2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: SSS - Wastehalding Steel Materials, Clinic, Burnscreek

1) Minute	☐	Sign by ED			
2) Requisition	☐	Compliance Officer		Sign by ED	
3) Payment Voucher	☐	Sign by FC		Sign by ED	
4) LPO	☐	Sign by FC		Sign by ED	
5) IB Authorisations	☑	Sign by FC		Sign by ED	

8/3/24

Comments:

PMU

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to ANZ Transfer
Transaction or Request Status:	Posted
Date / Time:	08/03/2024 09:56
Transaction Number:	AHX03502

Transaction Details:

Account Transfer of SBD 28,818.00

From Account: 5691140
To Account: 4143263

Notes for Recipient: Materials for wasteholding-Medical Clinic
Notes for Myself: Quote #29/02/2024

Pay Date : 08/03/2024

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
08/03/2024 09:56 Gregory Sale
Authorisation Required for : Transfer Between My Accounts (2A)
08/03/2024 11:33 Christian Nieng
Authorised -Transfer Between My Accounts
Comments : Verified
08/03/2024 12:43 Debbie Ofaeri Sifoni
Authorised -Transfer Between My Accounts
08/03/2024 12:43 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 8/03/24 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 AHX03502

Transaction Details

Account Transfer of SBD 28,818.00

From Account: 5691140
To Account: 4143263

Notes for Recipient: Materials for wasteholding-Medical Clinic
Notes for Myself: Quote #29/02/2024

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

8/3/24

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: SOLOMON SHEET STEEL LTD	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed_____ Date 6/3/24
IF DIRECT CREDITS ISSUED: BANK REF #:_____ Signed_____	APPROVED BY FINANCIAL CONTROLLER Signed_____ Date 6/3/24

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2501	Maintain-Non Residential	Payment for waste holdinh shed at Burnscree for medical Clinic project.	$28,818.00

Cheque No: IB TRANS for $28,818.00 Date 6/03/2024

Signature of claimant_____

PRINT NAME: _____

Payment Voucher Prepared by_____ Date 6/03/24

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU - 1348/24

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	LS	Materials for wastehol/ding shed at Bunsereek for Medical Clinic Project	Solomon Sheet Steel (SSS)		$ 28,818.00
				TOTALS	$ 28,818.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $28,818.00 Date: 01/03/2024

Requisition Officer (Name): SOLEANA G Sign:

Account Code:

Account Name:

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRO Sign:

Post: ED PMO

Department: PMO

Authority is granted for expenditure not exceeding:

SBD$ 28,818.80

Signed:

Name: CNiey

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: Timau S Date: 04/03/24

Position: P.C.O

Copy 1 White NHA Finance

Copy 2 Pink Compliance Department

Copy 3 Yellow Requesting Department

ANNEX 7

C3

NATIONAL HOSTING AUTHORITY
SOLOMON ISLANDS GOVERNMENT

COMPLIANCE CHECKLIST – LPO's
(Up to $100,000 SBD)

PMU

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	N/A part of approved budget		
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: Graham Lilo - PMO

Date: 04/03/24

Procurement Compliance performed by:

Signed: _____

Name and Position: Timau Bird P.C.O

Date: 04/03/24.

Finance Compliance performed by:

Signed: _____

Name and Position: N. Vular

Date: 06/03/24

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: Executive Director, ~~PMU~~

From: Cora Sita Makini, PMU

Ref: CSM - 010324

Date: Friday 1st March 2024

SUBJECT: REQUEST FOR APPROVAL FOR PROVISION MATERIALS BY SOLOMON SHEET STEEL (SSS) FOR WASTEHOLDING SHED FOR PG2023 HEALTH CENTRE, BURNSCREEK

Overview:
PMU is currently overseeing the installation/construction of the PG2023 Health Centre at Burnscreek.

As per project requirements, NHA has engaged a labour – based contractor for the construction of the health centre. Supplemental materials for the building are provided by NHA apart from the prefabricated building materials supplied by PT Audie (designer and materials supplier).

