

Posted - DFAT - my ob



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer
Transaction or Request Status: Posted
Date / Time: 30/03/2023 10:17
Transaction Number: AGE62141

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 9,652.20
Transfer From Amount: SBD 9,652.20
Indicative :
My Reference: Supply ofTimber

Payment Details

Account Name: Alrico Construction
Account Number: 20033211123024
Bank Name: Bred Bank
Reference To Payee : Inv#10044

Pay Date : 30/03/2023



Comments:

***** Authorisation Details *****
30/03/2023 10:17 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
30/03/2023 14:02 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
30/03/2023 15:09 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
30/03/2023 15:09 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.



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer
Transaction or Request Status: Held for Authorisation
Date / Time: 30/03/2023 10:17
Transaction Number: AGE62141

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
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Payment Details

Account Name: Alrico Construction
 Account Number: 20033211123024
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 Reference To Payee : Inv#10044

Pay Date : 30/03/2023

Comments:


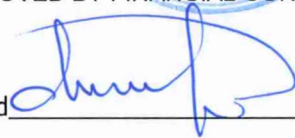
***** Authorisation Details *****
 30/03/2023 10:17 Gregory Sale
 Authorisation Required for : ANZ to Other Bank Transfer (2A)



©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

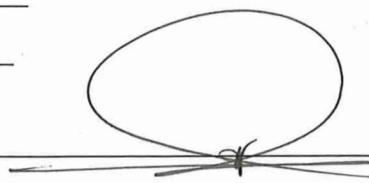
Payment: Voucher No:	
NAME: ALRICO CONSTRUCTION Address:	APPROVED BY EXECUTIVE DIRECTOR <div style="text-align: center;">  </div> Signed _____ Date <u>30/3/23</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER <div style="text-align: center;">  </div> Signed _____ Date <u>29/3/23</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2717	Other Local Other Costs	Being for Supply of Timber for SINU Panatina hostel P205 (Girls Dormitory) - Upgrade of Schools for Games Village (Lot 3).	\$9,652.20

Cheque No: IB TRANS for \$9,652.20 Date 29/03/2023

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by _____  Date 29/03/23



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-549/23

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L-S	Request payment for supplementary approval of supply of timber for SINU Panatina-Hostel P205 (Girls Dormitory) to Alrico Construction (Labour-based Contract for Upgrade of Schools for Games Village (Lot 3)).	Alrico Construction	INV # 10044	\$9,652.20 ↓
TOTALS					\$9,652.20

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$9,652.20 Date: 03/03/23
 Requisition Officer (Name): PETER HIMANE Sign: [Signature]

Account Code: 6-2717
 Account Name: Other Local other cost
 Funds available on this account: _____



Supervisors Certification (Accountable Officers):
 Certifying Officer (Name): ELDON TEPA Sign: [Signature]
 Post: EXECUTIVE DIRECTOR, PMU
 Department: GFC - PMU

Authority is granted for expenditure not exceeding:
 SBD\$ 9,652.20
 Signed: [Signature]
 Name: [Signature]
 Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	<input type="checkbox"/>
Payment requires three quotes (\$10,000.00 above)	<input type="checkbox"/>
Is it a ITB Contract Payment	<input type="checkbox"/>
Is it a GTB Contract Payment	<input type="checkbox"/>
Payment is a Bid Waiver	<input type="checkbox"/>

Compliance Check by: [Signature] Signature
 Name: Leoroy. B Date: 27/03/23
 Position: PMU

**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**



C/-P.O. Box 2443
Honiara
Solomon Islands



Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific
Games

MEMORANDUM

To: Executive Director, NHA
Thru: Eldon Tapa, Executive Director, PMU
From: Hazel Hinai, PMU
Ref: HH-030323
Date: Friday 03rd March 2023

Handwritten signature and date: 2/2/23

SUBJECT: APPROVAL AND ENDORSEMENT OF PAYMENT FOR SUPPLEMENTARY SUPPLY OF TIMBER FOR SINU PANATINA - HOSTEL P205 TO ALRICO CONSTRUCTION

Dear ED,

I refer to the above subject, attached are the documents for the above purchase of supplementary supply of timber to Hostel P205 at SINU Panatina for Labour-based Contract for Upgrade of Schools for the Games Village (Lot 3) to **Alrico Construction**.

Your approval is hereby sought to proceed with the payment to Alrico Construction Company since works has been done as per the site assessment carried out on 16th February 2023.

The total payable amount is **NINE THOUSAND, SIX HUNDRED, FIFTY-TWO DOLLARS AND TWENTY CENTS ONLY**.

Supplier: **Alrico Construction**
Amount: **SBD\$9,652.20**

See attached invoice from **Alrico Construction** and other relevant documents in support with the above request.

Thank you for your understanding.

Yours Sincerely

Handwritten signature of Hazel Hinai

Hazel Hinai
Cadet Contract Administrator – Electrical, PMU

FOR SECRETARIAT OFFICE USE ONLY

.....
Signature Date

Mr Christian Nieng
Executive Director
National Hosting Authority

Handwritten signature and date: 2/2/23
EXECUTIVE DIRECTOR
NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

Approved	Not Approved
<i>Handwritten checkmark</i>	

Cc. FC

INVOICE

ALRICO CONSTRUCTION
Mt. Austin Heights
7950762/7495881

Date: 19/02/2023
Invoice No.: 10044

Bill To:
National Hosting Authority (NHA)
Project Management Unit (PMU)
Honiara

Qty	Item	Description	Unit Price	Total
57	4x1x3.6m VASA Dressed	For Top Floor Decking	\$75.60	\$4,309.20
5	6x2x3.6m VASA DRESSED	Window Frames	\$183.60	\$918.00
100	2x1x2.4m AKWA DRESSED	Window & Door Battens	\$38.40	\$3,840.00
15	2x1x3m AKWA DRESSED	Door Stoppers (Bottom Floor)	\$39.00	\$585.00



[Handwritten signature]
Date

Total \$9,652.20
Balance Due \$9,652.20

This invoice is for Dressed Timbers supplied by ALRICO CONSTRUCTION for P2-05 Hostel Decking, Window frames, and window & Door Battens.

Please contact us for more information about payment options.

Thank you for your business.



P O BOX 2443 Sea King Building, Honiara Solomon Islands

PROJECT MANAGEMENT UNIT

CERTIFICATE OF PRACTICAL COMPLETION

PROJECT NAME:	03 GAMES VILLAGE SCHOOLS UPGRADE	PROJECT REF	04 SINU
NHA PROJECT REF:	03 GV	CERTIFICATE NO:	SINU PAN P205
CONTRACT NO:	GTB 09/22	DATE ISSUED OF COMPLETION CERTIFICATE	24/02/2023
CONTRACTOR:	ALRICO CONSTRUCTION	DLP (Defect Liability Period)	3 Months
WORK TYPE:	CARPENTRY WORKS	Lot No:	Lot 3
PROJECT SITE:	SINU PANATINA CAMPUS	BUILDING No.:	P2-05
BUILDING NAME:	HOSTEL P205 - GIRLS DORMITORY		

1. TERMS AND CONDITIONS OF PRACTICAL COMPLETIONS

Practical Completion means that the Contract Works have been completed pursuant to the scope, terms and conditions of the Contract.


- a) Pursuant to **Article 4 (Guarantee)** that the works is completed and shall be used for its intended purpose without material inconvenience and other works rectification completed.
- b) Completed in accordance with the Contract terms and conditions pursuant to **Article 3-Delivery** as referenced in the scope of works and satisfactory inspection pursuant to **Article 5-Inspection**
- c) With this Practical completion issuance, **Article 4 clause 4.5 (Defects Liability Period)** remained binding with the following terms and conditions.
 - i. It is the liability of the Contractor to rectify any Minor defects and minor omissions for completion during the Defects Liability Period.
 - ii. The Purchaser shall notify contractor of any defect during defects Liability period if cause of any damage is due to contractor's prior improper works.
 - iii. Any undiscovered, latent or other defect or omission which the Site Engineer/Project Manager could not have reasonably discovered.
 - iv. Any work which the site engineer and the Contractor have agreed to defer for completion during the Defects Liability Period, or such later date as agreed between the parties.
 - v. Replace or repair any goods or technical installed equipment under Warranties of such

- goods or equipment.
- vi. Defects Liability Period commences thereafter signing and issuance of this certificate for the period mentioned herein and as stated in the contract.

2. Certification of Completion Endorsement


- i. Inspection of the aforementioned works has been carried out on the 15th February 2023
- ii. This is to certify that the Contract Works have been inspected and qualified for Practical Completion on 16th February 2023
- iii. The Defects Liability Period commenced on this date and continues for a period of 16th February 2023 to 16th May 2023.

This certificate shall form part of the contract and is legally binding, no waiver of this certificate unless so agreed by parties subjected herein and amendment to the original contract. This certificate is provided to the Principal and Contractor only, and for the purposes set out in this Contract. It is not to be used by the Principal, the Contractor, or any other person, for any other purpose.


 Issued by:
 Graham Lilo
 (Project Manager)

24/02/2023

 (Date)



 Alfred Riibako
 Contractor Representative

24/02/2023

 (Date)


 Signed by
 Peter Himane
 Contracts Manager

24/02/2023

 (Date)


 Signed by
 Eldon Tepe
 (Executive Director)

27/2/23

 (Date)

Copy to Contractor
 Project Management Unit of the Games Facilities Committee, National Hosting Authority

Delivery Docket

Date: 27/01/2023

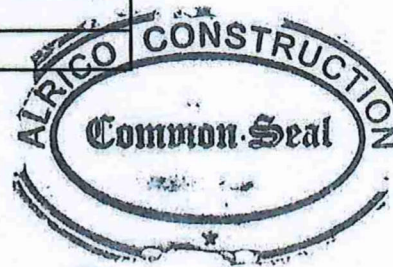
ALRICO CONSTRUCTION

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

QTY	ITEM	DESCRIPTION
57	4x1x3.6m	VASA Dressed
100	2x1x2.4m	AKWA Dressed (Bullnose battens)
15	2x1x3.6m	AKWA DRESSED - Window Battens
5	6x2x3.6m	VASA Dressed - window frames



Recipient Name:

Frank Arebais

Signature:

[Handwritten signature]



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: ALRICO TIMBERS

- | | | | |
|----------------------|-------------------------------------|--|---|
| 1) Minute | <input type="checkbox"/> | Sign by FC _____ | Sign by ED _____ |
| 3) Requisition | <input checked="" type="checkbox"/> | Sign by Compliance officer _____ |  |
| 2) Requisition | <input checked="" type="checkbox"/> | Sign by FC _____ | Sign by ED _____ |
| 3) Payment Voucher | <input checked="" type="checkbox"/> | Sign by FC  | Sign by ED _____ |
| 4) LPO | <input type="checkbox"/> | Sign by FC _____ | Sign by ED _____ |
| 5) IB Authorisations | <input type="checkbox"/> | Sign by FC _____ | Sign by ED _____ |

2/8/23

8/8/23

Comments:

Bsr cifa # 000047



Bank of South Pacific Limited

STAMP
DUTY
PAID

HONIARA

04 / 08 / 2023

Pay Alrico Timbers

or bearer

the sum of Forty Eight thousand Eight \$

48,879-40

hundred and seventy nine dollars 40/100

SPORTS SOLOMON FUND
Payable in the
Solomon Islands only.

000047

2001614631

SAMMY DADA
Di
8/8/2023

Delivery Docket

Date: 13/03/2023

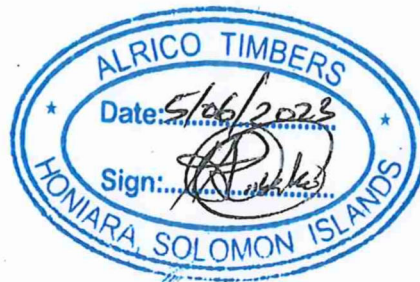
ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

LOAD No. 1		
QTY	ITEM	DESCRIPTION
50	4x2x15ft	AKWA R/S



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature: 

Delivery Docket

Date: 23/03/2023

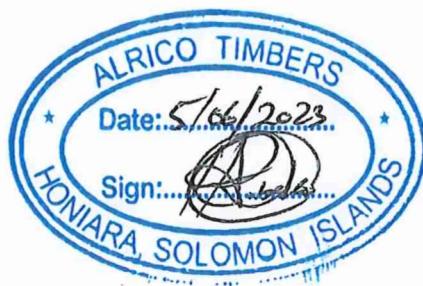
ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

LOAD NO. 2		
QTY	ITEM	DESCRIPTION
20	4x2x15ft/16ft	AKWA R/S



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature:

Delivery Docket

Date: 14/04/2023

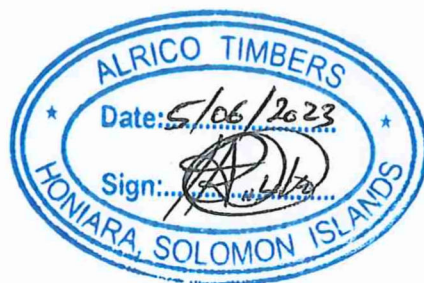
ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

LOAD NO. 3		
QTY	ITEM	DESCRIPTION
25	4x2x12ft	AKWA R/S
21	4x2x14ft	AKWA R/S
10	3x3/4 (Batten)	VASA Dressed
56	2x1x10ft (bullnose)	VASA Dressed
10	1x1x14ft (Qtr Round)	VASA Dressed
40	1x1x10ft (Qtr Round)	VASA Dressed



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature:

Delivery Docket

Date: 3/05/2023

ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

LOAD NO. 4		
QTY	ITEM	DESCRIPTION
40	4x2x14ft	AKWA R/S
7	4x2x11ft	VASA Dressed
3	4x2x12ft	VASA Dressed
2	4x2x14ft	VASA Dressed
4	4x2x16ft	VASA Dressed
1	4x2x18ft	VASA Dressed
7	4x2x20ft	VASA Dressed
10	6x2x16ft	VASA Dressed
4	6x2x16ft	VASA Dressed
6	6x2x17ft	VASA Dressed
9	6x2x20ft	VASA Dressed
16	6x2x10ft	VASA Dressed
15	6x2x12ft	VASA Dressed

Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature:



Delivery Docket

Date: 19/05/2023

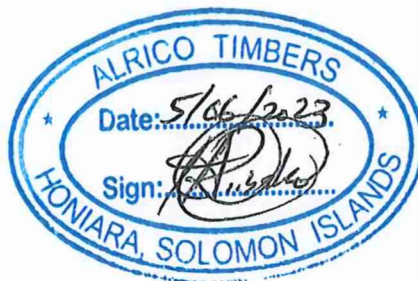
ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Managment Unit

LOAD NO. 5		
QTY	ITEM	DESCRIPTION
25	6x2x10ft	VASA Dressed
21	1x1x12ft (Qtr round)	VASA Dressed
10	2x1x12ft (bullnose)	VASA Dressed



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature: 

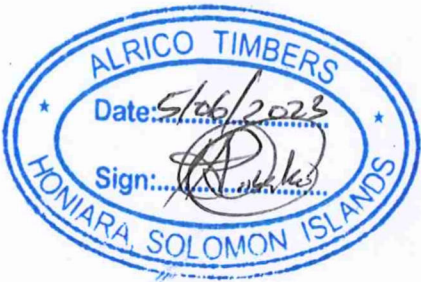
Delivery Docket

Date: 13/03/2023

ALRICO TIMBERS
Mt. Austin Heights
7495881/7950762


Bill to:
NHA Project Management Unit

LOAD No. 1		
QTY	ITEM	DESCRIPTION
50	4x2x15ft	AKWA R/S



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature: 

Delivery Docket

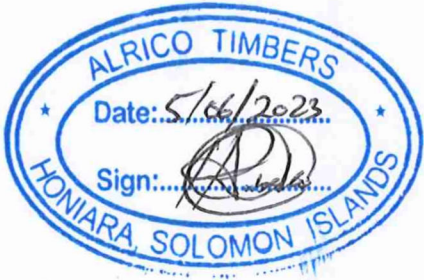
Date: 23/03/2023

ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762


Bill to:
NHA Project Managment Unit

LOAD NO. 2		
QTY	ITEM	DESCRIPTION
20	4x2x15ft/16ft	AKWA R/S



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature: 

Delivery Docket

Date: 14/04/2023

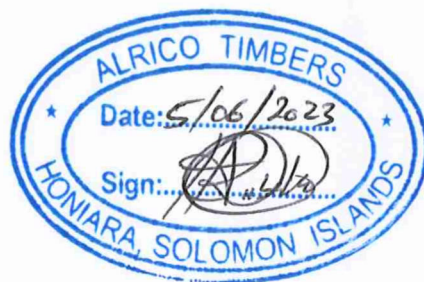
ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Managment Unit

LOAD NO. 3		
QTY	ITEM	DESCRIPTION
25	4x2x12ft	AKWA R/S
21	4x2x14ft	AKWA R/S
10	3x3/4 (Batten)	VASA Dressed
56	2x1x10ft (bullnose)	VASA Dressed
10	1x1x14ft (Qtr Round)	VASA Dressed
40	1x1x10ft (Qtr Round)	VASA Dressed



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature: 

Delivery Docket

Date: 3/05/2023

ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

LOAD NO. 4		
QTY	ITEM	DESCRIPTION
40	4x2x14ft	AKWA R/S
7	4x2x11ft	VASA Dressed
3	4x2x12ft	VASA Dressed
2	4x2x14ft	VASA Dressed
4	4x2x16ft	VASA Dressed
1	4x2x18ft	VASA Dressed
7	4x2x20ft	VASA Dressed
10	6x2x16ft	VASA Dressed
4	6x2x16ft	VASA Dressed
6	6x2x17ft	VASA Dressed
9	6x2x20ft	VASA Dressed
16	6x2x10ft	VASA Dressed
15	6x2x12ft	VASA Dressed

Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature:



Delivery Docket

Date: 19/05/2023

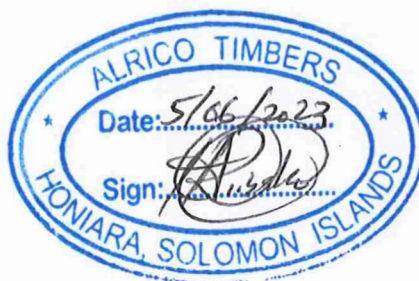
ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:

NHA Project Management Unit

LOAD NO. 5		
QTY	ITEM	DESCRIPTION
25	6x2x10ft	VASA Dressed
21	1x1x12ft (Qtr round)	VASA Dressed
10	2x1x12ft (bullnose)	VASA Dressed



Recipient Name: Ms. Freda WAKI

Position: PROJECT ENGINEER

Signature: 



NHA-DFAT PAYMENT VOUCHER

Cheque No: 000047

Voucher No: PMU/800/23

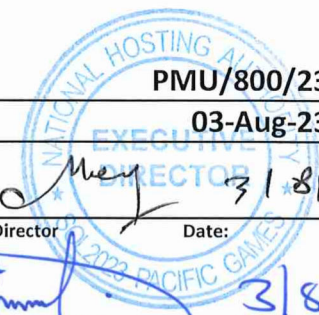
Payment to: ALRICO TIMBERS

Date: 03-Aug-23

Address: SEAKING BUILDING
TOWN COUNCIL AREA
HONIARA

Approval by: *Mei* 31/8/23
 Executive Director Date:

Approval by: *Jimmy* 31/8/23
 Financial Controller Date:



Account Codes		FULL DETAILS OF CLAIM	Amount (SBD)
Code	Name		
6-2100-02	ST JOSEPH TENARU	payment for Supplementary Supply of timber to St. Josephs Tenaru school	48,879.40
	TIMBER WORKS	Renovation work for games village project	
		Inv#10051	
		Total:-	48,879.40

Amount in Word: Forty Eight thousand eight hundred and seventy nine dollars and forty cents

Cheque Signatories:

Signature:	
Dr Jimmie Rodgers	NHA Chair
Signature:	
Mckinnie P Dentana	PS Finance
Signature:	
Gilbert John Osmond	Attorney
Muria	General

Procurement Checklist:

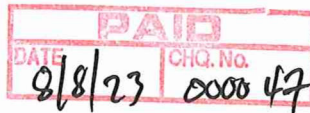
No. of Quatations:	Non
Purchase Order #	Non
PR #	PMU-800/23

Please indicate the type of payment:

CONSULTANCY FEE	
PAYMENT IN ARREARS	
RENTAL	
PERDIEM	
CONTRACT INSTALLMENT	
UTILITIES	
MISC/OTHER	

Sammy Star
SL
 Received By
 Name & Signature

Gregory Sale
 Prepared By
 Finance Officer - Name & Signature





NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-800/23
 DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L.S	Supplementary supply of timber to St. Josephs Tenaru School for the Games Village Project	Alicio Timbers	INV # 10051	\$52,545.36
TOTALS					\$52,545.36
Approval is requested to incur expenditure on the above			Account Code: <u>G-2717</u>		
Estimated Cost (SBD): <u>\$52,545.36</u> Date: <u>26/07/23</u>			Account Name: <u>Other Local/Other Cost</u>		
Requisition Officer (Name): <u>SOLEANA CACAH</u> Sign: <u>[Signature]</u>			Funds available on this account:		
Supervisors Certification (Accountable Officers):			Authority is granted for expenditure not exceeding:		
Certifying Officer (Name): <u>LEEROY BIRD</u> Sign: <u>[Signature]</u>			SBD \$ <u>52,545.36</u>		
Post: <u>EXECUTIVE DIRECTOR, PMU</u>			Signed: <u>[Signature]</u>		
Department: <u>PMU, CFC</u>			Name: <u>[Signature]</u>		
Threshold Checklist			Note: Authority for expenditure must be given by accounting officer or his/her deligated		
Payment requires one quote (10,000 below) <input type="checkbox"/>			Compliance Check by: <u>[Signature]</u> Signature		
Payment requires three quotes (\$10,000.00 above) <input type="checkbox"/>			Name: <u>Daisy V. Thero</u> Date: <u>02/08/23</u>		
Is it a ITB Contract Payment <input type="checkbox"/>			Position: <u>POC NHA</u>		
Is it a GTB Contract Payment <input type="checkbox"/>					
Payment is a Bid Waiver <input type="checkbox"/>					

**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**

MEMORANDUM

To: Executive Director, NHA
Thru: Leeroy Bird, Executive Director, PMU
From: Graham Lilo, PMU
NHA Ref: GKL-260723
Date: Wednesday 26th July 2023

Handwritten signature: Bird, 26/7/23

SUBJECT: Approval of Bid Waiver and Payment for Supplementary supply of Timber to St. Josephs Tenaru School for Renovation Works for the Games Village Project

Overview:

PMU is currently overseeing Renovation Works for schools across Honiara for the Games Village Project in preparation for the 2023 Pacific Games.

Works are already underway and PMU urgently needed the timber for the ongoing Renovation Works currently undertaken by several Local Contractor Companies.

Therefore, Supplier **Alrico Timbers** was approached for the **URGENT** supply of timber for St. Josephs Tenaru, as only the Supplier was able to provide immediate supply of timber as per the requirements for the project and upon the time of order.

The total Cost for the timber as provided by the Supplier is **\$ 52,545.36**.

With timber supply for the Games Village Project, the first contracted Supplier has cancelled their contract, and due to the urgency to procure timber for immediate Works to be carried out on site, PMU has had to select Supplier **Alrico Timbers** for reasons as stated above.

Attached are the Bid Waiver Request and Delivery & Invoice dockets to support our Requests for your approval.

Sincerely,

Handwritten signature: Graham Lilo
Graham Lilo
Games Village Project Manager, PMU

.....
Signature Date



FOR SECRETARIAT OFFICE USE ONLY

Approved	Not Approved
<i>Handwritten checkmark</i>	

Mr Christian Nieng
Executive Director
National Hosting Authority

Cc. FC



C/-P.O. Box 2443
Honiara
Solomon Islands



Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific Games



**NATIONAL HOSTING AUTHORITY
Solomon Islands Government**

Bid / Quotation Waiver

In some instances, it is recognised it may not be possible to observe the requirements of competitive quotations or tendering as is stipulated in the FIs, and in which case a **Bid Waiver Form** must be completed. This is prepared by the Division / Section making the purchase, and must be approved by the authority that would approve a purchase of that value (e.g. GTB for Bid Waivers on purchases over \$500,000). The waiver will only be granted in circumstances where observing the normal requirements would result in detriment to the people or assets of the Solomon Islands, or where no benefit would be obtained by observing the requirements. Example where are waiver would be granted include but would be limited to the below;

- In a declared emergency (e.g. SI at War, Emergency, Natural Disaster)
- There is a genuine market limitation on the number of suppliers
- Equipment is specialized or technical in nature

Description of Product / Service

Supplementary supply of timber by Alrico Timbers, to St. Joseph's Tenaru School for the Games Village Project

REASON FOR REQUEST (Please Tick)

Genuine Market Limitation	<input checked="" type="checkbox"/>	Natural Disaster	<input type="checkbox"/>	SI at War	<input type="checkbox"/>
Public Emergency	<input type="checkbox"/>	Technical or Specialized Equipment	<input type="checkbox"/>	Other	<input type="checkbox"/>

Please summarise the reason for the request (you may attach further support if necessary)

PMU requests approval of bid waiver to the three-quote purchasing method as per PCAM 2013 Section 2.6 whereby for purchases valued at more than \$10,000 up to \$200,000:

“Accountable Officer must approve the Supplier/Contractor based on a minimum of three Written Quotations.”

This is for the supply of timber (valued at \$52,545.36) in support of ongoing Renovation Works for the Games Village Project, specifically, for St. Josephs Tenaru.

The request for a Bid Waiver is for the following reasons:

- Genuine Market Limitation, considering the urgency to complete all Renovation Works within a limited timeframe and to high standard suitable for the magnitude of an event such as the Pacific Games and the need for immediate supply of timber to sites as the Project requires.
- Selected Supplier is the able to supply this amount of timber to St. Josephs Tenaru School upon immediate request and without requiring upfront payment before supplying timber, and thus, due to the nature of the Project and the reasons above, PMU engaged this Supplier due to the urgency to deliver the project.

Requested by: Division / Section	Signed:	Date: 26/7/23
Project Management Unit (GFC)	Leeroy Bird 	
	Post: Executive Director (PMU)	
Approved by: Accounting Officer	Signed: 	Date: 28/7/23
National Hosting Authority	Christian Nieng	



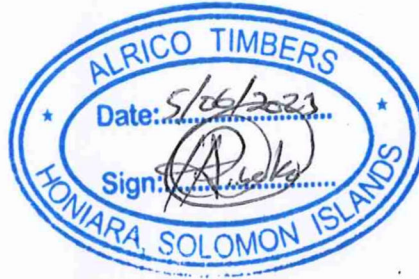
INVOICE

ALRICO TIMBERS

Mt. Austin Heights
 East Honiara
 Mobile: (+677) 7950762/ 7495881
 Email: alricotimbers@gmail.com

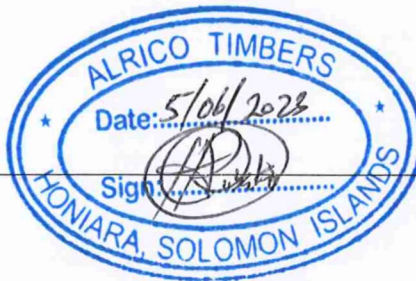
Date: 01/06/2023
 Invoice No.: 10051

Bill To:
 National Hosting Authority
 Project Management Unit



Qty	Item	Description	Unit Price	Total
50	4x2x15ft	AKWA R/S	\$76.50	\$3,825.00
20	4x2x15ft/16ft	AKWA R/S	\$81.60	\$1,632.00
25	4x2x12ft	AKWA R/S	\$61.20	\$1,530.00
21	4x2x14ft	AKWA R/S	\$71.40	\$1,499.40
40	4x2x14ft	AKWA R/S	\$71.40	\$2,856.00
10	3x3/4x14ft	VASA Dressed	\$105.00	\$1,050.00
56	2x1x10ft	VASA Dressed	\$63.00	\$3,528.00
10	Qtr round (1x1x14ft)	VASA Dressed	\$63.00	\$630.00
40	Qtr round (1x1x10ft)	VASA Dressed	\$45.00	\$1,800.00
7	4x2x11ft	VASA Dressed	\$99.00	\$693.00
3	4x2x12ft	VASA Dressed	\$108.00	\$324.00
2	4x2x14ft	VASA Dressed	\$126.00	\$252.00
4	4x2x16ft	VASA Dressed	\$144.00	\$576.00
1	4x2x18ft	VASA Dressed	\$162.00	\$162.00
7	4x2x20ft	VASA Dressed	\$180.00	\$1,260.00
10	6x2x16ft	VASA Dressed	\$336.00	\$3,360.00
4	6x2x16ft	VASA Dressed	\$336.00	\$1,344.00
6	6x2x17ft	VASA Dressed	\$357.00	\$2,142.00
9	6x2x20ft	VASA Dressed	\$420.00	\$3,780.00
16	6x2x10ft	VASA Dressed	\$210.00	\$3,360.00
15	6x2x12ft	VASA Dressed	\$252.00	\$3,780.00
25	6x2x10ft	VASA Dressed	\$210.00	\$5,250.00
21	Qtr round (1x1x12ft)	VASA Dressed	\$54.00	\$1,134.00
10	Bullnose (2x1x12ft)	VASA Dressed	\$61.20	\$612.00

Qty	Item	Description	Unit Price	Total
5	LOADS	TRANSPORT	\$500.00	\$2,500.00



Subtotal \$48,879.40 ✓
 • Tax \$3,665.96
Total \$52,545.36
Balance Due \$52,545.36

BANK DETAILS

ACCOUNT NAME: ALRICO TIMBERS
 BANK NAME: BRED BANK SOLOMON ISLANDS
 ACCOUNT NO: 20033211123013

Please contact us for more information about payment options.

Thank you for your business.

w/t Tax not applied.
 supply of timbers
 it's should be sales
 tax of 10% but NHTA
 exempted for sales
 Tax.
 Not applicable.
 hence.
 NHTA will pay \$48,879.40
[Signature]

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

MEMORANDUM

To: Executive Director, NHA
Thru: Leeroy Bird, Executive Director, PMU
From: Graham Lilo, PMU
NHA Ref: GKL-260723
Date: Wednesday 26th July 2023

Bird, 26/7/23

SUBJECT: Approval of Bid Waiver and Payment for Supplementary supply of Timber to St. Josephs Tenaru School for Renovation Works for the Games Village Project

Overview:

PMU is currently overseeing Renovation Works for schools across Honiara for the Games Village Project in preparation for the 2023 Pacific Games.

Works are already underway and PMU urgently needed the timber for the ongoing Renovation Works currently undertaken by several Local Contractor Companies.

Therefore, Supplier **Alrico Timbers** was approached for the **URGENT** supply of timber for St. Josephs Tenaru, as only the Supplier was able to provide immediate supply of timber as per the requirements for the project and upon the time of order.

The total Cost for the timber as provided by the Supplier is **\$ 52,545.36**.

With timber supply for the Games Village Project, the first contracted Supplier has cancelled their contract, and due to the urgency to procure timber for immediate Works to be carried out on site, PMU has had to select Supplier **Alrico Timbers** for reasons as stated above.

Attached are the Bid Waiver Request and Delivery & Invoice dockets to support our Requests for your approval.

Sincerely,

Graham Lilo
Graham Lilo
Games Village Project Manager, PMU



FOR SECRETARIAT OFFICE USE ONLY

Signature *Christian Nieng* Date *27/7/23*

Approved	Not Approved
<i>✓</i>	

Mr Christian Nieng
Executive Director
National Hosting Authority

Cc. FC



C/-P.O. Box 2443
Honiara
Solomon Islands



Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific Games



**NATIONAL HOSTING AUTHORITY
Solomon Islands Government**

Bid / Quotation Waiver

In some instances, it is recognised it may not be possible to observe the requirements of competitive quotations or tendering as is stipulated in the FIs, and in which case a **Bid Waiver Form** must be completed. This is prepared by the Division / Section making the purchase, and must be approved by the authority that would approve a purchase of that value (e.g. GTB for Bid Waivers on purchases over \$500,000). The waiver will only be granted in circumstances where observing the normal requirements would result in detriment to the people or assets of the Solomon Islands, or where no benefit would be obtained by observing the requirements. Example where are waiver would be granted include but would be limited to the below;

- In a declared emergency (e.g. SI at War, Emergency, Natural Disaster)
- There is a genuine market limitation on the number of suppliers
- Equipment is specialized or technical in nature

Description of Product / Service

Supplementary supply of timber by Alrico Timbers, to St. Joseph's Tenaru School for the Games Village Project

REASON FOR REQUEST (Please Tick)

Genuine Market Limitation	<input checked="" type="checkbox"/>	Natural Disaster	<input type="checkbox"/>	SI at War	<input type="checkbox"/>
Public Emergency	<input type="checkbox"/>	Technical or Specialized Equipment	<input type="checkbox"/>	Other	<input type="checkbox"/>

Please summarise the reason for the request (you may attach further support if necessary)

PMU requests approval of bid waiver to the three-quote purchasing method as per PCAM 2013 Section 2.6 whereby for purchases valued at more than \$10,000 up to \$200,000:

“Accountable Officer must approve the Supplier/Contractor based on a minimum of three Written Quotations.”

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- Selected Supplier is the able to supply this amount of timber to St. Josephs Tenaru School upon immediate request and without requiring upfront payment before supplying timber, and thus, due to the nature of the Project and the reasons above, PMU engaged this Supplier due to the urgency to deliver the project.

Requested by: Division / Section	Signed:	Date: 26/7/23
Project Management Unit (GFC)	Leeroy Bird 	
	Post: Executive Director (PMU)	
Approved by: Accounting Officer	Signed: 	Date: 28/7/23
National Hosting Authority	Christian Nieng	



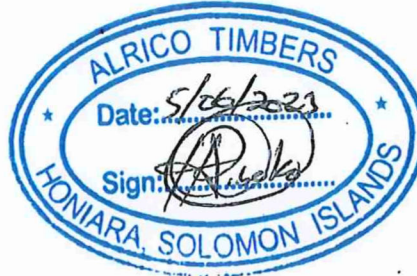
INVOICE

ALRICO TIMBERS

Mt. Austin Heights
 East Honiara
 Mobile: (+677) 7950762/ 7495881
 Email: alricotimbers@gmail.com

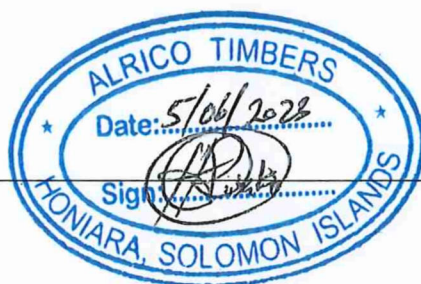
Date: 01/06/2023
 Invoice No.: 10051

Bill To:
 National Hosting Authority
 Project Management Unit



Qty	Item	Description	Unit Price	Total
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21	4x2x14ft	AKWA R/S	\$71.40	\$1,499.40
40	4x2x14ft	AKWA R/S	\$71.40	\$2,856.00
10	3x3/4x14ft	VASA Dressed	\$105.00	\$1,050.00
56	2x1x10ft	VASA Dressed	\$63.00	\$3,528.00
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40	Qtr round (1x1x10ft)	VASA Dressed	\$45.00	\$1,800.00
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16	6x2x10ft	VASA Dressed	\$210.00	\$3,360.00
15	6x2x12ft	VASA Dressed	\$252.00	\$3,780.00
25	6x2x10ft	VASA Dressed	\$210.00	\$5,250.00
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10	Bullnose (2x1x12ft)	VASA Dressed	\$61.20	\$612.00

Qty	Item	Description	Unit Price	Total
5	LOADS	TRANSPORT	\$500.00	\$2,500.00



Subtotal \$48,879.40
 Tax \$3,665.96
Total \$52,545.36
Balance Due \$52,545.36

BANK DETAILS

ACCOUNT NAME: ALRICO TIMBERS
 BANK NAME: BRED BANK SOLOMON ISLANDS
 ACCOUNT NO: 20033211123013

Please contact us for more information about payment options.

Thank you for your business.

 <p>PACIFIC GAMES SOLOMON ISLANDS</p>	<p>NATIONAL HOSTING AUTHORITY SOLOMON ISLANDS GOVERNMENT</p> <p>COMPLIANCE CHECKLIST – LPO's to \$100,000 SBD)</p>
---	--


C3

Required documents:	FI Ref	Committee	Procurement	Finance
Purchase Requisition (PR)	P7 35	✓		
Three Written Quotes and Bid Analysis (if above \$10,000 and these goods/services are not waived in FI's)	P7 9, P7 10 & P7 13	N/A		
One written Quote if it is less than \$10,000.00		✓		
Bid Waiver (if not following prescribed method in the FI's)	P7 10.3	✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Procurement department Compliance checks required:				
PR has been signed by authorized person (and not approving payment to themselves)	P7 44			
Check amount on PR matches selected quotation				
Account code used is correct	P7 38.5(e)			
Name on PR matches quotations	P7 38.5(e)			
Check calculations on quotations are correct	P7 43.2(c)			
Check Bid Waiver is for a Valid Reason				
Check selection of supplier is justified on Bid Analysis				
Check Expenditure is acceptable and proper use of SIG money	P7 43.2(a)			
Check second and third quotes are from genuine suppliers				
Check price and rates are reasonable	P7 43.2(b)			
Check payment can't be made through Ministry's Standing Imprest (if below \$5,000 SBD)				
Finance Department compliance checks:				
Amount in PV matches Requisition				✓
Account code in PV matches Requisition				✓
Vendor name in PV matches Requisition				✓
Item code and Units entered (eg box, each) correct				✓
Description has enough detail				
Budget OK				✓
LPO Printing				
Amount in LPO matches Requisition				✓
Vendor name in LPO matches PV				✓
Account code used is correct				✓


Invoice posting:				
Invoice matches LPO (total amount, qty and unit costs)				
Amount in PV matches Invoice/LPO				
LPO endorsed by Department for receipt of goods				
All original quotes and requisition attached to LPO/Invoice				

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.


Committee Compliance performed by:

Signed: 
 Name and Position: HAZEL H (CA-ELECTRICAL)
 Date: 1/08/2023

Procurement Compliance performed by:

Signed: 
 Name and Position: Darby V. Thomas POC NHA
 Date: 04/08/2023

Finance Compliance performed by:

Signed: 
 Name and Position: Gregory Sale (Fo)
 Date: 04/08/2023



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Request Approval of Bid waiver & payment to Atrico Timber to Supply timber to ST. Tenaru.

Supplier Name:

Signature

1) Minute

Sign by ED

[Signature]

2) Requisition

Compliance Officer

2

Sign by ED

2

20/11/23 3) Payment Voucher

Sign by FC

[Signature]

Sign by ED

[Signature]

4) LPO

Sign by FC

Sign by ED

5) IB Authorisations

Sign by FC

[Signature]

Sign by ED

- AG

Comments:

CHQ 000256 BSP

PAID

DATE *22/11/23* CHQ. No. *000256 BSP*

RECIEVED

2023

DATE *13/11/23*

SIGN _____

PACIFIC GAMES SOLOMON ISLANDS



Bank of South Pacific Limited

STAMP
DUTY
PAID

HONIARA

22 / 11 / 23

Pay Airico Timbers

or bearer

the sum of Thirty Two Thousand Two Hundred \$

32,224.80

Twenty Four Dollars 80/100

SPORTS SOLOMON FUND

Payable in the
Solomon Islands only.

000256

2001614631

22/11/23

Yvonne Aitoven

7509590

4.



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-1094/23
 DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L.S	Request approval of Bid waiver and payment to Alrico Timber for Supplementary supply of Timber to St. Joseph's Tenara, Games Village.	Alrico Timbers	Invoice # 10056	\$34,641.66 ↓
TOTALS					\$34,641.66

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$34,641.66 Date: 08/11/23
 Requisition Officer (Name): Soleana Gagane Sign: [Signature]

Account Code: 6-277
 Account Name: Other local, other cost
 Funds available on this account: _____

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Leeroy Buid Sign: [Signature]
 Post: Executive Director
 Department: AFC-PMU

Authority is granted for expenditure not exceeding:

SBD\$ 34,641.66
 Signed: [Signature]
 Name: C Niemy
 Note: Authority for expenditure must be given by accounting officer or his/her deligated

Threshold Checklist

Payment requires one quote (10,000 below)	<input type="checkbox"/>
Payment requires three quotes (\$10,000.00 above)	<input type="checkbox"/>
Is it a ITB Contract Payment	<input type="checkbox"/>
Is it a GTB Contract Payment	<input type="checkbox"/>
Payment is a Bid Waiver	<input type="checkbox"/>

Compliance Check by: [Signature] Signature
 Name: Afirmara Date: 13/11/23
 Position: PMU



NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

Ref: GL-11/7/23

Date: 7 November 2023



MEMO



To: Christian Nieng
Executive Director - NHA

18/11/23

Signature

Date

Thru: Leeroy Bird
ED -PMU

13/11/23

Signature

Date



Dear ED,

Subject: REQUEST APPROVAL OF BID WAIVER AND PAYMENT TO ALRICO TIMBER FOR SUPPLEMENTARY SUPPLY OF TIMBER TO ST JOSEPH'S TENARU SCHOOL; GAMES VILLAGE

Overview:

NHA -PMU has being task to carryout renovations works for the Games Village in preparing for the PG2023.

With the urgency to meet the timber demand for the school's upgrade, PMU has approached Alrico Timber to supply additional timber required. The supplier was selected on the following reasons:

- The supplier has the capacity to supply timbers for the aforementioned schools
- The supplier accepts Local Purchase Order from NHA -PMU to supply timber while payment can be processed later.

The total cost for the timber supplied as provide by the supplier and verified by PMU is **\$34,641.66**

Please note that PMU had previously gone publicly to market for Timber Suppliers, however, only one had responded - of which the Supplier is now contracted to supply specifically for St Joseph's Tenaru - due to the school's significant amount of Renovation Works. Hence the reason PMU had to utilise a supplementary Timber Supplier for the smaller amount of timber needed for these minimal Works to the schools stated above.

Therefore, I hereby request your approval for the bidwaiver and payment of the above

Kind Regards,

Graham Lilo
Project Manager -PMU
National Hosting Authority

C/-P.O. Box 2443
Honiara
Solomon Islands

Phone:
677 7308800

Facebook page:
[Sol2023 XVII Pacific Games](#)

INVOICE

ALRICO TIMBERS
 Mt. Austin Heights
 East Honiara
 Mobile: (+677) 7950762/ 7495881
 Email: alricotimbers@gmail.com

Date: 10/08/2023
 Invoice No.: 10056

Bill To:
 National Hosting Authority
 Project Management Unit

Qty	Item	Description	Unit Price	Total
40	4x2x12ft	AKWA Dressed	\$79.20	\$3,168.00
40	3x2x12ft	AKWA Dressed	\$72.00	\$2,880.00
10	6x2x12ft	VASA Dressed	\$252.00	\$2,520.00
18	6X2X10ft	VASA Dressed	\$210.00	\$3,780.00
50	3x1x14ft	AKWA R/S	\$42.00	\$2,100.00
18	6x2x15ft	AKWA R/S	\$135.00	\$2,430.00
10	6x2x12ft	AKWA R/S	\$97.20	\$972.00
32	4x1x12ft	AKWA R/S	\$43.20	\$1,382.40
68	4x1x10ft	AKWA R/S	\$36.00	\$2,448.00
22	6x2x12ft	VASA Dressed	\$252.00	\$5,544.00
12	4x2x12ft	AKWA R/S	\$61.20	\$734.40
2	6x2x20ft	AKWA R/S	\$180.00	\$360.00
14	3x2x12ft	AKWA R/S	\$54.00	\$756.00
40	3x1x12ft	AKWA R/S	\$36.00	\$1,440.00
1	8x1.5x20ft	AKWA R/S	\$210.00	\$210.00
3	LOADS	TRANSPORT	\$500.00	\$1,500.00



Subtotal \$32,224.80
 Tax \$2,416.86
Total \$34,641.66
 Balance Due \$34,641.66

Please contact us for more information about payment options.

Thank you for your business.

Delivery Docket - 1

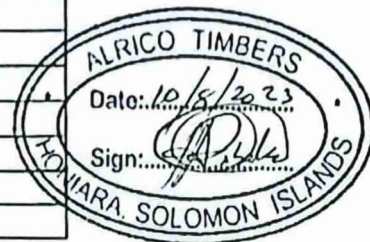
Date: 20/07/2023

ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:
NHA Project Management Unit

QTY	ITEM	DESCRIPTION
22	6x2x12ft	VASA - Rough Sawn
12	4x2x12ft	AKWA- Rough Sawn
2	6x2x20ft	AKWA- Rough Sawn
14	3x2x12ft	AKWA- Rough Sawn
40	3x1x12ft	AKWA- Rough Sawn
1	8x1.5x20ft	AKWA- Rough Sawn



Recipient Name: Freda Waki

Signature: 



**NATIONAL HOSTING AUTHORITY-
PROJECT MANAGEMENT UNIT**

Receiving and Inspection Form-

Annex 4

Place of Delivery -School Name... Tevanua.....

Address.....

Date of Delivery Receipt: 20/07/23

Delivery Docket Number..... 1..... Invoice Number..... Delivery No:.....

School Number..... 1..... Building Code number..... B6..... Delivery Batch No:.....01

Item No.	Description	QUANTITY						
		Received	Inspected	Correct specs	condition		Quantity verification	
					Good	Damaged/wrong specs	Correct Qty	Incorrect Qty
1	<u>See attached</u>	✓	✓	✓	✓		✓	
2								
3								
4								

Delivered by.....(name) Supplier Rep
 Signature :.....

Checked by: Freda Wai.....(Site Engineer)
 Approved by: NHA/PMU Engineer
 Site Engineer Rep signature:..... [Signature].....

Delivery Docket-3

Date: 15/06/2023

ALRICO TIMBERS

Mt. Austin Heights
7495881/7950762

Bill to:
NHA Project Management Unit

QTY	ITEM	DESCRIPTION
40	4x2x12ft	AKWA - Dressed
40	3x2x12ft	AKWA - Dressed
10	6x2x12ft	VASA - Dressed
18	6x2x10ft	VASA - Dressed



Recipient Name: Freda Waki

Signature: 



**NATIONAL HOSTING AUTHORITY-
PROJECT MANAGEMENT UNIT**

Receiving and Inspection Form-

Annex 4

Place of Delivery -School Name...*Tennu*.....

Address.....

Date of Delivery Receipt: *09.1.23*

Delivery Docket Number.....*3*..... Invoice Number..... Delivery No:.....

School Number.....*1*.....01 Building Code number.....*B5*.....*BT*..... Delivery Batch No:.....01

Item No.	Description	QUANTITY						
		Received	Inspected	Correct specs	condition		Quantity verification	
					Good	Damaged/wrong specs	Correct Qty	Incorrect Qty
1	<i>See attached</i>	<i>✓</i>	<i>✓</i>	<i>✓</i>	<i>✓</i>		<i>✓</i>	
2								
3								
4								

Delivered by.....(name) Supplier Rep
 Signature :.....
 Checked by: *Fred Wini*.....(Site Engineer)
 Approved by: NHA/PMU Engineer
 Site Engineer Rep signature:.....*[Signature]*.....

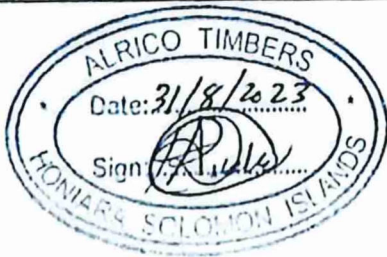
Delivery Docket - 2

Date: 26/06/2023

ALRICO TIMBERS
Mt. Austin Heights
7495881/7950762

Bill to:
NHA Project Management Unit

QTY	ITEM	DESCRIPTION
50	3x1x14ft	AKWA - Rough Sawn
18	6x2x15ft	AKWA - Rough Sawn
10	6x2x12ft	AKWA - Rough Sawn
32	4x1x12ft	AKWA - Rough Sawn
68	4x1x10ft	AKWA - Rough Sawn



Recipient Name: Freda Waki

Signature: [Signature]



**NATIONAL HOSTING AUTHORITY-
PROJECT MANAGEMENT UNIT**

Receiving and Inspection Form-

Annex 4

Place of Delivery -School Name... Fenam

Address.....

Date of Delivery Receipt: 26 / 06 / 23

Delivery Docket Number..... 2 Invoice Number..... Delivery No:.....

School Number.....01 Building Code number..... B5 Delivery Batch No:.....01

Item No.	Description	QUANTITY						
		Received	Inspected	Correct specs	condition		Quantity verification	
					Good	Damaged/wrong specs	Correct Qty	Incorrect Qty
1	<u>See attached</u>	✓	✓	✓	✓		✓	
2								
3								
4								

Delivered by.....(name) Supplier Rep
 Signature :

Checked by: Freda Was.....(Site Engineer)
 Approved by: NHA/PMU Engineer
 Site Engineer Rep signature: [Signature].....



**NATIONAL HOSTING AUTHORITY
Solomon Islands Government**

Bid / Quotation Waiver

In some instances, it is recognised it may not be possible to observe the requirements of competitive quotations or tendering as is stipulated in the FIs, and in which case a **Bid Waiver Form** must be completed. This is prepared by the Division / Section making the purchase, and must be approved by the authority that would approve a purchase of that value (e.g. GTB for Bid Waivers on purchases over \$1,000,000). The waiver will only be granted in circumstances where observing the normal requirements would result in detriment to the people or assets of the Solomon Islands, or where no benefit would be obtained by observing the requirements.

Example where are waiver would be granted include but would be limited to the below.

- In a declared emergency (e.g. SI at War, Emergency, Natural Disaster)
- There is a genuine market limitation on the number of suppliers.
- Equipment is specialized or technical in nature.

Description of Product / Service

Supplementary supply of timber to St Joseph's Tenaru for the Games Village Project – Alrico Timber

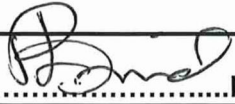

REASON FOR REQUEST (Please Tick)

Genuine Market Limitation		Natural Disaster		SI at War	
Public Emergency	✓	Technical or Specialized Equipment		Other	✓

Please summarise the reason for the request (you may attach further support if necessary)

- Genuine Market Limitation, given the current market condition and the urgency and need for immediate supply as works were already underway and PMU urgently need timbers for the ongoing renovation in order to deliver Game Villages on time. Thus the urgency for this supplementary supply of timber.
- PMU had previously gone out to the market for timber suppliers, However, only one supplier responds to the tender but only for St Joseph's Tenaru School. Hence, PMU had to seek out another supplier inorder to deliver the Game Villages.
- The recommended supplier has the capacity to supply timbers and accept LPO to supply timber while payment can be processed later.

Timber Supplier: Alrico Timber

Requested by: Division / Section	Signed:  Date: 8/11/23
Project Management Unit (GFC)	Leeroy Bird Post: Executive Director (PMU)
Recommended by: Accounting Officer	Signed:  Date: 8/11/23
Approved by: NHA Chair/SPM	 Christian Nieng Executive Director National Hosting Authority



**NATIONAL HOSTING AUTHORITY
SOLOMON ISLANDS GOVERNMENT**

**COMPLIANCE CHECKLIST – LPO's
to \$100,000 SBD)**

C3


PRU

Required documents:	FI Ref	Committee	Procurement	Finance
Purchase Requisition (PR)	P7 35	✓		✓
Three Written Quotes and Bid Analysis (if above \$10,000 and these goods/services are not waived in FI's)	P7 9, P7 10 & P7 13	N/A		
One written Quote if it is less than \$10,000.00		N/A		
Bid Waiver (if not following prescribed method in the FI's)	P7 10.3	✓		✓
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Procurement department Compliance checks required:				
PR has been signed by authorized person (and not approving payment to themselves)	P7 44		✓	✓
Check amount on PR matches selected quotation			✓	✓
Account code used is correct	P7 38.5(e)		✓	✓
Name on PR matches quotations	P7 38.5(e)		✓	✓
Check calculations on quotations are correct	P7 43.2(c)		✓	✓
Check Bid Waiver is for a Valid Reason			✓	✓
Check selection of supplier is justified on Bid Analysis			✓	✓
Check Expenditure is acceptable and proper use of SIG money	P7 43.2(a)		✓	✓
Check second and third quotes are from genuine suppliers			✓	✓
Check price and rates are reasonable	P7 43.2(b)		✓	✓
Check payment can't be made through Ministry's Standing Imprest (if below \$5,000 SBD)				
Finance Department compliance checks:				
Amount in PV matches Requisition				✓
Account code in PV matches Requisition				✓
Vendor name in PV matches Requisition				
Item code and Units entered (eg box, each) correct				
Description has enough detail				✓
Budget OK				✓
LPO Printing				
Amount in LPO matches Requisition				
Vendor name in LPO matches PV				
Account code used is correct				


Invoice posting:				
Invoice matches LPO (total amount, qty and unit costs)				
Amount in PV matches Invoice/LPO				
LPO endorsed by Department for receipt of goods				
All original quotes and requisition attached to LPO/Invoice				

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.

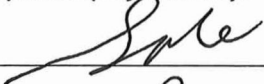
Committee Compliance performed by:

Signed: 
Name and Position: Christina L - CA
Date: 13th - 11 - 2023.

Procurement Compliance performed by:

Signed: 
Name and Position: Peter Humane
Date: 13th - 11 - 2023

Finance Compliance performed by:

Signed: 
Name and Position: Gregory Sale
Date: 17/11/2023