport - other

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Renua

Sign:

Position: PC

Department/Committee: NHA

Authority is granted for expenditure not exceeding:

SBDs 6,—

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOL 2023 PACIFIC GAMES

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Darley Vithaus Date: 15/05/23

Position: PCC NHA

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC-0485/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		PROVISION OF GOC TRANSPORT PICKUP + DROP OFF FOR 10 DAYS 24 APRIL TO 5th MAY/2023. INV. 328804	JANET PILOS / TRANSPORT		$6,000 —
				Total:	$6,000 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 08/05/23

Requisition Officer (Name): Sign:

Account Code No:

Account Name:

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Renie Sign:

Position:

Department/Committee:

Authority is granted for expenditure not exceeding:

SBD$ 6,

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Darby V. Thaus Date: 15/05/23

Position: PCCO NHA

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

MINUTE **Ref:** GOC – /23

To: CHIEF EXECUTIVE OFFICER GOC

From: FINANCE & PROCU, GOC **Date:** 08/05/2023

RE: PURCHASE DOCUMENT TO PROCESS FOR BUS TRANSPORTING OF GOC EASTERN STAFF. – JANET PILOSI TRANSPORT.

Minutes approval is sought to raise payment as refered above.

The sum of **SBD6,000.00** defined in the attached invoice. This represent the needs as being for GOC staff pick up and drop off for 10 days started at 24th April – 5th May, 2023.

See attached invoice for your checking.

Therefore, kindly request for endorsement and approval of the working budget as moving on forward with the payment processing.

Prepared by: Florence Masiha

Procurement/Asset Tracker (GOC)

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 09/05/2023	

Approval by:

Mr. Peter Stewart Jacksmith. **Chief Executive Officer** Ag. Games Organizing Committee/NHA		
Signature:	Date: 10/5/23	

Original

TAX INVOICE*/STATEMENT* 0328804

(*delete as appropriate)

Date 05/05/23

To GOC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport.

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days 600-			$6000-
	POB			
	Ac: 022002000305			
	Janet Pilosi			
	[signature]			
	Mb: 7851168			
				$6000-

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



TRANSPORTATION SERVICES AGREEMENT

This present TRANSPORTATION SERVICE AGREEMENT ("Agreement") is made and entered into on this **14th Day** of **February 2023**, by and between **Peter Stewart** of **Games Organising Committee (GOC) ("Client")**, **Sea King Building, Honiara, Solomon Islands,** and **Janet Pilosi ("Service Provider")** of ~~**ZEL Enterprise Ltd**~~ Janet Pilosi, Malango, Central Guadalcanal, Solomon Islands.

WHEREAS, the Client shall engage the Service Provider to perform bus transportation services for the Client's employees, and

WHEREAS, the Servic Provider is willing and agree to perform the bus transportion services for the Client's employees, and

WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

NOW THEREFORE THE PARTIES hereby agree as follows:

Background/Recital

A. The Client is a Committee established under the *Pacific Games Act, 2023 (2017)* by the National Government of Solomon Islands. Its main office is situated at Sea King Building in Central Honiara, Solomon Islands.

B. The Client's main objective, under the said Act, is to oversee the overall management and administration program of the events of the Pacific Games scheduled to be held in Honiara, Solomon Islands in November, 2023.

C. The Service Provider is a locally established Enterprise incorporated under the relevant laws of Solomon Islands, having its station of business operation at Malango, Central Guadalcanal and is also operating transportation services in Honiara, Solomon Islands.

D. In this Agreement, the Service Provider will provide bus transportation services for the Client's employees 5 (five) days a week, from Monday to Friday. This service will include picking-up the employees every morning from their areas of residences and transport them to work before official working hours and dropping them off at their pickup points in every evening after working hours.

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

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1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

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"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

"Ten working days" reference to ten working days refers to the number of days which the Service Provider shall do the pickup and drop-off routes.

"working hours" reference to working hours means 8:30am in the morning to 5pm in the afternoon in every ten working days.

3. Subject Matter

(1) The Service Provider, upon the execution of this Agreement, shall disclose and provide to the Client the following information:

(a) Full names of bus driver;

(b) Valid driving license of bus driver;

(c) Descriptions of the bus including:

(i) Colour of bus

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(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

(c) Total number of staffs to be picked up and dropp-off.

(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

4. Services

(1) The Service Provider shall provide bus transportation services for the staffs to transport them between their pickup points to the location of the Client's Company or Office.

(2) The pickup and drop-off schedule for the services shall take place in the dates and time set out in **Annex B** to this Agreement.

(3) The Client, where the circumstances permit, may require the Service Provider to perform services anytime during official working hours and may also require the same to perform such services anytime during public holidays, weekends, and/or any other necessary services during night times.

5. Term/Duration

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

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(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by reason of death, critical illness, incompetence, travelling out of Solomon Islands or termination of his employment contract with the Client's Company then the Client shall immediately designate and delegate such obligations to any other employees in the HR and Administration Division in the Client's Company to implement the Client's responsibility.

(2) Service Provider's Assistant

(a) The Service Provider designate **Micky Kalea** as her Assistant who shall be responsible for the coordination of activities of the Services in this Agreement.

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

(2) The circumstances which are deemed as an event of Force Majeure are set out in **Annex D** to this Agreement.

(3) The Party that seek to rely on the claim of Force Majeure must promptly, through a written notice as practicably as possible, notify the other Party of the event relied upon and provide detailed information of such event relating to the following circumstances:

(a) the date of its first occurrence;
(b) the cause of such event; and
(c) how the event prevented the Party from performing its obligations.

15. Jurisdiction and Language

(1) This present Agreement shall be governed and subject to the national laws of Solomon Islands.

(2) All correspondences by and between the Parties during the course of performance of this Agreement must be communicated in English.

16. Dispute Resolution

(1) The Parties agree that any dispute arising between themselves relating to this Agreement shall be resolved in any of the following ways:

(a) Any dispute or if there is likely to be a dispute between the Parties relating to the way which the terms and conditions of this Agreement are implemented shall and must be immediately resolved by the Parties in an amicable way (outside of court);

(b) In circumstances where the provisions of the preceding Sub-Clause fail to materialise, the Parties must appoint an independent mediator who has no ties whatsoever with either of the Parties to mediate a settlement (outside of court); or

(c) If, after the mediation process, the Parties fail to establish the provisions of Sub-Clauses (1), (a) or/and (b) of this Clause, then the matter shall be brought to be settled in a court of competent jurisdiction in Solomon Islands.

(2) In circumstances where the provisions of Sub-Clause (1)(c) of this Clause is invoked by either Party, then the Parties shall meet their own costs and/or expenses.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)
of:)
)
.....) .....
witness) **Janet Pilosi** (Transport Service Ltd)

Name of Witness (please print):

.....

Annex A

Descriptions of Bus and other relevant information

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate-SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);

(b) Pandemic;

(c) World War;

(d) Military invasion of Solomon Islands by a foreign country;

(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;

(f) Civil unrest/war in Solomon Islands;

(g) Epidemic;

(h) Cancellation or termination of the South Pacific Games

(i) The South Pacific Games has shifted to another country;

(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;

(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.

Annex A

HONIARA CITY COUNCIL BT 6171
BUSINESS LICENCE 2022

Honiara City Council (Regulation Licences) Ordinance

A business licence is hereby issued for the following business (es) in accordance section with section 4 (1) of the Honiara City Council (Regulation of Business Licences) Ordinance

Code	Type of Business
41516	Busservice

Issued to Janet Pilosi

Vehicle Registration Number BQ496

Business Names Janet Pilosi **Conditions Imposed** _____

Licence expiry date: 31st December. 2022

Amount of fee paid* $ 1000 **Receipt No.** 3695 **Sticker No.** 2282048

*** Business licence fees are imposed pursuant to section 4 (1) of the Honiara City Council (Registration of Business Licences) Ordinance and section 4 and Schedule 2 of the Honiara City Council (Fees, Rates and Charges) Ordinance 2022.**

The Business Licence holder is ask to:

1. Display the licence sticker on their vehicles from windscreen and keep their business licence with their records.

2. Allow the business licence and licence sticker to be inspected by council Officers when so requested.

3. Notify the business Licence Officer, Honiara City Council if or when information stated in the above Licence changes.

Approved by:

Business Licence officer

11.04.22
Date Approved

GUADALCANAL PROVINCE RECEIPT

LC4
154721

HEAD.....
SUB-HEAD.....
LEDGER FOLIO.....

DATE 07 /05 /2019.

RECEIPT VOUCHER NUMBER.....

RECEIVED FROM ..... NICHOL PILOSI ..... OF ..... MALANGO .....

TOWN/VILLAGE ..... KUALANGO WARD ..... DISTRICT

THE SUM OF ..... ONE THOUSAND ..... DOLLARS ..... Cents

BEING PAYMENT OF ..... V/ BUSINESS LICENSE ..... GUADALCANAL 205

2019/2020

$ 1,000 : 00

GUADALCANAL PROVINCE Signature Designation

DISTRIBUTION: *Original - to payer*
Duplicate - to Cash Book
Triplicate - remain in Book

NOTE: INDELIBLE PENCIL ONLY TO BE USED

SOLOMON ISLANDS GOVERNMENT

Date 31 October 2022 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7231777**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mrs JANET PILOSI** TMN: **475707**

The Sum of **FIVE HUNDRED AND SIXTEEN Dollars ONLY**

$ 516 ¢ 0

Type	**Details**	**Amount**
Vehicle Licence	B0496 (Hiace 2018) expiring 31/01/2023	516.00
	Total	**516.00**

By Cash

MOTOR VEHICLE LICENSING OFFICER HONIARA

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	516	0

Terms and Conditions

- This Receipt is not valid without the Solomon Island Inland Revenue Division Stamp AND the signature of the authorized officer.
- A fee will be charged for any duplicate Receipt in accordance with the SIG financial instructions.
- This Receipt is non-transferable to any other person for whatever purpose.

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	01/06/2023 10:22
Transaction Number:	AGL89856

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,700.00
Transfer From Amount: SBD 5,700.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#0328805

Pay Date : 01/06/2023

PAID
DATE 01/06/23 CHQ. No.

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
01/06/2023 10:22 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
01/06/2023 16:32 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
01/06/2023 17:13 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
01/06/2023 17:13 Debbie Ofaeri Sifoni
Transaction Processed
* *

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGL89856

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,700.00
Transfer From Amount: SBD 5,700.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

1/6/23

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 1/6/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 1/6/23

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOLOMON 2023 PACIFIC GAMES

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Transport Hire for GOC Staff Pick Up & Drop off for 9 working days. Payment# 7.	$5,700.00

Cheque No: IB TRANS for $5,700.00 Date 31/05/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by _____ Date 31/05/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GOC - 0567/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		Cost of transport Hiring for GOC Staff pickup & drop off. Payment #7 as per Contract	Janet Pi Losi Transport 1/6/23		$5,700.00
				Total:	$5,700.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,700.00 Date: 25/05/23

Requisition Officer (Name): Florence Sign:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Delsbye. Rence Sign:

Position: HC NHA

Department/Committee:

Account Code No: 6-2402

Account Name: Hire Plant & Vehicle

Funds available on this account: 1/6/23

Authority is granted for expenditure not exceeding:

SBD$ 5,700.00

Signed:

Name: Carley

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: Signature

Name: Legal. B Date: 30/05/23

Position: PCM

30/05/23

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

MINUTE **Ref:** GOC – /23

To: CHIEF EXECUTIVE OFFICER, GOC

From: Finance & Administration, GOC **Date:** 24/05/23

RE: PROCUREMENT OF TRANSPORT HIRING FOR STAFF PICK-UP AND DROP OFF FOR PAYMENT # 7 – JANET PILOSI TRANSPORT.

Minutes approval is sought to raise payment as refered above.

The sum of **SBD5,700.00** defined in the attached invoice being for transport (Bus) hire charges for GOC staff Pick-up & Drop-off for 9 working days.

See attached invoice for your checking.

Therefore, kindly request for approval of budget and endorsement to make the payment soon as possible.

Florence Masiha

Procurement/ Asset Tracker (GOC)

Endorsed by:

Rocklive Poloso Finance Manager Games Organizing Committee		
Signature:	Date: 25/5/23	

Approval:

Mr Peter Stewart Chief Executive Officer Games Organising Committee		
Signature:	Date: 25/5/23	

Note: Attach Contract

25/5/23

Original

TAX INVOICE*/STATEMENT* 0328805

(*delete as appropriate)

Date 19/05/23

To Q.O.C

ABN *(of Recipient)* | Order No.

From Janet Pilosi Transport.

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
9	working days	600		$5,700
	POB			
	Ac 022002000305			
	Janet Pilosi			
	[signature]			
	7857168			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



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WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

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D. In this Agreement, the Service Provider will provide bus transportation services for the Client's employees 5 (five) days a week, from Monday to Friday. This service will include picking-up the employees every morning from their areas of residences and transport them to work before official working hours and dropping them off at their pickup points in every evening after working hours.

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(b) Valid driving license of bus driver;

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(ii) Registered number of bus

(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

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(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

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(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by reason of death, critical illness, incompetence, travelling out of Solomon Islands or termination of his employment contract with the Client's Company then the Client shall immediately designate and delegate such obligations to any other employees in the HR and Administration Division in the Client's Company to implement the Client's responsibility.

(2) Service Provider's Assistant

(a) The Service Provider designate **Micky Kalea** as her Assistant who shall be responsible for the coordination of activities of the Services in this Agreement.

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

(2) The circumstances which are deemed as an event of Force Majeure are set out in **Annex D** to this Agreement.

(3) The Party that seek to rely on the claim of Force Majeure must promptly, through a written notice as practicably as possible, notify the other Party of the event relied upon and provide detailed information of such event relating to the following circumstances:

(a) the date of its first occurrence;
(b) the cause of such event; and
(c) how the event prevented the Party from performing its obligations.

15. Jurisdiction and Language

(1) This present Agreement shall be governed and subject to the national laws of Solomon Islands.

(2) All correspondences by and between the Parties during the course of performance of this Agreement must be communicated in English.

16. Dispute Resolution

(1) The Parties agree that any dispute arising between themselves relating to this Agreement shall be resolved in any of the following ways:

(a) Any dispute or if there is likely to be a dispute between the Parties relating to the way which the terms and conditions of this Agreement are implemented shall and must be immediately resolved by the Parties in an amicable way (outside of court);

(b) In circumstances where the provisions of the preceding Sub-Clause fail to materialise, the Parties must appoint an independent mediator who has no ties whatsoever with either of the Parties to mediate a settlement (outside of court); or

(c) If, after the mediation process, the Parties fail to establish the provisions of Sub-Clauses (1), (a) or/and (b) of this Clause, then the matter shall be brought to be settled in a court of competent jurisdiction in Solomon Islands.

(2) In circumstances where the provisions of Sub-Clause (1)(c) of this Clause is invoked by either Party, then the Parties shall meet their own costs and/or expenses.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)
of:)
)
.....) .....
witness) **Janet Pilosi** (Transport Service Ltd)

Name of Witness (please print):

.....

Annex A

Descriptions of Bus and other relevant information

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);

(b) Pandemic;

(c) World War;

(d) Military invasion of Solomon Islands by a foreign country;

(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;

(f) Civil unrest/war in Solomon Islands;

(g) Epidemic;

(h) Cancellation or termination of the South Pacific Games

(i) The South Pacific Games has shifted to another country;

(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;

(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.

Annex A

HONIARA CITY COUNCIL BUSINESS LICENCE 2022

BT 6171

Honiara City Council (Regulation Licences) Ordinance

A business licence is hereby issued for the following business (es) in accordance section with section 4 (1) of the Honiara City Council (Regulation of Business Licences) Ordinance

Code	**Type of Business**
41516	Busservice

Issued to Janet pilosi

Vehicle Registration Number B0496

Business Names Janet Pilosi **Conditions Imposed** _____

Licence expiry date: 31st December. 2022

Amount of fee paid* **$** 1000 **Receipt No.** 3695 **Sticker No.** 2220448

*** Business licence fees are imposed pursuant to section 4 (1) of the Honiara City Council (Registration of Business Licences) Ordinance and section 4 and Schedule 2 of the Honiara City Council (Fees, Rates and Charges) Ordinance 2022.**

The Business Licence holder is ask to:

1. Display the licence sticker on their vehicles from windscreen and keep their business licence with their records.

2. Allow the business licence and licence sticker to be inspected by council Officers when so requested.

3. Notify the business Licence Officer, Honiara City Council if or when information stated in the above Licence changes.

Approved by:

Business Licence officer

17-04-22
Date Approved

GUADALCANAL PROVINCE RECEIPT

LC4
154721

HEAD.....
SUB-HEAD.....
LEDGER FOLIO.....

DATE 07/05/2019

RECEIPT VOUCHER NUMBER.....

RECEIVED FROM Nichol Pilosi OF Honiara

TOWN/VILLAGE Honiara ward DISTRICT

THE SUM OF One Thousand DOLLARS ..... Cents

BEING PAYMENT OF V/ Business License Bylaw No 2 of 2005 2019/2020

$ 1,000 : 00

GUADALCANAL PROVINCE Common Seal Signature Designation

DISTRIBUTION: *Original - to payer*
Duplicate - to Cash Book
Triplicate - remain in Book

NOTE: INDELIBLE PENCIL ONLY TO BE USED

SOLOMON ISLANDS GOVERNMENT

Date 31 October 2022 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7231777**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mrs JANET PILOSI** TMN: **475707**

The Sum of **FIVE HUNDRED AND SIXTEEN Dollars ONLY**

$ 516 ¢ 0

Type	**Details**	**Amount**
Vehicle Licence	B0496 (Hiace 2018) expiring 31/01/2023	516.00
	Total	**516.00**

By Cash

MOTOR VEHICLE LICENSING OFFICER HONIARA

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	516	0

Terms and Conditions

- This Receipt is not valid without the Solomon Island Inland Revenue Division Stamp AND the signature of the authorized officer.
- A fee will be charged for any duplicate Receipt in accordance with the SIG financial instructions.
- This Receipt is non-transferable to any other person for whatever purpose.

SOLOMON ISLANDS GOVERNMENT
Ministry of Infrastructure & Development

PB. 24

Vehicle Inspection Certificate

N 0024237

Description of Vehicle

Make: TOYOTA HIACE REG No B0496

Model: KDH222R - COMBI

Class: LPCV

Engine No: 2KD-FTV (TURBO)

Current License Expiry: 31/10/22

Date of Inspection	31/10/22				
Speedometer Reading		141853 km			

Total Insp. Fees $ —

License Fee $.....

Total Fee Payable $.....

I certify that I have inspected the vehicle described above and find it be roadworthy as defined by the Traffic Regulations 1967, and subsequent amendments.

Recommendation to Licensing Officer 3 months

NTF 552 ROAD 81533

31/10/22
Date

MID VEHICLE INSPECTION PASSED

Signature of authorized vehicle inspector

SOLOMON ISLANDS GOVERNMENT VEHICLE INSPECTION REPORT

Ministry of Infrastructure & Development

MECH: 0249 Serial No. 0024695

EXP: 31/10/22

DESCRIPTION OF VEHICLE

Registration No: B0496

Make: TOYOTA HIACE (LPSU)

Model: KD H222R - LEMDY

Engine No: 2KD-FTV (2495408)
(To be inserted if the vehicle is unregistered)

Frame No: JTFSS22PS00181538

Speedo Reading: 141099 Km

Report No:

(Signature of Examiner)

Date: 28/10/22

MOTOR VEHICLE

Speedometer	✓
Footbrake	✓
Handbrake	X
Mirrors	✓
Registration Plates	✓
Park/Side/Tail Light	✓
Number Plate Lamp	✓
Headlamps	✓
Direction Indicators	✓
Spotlights	✓
Horn	✓
Windscreen & Wipers	✓
Engine Department Check	✓
Battery	✓
Tyres	✓
Wheel And Rims	✓
Wheel Bearings And Axles	✓
Exhaust System	✓
Bodywork & Chassis	✓
Transmission	✓
Steerig	✓
Suspension	✓
Others	✓

MOTOR CYCLE

Speedometer	
Brakes	
Tyres	
Headlamps	
Stop/Tail Lights	
Number Plate Lamp	
Horn	
Exhaust System	
Registration Plates	
Mirrors	
Frame & Guards	
Seats / Footrests	

TRAILERS

Brakes	
Couplings	
Safety Chains	
Light	
Reflectors	
Wheels & Tyres	
Body & Chassis	
Suspension	

DEFECTS

This form must accompany the vehicle if it has to be returned for reinspection.

1. Hand brake cls ✓

31/10/22
Date Rectified

(Signature of Examiner)





Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	12/06/2023 11:34
Transaction Number:	AGN11153

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 9,000.00
Transfer From Amount: SBD 9,000.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : Inv#0328806

Pay Date : 12/06/2023

PAID CHQ. No. DATE 13/06/23

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
12/06/2023 11:34 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
12/06/2023 17:02 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
13/06/2023 16:09 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
13/06/2023 16:09 Debbie Ofaeri Sifoni
Transaction Processed
* *

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGN11153

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 9,000.00
Transfer From Amount: SBD 9,000.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES
12/6/23

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 9/6/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 8/6/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	k up & Drop Off from 22/05/2023 -02/06/2023. Inv# 328806	$9,000.00

Cheque No: IB TRANS for $9,000.00 Date 8/06/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 8/06/23

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: Gpc 0636/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		TRANSPORT PROVISION TO DROP OFF / PICKUP. 22/5 — 2/6/23 INV. 328806.	JANET PILOSI TRANSPORT		$9,000 — 2 — $9,000 —
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 Date: 6/6/23

Requisition Officer (Name): Sign:

Account Code No: 6-2402

Account Name: Hire Plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie. Renee Sign:

Position: PCC NHA

Department/Committee:

Authority is granted for expenditure not exceeding:

SBD$ 9,000 —

Signed:

Name: Anthony Tevi

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

RECIEVED DATE 7/06/23 SIGN

Compliance Check by:

Name: Trinity V. Thomas

Position: PCC NHA

Signature

Date: 07/06/23

White Copy -NHA FINANCE

Blue Copy - Compliance Unit/Department

Green Copy - Requisition Department

NATIONAL HOSTING AUTHORITY

PURCHASE REQUISITION

REQUISITION NUMBER: GPC 0636/23

Contract/Supplier Payment Number:

Contract/Supplier Name:

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
		TRANSPORT PROVISION TO DROP OFF / PICKUP 22/5 — 2/6/23 INV. 328806	JANET P. LOSI TRANSPORT	6/23	$9,000 — 2 — $9,000
				Total:	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 6/6/23

Requisition Officer (Name): — Sign:

Account Code No: 6-2402

Account Name: Hire Plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officer):

Certifying Officer (Name): Debbie Hence — Sign:

Position: FC NHA

Department/Committee:

2401 mg

Authority is granted for expenditure not exceeding:

SBD$ 9,000 —

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated.

Threshold and contract/Supplier payments Checklist

Payment requires one quote ($10,000.00 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB contract payment	
Payment is a Bid waiver	

Compliance Check by: — Signature

Name: Jilly V. Thomas — Date: 07/06/23

Position: PCC NHA

7/06/23

White Copy -NHA FINANCE

Copy - Compliance Unit/Department

Requisition Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 06/06/2023

RE: PAYMENT TO Janet Pilosi Transport.

Minutes approval is sought to raise payment as refered above.

The sum of **SBD 6,000.00 as** defined in the attached invoice # 328806 - being transporting GOC staff to and from work.

The invoice and other supporting documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared by: Wickly Wemu

GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 06/06/2023	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 6/6/23	**CEO to sign**

Attached Contract
DP 5/6/23

Original

TAX INVOICE*/STATEMENT* 0328806

(*delete as appropriate)

Date 02/06/23

To GOC

ABN (of Recipient) | Order No.

From Janet Pilosi Transport.

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
10	working days	600-		$6,000-
	POB			
	Ac: 022002000305			
	Janet Pilosi			
	JPilosi			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

TRANSPORTATION SERVICES AGREEMENT

This present TRANSPORTATION SERVICE AGREEMENT ("Agreement") is made and entered into on this **14th Day** of **February 2023**, by and between **Peter Stewart** of **Games Organising Committee (GOC) ("Client")**, **Sea King Building, Honiara, Solomon Islands,** and **Janet Pilosi ("Service Provider")** of ~~**ZEL Enterprise Ltd**~~ Janet Pilosi, Malango, Central Guadalcanal, Solomon Islands.

WHEREAS, the Client shall engage the Service Provider to perform bus transportation services for the Client's employees, and

WHEREAS, the Servic Provider is willing and agree to perform the bus transportion services for the Client's employees, and

WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

NOW THEREFORE THE PARTIES hereby agree as follows:

Background/Recital

A. The Client is a Committee established under the *Pacific Games Act, 2023 (2017)* by the National Government of Solomon Islands. Its main office is situated at Sea King Building in Central Honiara, Solomon Islands.

B. The Client's main objective, under the said Act, is to oversee the overall management and administration program of the events of the Pacific Games scheduled to be held in Honiara, Solomon Islands in November, 2023.

C. The Service Provider is a locally established Enterprise incorporated under the relevant laws of Solomon Islands, having its station of business operation at Malango, Central Guadalcanal and is also operating transportation services in Honiara, Solomon Islands.

D. In this Agreement, the Service Provider will provide bus transportation services for the Client's employees 5 (five) days a week, from Monday to Friday. This service will include picking-up the employees every morning from their areas of residences and transport them to work before official working hours and dropping them off at their pickup points in every evening after working hours.

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

---

1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

"deliverables" reference to deliverables means all the work, services and activities in this Agreement.

"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

"Ten working days" reference to ten working days refers to the number of days which the Service Provider shall do the pickup and drop-off routes.

"working hours" reference to working hours means 8:30am in the morning to 5pm in the afternoon in every ten working days.

3. Subject Matter

(1) The Service Provider, upon the execution of this Agreement, shall disclose and provide to the Client the following information:

(a) Full names of bus driver;

(b) Valid driving license of bus driver;

(c) Descriptions of the bus including:

(i) Colour of bus

(ii) Registered number of bus

(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

(c) Total number of staffs to be picked up and dropp-off.

(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

4. Services

(1) The Service Provider shall provide bus transportation services for the staffs to transport them between their pickup points to the location of the Client's Company or Office.

(2) The pickup and drop-off schedule for the services shall take place in the dates and time set out in **Annex B** to this Agreement.

(3) The Client, where the circumstances permit, may require the Service Provider to perform services anytime during official working hours and may also require the same to perform such services anytime during public holidays, weekends, and/or any other necessary services during night times.

5. Term/Duration

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

6. Payment

(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by reason of death, critical illness, incompetence, travelling out of Solomon Islands or termination of his employment contract with the Client's Company then the Client shall immediately designate and delegate such obligations to any other employees in the HR and Administration Division in the Client's Company to implement the Client's responsibility.

(2) Service Provider's Assistant

(a) The Service Provider designate **Micky Kalea** as her Assistant who shall be responsible for the coordination of activities of the Services in this Agreement.

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

(2) The circumstances which are deemed as an event of Force Majeure are set out in **Annex D** to this Agreement.

(3) The Party that seek to rely on the claim of Force Majeure must promptly, through a written notice as practicably as possible, notify the other Party of the event relied upon and provide detailed information of such event relating to the following circumstances:

(a) the date of its first occurrence;
(b) the cause of such event; and
(c) how the event prevented the Party from performing its obligations.

15. Jurisdiction and Language

(1) This present Agreement shall be governed and subject to the national laws of Solomon Islands.

(2) All correspondences by and between the Parties during the course of performance of this Agreement must be communicated in English.

16. Dispute Resolution

(1) The Parties agree that any dispute arising between themselves relating to this Agreement shall be resolved in any of the following ways:

(a) Any dispute or if there is likely to be a dispute between the Parties relating to the way which the terms and conditions of this Agreement are implemented shall and must be immediately resolved by the Parties in an amicable way (outside of court);

(b) In circumstances where the provisions of the preceding Sub-Clause fail to materialise, the Parties must appoint an independent mediator who has no ties whatsoever with either of the Parties to mediate a settlement (outside of court); or

(c) If, after the mediation process, the Parties fail to establish the provisions of Sub-Clauses (1), (a) or/and (b) of this Clause, then the matter shall be brought to be settled in a court of competent jurisdiction in Solomon Islands.

(2) In circumstances where the provisions of Sub-Clause (1)(c) of this Clause is invoked by either Party, then the Parties shall meet their own costs and/or expenses.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)
of:)
)
.....) .....
witness) **Janet Pilosi** (Transport Service Ltd)

Name of Witness (please print):

.....

Annex A

Descriptions of Bus and other relevant information

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate-SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);

(b) Pandemic;

(c) World War;

(d) Military invasion of Solomon Islands by a foreign country;

(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;

(f) Civil unrest/war in Solomon Islands;

(g) Epidemic;

(h) Cancellation or termination of the South Pacific Games

(i) The South Pacific Games has shifted to another country;

(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;

(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.

Annex A

HONIARA CITY COUNCIL BUSINESS LICENCE 2022

BT 6171

Honiara City Council (Regulation Licences) Ordinance

A business licence is hereby issued for the following business (es) in accordance section with section 4 (1) of the Honiara City Council (Regulation of Business Licences) Ordinance

Code	Type of Business
41516	Busservice

Issued to Janet Pilosi

Vehicle Registration Number B0496

Business Names Janet Pilosi **Conditions Imposed** _____

Licence expiry date: 31st December. 2022

Amount of fee paid* $ 1000 **Receipt No.** 3695 **Sticker No.** 2220412

*** Business licence fees are imposed pursuant to section 4 (1) of the Honiara City Council (Registration of Business Licences) Ordinance and section 4 and Schedule 2 of the Honiara City Council (Fees, Rates and Charges) Ordinance 2022.**

The Business Licence holder is ask to:

1. Display the licence sticker on their vehicles from windscreen and keep their business licence with their records.

2. Allow the business licence and licence sticker to be inspected by council Officers when so requested.

3. Notify the business Licence Officer, Honiara City Council if or when information stated in the above Licence changes.

Approved by:

[signature]
Business Licence officer

11.04.22
Date Approved

GUADALCANAL PROVINCE RECEIPT

LC4
154721

DATE 07 /05 /2019

HEAD.....
SUB-HEAD.....
LEDGER FOLIO.....

RECEIPT VOUCHER NUMBER.....
RECEIVED FROM ..... NICHOL PILOSI ..... OF ..... MALANGO .....
TOWN/VILLAGE ..... KUALANGO WARD ..... DISTRICT
THE SUM OF ..... ONE THOUSAND ..... DOLLARS ..... Cents
BEING PAYMENT OF ..... V/ BUSINESS LICENSE ..... BOKSA MALAOS .....
2019/2020

$ 1,000 : 00

GUADALCANAL PROVINCE
Signature
Designation

DISTRIBUTION: *Original - to payer*
Duplicate - to Cash Book
Triplicate - remain in Book

NOTE: INDELIBLE PENCIL ONLY TO BE USED

SOLOMON ISLANDS GOVERNMENT

Date 31 October 2022 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7231777**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mrs JANET PILOSI** TMN: **475707**

The Sum of **FIVE HUNDRED AND SIXTEEN Dollars ONLY**

$ 516 ¢ 0

Type	**Details**	**Amount**
Vehicle Licence	B0496 (Hiace 2018) expiring 31/01/2023	516.00
	Total	**516.00**

By Cash

MOTOR VEHICLE LICENSING HONIARA OFFICER

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	516	0

Terms and Conditions

- This Receipt is not valid without the Solomon Island Inland Revenue Division Stamp AND the signature of the authorized officer.
- A fee will be charged for any duplicate Receipt in accordance with the SIG financial instructions.
- This Receipt is non-transferable to any other person for whatever purpose.

SOLOMON ISLANDS GOVERNMENT
Ministry of Infrastructure & Development

PB. 24

Vehicle Inspection Certificate

N 0024237

Description of Vehicle

Make: TOYOTA SPACE REG Nº B0456

Model: KOHZAK - (LONG)

Class: LPV

Engine No: 2KD - FTV (DIESEL)

Current License Expiry: 31/10/22

Date of Inspection	31/10/22				
Speedometer Reading		141853	km		

Total Insp. Fees $ —

License Fee $.....

Total Fee Payable $.....

I certify that I have inspected the vehicle described above and find it be roadworthy as defined by the Traffic Regulations 1967, and subsequent amendments.

Recommendation to Licensing Officer 3 months

STFSS22PSDV81533

31/10/22
Date

MID VEHICLE INSPECTION PASSED

Signature of authorized vehicle inspector

SOLOMON ISLANDS GOVERNMENT VEHICLE INSPECTION REPORT

Ministry of Infrastructure & Development

MECH: 0249 Serial No. 0024695

EXP: 31/10/22

DESCRIPTION OF VEHICLE

Registration No: B0496

Make: TOYOTA HIACE (UPSU)

Model: KD-H222R - LEMDY

Engine No: 2KD-FTV C2454(W)
(To be inserted if the vehicle is unregistered)

Frame No: JTFSS22PS00181533

Speedo Reading: 141099 KM

Report No:

(Signature of Examiner)

Date: 28/10/22

MOTOR VEHICLE

Speedometer	✓
Footbrake	✓
Handbrake	X
Mirrors	✓
Registration Plates	✓
Park/Side/Tail Light	✓
Number Plate Lamp	✓
Headlamps	✓
Direction Indicators	✓
Spotlights	✓
Horn	✓
Windscreen & Wipers	✓
Engine Department Check	✓
Battery	✓
Tyres	✓
Wheel And Rims	✓
Wheel Bearings And Axles	✓
Exhaust System	✓
Bodywork & Chassis	✓
Transmission	✓
Steerig	✓
Suspension	✓
Others	✓

MOTOR CYCLE

Speedometer	
Brakes	
Tyres	
Headlamps	
Stop/Tail Lights	
Number Plate Lamp	
Horn	
Exhaust System	
Registration Plates	
Mirrors	
Frame & Guards	
Seats / Footrests	

TRAILERS

Brakes	
Couplings	
Safety Chains	
Light	
Reflectors	
Wheels & Tyres	
Body & Chassis	
Suspension	

DEFECTS

This form must accompany the vehicle if it has to be returned for reinspection.

1. Hand brake cls ✓

31/10/22
Date Rectified

(Signature of Examiner)

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	02/03/2023 16:36
Transaction Number:	AGB58199

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#:0033001

Pay Date : 02/03/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * * *
02/03/2023 16:36 Mema Hite
Authorisation Required for : ANZ to Other Bank Transfer (2A)
02/03/2023 17:19 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
03/03/2023 14:07 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
03/03/2023 14:07 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 3/03/2023 CHQ. No.

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Held for Authorisation
Date / Time:	02/03/2023 16:36
Transaction Number:	AGB58199

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,400.00
Transfer From Amount: SBD 5,400.00
Indicative :
My Reference: Bus Hire-GOC

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#:0033001

Pay Date : 02/03/2023

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
02/03/2023 16:36 Mema Hite
Authorisation Required for : ANZ to Other Bank Transfer (2A)
* *

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 2/3/23
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 2/3/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for transporting GOC staff to and from for Nine (9) working Days.	$5,400.00

Cheque No: IB TRANS for $5,400.00 Date 1/03/2023

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by _____ Date 01/03/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-0182/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Raise payment for transporting GOC staff to and from work. Invoice NO, 33001	Janet Pilosi Transport	—	$5,400-00
				TOTALS	$5,400.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $5,400.00 Date: 28/02/23

Requisition Officer (Name): Florence Masiu Sign:

Account Code: 6-2402

Account Name: Hire plant & vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Rence Sign:

Post: FC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 5,4[illegible]-00

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

2023 RECIEVED DATE 1/03/2023 SIGN PACIFIC GAMES SOLOMON ISLANDS

Compliance Check by: Signature

Name: Leeroy. B Date: 1/03/23

Position: PCM

Copy 1 White NHA Finance
Copy 2 Pink/Blue Compliance Department
Copy 3 Yellow Requesting Department

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 27/02/2023

RE: PAYMENT TO Janet Pilosi Transport.

Minutes approval is sought to raise payment as refered above.

The sum of **SBD 5,400.00 as** defined in the attached invoice # 33001 - being transporting GOC staff to and from work.

The invoice and other supporting documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared by: Wickly Wemu

GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 28/02/2023	**FM to sign**

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 28/2/2023	**CEO to sign**

Original

TAX INVOICE*/STATEMENT*0033001

(*delete as appropriate)

Date 24/02/23

To GOC

ABN *(of Recipient)* | Order No.

From Janet Pilosi Transport

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	9 working days	600	$	5,400 —
	POB			
	Alc# 022002000305			
	Janet Pilosi			
	7851168			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



TRANSPORTATION SERVICES AGREEMENT

This present TRANSPORTATION SERVICE AGREEMENT ("Agreement") is made and entered into on this **14th Day** of **February 2023**, by and between **Peter Stewart** of **Games Organising Committee (GOC) ("Client")**, **Sea King Building, Honiara, Solomon Islands,** and **Janet Pilosi ("Service Provider")** of **ZEL Enterprise Ltd**, Malango, Central Guadalcanal, Solomon Islands.

WHEREAS, the Client shall engage the Service Provider to perform bus transportation services for the Client's employees, and

WHEREAS, the Servic Provider is willing and agree to perform the bus transportion services for the Client's employees, and

WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

NOW THEREFORE THE PARTIES hereby agree as follows:

Background/Recital

A. The Client is a Committee established under the *Pacific Games Act, 2023 (2017)* by the National Government of Solomon Islands. Its main office is situated at Sea King Building in Central Honiara, Solomon Islands.

B. The Client's main objective, under the said Act, is to oversee the overall management and administration program of the events of the Pacific Games scheduled to be held in Honiara,

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

---

1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

"deliverables" reference to deliverables means all the work, services and activities in this Agreement.

"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

working days refers to the number of days which the Ser-

(a) Full names of bus driver;

(b) Valid driving license of bus driver;

(c) Descriptions of the bus including:

(i) Colour of bus

(ii) Registered number of bus

(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

(c) Total number of staffs to be picked up and dropp-off.

(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

4. Services

(1) The Service Provider shall provide bus transportation services for the staffs to transport them between their pickup points to the location of the Client's Company or Office.

(2) The pickup and drop-off schedule for the services shall take place in the dates and time set out in **Annex B** to this Agreement.

(3) The Client, where the circumstances permit, may require the Service Provider to perform

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

6. Payment

(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate-SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

Annex A

HONIARA CITY COUNCIL BUSINESS LICENCE 2022

BT 6171

Honiara City Council (Regulation Licences) Ordinance

A business licence is hereby issued for the following business (es) in accordance section with section 4 (1) of the Honiara City Council (Regulation of Business Licences) Ordinance

Code	Type of Business
41516	Busservice

Issued to Janet pilosi

Vehicle Registration Number B0496

Business Names Janet Pilosi **Conditions Imposed** _____

Licence expiry date: 31st December. 2022

Amount of fee paid* $ 1000 **Receipt No.** 3695 **Sticker No.** 2220448

*** Business licence fees are imposed pursuant to section 4 (1) of the Honiara City Council (Registration of Business Licences) Ordinance and section 4 and Schedule 2 of the Honiara City Council (Fees, Rates and Charges) Ordinance 2022.**

The Business Licence holder is ask to:

1. Display the licence sticker on their vehicles from windscreen and keep their business licence with their records.

2. Allow the business licence and licence sticker to be inspected by council Officers when so requested.

3. Notify the business Licence Officer, Honiara City Council if or when information stated in the above Licence changes.

Approved by:

Business Licence officer

1st Oct 22
Date Approved

GUADALCANAL PROVINCE RECEIPT

LC4
154721

HEAD.....
SUB-HEAD.....
LEDGER FOLIO.....

DATE 07 / 05 / 2019

RECEIPT VOUCHER NUMBER.....

RECEIVED FROM NICHOL PILOSI OF MALANGO

TOWN/VILLAGE KUALANGO WARD DISTRICT

THE SUM OF ONE THOUSAND DOLLARS ..... Cents

BEING PAYMENT OF V/ BUSINESS LICENSE BOYS ALCANAL 205
2019/2020

$ 1,000 : 00

GUADALCANAL PROVINCE Signature Designation

DISTRIBUTION: *Original - to payer*
Duplicate - to Cash Book
Triplicate - remain in Book

NOTE: INDELIBLE PENCIL ONLY TO BE USED

SOLOMON ISLANDS GOVERNMENT

Date 31 October 2022 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7231777**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mrs JANET PILOSI** TMN: **475707**

The Sum of **FIVE HUNDRED AND SIXTEEN Dollars ONLY**

$ 516 ¢ 0

Type	**Details**	**Amount**
Vehicle Licence	B0496 (Hiace 2018) expiring 31/01/2023	516.00
	Total	**516.00**

By Cash

MOTOR VEHICLE LICENSING OFFICERS HONIARA

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	516	0

Terms and Conditions

- This Receipt is not valid without the Solomon Island Inland Revenue Division Stamp AND the signature of the authorized officer.
- A fee will be charged for any duplicate Receipt in accordance with the SIG financial instructions.
- This Receipt is non-transferable to any other person for whatever purpose.



EVALUATION REPORT

EOI Name: STAFF TRANSPORT EASTERN/CENTRAL REGION

Number: EOI/23

SUMMARY

CONTRACT NAME: STAFF TRANSPORT FOR GOC (EASTERN /CENTRAL REGION)

EOI: EXPRESSIO OF INTERESTS

This document is for the Boards of the 2023 Games Organizing Committee (GOC), Internal Tender Board (ITB) & Games Tender Board (GTB) for justification for Tender to interested Bidders. All EOI were received at the closing time of 2pm on Monday 30th January 2023 from the following applicants:

Table 1 EOIs received at closing time

No	`NAME	HCC LICENSE	TIN NO	G/PROVINCE LICENSE	Contact	RATES	BUS DETAILS
1	Patrick Tom Orotaloa	2220782 3	Nil	Nil	7266079	$3000/DAY	29-Seater bus
2	Janet Pilosi	2320082	1218303	Attached	7494846	$800/Day	26- Seater bus
3	Janet Pilosi	2220044 8	1218303	Attached	7494846	$600/day	15-Seater bus
4	Salome Atkin	2320496	1136863	Nil	7737114	$1000/day	15-Seater bus
5	Marilyn Maniselea	2220067	Nil	Nil	7379666	$300/hour	15-Seater bus
6	ZEL Enterprise	2320404	1267833		7976946/ 7616822	~~$700~~ $600/day	15-Seater bus
7	Navit Katja Auto/Betty Maenuu	2320416	1269914	B639	7482272	$700/day	15- Seater bus
8	Webster. L.Beuka	2320465	1250671	B578	7898636	$2000/day	15-Seater bus
9	Jeffery Jetzini	2320052	1224421	B560	7619026	$400/hour	26- Seater bus
10	Jeffery Jetzini	2320050	1280878	B559	7619026	$400/Hour	29- Seater bus
11	Fountain Transport	232000	1092514	B577	7314673	$800/Day	25- Seater Bus
12	Maxwel Filei	2320467	Nil	Nil		$700/Day	15-Seater Bus
13	Francis Pitanoe	Nil	Nil	Nil		$1500/Day	15-Seater Bus

The budget for this contract is covered under GOC Budget, Funds have been provided through the GOC Budget. The cost estimate for accordingly for its office use towards preparation - for the Pacific Games 2023 and that satisfies the Purchaser's delivery schedules and the Supplier's ability to supply the vehicles taking into account of the lengthy global supply chain turnover.

It is recommended that the contract be awarded to the mentioned Applicant

Table 2 Recommended bidders after the evaluation process.

No.	Recommended Applicants Name	BUS DETAILS	Accepted & Recommended Rate/day
1.	Janet Pilosi	15-Seater Bus	$600/day
2.	Anthony Simata	15-Seater Bus	$600/day

The aforementioned Recommended Bidders were recommended after the evaluation process went through assessment of required categories:
Summary Spreadsheets were accessed and elimination of applicants for not providing required documents.

Selection was through the Location of the Buses to suit the Pickup and drop off points staff in time for the working hours Daily. a Fair distribution were given to the applicants respectively. Negotiation of rates were discussed within the two Buses and 15-Seater bus Transport have agreed upon $600/day rate.

The Invitation for EOI was issued on **24th January 2023**. Advertising was carried out by:

1. ***Solomon Star and Island Sun News paper***
2. ***Sol2023 FB Page***
3. ***SIG Website***

Table 3. Late Applicant.

Nil

1. Examination of EOI

All applicants were screened by the procurement team-GOC

2. Preliminary Evaluations

EOI from eleven (11) applicants, four were eliminated in Preliminary Evaluation as they have failed to provide their Business required documents and to meet standard requirements. The Applicants namely:

- ***Patrick Tom Orotaloa***
- ***Marilyn Maniselea***
- ***Maxwell Filei***
- ***Francis Pitanoe***.

The aforementioned bidder did not satisfy the qualifying criteria in the Preliminary Evaluation and thus rejected because they were incomplete and did not meet standard and other required legal documents.

3. Detailed Evaluation

The following Applicants to EOI qualified for consideration of their tenders in Detailed Evaluation:

1. ***Janet Pllosi***
2. ***Salome Atkin***
3. ***ZEL Enterprise***
4. ***Navit Katja Auto***
5. ***Webster.L. Beuka***
6. ***Jeffery Jetzini***
7. ***Fountain Transport Service***

After detailed evaluation, only two were selected, meet all EOI criteria.

According to the EOI, Bus schedules were for the Eastern Region Staff Pickups But due to arrival timing to office daily, Evaluation team has decided to split the Eastern region to Eastern and Central region pickups and drop off.
Rates of the Buses were also negotiated to the transporter and agreed by both parties.

Eastern Transport: 15-Seater at the rate of: $600/day
Central Transport: 15-Seater at the rate of: $600/day

Recommendation

Based on the assessment and evaluation of EOI applications it is recommended that the contract be awarded to the mentioned names based on the location of the Transporter to suit the required pickup/drop of region and to meet our needs and criteria. TEC also understand that with these approaches it is shared amongst the two applicants to ensure that GOC had utilised best outcome to meet our transport schedules., TEC has entered into negotiations with responsive applicants for a rate after considerations of a double pickup regions. After Considerations of double region pickups, Rates for the transporters are according to their Bus sizes and has endorsed that this is our best recommendation that can meet our best outcome with three months schedule.

ANNEX A: Attachments:

The following tender documentation had been submitted part of the evaluation report.

1. EOI Submission Register
2. EOI ASSESSMENT /Evaluation
3. EOI Evaluation Recommendation

EXPRESSION INTEREST BUS OPERATOR

NAME OF APPLICANT	HCC LICENSE	TIN NO:	G/PROVINCE LICENSE	PLATE NUMBER	BUS DETAILS	SPECIFICATION	RATES	REMARKS
Patrick Tom Orotaloa	2220778- EXPIRY: 31/12/2022			B1027	29SEATER BUS	ATTACHED	$400.00/HOUR	Missing Tin number and G/P
Janet Pilosi	2320082-Expiry:31/12/2023 HCC inspection report	1218303	to check	B1061	26SEATER BUS	ATTACHED	$800/day	Rate to negotiate
Janet Pilosi	2220448- Expiry 31/12/2022 HCC Report 12/04/2022	1218303	Attached	B0496	15 SEATER BUS	ATTACHED	$600/day	Rate to negotiate
Salome Atkin	2320496: Expiry 31/12/2023	1136863		B0003	15 SEATER BUS	ATTACHED	$1000/day	Check G/P. Negotiate rate
Marilyn Maniselea	22220067: Expiry 31/12/2022	nil	nil	B0600	15 SEATER BUS	ATTACHED	$300/Hour	Missing Tin number and G/P
ZEL ENTERPRISE	2320404: Expiry 31/12/2023. HCC Inspection report	1267833	to check	B0741	15SEATER BUS	ATTACHED	$700/day	Rate to negotiate
Navit Katja Auto/ Betty Maenuu	2320416: Expiry 31/12/2023	1269914	B639: Expiry 31/03/2023	B0458	15 SEATER BUS	ATTACHED	$700/day	Rate to negotiate
Webster L Beuka	2320465: Expiry 31/12/2023	1250671	B578: Expiry 31/03/2023	B1074	15 SEATER BUS		$2000/day	Rate to negotiate
Jeffery Jedzini	2320052:Expiry 31/12/2023	1224421	B560:Expiry 31/03/2023	B0975	26SEATER BUS		$400/Hour	Rate to negotiate
Jeffery Jedzini	2320050:Expiry 31/03/2023	1280878	B559:31/03/2023	B0962	29SEATER BUS		$400/Hour	Rate to negotiate
Fountain Transport Service	232000:Expiry 31/12/2023	1092514	B577:31/03/2023	B0485	25SEATER BUS		$800/day	Rate to negotiate
Maxwel Filei	2320467: Expiry 31/12/2023	nil	nil	B0908	15SEATER BUS		$700/day	Missing Tin number and G/P
Francis Pitsnoe	nil	nil	nil	B0906	15 SEATER BUS		$1500/day	Missing Tin number and G/P

EVALUATION RECOMMENDATION FORM

Pursuant to Section one (1) of the Instructions to Tenderers, the TEC hereby after thorough evaluation and analysis of bidder's submissions made this recommendation.

BUS NO.	RECOMMENDED BUS NAME/REGION	ACCEPTED & RECOMMENDED BID RATE/3 MONTHS
BUS 1	Janet Pilosi/ Eastern Region	$53,400.00
BUS 2	Anthony (Zel Transport)/Central Region	$53,400.00

The recommended bidders according to Lots with formal TEC report will be presented to ITB for formal approval.

Evaluation recommendation is made by:

TEC Member:

Name: JEFFERY MEKAB) Signature.....

Name: LISIANE SIMATA Signature.....

Name: AGNES NGUMI Signature.....

REQUEST FOR EXPRESSIONS OF INTEREST

Expressions of Interest

The Games Organizing Committee (GOC) of the Sol2023 Pacific Games is seeking Express of Interests (EOI) for from bus operator to provide bus services to Games Organizing Committee Staff pick up and drop off from Monday – Friday from Alligator on the Eastern to its Head Office opposite the Honiara City Council.

GOC now invites Expressions of interest to indicate their interests in providing their rates., appropriate services, ratings etc.). The bus operator may associate to enhance their qualifications and legalities. The Operator will be selected in accordance with the procedures set out in the Solomon Islands Procurement and Contract Administration Manual and SIG Financial Instructions 2010.

EOI may apply specifying their costs/rates, further information can be obtained at the address below during official hours from **8.30am-5:00pm**

Expressions of interest must be delivered to the address below before 2:00pm by **Monday 30th January 2023**

Games Organizing Committee

Agnes Ngumi

E-mail: ANgumi@sol2023.com.sb

Mobile No: 7484676
Facebook Page: XVII SOL2023

SECTION V. SCHEDULE OF REQUIREMENTS

INTRODUCTION:

The Games Organising Committee wishes to encourage Bus Operators to submit their expression of interest.

Interested bidders shall provide their rates for their listed services below.

Rates per day on Pickups and drop offs from Alligator to GOC Office Seaking Building.

REQUIREMENTS:

the bus service provider must

- Have a valid G Province License/ Honiara City Council License & TIN
- 100 percent road worthy with all legal documents, clean and fully air condition
- Experienced Driver, well groomed, do not smoke and chew betel nut.
- Knowledge about all roads in Honiara and surrounding Eastern areas.

Submission of EOI

When submitting your Expression of Interest include in it the daily rates for pick up and drop off and bus capacity, details etc. For further information you can call Agnes Ngumi on 7484676 or email ANgumi@soll2023.com.sb

All Submissions must be received by 2pm, 30th January 2023.

REQUEST FOR EXPRESSIONS OF INTEREST

Expressions of Interest

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Expressions of interest must be delivered to the address below before 2:00pm by **Monday 30th January 2023**

Games Organizing Committee

Agnes Ngumi

E-mail: ANgumi@sol2023.com.sb

Mobile No: 7484676
Facebook Page: XVII SOL2023

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	22/03/2023 09:36
Transaction Number:	AGD66416

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#33003-GOC

Pay Date : 22/03/2023

PAID
2023
DATE 27/03/2023
GL#
JOB
PAYMENT# AGD 66416

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
22/03/2023 09:36 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
23/03/2023 08:36 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
24/03/2023 13:47 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
24/03/2023 13:47 Debbie Ofaeri Sifoni
Transaction Processed
* *

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGD66416

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 6,000.00
Transfer From Amount: SBD 6,000.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
PIC. GAMES

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 21/3/23
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 21/3/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Transporting provision to GOC Staff Pickup and Drop off 27th feb to 10th March 2023. Inv#0033003	$6,000.00

Cheque No: IB TRANS for $6,000.00 Date 21/03/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 21/03/23

Janet Pilosi Transport
0220020000305
POB

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC 0266/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		TRANSPORT PROVISION TO GOC STAFF FROM 27TH FEB TO 10/03/23 PICKUP + DROP OFF. IN. 0033003	JANET PILOSI TRANSPORT.		$6,000 —
				TOTALS	$6,000 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 16/3/23

Requisition Officer (Name): WWEMA Sign:

Account Code: 6-2402

Account Name: Hire Plant & Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Rave Sign:

Post: FC

Department: NHA.

Authority is granted for expenditure not exceeding:

SBD$ 6000 —

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: Signature

Name: Leeroy. B Date: 20/03/23

Position: PCM

Copy 1 White NHA Finance

Copy 2 Pink/Blue Compliance Department

Copy 3 Yellow Requesting Department

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC 0266/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY — SUPPLIER	ORDER NO.	COST
		TRANSPORT PROVISION TO GOC STAFF FROM 27TH FEB TO 10/03/23 PICKUP + DROPOFF. INV. 0033003	JANET PILOSI TRANSPORT. 2202 Flts & Presents		$6,000 —
				TOTALS	$6,000 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $6,000 — Date: 16/3/23

Requisition Officer (Name): WWEMA Sign:

Account Code: 6-2402

Account Name: Hire Plant & Vehicles

Funds available on this account: 21/3/23

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Reave Sign:

Post: FC

Department: NHA.

Authority is granted for expenditure not exceeding:

SBD$ 6000 —

Signed:

Name: CN Ley

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: Signature

Name: Leeroy. B Date: 20/03/23

Position: PAM

Copy 1 White — NHA Finance

Copy 2 Pink/Blue — Compliance Department

Copy 3 Yellow — Requesting Department

MINUTE **Ref:** GOC – 066 /23

To: EXECUTIVE DIRECTOR, NHA _____

Thru: FINANCE MANAGER, GOC _____

From: PROCUREMENT, GOC _____ **Date:** _10.03.23_

RE: PROCUREMENT to GOC Staff Bus from Janet Pilosi Transport.

Approval is sought to raise payment as referred above.

The sum of **$6,000.00** define in the Invoice attached. This represent the payments for 10 working days for Janet Pilosi Transport attached. 27TH FEB TO 10/3/23 .

See attached is the invoice for further verification. INV. 0033003

Therefore, kindly request for approval of budget and endorsement to make the payment soon as possible.

Johnsmith Awila

Procurement Coordinator (GOC)

Endorsed by:

Rocklive Poloso Finance Manager Games Organizing Committee		
Signature:	Date: 10/03/2023	

Approval:

Peter Stewart Chief Executive Officer Games Organising Committee		
Signature:	Date: 10/3/2023	

Original

TAX INVOICE*/STATEMENT* 0033003

(*delete as appropriate)

Date 10/03/23.

To GOC.

ABN *(of Recipient)* | Order No.

From JANET PILOSI TRANSPORT.

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	10 working days 600-			$6,000-
	~~20~~/02/23 — 10/03/23			
	P.O B			
	A/C - 022002000305.			
	Janet Pilosi			
	7851168.			

TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of



TRANSPORTATION SERVICES AGREEMENT

This present TRANSPORTATION SERVICE AGREEMENT ("Agreement") is made and entered into on this **14th Day** of **February 2023**, by and between **Peter Stewart** of **Games Organising Committee (GOC) ("Client")**, **Sea King Building, Honiara, Solomon Islands,** and **Janet Pilosi ("Service Provider")** of **ZEL Enterprise Ltd**, Malango, Central Guadalcanal, Solomon Islands.

WHEREAS, the Client shall engage the Service Provider to perform bus transportation services for the Client's employees, and

WHEREAS, the Servic Provider is willing and agree to perform the bus transportion services for the Client's employees, and

WHEREAS, the Service Provider is competent and has the necessary skills and ability to perform the bus transportation services.

NOW THEREFORE THE PARTIES hereby agree as follows:

Background/Recital

A. The Client is a Committee established under the *Pacific Games Act, 2023 (2017)* by the National Government of Solomon Islands. Its main office is situated at Sea King Building in Central Honiara, Solomon Islands.

B. The Client's main objective, under the said Act, is to oversee the overall management and administration program of the events of the Pacific Games scheduled to be held in Honiara, Solomon Islands in November, 2023.

C. The Service Provider is a locally established Enterprise incorporated under the relevant laws of Solomon Islands, having its station of business operation at Malango, Central Guadalcanal and is also operating transportation services in Honiara, Solomon Islands.

D. In this Agreement, the Service Provider will provide bus transportation services for the Client's employees 5 (five) days a week, from Monday to Friday. This service will include picking-up the employees every morning from their areas of residences and transport them to work before official working hours and dropping them off at their pickup points in every evening after working hours.

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

---

1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

"deliverables" reference to deliverables means all the work, services and activities in this Agreement.

"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

"Ten working days" reference to ten working days refers to the number of days which the Service Provider shall do the pickup and drop-off routes.

"working hours" reference to working hours means 8:30am in the morning to 5pm in the afternoon in every ten working days.

3. Subject Matter

(1) The Service Provider, upon the execution of this Agreement, shall disclose and provide to the Client the following information:

(a) Full names of bus driver;

(b) Valid driving license of bus driver;

(c) Descriptions of the bus including:

(i) Colour of bus

(ii) Registered number of bus

(iii) Registered owner of bus

(iv) Number seats in the bus

(2) The Client shall disclose and provide to the Service Provider the following information:

(a) Map of pickup and drop-off routes;

(b) Expected time which the staffs supposed to be arriving to the workplace immediately after picking up the staffs; and

(c) Total number of staffs to be picked up and dropp-off.

(3) The information contain in the provisions of Sub-Clause 1 and Sub-Clause (2) shall be marked as **Annex A** to this Agreement.

4. Services

(1) The Service Provider shall provide bus transportation services for the staffs to transport them between their pickup points to the location of the Client's Company or Office.

(2) The pickup and drop-off schedule for the services shall take place in the dates and time set out in **Annex B** to this Agreement.

(3) The Client, where the circumstances permit, may require the Service Provider to perform services anytime during official working hours and may also require the same to perform such services anytime during public holidays, weekends, and/or any other necessary services during night times.

5. Term/Duration

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

6. Payment

(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) There shall be reduction of the agreed rate if, during the course of 10 (ten) working days, the Service Provider fails to perform any pickup or drop-off route or fails to perform both routes; or

(c) One or more than one staff, during the course of 10 (ten) working days, has sustained any injury by reason of the Service Provider's own misconduct or negligence during the pickup or drop-off routes or in both routes.

(4) Notwithstanding anything contains in the provisions of the preceding Sub-Clauses or in this Agreement, the Service Provider shall be entitled to the total sum of the contractual payment if, during the course of performance of this Agreement, all the aspects of the services are successfully performed.

8. Supervision and Administration

(1) Client's Transportation Services Manager

(a) The Client designate **Mccleen Sarukiki** as the Human Resource (HR) and Administration Manager ("Manager") who shall be responsible for the coordination of services under this Agreement.

(b) It shall be the responsibility of the Manager to oversee the acceptance and approval of the deliverables on behalf of the Client, and for receiving and approving invoices for payments of the transportation services.

(c) In the event the Manager is incapable of performing his respective obligations by reason of death, critical illness, incompetence, travelling out of Solomon Islands or termination of his employment contract with the Client's Company then the Client shall immediately designate and delegate such obligations to any other employees in the HR and Administration Division in the Client's Company to implement the Client's responsibility.

(2) Service Provider's Assistant

(a) The Service Provider designate **Micky Kalea** as her Assistant who shall be responsible for the coordination of activities of the Services in this Agreement.

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

(2) The circumstances which are deemed as an event of Force Majeure are set out in **Annex D** to this Agreement.

(3) The Party that seek to rely on the claim of Force Majeure must promptly, through a written notice as practicably as possible, notify the other Party of the event relied upon and provide detailed information of such event relating to the following circumstances:

(a) the date of its first occurrence;
(b) the cause of such event; and
(c) how the event prevented the Party from performing its obligations.

15. Jurisdiction and Language

(1) This present Agreement shall be governed and subject to the national laws of Solomon Islands.

(2) All correspondences by and between the Parties during the course of performance of this Agreement must be communicated in English.

16. Dispute Resolution

(1) The Parties agree that any dispute arising between themselves relating to this Agreement shall be resolved in any of the following ways:

(a) Any dispute or if there is likely to be a dispute between the Parties relating to the way which the terms and conditions of this Agreement are implemented shall and must be immediately resolved by the Parties in an amicable way (outside of court);

(b) In circumstances where the provisions of the preceding Sub-Clause fail to materialise, the Parties must appoint an independent mediator who has no ties whatsoever with either of the Parties to mediate a settlement (outside of court); or

(c) If, after the mediation process, the Parties fail to establish the provisions of Sub-Clauses (1), (a) or/and (b) of this Clause, then the matter shall be brought to be settled in a court of competent jurisdiction in Solomon Islands.

(2) In circumstances where the provisions of Sub-Clause (1)(c) of this Clause is invoked by either Party, then the Parties shall meet their own costs and/or expenses.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)
of:)
)
.....) .....
witness) **Janet Pilosi** (Transport Service Ltd)

Name of Witness (please print):

.....

Annex A

Descriptions of Bus and other relevant information

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

Annex C

The schedule of payments for Eastern side is specified below:

Contract Value 1: 26 Seater Bus. Rate- SBD600.00 per day	**$54,000.00**	
	Milestone Description	**Payable Amount**
Payment 1 14/02/2023 – 24/02/2023	Invoice receive after 10 working days	**$5,400.00**
Payment 2 27/02/2023 – 10/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 3 13/03/2023 – 24/03/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 4 27/03/2023 – 07/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 5 10/04/2023 – 21/04/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 6 24/04/2023 – 05/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 7 08/05/2023 – 19/05/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 8 22/05/2023 – 02/06/2023	Invoice receive after 10 working days	**$6,000.00**
Payment 9 05/06/2023 – 16/06/2023	Invoice receive after 10 working days	**$6,000.00**
		Total: $53, 400.00

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);

(b) Pandemic;

(c) World War;

(d) Military invasion of Solomon Islands by a foreign country;

(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;

(f) Civil unrest/war in Solomon Islands;

(g) Epidemic;

(h) Cancellation or termination of the South Pacific Games

(i) The South Pacific Games has shifted to another country;

(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;

(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.





Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	04/04/2023 14:24
Transaction Number:	AGF16440

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 4,800.00
Transfer From Amount: SBD 4,800.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

Account Name: Janet Pilosi Transport
Account Number: 022002000305
Bank Name: Pan Oceanic Bank
Reference To Payee : INV#33004-GOC

PAID
DATE 12/04/23 CHQ. No.

Pay Date : 04/04/2023

Comments:

********** Authorisation Details **********
04/04/2023 14:24 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
04/04/2023 15:57 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
12/04/2023 10:53 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
12/04/2023 10:53 Debbie Ofaeri Sifoni
Transaction Processed
****

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

Your Reference

*** Important Information displayed on ANZ Internet Banking screen is not shown on this printout**

Held for Authorisation
Transaction Number AGF16440

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 4,800.00
Transfer From Amount: SBD 4,800.00
Indicative :
My Reference: GOCStaff-Pickup

Payment Details

You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Janet Pilosi Transport	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed_____ Date_____
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed_____ Date 3/4/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Being for Transporting GOC Staff for Pickup & Drop off.	$4,800.00

Cheque No: IB TRANS for $4,800.00 Date 31/03/2023

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 2/04/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-0338/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Raise Payment for transport services for transporting GOC staff to and from work for 10 days. Invoice # 0033004	Janet Pilosi Transport		$4,800—
				TOTALS	$4,800—

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $4,800— Date: 30/3/23

Requisition Officer (Name): G. KIKORO Sign: BK

Account Code: 6-2401

Account Name: Hire of Plant & Equipments

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Ronce Sign:

Post: TC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 4,800—

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: Signature

Name: Darley. V. Thomas Date: 30/03/23

Position: PCO NHA

Copy 1 White NHA Finance

Copy 2 Pink Compliance Department

Copy 3 Yellow Requesting Department

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-0338/23

DEPARTMENT: GOC

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Raise Payment for transport services for transporting GOC staff to and from work for 10 days. Invoice # 0033004	Janet Pilosi Transport		$4,800—
				TOTALS	$4,800—

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $4,800—

Requisition Officer (Name): G. KIKIOLO

Date: 30/3/23

Sign: BK

Account Code: 6-2401

Account Name: Hire of Plant & Equipments

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Ronio

Sign: direct

Post: TC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 4,800—

Signed:

Name:

Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	
Payment requires three quotes ($10,000.00 above)	
Is it a ITB Contract Payment	
Is it a GTB Contract Payment	
Payment is a Bid Waiver	

Compliance Check by: Signature

Name: Emily.Vilikas Date: 30/03/23

Position: PCO NHA

Copy 1 White NHA Finance
Copy 2 Pink Compliance Department
Copy 3 Yellow Requesting Department

Original

TAX INVOICE*/STATEMENT* 0033004

(*delete as appropriate)

Date 24-03-23

To GOC

ABN (of Recipient) | Order No.

From JANET PILOSI TRANSPORT

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	10 working days $600 - ~~$6000~~			
	- less days absent			- 1200
	POB			
	A/C - 022002000305			
	JANET PILOSI			
	MB: 7851168			

TOTAL INCLUSIVE OF G.S.T. $4,800

Total includes ~~G.S.T.~~ of

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

Thru: Finance Manager, GOC

From: FINANCE & PROCUREMENT, GOC **Date:** 24/03/2023

RE: PAYMENT TO Janet Pilosi Transport.

Minutes approval is sought to raise payment as refered above.

The sum of ~~**SBD 6,000.00**~~ $4,800 A.N **as** defined in the attached invoice # 33004 - being transporting GOC staff to and from work for 10 days.

The invoice # 0033004 and other supporting documentations are attached for your verification.

Please endorse and approve as per the budget and process payment as soon as possible.

Prepared by: Wickly Wemu

GOC Finance

Endorsed by:

Mr. Rocklive Poloso **Finance Manager** Games Organizing Committee/NHA		
Signature:	Date: 28/03/2023	FM to sign

Approval by:

Mr. Peter Stewart **Chief Executive Officer** Games Organizing Committee/NHA		
Signature:	Date: 28/3/2023	CEO to sign



TRANSPORTATION SERVICES AGREEMENT

E. These transportation services will operate for a period 5 (five) months and will be paid for by the Purchaser. This transport services end upon the expiry date of this Agreement.

---

1. Definitions.

"Staffs" means the Client's employees who are going to be picked up and dropped off by the Service Provider.

"Services" means the bus transportation services render by the Service Provider.

"Parties" means the Client and the Service Provider.

2. Interpretations.

The following terms shall mean:

"contractual payments" reference to contractual payment means the total agreed sum of money which the Client shall pay to the Service Provider as stipulated in Sub-Clause (1) of Clause 6.

"deliverables" reference to deliverables means all the work, services and activities in this Agreement.

"night times" reference to night times means any time after the service provider completed the drop-off schedule.

"pickup points" reference to pickup points means the residential homes of the staffs or wherever the pickup point will be taken place.

"Ten working days" reference to ten working days refers to the number of days which the Service Provider shall do the pickup and drop-off routes.

"working hours" reference to working hours means 8:30am in the morning to 5pm in the afternoon in every ten working days.

3. Subject Matter

(1) The Service Provider, upon the execution of this Agreement, shall disclose and provide to the Client the following information:

(1) This Agreement shall commence on February 13th 2023 and expires on a date no later than June 16th 2023. This shall be for a period not exceeding 93 (ninety-three) days beginning from the commencement date to the expiry date of this Agreement.

(1) Where the circumstances permit, the Purchaser, upon the expirary date of this Agreement or prior to the expirary date of the same, may negotiate with the Service Provider for a proposed extension of the services.

6. Payment

(1) The parties agree that the Purchaser shall pay to the Service Provider the total sum of **$53, 400.00** for the performance of the services provided in the provisions of Clause 4.

(2) The total sum of **$53, 400.00** shall be paid in accordance with the schedule of payments provided in **Annex B** to this Agreement and shall include all tax obligations of income taxes.

(3) The total contractual sum of **$53, 400.00** shall be the maximum rate, and not a guaranteed **rate subject to the circumstances provided in Sub-Clause 2 of Clause 6.**

7. Payment Conditions

(1) The schedule of payments shall be made in **Solomon Islands Dollar (SBD)** and, unless the parties agree to an alternative medium of payment, shall be paid by the Client through the Service Provider's bank account at Pan Oceanic Bank (POB) in Honiara.

(2) The Client, upon receipt of invoices from the Service Provider, shall made the Payments to the Service Provider and that the total sum of the contractual payments shall be paid in accordance with the provisions of Sub-Clause (3) of this Clause.

(3) The Client, upon receipt of invoice for 10 (ten) working days, shall pay to the Service Provider the contractual rate subject to the following circumstances:

(a) Total sum of **$6, 000.00** shall be paid to the Service Provider for successful completion of the services after 10 (ten) working days;

(b) The Assistant shall liaise with the Manager regarding issuing and receiving of invoices and receipts in accordance with the schedule of payments provided in **Annex C** to this Agreement and other activities relevant thereof.

(c) The Parties agree that the contracted bus(es) must be free and ready to perform the services upon the specified time provided in **Annex B** to this Agreement.

9. Performance Standard and Termination

(1) The Service Provider must and shall perform its obligations in accordance with highest standards of professionalism, ethical and moral competence, and integrity.

(2) Highest standrds of professionalism, ethical and moral competence and intergrity shall include but not limited to:

(a) Decent dressing code;
(b) No consumption of alcohol, kava, chewing betel-nuts and smoking during the course of the services;
(c) No unnecessary stopping along the routes during the course of the services.

(3) Where the Service Provider or her Assistant fails or likely to fail the contractual obligations in pursuance of the provisions of Sub-Clauses (1) and (2) of this Clause then the Client, through a written notice, shall notify the same of such failures.

(4) If the Service Provider or the Assistant, after receiving the written notice provided in Sub-Clause (3), fail to observe the written notice then the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

10. Indemnification

Notwithstanding any other clause to the contrary, the Service Provider shall indemnify and hold the Client harmless, from and against the full amount of any and all claims and liabilities including legal fees and costs which are or may be made, filed or assessed against the Client at any time and based on, or arising out of, the acts or omissions of the Client or the Client's employees, officers, agents, partners or sub-contractors in the performance of this Agreement.

11. Amendment

(1) Where the circumstances so require, the Parties may, from time to time, amend this Agreement.

(2) If either of the Party intends to invoke the provisions of Sub-Clause (1), that Party, throught a written notice, must promptly notify the other Party of such intentions.

12. Confidentiality

(1) The Service Provider or her Assistant shall not, during the course of performance of this Agreement and within three months of expiration, disclose to the public or person any proprietary or confidential information pertaining to the Services or the Client's business operations, without the prior written consent of the Client.

(2) The provisions of Sub-Clause (1) shall equally apply to the Client and/or the Manager.

13. Assignment

(1) The Parties agree that the Service Provider or his Assistant shall not assign or attempt to assign this Agreement or any part thereof or subcontract or attempt to subcontract any portion of the same to any other person without the prior written consent of the Client.

(2) In circumstances where the Service Provider breaches the provisions of Sub-Clause (1), the Client, without prejudice to any other rights or remedies, shall terminate this Agreement.

14. Force Majeure

(1) Neither the Client nor the Service Provider shall be liable for failure to perform their respective obligations under this Agreement if the circumstances that prevented such obligations from being executed or performed are a direct consequence of Force Majeure.

17. Declaration

The Parties declare that they have read, understood and accepted the terms and conditions of this Agreement in its entirety and hereby intend to be bound by it.

The Parties have agreed to the terms and conditions provided for in the provisions of this Agreement in its entirety and hereby execute the same.

Signed by **Peter Stewart** in the presence)
of:)
)
..... 14/02/2023) .....
witness) **Peter Stewart** (CEO, Games Organising Committee)

Name of Witness (Rocklive Poloso):

.....

Signed by **Janet Pilosi** in the presence)
of:)
)
.....) .....
witness) **Janet Pilosi** (Transport Service Ltd)

Name of Witness (please print):

.....

Annex B

Pickup and Drop-off Schedule for Eastern Side

Days for Bus Services	Pickup time	Pickup Location	Drop-off time	Drop-off Location
Monday	7am	Residential homes	5pm	Residential homes
Tuesday	7am	Residential homes	5pm	Residential homes
Wednesday	7am	Residential homes	5pm	Residential homes
Thursday	7am	Residential homes	5pm	Residential homes
Friday	7am	Residential homes	5pm	Residential homes
Saturday	N/A	N/A	N/A	N/A
Sunday	N/A	N/A	N/A	N/A

ANNEX D

Force Majeure

The events of Force Majeure are listed as follows:

(a) Act of God (typhoon, earthquakes, cyclone, tsunami, flooding, heavy rainfall, drought and other natural disasters);
(b) Pandemic;
(c) World War;
(d) Military invasion of Solomon Islands by a foreign country;
(e) Enactment and enforcement of a national law of Solomon Islands upon or after the commencement date of this Agreement that affected this Agreement;
(f) Civil unrest/war in Solomon Islands;
(g) Epidemic;
(h) Cancellation or termination of the South Pacific Games
(i) The South Pacific Games has shifted to another country;
(j) Burning or damages of facilities where the events of the South Pacific Games will be hosted;
(k) Death of the Service Provider

(B2) Any other circumstances that are beyond the reach and control of the Parties are also included in the events of Force Majeure.

GUADALCANAL PROVINCE RECEIPT

LC4

154721

HEAD.....
SUB-HEAD.....
LEDGER FOLIO.....

DATE 07 /05 /2019

RECEIPT VOUCHER NUMBER.....

RECEIVED FROM ..... NICHOL PILOSI ..... OF ..... MALANGO .....

TOWN/VILLAGE ..... MALANGO WARD ..... DISTRICT

THE SUM OF ..... ONE THOUSAND ..... DOLLARS ..... Cents

BEING PAYMENT OF ..... V/ BUSINESS LICENSE BUSA-UC4205 2019/2020 .....

$ 1,000 : 00

GUADALCANAL PROVINCE

Signature
Designation

DISTRIBUTION: *Original - to payer*
Duplicate - to Cash Book
Triplicate - remain in Book

NOTE: INDELIBLE PENCIL ONLY TO BE USED

SOLOMON ISLANDS GOVERNMENT
Ministry of Infrastructure & Development

PB. 24

Vehicle Inspection Certificate

N 0024237

Description of Vehicle

Make: TOYOTA HIACE REG Nº B0456

Model: KDH222R - COMBI

Class: LPCV

Engine No: 2KD - FTV (TURBO)

Current License Expiry: 31/10/22

Date of Inspection	31/10/22				
Speedometer Reading		141885 Km			

Total Insp. Fees $.....

License Fee $.....

Total Fee Payable $.....

I certify that I have inspected the vehicle described above and find it be roadworthy as defined by the Traffic Regulations 1967, and subsequent amendments.

Recommendation to Licensing Officer 3 months

STF552 / PSD/18/1533

31/10/22
Date

MID VEHICLE INSPECTION PASSED

Signature of authorized vehicle inspector

HONIARA CITY COUNCIL

VEHICLE INSPECTION REPORT FOR BUSES

VEHICLE: Toyota Bus 15 Seats REGISTRATION: B-0496

INSPECTED BY: MICHAEL M. DATE: 12/4/2022

TYPE OF INSPECTION

SERVICE ☐ DAMAGE ☐ ANNUAL ☑ OTHER ☐

DETAILS OF INPECTION:

Visual Inspection

Body Panels

- General Body Panel - Good/Reasonable/Damaged (comment) Good.
- Doors - Good/Reasonable/Damaged (comment) ✓
- Screens/Windows - Good/Reasonable/Damaged (comment) ✓

Tyres

- Tyre Specifications - Good/Reasonable/Damaged (comments) ✓

Interior

- Seats - Good/Reasonable/Damaged (comment) ✓
- Air-condition - Good/Reasonable/Damaged (comment) ✓
- Others - Good/Reasonable/Damaged (comment) ✓

Brief comments on the overall condition of the vehicle.

Good Condition, Side Oil.
A/C Con. O/K.

OFFICE USE:

RECOMMENDED ACTION:

12/4/22

APPROVED / NOT APPROVED

.....

Head of Works Division