Additionally, there are external works required pertaining to the buildings overall successful operation and that includes a waste holding area (at a distance from the building) where a shed will be constructed. This is part of the requirement by the Ministry of Health and Medical Services (MHMS). With this, the materials will be procured from Solomon Sheet Steel (SSS).

The total for this is **TWENTY – EIGHT THOUSAND, EIGHT HUNDRED AND EIGHTEEN SOLOMON BOKOLO DOLLARS AND ZERO CENTS ($28,818.00)**.

We kindly seek your approval to ensure all materials are ordered and ready for delivery to site.

Yours sincerely,

Cora Sita Makini
Project Manager, 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 12/02/24

Thru: ~~Executive Director, PMU~~ 12/02/24

From: Cora Sita Makini, PMU

Ref: CSM - 280224

Date: Monday 12th February 2024

SUBJECT: REQUEST FOR APPROVAL OF REVISED BUDGET FOR ADDITIONAL MATERIALS FOR COMPLETION OF PG2023 HEALTH CENTRE, BURNSCREEK

Dear Executive Director,

The materials list required for the completion of the medical clinic has been revised. The team for the 10 MEDICAL CLINIC PROJECT has since increased the budget for this. Note that a high estimate was proposed for a few items listed; as well as the inclusion of a 10% contingency.

The total for the revised budget for materials is **TWO HUNDRED AND THIRTY – SIX THOUSAND, EIGHT HUNDRED AND NINETEEN SOLOMON BOKOLO DOLLARS AND FIFTY – SEVEN CENTS ($236,819.57).**

Please find attached the budget for the materials.

We kindly seek your approval to ensure all materials are ordered and ready for collection and/or delivery to site.

Note: This amount is for budget purposes only. Actual cost will be less than the amount requested.
12/02/24

Yours sincerely,

Cora Sita Makini
Project Manager, PMU

Date: 12 February, 2024							
Additional Materials							
Description	**Specification**	**Unit**	**Quantity**	**Unit Price**	**Total Price**	**Supplier**	**Note**
Flashing, colorbond, flame red; @ 35$ per ft	9ft 11 inches	Sheet	12	$ 35.00	$ 4,165.22	Tongs	Selected as is cheapest and same color as the roof
Fibro	6mm x 8ft x 4ft	Sheet	12	$ 216.00	$ 2,592.00	SSS	
Gypsum ceiling tile - Armstrong ceiling tile RH99 fine fissured (10 pcs/ctn)	1200 x 600 x 15mm	Ctn	5	$ 1,620.00	$ 8,100.00	Tongs	Contractor claimed that the tiles were damaged/rotten due to lengthy storage period. However, closer inspection showed that obvious termite tracks were evident. With this, Contractor to replace. Size quoted for to replace 600 x 500 x 9mm (ROI supplied). Qty damaged is 7
Turnbuckle	8mm	Item	10	$ 94.50	$ 945.00	Tongs	Form part of electrical works
Wire rope (galv)	6mm x 500m per M	meter	100	$ 9.90	$ 990.00		Form part of electrical works
Plumbing materials		LS	1		$ 7,403.40	Tongs	LPO ready but not yet signed as a report must be prepared showing additional materials expense 2023 - 2024
Pressure pump and accessories		LS	1		$ 25,000.00	Tongs	High estimate
Tank stand materials		LS	1		$ 13,409.50	SSS	High estimate
Genset materials		LS	1		$ 35,000.00	SSS	High estimate
Cable tray	200 x 50mm	Item	1	$ 330.00	$ 400.00	Tongs	High estimate
Silicone (GSA brand)	300g	Item	56	$ 207.00	$ 11,592.00	Honiara Hardware	NHA purchased mid 2023; product has now surpassed shelf life . Please double check expiry date prior to use
Suspended wall angle	25 x 19 x 3600mm	Item	11	$ 195.00	$ 1,930.50	Tongs	10% discount. Especially for Lab, clean and dirty utility rooms
Clear louvre blade	26 inch	Item	9	$ 14.40	$ 129.60	SSS	
Vinyl tile adhesive	5 Gal/18Ltrs	Item	12	$ 1,386.00	$ 16,632.00	Honiara Hardware	
Square tube	75 x 75 x 6mm	No.	5	$ 2,000.00	$ 10,000.00	SSS	This is high estimate only. Request quote from Lynnette
Concrete	25MPa	m3	10	$ 2,800.00	$ 28,000.00	BJM	High estimate for wasteholding area, footpath connecting main footpath to wasteholding area, tank stand
Rivets	4.4mm - 100 pcs/pkt	pkt	30	$ 75.00	$ 2,250.00	TONGS	
Tiles(Bathroom & Toilet Baksplash)		ctn	54	$ 200.00	$ 10,800.00	TONGS	Backsplash Area. Refer to calculation on sheet 2
Screw Self Tapping Screws		pkt	5	$ 300.00	$ 1,500.00	TONGS	For fixing fibre cement to steel stud on the overhang
Tile Adhesive	20kg	bag	20	$ 148.50	$ 2,970.00	TONGS	Grout needed for the backsplash. Refer to sheet 2 for calculations
PVC Pipe	40mm	length	5	$ 200.00	$ 1,000.00	TONGS	Plumbing-PVC pipes for the 40mm reducers
White Grout	20kg	bag	3	$ 207.00	$ 621.00	TONGS	White Grout for the backsplash area
Dyna bolt	12mm x 75mm	No.	60	$ 20.00	$ 1,200.00	TONGS	High estimate
Stainless butt hinge	100mm	pair	6	$ 120.00	$ 720.00	TONGS	High estimate
Hasp and staple	150mm	no.	6	$ 120.00	$ 720.00	TONGS	High estimate
Padlock	75mm	No.	4	$ 120.00	$ 480.00	TONGS	High estimate
PVC board	18mm; 8 x 4 ft	Sheet	4	$ 3,500.00	$ 14,000.00	TONGS	High estimate — $12,000 for all 4
Timber	8 x 2"	lengths	22		$ 2,740.30	SRML	High estimate
Epoxy paint		no.	2	$ 5,000.00	$ 10,000.00	Honiara Hardware	High estimate
Total				**$**	**215,290.52**		
Contingency	10%	N/A	N/A	N/A	$ 21,529.05		
Total + Contingency (10%)				**$**	**236,819.57**		

NATIONAL HOSTING AUTHORITY
Solomon Islands Government

ANNEX 4

REQUEST FOR QUOTATIONS – GOODS/SERVICES

27th February 2024

To All Bidders,

1. The National Hosting Authority has budget financing and intends to apply part of the proceeds of this financing to procure Goods/Services per the enclosed specifications, and now invites sealed bids for this purpose.

2. Your quotation, citing the above reference number, should reach the undersigned within 5 days from the date of this letter.

3. The goods shall be procured using the Simple Procurement Procedures specified in the Solomon Islands Government Procurement and Contract Administration Manual.

4. The Technical Specifications and Delivery Schedule are provided in the attached Schedule of Requirements.

5. This request for quotation has been addressed to three Suppliers of these goods/services.

6. The goods/services supplied under this contract shall conform to the standards provided in the attached Technical Specifications.

7. The Supplier is required to supply any equipment listed in the Technical Specifications together with the detailed operations and maintenance manuals, for each appropriate unit.

8. The Supplier shall warrant that any equipment supplied under the contract is new and unused.

9. Prices should be quoted for delivery to the National Hosting Authority, P.O. Box 2443, Honiara, Solomon I

10. The validity for the quotation shall be thirty (30) days from the date of submitting the quotation.

11. One (1) original and one (1) copy of the quotation shall be submitted in a sealed envelope

and addressed to the Project Management Unit, National Hosting Authority, Honiara, Solomon Islands.

12. Please indicate the delivery schedule and after-sales service (if relevant) available to National Hosting Authority, Honiara

13. Submission of a quotation is confirmation of the tenderer's compliance with and acceptance of, the terms and conditions including the payment terms of this Request for Quotation.

14. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements and Technical Specifications.

15. The successful Supplier shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with the National Hosting Authority on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the order.

16. The Purchaser may terminate the contract if the Supplier fails to deliver any or all of the goods/services within the period specified, or within any extension thereof granted in writing the Project Management Unit, National Hosting Authority.

17. The Supplier shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of the Project Management Unit.

18. Prices charged by the Supplier for the goods/services shall not vary from prices quoted. Prices shall therefore be fixed.

19. The Supplier's request for payment shall be made in writing, accompanied by an invoice and an LPO confirming delivery of the goods/services. All payments shall be made promptly and in no case later than twenty (20) days after delivery and acceptance of the goods. Payments will only be made by cheque or direct transfer into the Supplier's business bank account.

20. Please acknowledge the receipt of this letter and indicate your firm's interest in submitting quotations.



Cora Sita Makini
Project Manager
Project Management Unit
Games Facilities Committee

Schedule of Requirements

No.	Item Name	Unit	Quantity
1	D12mm x 6mtrs Steel Rod-HRB400	Lgths	40
2	D10mm x 6mtrs Steel Rod-HRB400	Lgths	20
3	F62 x 5.8m x 2.0m Mesh Wire	Sheet	2
4	Black Plastic 4m wide	m	6
5	50x50x3mm x6mtrs Square Tube	Lgths	6
6	40x40x3mm x6mtrs Square Tube	Lgths	4
7	6" Bricks	pcs	70
8	Expanded Galv. Walkway Mesh 2300x1200mm	Sheet	8
9	5"x3" Brass Butt Hinges	each	2
10	Filtered Coral Fill	cubic	8
11	Cement 40Kg P042.5	Bag	10
12	Fine Sand	cubic	2
13	16ft x 24G Roofing Iron-Zinc	Sheet	10
14	1/2" x 50m Chicken Wire	Roll	1

Solomon Sheet Steel Ltd.
P. O. Box 15, Honiara, SOLOMON ISLANDS.
Telephone: +677-30151 ***Fax:*** +677-21696
Email: SSS@BUSINESS.COM.SB

To: NHA – Health Centre
Genset House, Burncreek

Date: 29/02/2024

Quotation

Please find attached page the quote for the items requested.

	Description		
Qty		**Price**	**Price**
40	Lgths D12mm x 6mtrs Steel Rod - HRB400	$57.00	$2,280.00
20	Lgths D10mm x 6mtrs Steel Rod - HRB400	$44.00	$880.00
2	Shts F62 x 5.8m x 2.0m Mesh Wire	$351.00	$702.00
6	mtrs 4m wide Black Plastic	$17.00	$102.00
6	Lgths 50 x 50 x 2mm x 6mtrs Square Tube	$291.00	$1,746.00
4	Lgths 40 x 40 x 4.0mm x 6mtrs Square Tube	$426.00	$1,704.00
70	pcs 6" Bricks (380L x 140W x 190H x 28mm thick)	$10.00	$700.00
8	Shts Expanded Galv. Walk Way Mesh 2300 x 1200mm	$1,334.00	$10,672.00
	(135 LWM x 45 SWM x 8mm width x 5mm Thick)		
2	prs 5" x 3" Brass Butt Hinges	$87.00	$174.00
10	shts 16ft x 24G Roofing Iron	$423.20	$4,232.00
1	Roll 1/2" x 50mtrs Chicken Wire	$460.00	$460.00
8	Cubic filtered Coral Fill	$380.00	$3,040.00
10	Bags 40Kg Cement PO42.5	$65.00	$650.00
2	Cubic Fine Sand	$288.00	$576.00
1	Delivery for Materials	$300.00	$300.00
1	Delivery for Unfiltered Coral Fill	$300.00	$300.00
1	Delivery for Fine Sand	$300.00	$300.00
		Total	**$28,818.00**

If there is anything that is not clear please do not hesitate to get back to me.

Prepared by: Lynnette

Checked by: