



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 10/05/2022 12:02
Transaction Number: AEW27842

Transaction Details:

Account Transfer of SBD 42,000.00

From Account: 5691140
 To Account: 5625371

Notes for Recipient: Quote#2002483
 Notes for Myself: Portaloo Hire-KGVI East

Pay Date : 10/05/2022

Comments:

***** Authorisation Details *****
 10/05/2022 12:02 Pauline Tovua
 Authorisation Required for : Transfer Between My Accounts (2A)
 11/05/2022 10:47 Christian Nieng
 Authorised -Transfer Between My Accounts
 Comments : verified
 11/05/2022 15:24 Debbie Ofaeri Sifoni
 Authorised -Transfer Between My Accounts
 11/05/2022 15:24 Debbie Ofaeri Sifoni
 Transaction Processed

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2022. 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 AEW27842

Transaction Details

Account Transfer of SBD 42,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: Quote#2002483
Notes for Myself: Portaloo Hire-KGVI East

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

Anthem
of
12/01/22



Pauline Tovua

From: Bolmar <bolmar@solomon.com.sb>
Sent: Tuesday, 10 May 2022 11:37 AM
To: Pauline Tovua
Subject: RE: Banking Details

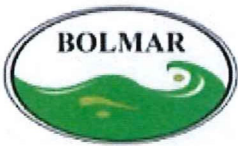
Attention!: This email originated from outside of the organization (SIG). Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Pauline,

The details is as follows;

Bank Name: ANZ Bank
Account Name: Bolmar Building & Plumbing Services
Account Number: 5625371

Cheers
Clay



BOLMAR BUILDING & PLUMBING SERVICES

P.O Box 1832, Honiara, Solomon Islands

Tel: (677) 26586 Fax: (677) 28583 Mobil: (677) 7332014/7879894 Email: bolmar@solomon.com.sb

From: Pauline Tovua [mailto:PTovua@sol2023.com.sb]
Sent: Tuesday, 10 May 2022 11:18 AM
To: bolmar@solomon.com.sb
Cc: Soleana Gagahe
Subject: Banking Details

Good afternoon,

Please supply account details for payment to be transferred in respect of Quote#2002483, for Hire of Portaloos by National Hosting Authority.

Regards

Pauline Tovua
2023 Pacific Games



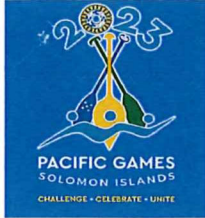
2023

PACIFIC GAMES
SOLOMON ISLANDS
CHALLENGE • CELEBRATE • UNITE



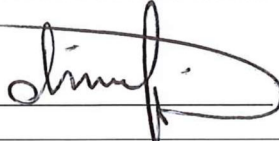
Pauline Tovua
Admin and Finance Co ordinator
National Hosting Authority Secretariat

677 7235143
PTovua@sol2023.com.sb

follow us on
[facebook](#) [instagram](#)



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Bolmar Building & Plumbing services	APPROVED BY EXECUTIVE DIRECTOR
Address:	 Signed <u></u> Date <u>11/05/22</u>
IF DIRECT CREDITS ISSUED: BANK REF #:	APPROVED BY FINANCIAL CONTROLLER
Signed _____	Signed <u></u> Date <u>11/05/22</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2717	Other Local Other Costs	Being for Rental of Portable toilets for 30 days.	\$42,000.00

Cheque No: IB TRANS for \$42,000.00 Date 9/05/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  Date 09/05/22



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU 062/22

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	LS	Please make payment for the rental of portable toilets for use @ KAVE East site for the duration of 30 days until a Permanent Toilet is established.	BOLMAR BUILDING PLUMBING SERVICES	-	42,000
TOTALS					\$ 42,000 - 00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$ 42,000 - 00 Date: 19th / 04 / 2022
 Requisition Officer (Name): ELWIN MAETA Sign: [Signature]

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

Supervisors Certification (Accountable Officers):
 Certifying Officer (Name): EUDON TEPA Sign: for [Signature]
 Post: EXECUTIVE DIRECTOR
 Department: GFC - Project Management Unit

Authority is granted for expenditure not exceeding:
 SBD \$ 42,000 - 00
 Signed: [Signature]
 Name: [Signature]
 Note: Authority for expenditure must be given by accounting officer or his/her delegated

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 checked="" type="checkbox"/>

Compliance Check by: [Signature] Signature
 Name: Leang B Date: 19/04/22
 Position: Procurement Compliance



BOLMAR BUILDING & PLUMBING SERVICES

P.O Box 1832, Honiara, Solomon Islands

Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@solomon.com.sb

QUOTATION

Customer		Misc	
Name	National Hosting Authority	Date	11/04/2022
Address	P.O Box, 2443	Order No.	
City	Honiara	JOB	
Phone	7641750	QUOTE NO: 00002002483	
Attn:	Christan Nieng / Elton Tapa		
<i>Quotation</i>			
Day(s)		Unit Price	TOTAL
30	Request for Hiring of 2 Portable Toilet (Portaloo) by the National Hosting Authority for a period of 30 days. Hiring at \$700 per unit/day. Requested by, Jason Kae. Special Rate: 1 unit x \$700 per/day	\$ 700.00	\$ 42,000.00
		SubTotal	\$ 42,000.00
Payment		Tax rate	
Comments Name		Adjust	
		TOTAL	\$ 42,000.00
Office			



Please do not hesitate to contact us should you have any queries concerning the above details.

Thanks for doing bussiness with us!



**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**

PMU-4/22

14th April 2022

MEMORUNDUM

**To: Eldon Tapa
Executive Director
Project Management Unit**



**Attention: Christian Nieng
Executive Director
National Hosting Authority Secretariat**

**SUBJECT: REQUEST FOR APPROVAL OF HIRING TWO PORTALOO
TOILET FOR 01 KGVI EAST.**



As we are drawing closer to the partial handover of 01 KGVI EAST it is important to be compliant with Honiara City Council requirements for completion certificates.

One of the requirements is to provide Temporary Toilets for 01 KGVI EAST. To fulfill this requirement, I am seeking your approval for hiring of two portaloo toilets for a duration of up to 3 months.

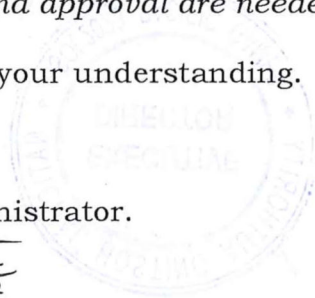


C/-P.O. Box 2443
Honiara
Solomon Islands

Your perusal and approval are needed to expedite the process.

Thank you for your understanding.
Regards

Jason Kae
Contract Administrator.



Phone:
677 7641750

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

Pat

I have noticed costs for the site office
had been broken down to by just
ITB, whether or not this is true, please
put together all the costs for the project
for ITB.

[Handwritten signature]
2/1/23





Solomon Islands Government

BID / QUOTATION WAIVER/TENDER PROCESS

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 (eg. CTB 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 (eg. SI at War, Emergency, Natural Disaster)
- There is a genuine market limitation on the number of suppliers
- Equipment is specialized or technical in nature
- **The procurement is of national importance and could not be planned or foreseen earlier. 2.7-Bid waiver - Paragraph 3 PCAM 2013**

Description of Product / Service/Works

RENTAL OF PORTABLE TOILETS FOR USE AT 01 KGVI EAST SITE.

REASON FOR REQUEST (Please Tick)

Genuine Market Limitation	✓	Natural Disaster		SI at War		
---------------------------	---	------------------	--	-----------	--	--

Public Emergency		Technical or Specialized Equipment		The procurement is of national importance and could not be planned or foreseen earlier.	✓	
------------------	--	------------------------------------	--	---	---	--

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

SECTION 2 PROCUREMENT PLANNING-Clause 2.7-Bid waiver - Paragraph 3- quote: The procurement is of national importance and could not be planned or foreseen earlier. After reviewing of potential bidders, the Project Management Unit hereby recommends.

The following reasons had been considered and sections and clauses of PCAM 2013 have been referenced to allow waiver of tender process.

1. To be complaint with Honiara City Council regulations the need of a Temporary toilet for Athlete Training is essential until a time NHA/CCECC a permanent ablution is established.
2. Due to the covid 19 situation in the country the delivery time for portable toilets have extended from 2 weeks to 2 months as informed by local supplier.
3. The only company that have portable toilet for hire in Honiara is Bolmar.

Requested by: Division / Section	Signed: <i>for [Signature]</i> Date: <i>19/04/22</i>
Project Management Unit/GFC	Name/Post: Eldon Tapa (Executive Director)
Approved by: Accounting Officer	Signed: <i>[Signature]</i> Date: <i>19/4/22</i>
National Hosting Authority Secretariat	Name/Post: Christian Nieng (Executive Director)





NATIONAL HOSTING AUTHORITY
OFFICE OF THE PRIME MINISTER AND CABINET
PO Bx C/-2442 Honiara Solomon Islands

REQUEST FOR QUOTATIONS – GOODS/SERVICES

Date: 14/04/2022

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 7 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 two 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, Honiara, Solomon Islands.
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 Procurement Officer, Honiara, Solomon Islands.
12. Please indicate delivery schedule and after sales service (if relevant) available to <Ministry name>, Honiara. 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.
13. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements Technical Specifications.
14. The Purchase order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements 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 NHA on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
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 by the NHA.
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 NHA.
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.

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

Schedule of Requirements

No.	Item Name	Specification	Quantity	Delivery Date
1.	Portable Toilets	Rate per day \$700.00 per unit	2	21/04/2022

Gloria Hopkins

From: Jason Kae
Sent: Tuesday, 19 April 2022 9:24 AM
To: Gloria Hopkins
Subject: Fw: 01 KGV EAST: Requesting Approval for Portaloo Hiring

From: Eldon Tapa
Sent: 14 April 2022 16:56:55
To: Jason Kae
Cc: Samuel Avosa; Jone Vave
Subject: Re: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Approved to commence procurement proceedings for this item.

Kind regards

Eldon Tapa BPropDev(CMQS)
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
+677 7580094

From: Jason Kae
Sent: 14 April 2022 16:17:40
To: Eldon Tapa
Cc: Samuel Avosa; Jone Vave
Subject: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Hi Eldon

I am seeking your approval for the hiring of two portable toilets for 01 KGV EAST.

Cheers
Jason



NATIONAL HOSTING AUTHORITY
SOLOMON ISLANDS GOVERNMENT

C4

COMPLIANCE CHECKLIST – ADVANCE
PURCHASES

(Up to \$100,000 SBD)

Required documents:	FI Ref	Department/ Committee	Procurement	Finance
Purchase Requisition (PR) & Payment Voucher (PV)	P7 35	✓		
Pro-forma Invoice	P7 99	✓		
Three Written Quotes and Bid Analysis (if above \$10,000 and these goods/services are not waived in FI's -Domestic Travel, Hotel Accom, Freight, Market and Perishable Goods)	P7 9, P7 10 & P7 13	2 Bid waiver		
One written Quote if it is less than \$10,000.00		N/A		
Bid Waiver (if not following prescribed procurement method in the FI's)	P7 10.3 & 10.4, P7 7.1 (f)	✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Compliance checks required:(Procurement)				
Check supplier doesn't accept LPO's				
Check no other supplier will supply same goods using an LPO				
PR has been signed by authorized person (and not approving payment to themselves)	P7 44			
Check amount on PR matches Pro-forma Invoice				
Account code used is correct	P7 38.5(e)			
Vendor name on PR matches Pro-forma Invoice	P7 38.5(e)			
Check calculations on Pro-forma Invoice 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)			
Data information for preparation of PV/Cheque by Finance department				
Amount in Requisition matches PV				
Account code in Requisition matches PV				
Vendor name in Requisition matches PV				
Item code and Units entered (eg box, each) correctly				
Description has enough detail				
Budget OK				

Compliance check for signing of Cheques				
Amount in Requisition matches PV				
Vendor name in Requisition matches PV				
Item code correct				
Account code used is correct				

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: _____ *Lydy*

Name and Position: _____ *Colore Hopkins - CA*

Date: _____ *10/04 / 2022*

Procurement Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____

Finance Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____

Leeroy Bird

From: Christian Nieng
Sent: Monday, 2 May 2022 11:00 AM
To: Samuel Avosa; Leeroy Bird; Eldon Tapa
Cc: Jason Kae; Gloria Hopkins; Peter Himane
Subject: RE: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Sam,

Thanks for note.

We will proceed with the payment for \$42K to Bolmar being monthly rental for porto loo.
The concern is hope we can look for a cheaper option as soon as practical.

Kind Regards
Christian

From: Samuel Avosa
Sent: Monday, 2 May 2022 10:34 AM
To: Leeroy Bird <LBird@sol2023.com.sb>; Eldon Tapa <ETapa@sol2023.com.sb>; Christian Nieng <CNieng@sol2023.com.sb>
Cc: Jason Kae <JKae@sol2023.com.sb>; Gloria Hopkins <GHopkins@sol2023.com.sb>; Peter Himane <PHimane@sol2023.com.sb>
Subject: Re: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Hi All

In regards to temporary abluion on plot 2 KGV east to service athletes training on the facilities, CCECC has confirmed that they are willing to allow NHA to build abluion on the western corner of the site whether it be temporary or permanent.

My suggestion for the abluion facility would be to build a permanent Abluion block similar to HCC abluion blocks built on HCC fields with minor design changes to suit the site, building a temporary abluion and connecting into sewer mains as suggested by ED NHA is a viable option however with purchase cost, installation costs and removal cost of temporary facilities would be a costly operation and prove more work, having temporary abluion facilities while waiting for south stands to be completed will be a long wait more likely into next year and the durability of a temporary facility should also be taken into consideration.

Having an added outdoor abluion facility on the site would be an added bonus for the training facility, KGV east as a whole and more importantly more convenient for the athletes and ground staff training and working the facilities.

Anticipating your prompt responses and inputs on the matter as it is some what urgent, athletes and National federations have started using the tracks for training and it wont be long before they start abusing the site to relieve themselves, the design of abluion block and pricing has been done and with ED PMU and ED NHA's approval proper documentation and tender processing can commence and will comply with SIG requirements and compliance.

Regards
Sam

From: Leeroy Bird
Sent: 26 April 2022 16:34
To: Gloria Hopkins; Eldon Tapa; Jason Kae
Cc: Samuel Avosa
Subject: RE: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Hi Eldon et al,
As per discussed over the phone, the payment is not rejected but simply put on hold while we explore the alternative to build a temporary facility that will be connected to the sewer lines running within/around the area. This is the advise provided by ED NHA. If we determine that it will not be possible to build a temporary facility then we can revisit this option. We'll bring this up in the meeting tomorrow.

Regards
Lee

From: Gloria Hopkins <GHopkins@sol2023.com.sb>
Sent: Tuesday, 26 April 2022 3:54 PM
To: Eldon Tapa <ETepa@sol2023.com.sb>; Jason Kae <JKae@sol2023.com.sb>
Cc: Leeroy Bird <LBird@sol2023.com.sb>; Samuel Avosa <SAvosa@sol2023.com.sb>
Subject: RE: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Hi Eldon,

I do not know the actual details, but will ask Lee to explain.

Dear Leeroy,

Please clarify.

Regards,

Gloria

From: Eldon Tapa <ETepa@sol2023.com.sb>
Sent: Tuesday, 26 April 2022 3:45 PM
To: Gloria Hopkins <GHopkins@sol2023.com.sb>; Jason Kae <JKae@sol2023.com.sb>
Cc: Leeroy Bird <LBird@sol2023.com.sb>; Samuel Avosa <SAvosa@sol2023.com.sb>
Subject: Re: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Hi Gloria,

Can you please advise why?

Kind regards

Eldon Tepas BPropDev(CMQS)
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
+677 7580094

From: Gloria Hopkins
Sent: 26 April 2022 15:26
To: Jason Kae
Cc: Eldon Tepas; Leeroy Bird; Samuel Avosa
Subject: RE: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Hi Jason,

Just an update for the Portaloo hiring, the approval for this item will not be granted, however, an alternate has been suggested and that is to install a temporary toilet. I had already informed Sam; they will be working on that to procure for the temporary toilet.

Lee,
Please comment, otherwise that is all.

Kindest regards,

Gloria

From: Jason Kae <JKae@sol2023.com.sb>
Sent: Tuesday, 19 April 2022 9:24 AM
To: Gloria Hopkins <GHopkins@sol2023.com.sb>
Subject: Fw: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

From: Eldon Tepas
Sent: 14 April 2022 16:56:55
To: Jason Kae
Cc: Samuel Avosa; Jone Vave
Subject: Re: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Approved to commence procurement proceedings for this item.

Kind regards

Eldon Tepas BPropDev(CMQS)
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
+677 7580094

From: Jason Kae
Sent: 14 April 2022 16:17:40
To: Eldon Tapa
Cc: Samuel Avosa; Jone Vave
Subject: 01 KGVI EAST: Requesting Approval for Portaloos Hiring

Hi Eldon

I am seeking your approval for the hiring of two portable toilets for 01 KGVI EAST.

Cheers
Jason



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 10/05/2022 12:02
Transaction Number: AEW27842

Transaction Details:

Account Transfer of SBD 42,000.00

From Account: 5691140
To Account: 5625371

Notes for Recipient: Quote#2002483
Notes for Myself: Portaloo Hire-KGVI East

Pay Date : 10/05/2022

Comments:

***** Authorisation Details *****
10/05/2022 12:02 Pauline Tovua
Authorisation Required for : Transfer Between My Accounts (2A)
11/05/2022 10:47 Christian Nieng
Authorised -Transfer Between My Accounts
Comments : verified
11/05/2022 15:24 Debbie Ofaeri Sifoni
Authorised -Transfer Between My Accounts
11/05/2022 15:24 Debbie Ofaeri Sifoni
Transaction Processed

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2022. 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 AEW27842

Transaction Details

Account Transfer of SBD 42,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: Quote#2002483
Notes for Myself: Portaloo Hire-KGVI East

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

Anthem
My
12/01/22



Pauline Tovua

From: Bolmar <bolmar@solomon.com.sb>
Sent: Tuesday, 10 May 2022 11:37 AM
To: Pauline Tovua
Subject: RE: Banking Details

Attention!: This email originated from outside of the organization (SIG). Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Pauline,

The details is as follows;

Bank Name: ANZ Bank
Account Name: Bolmar Building & Plumbing Services
Account Number: 5625371

Cheers
Clay



BOLMAR BUILDING & PLUMBING SERVICES

P.O Box 1832, Honiara, Solomon Islands

Tel: (677) 26586 Fax: (677) 28583 Mobil: (677) 7332014/7879894 Email: bolmar@solomon.com.sb

From: Pauline Tovua [mailto:PTovua@sol2023.com.sb]
Sent: Tuesday, 10 May 2022 11:18 AM
To: bolmar@solomon.com.sb
Cc: Soleana Gagahe
Subject: Banking Details

Good afternoon,

Please supply account details for payment to be transferred in respect of Quote#2002483, for Hire of Portaloos by National Hosting Authority.

Regards

Pauline Tovua
2023 Pacific Games



PAYMENT VOUCHER

Payment: Voucher No:	APPROVED BY EXECUTIVE DIRECTOR
NAME: Bolmar Building & Plumbing services	Signed <u></u> Date <u>11/05/22</u>
Address:	IF DIRECT CREDITS ISSUED:
BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed <u></u> Date <u>11/05/22</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2717	Other Local Other Costs	Being for Rental of Portable toilets for 30 days.	\$42,000.00

Cheque No: IB TRANS for \$42,000.00 Date 9/05/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by Date 09/05/22



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU 062/22

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	LS	Please make payment for the rental of portable toilets for use @ KCVET East site for the duration of 30 days until a Permanent Toilet is established.	BOLUAR BUILDING PLUMBING SERVICES	-	42,000
TOTALS					\$ 42,000 - 00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$42,000 - 00 Date: 19th / 04 / 2022

Requisition Officer (Name): ELWIN MARETA 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

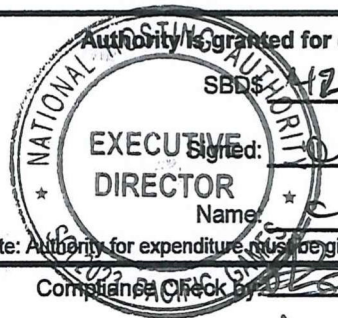
Department: GFC - Project Management Unit

Authority is granted for expenditure not exceeding: SBD \$42,000 - 00

Signed: [Signature]

Name: [Signature]

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



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 checked="" type="checkbox"/>

Completed & Checked By: [Signature] Signature

Name: Leang B Date: 19/04/22

Position: Procurement Compliance



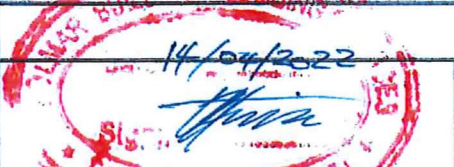
BOLMAR BUILDING & PLUMBING SERVICES
 P.O Box 1832, Honiara, Solomon Islands
 Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@soloman.com.sb

QUOTATION

Customer		Misc	
Name	National Hosting Authority	Date	11/04/2022
Address	P.O Box, 2443	Order No.	
City	Honiara	JOB	
Phone	7641750	QUOTE NO: 00002002483	
Attn:	Christan Nleng / Elton Tapa		

Quotation

Day(s)		Unit Price	TOTAL
30	Request for Hiring of 2 Portable Toilet (Portaloo) by the National Hosting Authority for a period of 30 days. Hiring at \$700 per unit/day. Requested by, Jason Kae. Special Rate: 1 unit x \$700 per/day	\$ 700.00	\$ 42,000.00

Payment		SubTotal	\$ 42,000.00
Comments Name		Tax rate	
		Adjust	
		TOTAL	\$ 42,000.00

Office

Please do not hesitate to contact us should you have any queries concerning the above details.

Thanks for doing bussiness with us!



**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**

PMU-4/22

14th April 2022

MEMORUNDUM

To: Eldon Tapa
Executive Director
Project Management Unit

Attention: Christian Nieng
Executive Director
National Hosting Authority Secretariat

**SUBJECT: REQUEST FOR APPROVAL OF HIRING TWO PORTALOO
TOILET FOR 01 KGVI EAST.**

As we are drawing closer to the partial handover of 01 KGVI EAST it is important to be compliant with Honiara City Council requirements for completion certificates.

One of the requirements is to provide Temporary Toilets for 01 KGVI EAST. To fulfill this requirement, I am seeking your approval for hiring of two portaloos for a duration of up to 3 months.

Your perusal and approval are needed to expedite the process.

Thank you for your understanding.
Regards

Jason Kae
Contract Administrator.



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



Phone:
677 7641750

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



Solomon Islands Government

BID / QUOTATION WAIVER/TENDER PROCESS

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 (eg. CTB 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 (eg. SI at War, Emergency, Natural Disaster)
- There is a genuine market limitation on the number of suppliers
- Equipment is specialized or technical in nature
- **The procurement is of national importance and could not be planned or foreseen earlier. 2.7-Bid waiver - Paragraph 3 PCAM 2013**

Description of Product / Service/Works

RENTAL OF PORTABLE TOILETS FOR USE AT 01 KGVI EAST SITE.

REASON FOR REQUEST (Please Tick)

Genuine Market Limitation	✓	Natural Disaster		SI at War		
---------------------------	---	------------------	--	-----------	--	--

Public Emergency	Technical or Specialized Equipment	The procurement is of national importance and could not be planned or foreseen earlier.	✓
------------------	------------------------------------	---	---

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

SECTION 2 PROCUREMENT PLANNING-Clause 2.7-Bid waiver - Paragraph 3- quote: The procurement is of national importance and could not be planned or foreseen earlier. After reviewing of potential bidders, the Project Management Unit hereby recommends.

The following reasons had been considered and sections and clauses of PCAM 2013 have been referenced to allow waiver of tender process.

1. To be complaint with Honiara City Council regulations the need of a Temporary toilet for Athlete Training is essential until a time NHA/CCECC a permanent ablution is established.
2. Due to the covid 19 situation in the country the delivery time for portable toilets have extended from 2 weeks to 2 months as informed by local supplier.
3. The only company that have portable toilet for hire in Honiara is Bolmar.

Requested by: Division / Section	Signed:  Date: 19/04/22
Project Management Unit/GFC	Name/Post: Eldon Tapa (Executive Director)
Approved by: Accounting Officer	Signed:  Date: 19/4/22
National Hosting Authority Secretariat	Name/Post: Christian Nieng (Executive Director)





NATIONAL HOSTING AUTHORITY
OFFICE OF THE PRIME MINISTER AND CABINET
PO Bx C/-2442 Honiara Solomon Islands

REQUEST FOR QUOTATIONS – GOODS/SERVICES

Date: 14/04/2022

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 7 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 two 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, Honiara, Solomon Islands.
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 Procurement Officer, Honiara, Solomon Islands.
12. Please indicate delivery schedule and after sales service (if relevant) available to <Ministry name>, Honiara. 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.
13. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements Technical Specifications.
14. The Purchase order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements 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 NHA on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
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 by the NHA.
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 NHA.
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.

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

Schedule of Requirements

No.	Item Name	Specification	Quantity	Delivery Date
1.	Portable Toilets	Rate per day \$700.00 per unit	2	21/04/2022

Gloria Hopkins

From: Jason Kae
Sent: Tuesday, 19 April 2022 9:24 AM
To: Gloria Hopkins
Subject: Fw: 01 KGV EAST: Requesting Approval for Portaloo Hiring

From: Eldon Tapa
Sent: 14 April 2022 16:56:55
To: Jason Kae
Cc: Samuel Avosa; Jone Vave
Subject: Re: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Approved to commence procurement proceedings for this item.

Kind regards

Eldon Tapa BPropDev(CMQS)
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
+677 7580094

From: Jason Kae
Sent: 14 April 2022 16:17:40
To: Eldon Tapa
Cc: Samuel Avosa; Jone Vave
Subject: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Hi Eldon

I am seeking your approval for the hiring of two portable toilets for 01 KGV EAST.

Cheers
Jason



NATIONAL HOSTING AUTHORITY
SOLOMON ISLANDS GOVERNMENT

C4

COMPLIANCE CHECKLIST – ADVANCE
PURCHASES
(Up to \$100,000 SBD)

Required documents:	FI Ref	Department/ Committee	Procurement	Finance
Purchase Requisition (PR) & Payment Voucher (PV)	P7 35	✓		
Pro-forma Invoice	P7 99	✓		
Three Written Quotes and Bid Analysis (if above \$10,000 and these goods/services are not waived in FI's -Domestic Travel, Hotel Accom, Freight, Market and Perishable Goods)	P7 9, P7 10 & P7 13	2 Bid waiver		
One written Quote if it is less than \$10,000.00		N/A		
Bid Waiver (if not following prescribed procurement method in the FI's)	P7 10.3 & 10.4, P7 7.1 (f)	✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Compliance checks required: (Procurement)				
Check supplier doesn't accept LPO's				
Check no other supplier will supply same goods using an LPO				
PR has been signed by authorized person (and not approving payment to themselves)	P7 44			
Check amount on PR matches Pro-forma Invoice				
Account code used is correct	P7 38.5(e)			
Vendor name on PR matches Pro-forma Invoice	P7 38.5(e)			
Check calculations on Pro-forma Invoice 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)			
Data information for preparation of PV/Cheque by Finance department				
Amount in Requisition matches PV				
Account code in Requisition matches PV				
Vendor name in Requisition matches PV				
Item code and Units entered (eg box, each) correctly				
Description has enough detail				
Budget OK				

Leeroy Bird

From: Christian Nieng
Sent: Monday, 2 May 2022 11:00 AM
To: Samuel Avosa; Leeroy Bird; Eldon Tapa
Cc: Jason Kae; Gloria Hopkins; Peter Himane
Subject: RE: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Sam,

Thanks for note.

We will proceed with the payment for \$42K to Bolmar being monthly rental for porto loo.

The concern is hope we can look for a cheaper option as soon as practical.

Kind Regards

Christian

From: Samuel Avosa
Sent: Monday, 2 May 2022 10:34 AM
To: Leeroy Bird <LBird@sol2023.com.sb>; Eldon Tapa <ETapa@sol2023.com.sb>; Christian Nieng <CNieng@sol2023.com.sb>
Cc: Jason Kae <JKae@sol2023.com.sb>; Gloria Hopkins <GHopkins@sol2023.com.sb>; Peter Himane <PHimane@sol2023.com.sb>
Subject: Re: 01 KGV EAST: Requesting Approval for Portaloo Hiring

Hi All

In regards to temporary ablution on plot 2 KGV east to service athletes training on the facilities, CCECC has confirmed that they are willing to allow NHA to build ablution on the western corner of the site whether it be temporary or permanent.

My suggestion for the ablution facility would be to build a permanent Ablution block similar to HCC ablution blocks built on HCC fields with minor design changes to suit the site, building a temporary ablution and connecting into sewer mains as suggested by ED NHA is a viable option however with purchase cost, installation costs and removal cost of temporary facilities would be a costly operation and prove more work, having temporary ablution facilities while waiting for south stands to be completed will be a long wait more likely into next year and the durability of a temporary facility should also be taken into consideration.

Having an added outdoor ablution facility on the site would be an added bonus for the training facility, KGV east as a whole and more importantly more convenient for the athletes and ground staff training and working the facilities.

Anticipating your prompt responses and inputs on the matter as it is some what urgent, athletes and National federations have started using the tracks for training and it wont be long before they start abusing the site to relieve themselves, the design of ablution block and pricing has been done and with ED PMU and ED NHA's approval proper documentation and tender processing can commence and will comply with SIG requirements and compliance.

Eldon Tapa BPropDev(CMQS)
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
+677 7580094

From: Gloria Hopkins
Sent: 26 April 2022 15:26
To: Jason Kae
Cc: Eldon Tapa; Leeroy Bird; Samuel Avosa
Subject: RE: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Hi Jason,

At an update for the Portaloo hiring, the approval for this item will not be granted, however, an alternate has been suggested and that is to install a temporary toilet. I had already informed Sam; they will be working on that to procure for the temporary toilet.

Lee,
Please comment, otherwise that is all.

Kindest regards,

Gloria

From: Jason Kae <JKae@sol2023.com.sb>
Sent: Tuesday, 19 April 2022 9:24 AM
To: Gloria Hopkins <GHopkins@sol2023.com.sb>
Subject: Fw: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

From: Eldon Tapa
Sent: 14 April 2022 16:56:55
To: Jason Kae
Cc: Samuel Avosa; Jone Vave
Subject: Re: 01 KGVI EAST: Requesting Approval for Portaloo Hiring

Approved to commence procurement proceedings for this item.

Kind regards

Eldon Tapa BPropDev(CMQS)
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
+677 7580094



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 18/06/2022 16:02
Transaction Number: AFA84849

Transaction Details:

Account Transfer of SBD 3,000.00

From Account: 5691140
To Account: 5625371

Notes for Recipient: INV#20022489
Notes for Myself: Potaloo Hire- G/Breaking Dorm Site

Pay Date : 18/06/2022

Comments:

***** Authorisation Details *****
 18/06/2022 16:02 Pauline Tovua
 Authorisation Required for : Transfer Between My Accounts (2A)
 20/06/2022 13:26 Christian Nieng
 Authorised -Transfer Between My Accounts
 Comments : Verified
 20/06/2022 13:39 Debbie Ofaeri Sifoni
 Authorised -Transfer Between My Accounts
 20/06/2022 13:39 Debbie Ofaeri Sifoni
 Transaction Processed



©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2022. ANZ's colour blue is a trade mark of ANZ.

Your Reference

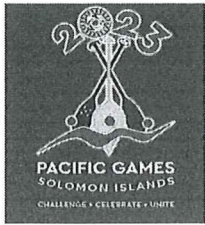
* Important Information displayed on ANZ Internet Banking screen is not shown on this printout

Held for Authorisation Transaction Number AFA84849


Transaction Details

Account Transfer of SBD 3,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: INV#20022489
Notes for Myself: Potaloo Hire- G/Breaking Dorm Site

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



PAYMENT VOUCHER

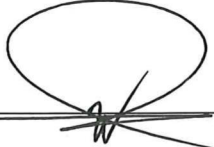
Payment: Voucher No:	
NAME: Bolmar Building & Plumbing services	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date _____
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed  Date <u>17/6/22</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2717	Other Local Other Costs	Hiring of 2 portable Toilet (potaloo) - PMU	\$3,000.00

Cheque No: IB TRANS for \$3,000.00 Date 17/06/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  Date 17/06/22



BOLMAR BUILDING & PLUMBING SERVICES

P.O Box 1832, Honiara, Solomon Islands

Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@solomon.com.sb

QUOTATION

Customer		Misc	
Name	National Hosting Authority	Date	1/06/2022
Address	P.O Box, 2443	Order No.	
City	Honiara	JOB	
Phone	7702887	QUOTE NO: 00002002489	
Attn:	Project Mangement Unit		
<i>Quotation</i>			
#Days		Unit Price	TOTAL
10 ⁺ 2	Request for Hiring of 2 Portable Toilet (Potaloo) by the Project Management unit under National Hosting Authority for a period of 1 day. Hiring at \$1500 per/unit. Requested by Enoch.	\$ 1,500.00	\$ 4,500.00
			3000-00
	Note: 1 Unit x \$1500 per day		
Payment		SubTotal	\$ 4,500.00
Comments	<i>[Signature]</i>		\$ 3,000-00
Name	1/06/2022	TOTAL	\$ 4,500.00
			\$ 3000-
		Office	

Please do not hesitate to contact us should you have any queries concerning the above details.

Thanks for doing bussiness with us!



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: NHA - 149 / 22

DEPARTMENT: NHA - Finance

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION <small>(Full and clear details of payment)</small>	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Payment for hiring of 2 Portable Toilet (portaloos) by the Project management unit under National Hosting Authority.	BOIMAR BUILDING & PLUMBING SERVICES		\$ 3,000 -00 ?
TOTALS					\$ 3,000 -00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$ 3,000 -00 Date: 17/06/22

Requisition Officer (Name): Lovelyn T Sign: [Signature]

Account Code: G-2717

Account Name: Other Local Other Costs.

Funds available on this account: _____

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie Sifom Sign: [Signature]

Post: FE

Department: NHA

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 Checklist

Payment requires one quote (10,000 below)	<input checked="" 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: Leony B Date: 17/06/22

Position: Procurement Compliance

Preparations for the SINU DORMITORY BUILDING PROJECT_GROUND BREAKING CEREMONY

NO	ITEM	RESPONSIBILITY	NAME	QTY	COST	STATUS	TYPE OF PAYMENT
1	Drinks						
	Ctn Water (Small)	Enoch M P	Bulkshop	10	\$ 435.00	Quote collected for payment	LPO
	Ctn Soft Drinks	Enoch M P	Bulkshop	6	\$ 869.76	Quote collected for payment	LPO
					\$ 1,304.76		

✱

2	MC Charge	Lalita/Gino	Elizabeth Catherine Osifelo	1	\$ 1,000.00	Quote Collected for Payment	Cash Payment
3	ENTERTAINMENT (\$1500 per hour)	Lalita	WA'ÚRAHA Are Are Panpipers	1	\$ 1,500.00	Quote Collected for Payment	Cash Payment
4	Ice Blocks	Enoch	Quan Chee Motors	5	\$ 225.00	Quote Collected for Payment	Cash Payment
5	Gabage Bags	Enoch	Tongs	1	\$ 115.00	Quote Collected for Payment	Cash Payment
6	Garland for guests (\$50.00 unit price)	Lalita	Maolaáli Events Planning	2	\$ 100.00	Quote Collected for Payment	Cash Payment
7	Material for table	Lalita	Talon/Ausmart	1	\$ 450.00	Quote Collected for Payment	Cash Payment
					\$ 3,390.00		

8	Livestream	Gino/Lalita	Niu Solomon	1	\$ 12,000.00	Adjusted Quote Collected for Payment	Cheque Payment
			SI Broadcasting Corporation	1	\$ 7,500.00	Adjusted Quote Collected for Payment	Cheque Payment
9	Floral/Decoration set up	Lalita	Maolia Alia (Phillip Loloito & Alison Rag	1	\$ 2,500.00	Adjusted Quote Collected for Payment	Cheque Payment
10	CATERING (100 PAX)	Lalita	Local Fusion Café	1	\$ 8,750.00	Adjusted Quote Collected for Payment	Cheque Payment
11	PORTABLE TOILET	Enoch	Bolmar Building & Plumbing Services	2	\$ 3,000.00	Adjusted Quote Collected for Payment	Cheque Payment
12	STAGE	Enoch	Crown Sound Entertainment	1	\$ 7,000.00	Adjusted Quote Collected for Payment	Cheque Payment
13	SOUND SYSTEM	Enoch	Crown Sound Entertainment	1	\$ 4,000.00	Adjusted Quote Collected for Payment	Cheque Payment
14	TENT						
	Crest Marquee in-town Tent (15m x 8 m) - \$1000 bond	Enoch/Lalita	GTL	1	\$ 4,600.00	Quote Collected for Payment	Cheque Payment
	Rope & Pole Tent in town (12 m x 8m) - \$500 bond	Enoch/Lalita	GTL	1	\$ 1,620.00	Quote Collected for Payment	Cheque Payment
15	TENT						
	24 x 6 m Tent	Enoch	Tourism Solomon	1	\$ 3,000.00	Quote Collected for Payment	Cheque Payment
	3 x 3 m Tent			2	\$ 200.00	Quote Collected for Payment	Cheque Payment
					\$ 54,170.00		

\$ 58,864.76

Melinda Phyllis Campbell

From: Christian Nieng
Sent: Wednesday, 15 June 2022 6:06 PM
To: Melinda Phyllis Campbell
Cc: Gino Oti
Subject: RE: Revised Tentative Budget & Guest List

Revised budget is approved.
An amount of \$58,864.76.

Kind Regards
ED

From: Melinda Phyllis Campbell <MCampbell@sol2023.com.sb>
Sent: Wednesday, 15 June 2022 2:54 PM
To: Christian Nieng <CNieng@sol2023.com.sb>
Cc: Gino Oti <GOti@sol2023.com.sb>
Subject: Revised Tentative Budget & Guest List

ED,

Attached is the revised budget and guest list for your review and approval.

Kind regards

Melinda Campbell



NATIONAL HOSTING AUTHORITY | P.O. Box 2443
Honiara | SOLOMON ISLANDS.

info@sol2023.com.sb +677 7308600





Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 11/07/2022 10:13
Transaction Number: AFC84471

Transaction Details:

Account Transfer of SBD 42,000.00

From Account: 5691140
To Account: 5625371

Notes for Recipient: INV#2004190
Notes for Myself: Potaloo Hire- KGV East

Pay Date : 11/07/2022

Comments:

***** Authorisation Details *****
11/07/2022 10:13 Pauline Tovua
Authorisation Required for : Transfer Between My Accounts
(2A)
11/07/2022 11:25 Christian Nieng
Authorised -Transfer Between My Accounts
Comments : verified
11/07/2022 15:29 Debbie Ofaeri Sifoni
Authorised -Transfer Between My Accounts
11/07/2022 15:29 Debbie Ofaeri Sifoni
Transaction Processed

©Copyright Australia and New Zealand Banking Group Limited
ABN 11 005 375 522, 1996-2022. 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 AFC84471

Transaction Details

Account Transfer of SBD 42,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: INV#2004190
Notes for Myself: Potaloo Hire- KGVI East

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




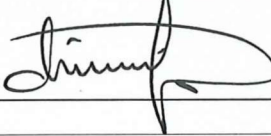
May

11/2/22





PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Bolmar Building & Plumbing services	APPROVED BY EXECUTIVE DIRECTOR
Address:	 Signed _____ Date <u>11/7/22</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER  Signed _____ Date <u>8/7/22</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2401	Hire Equipment	Being for hiring of 2 potable Toilet (Potaloo) as from (15/05/22 to 16/05/22	\$42,000.00

Cheque No: IB TRANS for \$42,000.00 Date 7/07/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  _____ Date 07/07/22

Lovelyn Tanona

From: Christian Nieng
Sent: Wednesday, 6 July 2022 2:54 PM
To: Lovelyn Tanona
Cc: Debbie Sifoni; Pauline Tovua
Subject: RE: REQUISITION PAYMENT

Lovelyn,

Your request for approval of the requestions is hereby approved.

1. Requisition NO # PMU – 148/22 – **SOLITECH LTD** – Payment for internet services for PMU for the month of 7th July – 6th August 2022 - \$9,999.99 is approved.
2. Requisition NO # PMU – 151/22 – **Mrs Wendy Rereha'a & Mrs Rose Manekaea** – Payment for vegetation claim by a KGVI staff due to excavation done at KGVI staff duplex proposed area - \$4,030.00 is approved.
3. Requisition NO # PMU – 152/22 – **BOLMER BUILDING & PLUMBING SERVICES** – Payment for Portaloo hiring from the period of 16th May to 15th June for KGVI East - \$42,000.00 is approved.
4. Requisition NO # PMU – 149/22 – **Sustainable Resources Management Ltd** – Payment for delivery of Topsoil (20%) for GTB 06/21 earthworks for Kukum HCC Upgrade - \$438,011.23 is approved.

ED NHA

From: Lovelyn Tanona <LTanona@sol2023.com.sb>
Sent: Wednesday, 6 July 2022 2:52 PM
To: Christian Nieng <CNieng@sol2023.com.sb>
Cc: Debbie Sifoni <DSifoni@sol2023.com.sb>; Pauline Tovua <PTovua@sol2023.com.sb>
Subject: REQUISITION PAYMENT

ED,

Kindly request your approval on the following payments;

1. Requisition PMU – 148/22 – **SOLITECH LTD** – Payment for internet services for PMU for the month of 7th July – 6th August 2022 - \$9,999.99
2. Requisition PMU – 151/22 – **Mrs Wendy Rereha'a & Mrs Rose Manekaea** – Payment for vegetation claim by a KGVI staff due to excavation done at KGVI staff duplex proposed area - \$4,030.00
3. Requisition PMU – 152/22 – **BOLMER BUILDING & PLUMBING SERVICES** – Payment for Portaloo hiring from the period of 16th May to 15th June for KGVI East - \$42,000.00
4. Requisition PMU – 149/22 – **Sustainable Resources Management Ltd** – Payment for delivery of Topsoil (20%) for GTB 06/21 earthworks for Kukum HCC Upgrade - \$438,011.23

Your approval is hereby sought so that the payments can be made.

Regards
Lovelyn



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-152/22

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	LS	Payment for Portlaco hiring from the period of 16 th May to 15 th June for KAVI East. (see attached service contract)	BOLUAR BUILDING & REPAIRING SERVICES	-	\$42,000-00
TOTALS					\$42,000-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$42,000-00 Date: 05/07/2022

Requisition Officer (Name): PETER HIMANE Sign:

Account Code: ~~6-240~~ 6-2401

Account Name: Other Local other cost.

Funds available on this account: Hire Equipment

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): ELDON TEPA Sign:

Post: EXECUTIVE DIRECTOR

Department: GFC-PMU

Authority is granted for expenditure not exceeding:

SBD\$ 42,000-00

Signature:

Name: Peter Himane

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

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

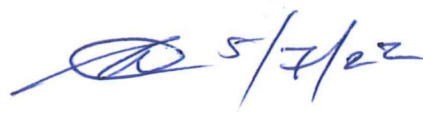
Name: Leong B Date: 6/07/22

Position: ASST. PMU

NATIONAL HOSTING AUTHORITY XVII 2023 PACIFIC GAMES

MEMORANDUM

To: Executive Director, NHA
Thru: Eldon Tapa, Executive Director, PMU
From: Gloria Hopkins, PMU
NHA Ref: GLH-05072022-02
Date: Tuesday 5th July 2022



SUBJECT: PROGRESS PAYMENT 2 FOR HIRING OF TWO PORTALOO TOILET FOR KGV EAST

Dear ED,

The PMU is requesting approval for payment fees for the hiring of portaloo at the KGV East

1. PAYMENT 1 – \$42,000.00 Already paid for the duration of 14th April to 15th May.
2. PAYMENT 2 – \$42,000.00 Payment in progress for the duration of 16th May to 15th June.


(Refer to the attached service contract Section 3 Payment, clause A Daily Rate)

As per June report (see attached), to date the portaloo is actively used by the athletes.

The amount rendered is a total of **FORTY-TWO THOUSAND DOLLARS AND ZERO CENTS ONLY(SBD\$42,000.00)**

Therefore, I am requesting your approval of the budget and endorsement of the request.

Yours sincerely,


Gloria Ludy Hopkins
Contract Administrator, PMU

FOR SECRETARIAT OFFICE USE ONLY

.....
Signature Date

Approved	Not Approved

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](#)



P.O. BOX 2443 Sea King Restaurant Building, Honiara, Solomon Islands

PROGRESS PAYMENT CERTIFICATE NO: 01

Payment Schedule Name:	Payment No. 1		
Project Name:	Hiring of 2 x Portaloos		
Supplier:	Bolmar Plumbing & Building Services		
Project Manager	Sam Avosa	Certificate:	PC - 01
Contract Administrator:	Soleana Gagahe	Date Invoice Received:	16-Jun-22
		Date Issued for payment:	5-Jul-22
		Contract No:	N/A

A	PROGRESS CLAIM SUMMARY			
REF	PROGRESS CLAIMS	CONTRACT DETAILS	PAYMENT DETAILS	NOTES
	Contract Value	\$ 84,000.00		
1	Payment 1 (50%) -Hiring for month from 16/05/22 - 15/06/22	\$ 42,000.00	\$ 42,000.00	This Claim
2	Payment 2 (50%)			
3	Payment 3			
4	Payment 4			
5				
10	Progress Claim to date	\$ 42,000.00		
11	Original Contract Value	\$ 84,000.00		
12	Total Adjusted Contract Value	\$ 84,000.00		
13	Balance of Contract Payment	\$ 42,000.00		

B	PAYMENT DETAILS		
	Progress payment for this claim	\$ -	
	Retention-Purchaser retains % of this payment pursuant to clause	\$ -	
	With-Holding Tax (7.5%)	\$ -	
	Amount payable for this claim after Retention	\$ -	

Payment is certified as conformed to payments terms and conditions as stated in Section 3: Payment of the Service Contract for the Hiring of 2 x Portaloos for KGV East

Payment is hereby certified:	 Sam Avosa (Project Manager)	05 / 07 / 22 Date
Complied and approved by:	 Soleana Gagahe (Contract Administrator)	05 / 07 / 22 Date
Claim is hereby approved for payment by:	 Eldon Tepa (Executive Director - PMU)	5 / 7 / 22 Date

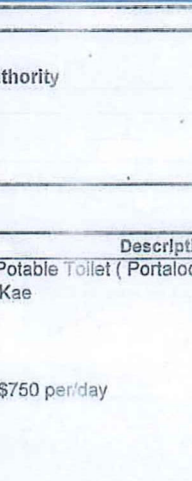


On presentation of this original to the Employer, the Contractor is entitled to payment within the period stated in the Agreement: Article 10.



BOLMAR BUILDING & PLUMBING SERVICES
 P.O Box 1832, Honiara, Solomon Islands
 Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@solomon.com.sb

INVOICE

Customer		Misc	
Name	National Hosting Authority	Date	16/06/2022
Address	P.O Box 2443	Order No.	
City	Honiara	JOB	
Phone	7641750	INVOICE NO: 00002004190	
Attn:	Accounts Section		
# Day(s)	Description	Unit Price	TOTAL
30	Being for Hiring of 2 Potable Toilet (Portaloo) as from (16.05.2022 to 15.06.22 Requested by Jason Kae Special rate: 1 unit x \$750 per/day	\$ 700.00	\$ 42,000.00
		SubTotal	\$ 42,000.00
Payment		Tax rate	
Comments Name	16/06/25 	Adjust	
		TOTAL	\$ 42,000.00
		Office	

Please do not hesitate to contact us should you have any queries concerning the above details.

Thanks for doing bussiness with us!

7/5/22, 2:56 PM

01 KGV EAST - Report for Portable toilets - Soleana Gagahe

01 KGV EAST - Report for Portable toilets

Jason Kae

Tue 6/28/2022 11:56 AM

To: Soleana Gagahe <SGagahe@sol2023.com.sb>;

Cc: Samuel Avosa <SAvosa@sol2023.com.sb>;

Hi Soleana

In the first month of hiring, one of the portable toilets experienced mechanical problem with the flush and then was replaced by bolmar. Listed below are the maintenance works carried out by bolmar

- Cleaning of portable toilets interior.
- Refilling of water
- Pumping and disposing of waste from the portable toilets
- Replacing of the faulty portaloo.

Inspection was carried out on the portable toilets and Bolmar have successfully completed the maintenance and cleaning of the portable toilets on 01 KGV EAST. Locks were also installed on the portable toilets to ensure authorized usage only. Therefore, you may proceed with their payments.

Kind regards
Jason

From: Soleana Gagahe
Sent: 28 June 2022 10:16
To: Jason Kae
Cc: Samuel Avosa
Subject: Fw: Invoice for Portaloo (2nd Month)

Invoice to raise payment for.

Thanks and kind regards,

Soleana Gagahe
Senior Contract Administrator
Project Management Unit
Games Facilities Committee
National Hosting Authority

From: Pauline Tovua
Sent: Friday, June 17, 2022 12:15 PM
To: Soleana Gagahe
Cc: bolmar@solomon.com.sb
Subject: FW: Invoice for Portaloo (2nd Month)

7/5/22, 2:56 PM

01 KGVI EAST - Report for Portable toilets - Soleana Gagahe

Hi Soleana,

I am forwarding you the invoice for Bolmar for Rental of Portalooos for raising.

Regards

Pauline

From: Bolmar [mailto:bolmar@solomon.com.sb]
Sent: Thursday, 16 June 2022 2:22 PM
To: Pauline Tovua <PTovua@sol2023.com.sb>
Cc: Soleana Gagahe <SGagahe@sol2023.com.sb>
Subject: Re: Invoice for Portaloo (2nd Month)

Attention!: This email originated from outside of the organization (SIG). Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Pauline

See attached the invoice for the hiring of portaloo for the 2nd month 2022.

Kind Regards

Emmanuel Aruhane

28th June 2022

01KGVIEAST_JUNE 2022- HIRINGOFPORTALOOS_JUNEREPORT.docx



NHA Ref: SVG-280622

Secretariat to the Authority
National Hosting Authority
Old Sea King Building, Point Cruz, Honiara, Guadalcanal
SOLOMON ISLANDS

To whom it may concern,

PROJECT: PMU: 01 KGV EAST
SUBJECT: JUNE REPORT – HIRING OF PORTALOOS FOR KGV EAST

1 INTRODUCTION

- 1.1 On 19th April 2022, two portable toilets were hired from Bolmar Building & Plumbing Services. This was initially to be used for the handover ceremony for the training track facility at the KGV East Site.
- 1.2 As per the approvals sought then, the hiring of the portaloos would be for a duration of three months.
- 1.3 Thus, this report covers the duration of hire from 16th May 2022 to 15th June 2022.

2 PROGRESS

- 2.1 In the first month of hiring, one of the portable toilets experienced mechanical problem with the flush and then was replaced by Bolmar. Listed below are the maintenance works carried out by Bolmar:
 - 2.1.1 · Cleaning of portable toilets interior.
 - 2.1.2 · Refilling of water
 - 2.1.3 · Pumping and disposing of waste from the portable toilets
 - 2.1.4 · Replacing of the faulty portaloos.
- 2.2 Inspection was carried out on the portable toilets and Bolmar have successfully completed the maintenance and cleaning of the portable toilets on 01 KGV EAST. Locks were also installed on the portable toilets to ensure authorized usage only.

3 FINANCIAL REPORT

- 3.1 To date, payment has been made for the first month of hire for a value of \$42,000.00.

4 PHOTOS

Please see enclosed **01KGVIEAST-HIRINGOFPORTALOOS_JUNE 2022- ATTACHMENT A_PHOTOS** for some photos regarding the portaloos.

5 CONCLUSION

5.1 As mentioned above, the contractor is responsible for general maintenance and fixing of faulty facilities, thus during the month of June 2022, upon request from the Project Manager/Coordinators, Bolmar carried out the required tasks and are now deemed eligible for payment for the 2nd month of hire for the portaloos.

Yours faithfully,



Soleana Visiama Gagahe
Senior Contract Administrator
Project Management Unit
Games Facilities Committee
National Hosting Authority
7707639

ENCLOSED:

01KGVIEAST-HIRINGOFPORTALOOS_JUNE 2022- ATTACHMENT A_PHOTOS



ATTACHMENT A: PHOTOS





SERVICE CONTRACT

between

NATIONAL HOSTING AUTHORITY

and

BOLMAR BUILDING & PLUMBING SERVICES

CONTRACT

THIS CONTRACT ("Contract") is entered into on 16th May 2022, between **NATIONAL HOSTING AUTHORITY, (NHA)** ("the Client") having its principal place of business at **OLD SEA KING BUILDING, POINT CRUZ, HONIARA**, and **BOLMAR BUILDING & PLUMBING SERVICES** ("the Service Provider").

WHEREAS, the Client wishes to have the Service Provider perform the services hereinafter referred to, and

WHEREAS, the Service Provider is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services

- (i) The Service Provider shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of this Contract ("the Services").
- (ii) The Service Provider shall provide its invoices based on rates in Section 3 (A), to perform the Services.
- (iii) The Service Provider shall perform the services specified in Annex A, on specified location specified in Clause 2 "Location".

2. Term

The Service Provider shall perform the Services according to Scope of Service in Annex A, during the period commencing **May 16th, 2022** and continuing through to **15th July, 2022**, or any other period as may be subsequently agreed by the parties in writing.

3. Payment

Daily Rate

In providing the services the Service Provider is required to perform pursuant to this Agreement, the Client shall pay the Service Provider **SBD\$ ONE THOUSAND AND FOUR HUNDRED DOLLARS (SDB \$1,400.00)** for every calendar day that the two (2) portable toilets are stored on specified location by the Service Provider. Such time period shall be measured from the date of signing and ends on date as specified by the Client and agreed upon by the Service Provider.

B. Payments

The payments will be on request by the client for invoice based on the scope of works required by the client:

- *the Client's receipt an invoice from the Service Provider on a monthly basis*
- *upon approval of invoice as per scope to be delivered*
- *the Client shall pay the Service Provider on receipt of invoice and verification and report from Coordinator designated in paragraph 3 (A).*

C. Payment Conditions

Payment shall be made in SBD\$, no later than 30 days following submission by the

Service Provider of invoices in duplicate to the Coordinator designated in paragraph 3 (A).

D. Penalty Fee

Should the Service Provider lose or damage the materials within the time period of storage term stipulated under the contract term, the Service Provider will be liable to pay for its replacement.

D. Tax Liability

Where payment is subject SIG tax law, any applicable taxes will be deducted from Service Providers invoice before payment. The latest information on the relevant withholding taxes and other payables are to be found on the website of the Inland Revenue Department:

<http://www.ird.gov.sb>

4. Location

Unless the Parties otherwise agree in writing, during the Term Service Provider shall perform the services the Service Provider is required to perform pursuant to this Agreement at 01 KGVI EAST (2023 PACIFIC GAMES STADIUM PROJECT), East Honiara, Solomon Islands, provided, however, other location(s) is subsequently agreed to by both parties in writing.

5. Project Administration

A. Coordinator

The Client designates **Mr. Jason Kae** as Client's Coordinator; the coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the reports and of other deliverables by the Client and for receiving and approving invoices for the payment.

6. Performance Standards

The Service Provider undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Service Provider shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory. If the Service Provider after written notice is still considered not performing in accordance with Clause 1 "Services", the Client may terminate the contract by written notice.

7. Confidentiality

The Service Providers shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

8. Ownership of Material

Any studies, reports or other material, graphic, software or otherwise, prepared by the Service Provider for the Client under the Contract shall belong to and remain the property of the Client. The Service Provider may retain a copy of such documents and software.

9. Insurance

The Service Provider will be responsible for taking out any appropriate insurance coverage, including the liability of the Service Provider.

10. Assignment

The Service Provider shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.

11. Law Governing Contract and Language

The Contract shall be governed by the laws of The Solomon Islands and the language of the Contract shall be English.

12. Dispute Resolution

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the **Solomon Islands**.

13. Termination

The Client shall be entitled to terminate this Agreement with 7 days' advance warning and upon consultation with the Service Provider on mutual agreement between the Client and the Service Provider.

FOR THE CLIENT

Signed by _____

MR. CHRISTIAN NIENG

Title: EXECUTIVE DIRECTOR, NATIONAL HOSTING AUTHORITY

Date: _____

5/7/22



FOR THE SERVICE PROVIDER

Signed by _____

BOLMAR BUILDING & PLUMBING SERVICES

Title: _____

Managing Director

Date: _____

28/06/2022

WITNESS:

BY: _____

NAME: _____

Elda Tejan

LIST OF ANNEXES


APPENDIX A - SCOPE OF SERVICES

Service Provider shall conduct the following as agreed by the Client:

1. Supply and deliver 2 x portable toilets on location stipulated in the above Service Agreement for the Pacific Games Stadiums Project.
2. Responsible for maintenance, regular routine checks and pumping and disposing of excrete matter and waste, and cleaning of the portable toilets.
3. Be responsible for managing Quality Control for the portable toilets stored by the Service Provider for the Client for the Pacific Games Stadium Project.

APPENDIX B - SERVICE PROVIDER'S RATES

SERVICE	DAILY RATE (SBD)
Supply and maintenance of 2 x portable toilets	\$1400.00

 <p>PACIFIC GAMES SOLOMON ISLANDS</p>	<p>NATIONAL HOSTING AUTHORITY SOLOMON ISLANDS GOVERNMENT</p> <p>COMPLIANCE CHECKLIST – LPO's (Up 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	α (see service contract attached)		
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		
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:

Procurement Compliance performed by:

Signed: [Signature]
 Name and Position: Soleana C. - Senior CA, PMO
 Date: 06/07/22

Signed: _____
 Name and Position: _____
 Date: _____

Finance Compliance performed by:

Signed: _____
 Name and Position: _____
 Date: _____



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 21/07/2022 11:58
Transaction Number: AFD79488

Transaction Details:

Account Transfer of SBD 42,000.00

From Account: 5691140

To Account: 5625371

Notes for Recipient: INV#2004230

Notes for Myself: Potaloo Hire- KGV East

Pay Date : 21/07/2022

Comments:

***** Authorisation Details *****
 21/07/2022 11:58 Pauline Tovua
 Authorisation Required for : Transfer Between My Accounts (2A)
 21/07/2022 15:26 Christian Nieng
 Authorised -Transfer Between My Accounts
 Comments : verified
 21/07/2022 16:12 Debbie Ofaeri Sifoni
 Authorised -Transfer Between My Accounts
 21/07/2022 16:12 Debbie Ofaeri Sifoni
 Transaction Processed



©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2022. 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 AFD79488

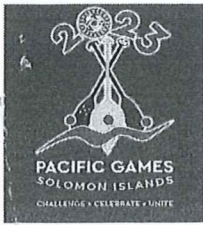
Transaction Details

Account Transfer of SBD 42,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: INV#2004230
Notes for Myself: Potaloo Hire- KGV East


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

Authorised
Meng
21/7/22





PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Bolmar Building & Plumbing services	APPROVED BY EXECUTIVE DIRECTOR
Address:	 Signed <u>[Signature]</u> Date <u>21/7/22</u>
IF DIRECT CREDITS ISSUED:	APPROVED BY FINANCIAL CONTROLLER
BANK REF #:	
Signed _____	Signed <u>[Signature]</u> Date <u>21/7/22</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2401	Hire Equipment	Being for hiring of 2 potable Toilet (Potaloo) as from (15/06/22 to 15/07/22	\$42,000.00

Cheque No: IB TRANS for \$42,000.00 Date 21/07/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by [Signature] Date 21/07/22



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-164/22

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Payment for the Hiring of 2 Portaloob toilets that is actively used @ the KAVI East for the duration of 15 th June to 15 th July	BALUAR BUILDING & PLUMBING SERVICES	-	\$42,000-
TOTALS					\$42,000-

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$42,000-00 Date: 20/07/2022

Requisition Officer (Name): ELWNY MAETIA Sign: [Signature]

Account Code: 6-2401

Account Name: Hire Equipment

Funds available on this account: _____

Supervisors Certification (Accountable Officers): ^{for}

Certifying Officer (Name): ELDON TEPA Sign: [Signature] (Jotham M)

Post: ED

Department: GFC - PMU

Authority is granted for expenditure not exceeding:

SBD\$ 42,000-00

Signed: [Signature]

Name: [Signature]

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



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: Leang B Date: 20/07/22

Position: PMU

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

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: ELWYN MARTA - Sr. LA

Date: 20/07/2022

Procurement section Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____

Finance Department Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____



**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	✓ <i>service contract</i>		
Tender Award by ITB/GTB	P7 10.1	✗ <i>N/A</i>		
PR signed by requisition officer		✓		
Vendor Information Form (for new vendor)		<i>N/A</i>		
ICT Checklist attached (if for ICT equipment)		<i>N/A</i>		
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				

APPENDIX B - SERVICE PROVIDER'S RATES

SERVICE	DAILY RATE (SBD)
Supply and maintenance of 2 x portable toilets	\$1400.00

LIST OF ANNEXES

APPENDIX A - SCOPE OF SERVICES

Service Provider shall conduct the following as agreed by the Client:

1. Supply and deliver 2 x portable toilets on location stipulated in the above Service Agreement for the Pacific Games Stadiums Project.
2. Responsible for maintenance, regular routine checks and pumping and disposing of excrete matter and waste, and cleaning of the portable toilets.
3. Be responsible for managing Quality Control for the portable toilets stored by the Service Provider for the Client for the Pacific Games Stadium Project.

FOR THE CLIENT

Signed by _____

MR. CHRISTIAN NIENG

Title: EXECUTIVE DIRECTOR, NATIONAL HOSTING AUTHORITY

Date: _____

9/7/22



FOR THE SERVICE PROVIDER

Signed by _____

BOLMAR BUILDING & PLUMBING SERVICES

Title: _____

Managing Director

Date: _____

28/06/2022

WITNESS:

BY: _____

A handwritten signature in black ink, appearing to be "Eldon Teper", written over a horizontal line.

NAME: _____

Eldon Teper

9. Insurance

The Service Provider will be responsible for taking out any appropriate insurance coverage, including the liability of the Service Provider.

10. Assignment

The Service Provider shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.

11. Law Governing Contract and Language

The Contract shall be governed by the laws of The Solomon Islands and the language of the Contract shall be English.

12. Dispute Resolution

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the **Solomon Islands**.

13. Termination

The Client shall be entitled to terminate this Agreement with 7 days' advance warning and upon consultation with the Service Provider on mutual agreement between the Client and the Service Provider.

Service Provider of invoices in duplicate to the Coordinator designated in paragraph 3 (A).

D. Penalty Fee

Should the Service Provider lose or damage the materials within the time period of storage term stipulated under the contract term, the Service Provider will be liable to pay for its replacement.

D. Tax Liability

Where payment is subject SIG tax law, any applicable taxes will be deducted from Service Providers invoice before payment. The latest information on the relevant withholding taxes and other payables are to be found on the website of the Inland Revenue Department: <http://www.ird.gov.sb>

4. Location

Unless the Parties otherwise agree in writing, during the Term Service Provider shall perform the services the Service Provider is required to perform pursuant to this Agreement at 01 KGVI EAST (2023 PACIFIC GAMES STADIUM PROJECT), East Honiara, Solomon Islands, provided, however, other location(s) is subsequently agreed to by both parties in writing.

5. Project Administration

A. Coordinator

The Client designates **Mr. Jason Kae** as Client's Coordinator; the coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the reports and of other deliverables by the Client and for receiving and approving invoices for the payment.

6. Performance Standards

The Service Provider undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Service Provider shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory. If the Service Provider after written notice is still considered not performing in accordance with Clause 1 "Services", the Client may terminate the contract by written notice.

7. Confidentiality

The Service Providers shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

8. Ownership of Material

Any studies, reports or other material, graphic, software or otherwise, prepared by the Service Provider for the Client under the Contract shall belong to and remain the property of the Client. The Service Provider may retain a copy of such documents and software.

CONTRACT

THIS CONTRACT ("Contract") is entered into on 16th May 2022, between **NATIONAL HOSTING AUTHORITY, (NHA)** ("the Client") having its principal place of business at **OLD SEA KING BUILDING, POINT CRUZ, HONIARA**, and **BOLMAR BUILDING & PLUMBING SERVICES** ("the Service Provider").

WHEREAS, the Client wishes to have the Service Provider perform the services hereinafter referred to, and

WHEREAS, the Service Provider is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services

- (i) The Service Provider shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of this Contract ("the Services").
- (ii) The Service Provider shall provide its invoices based on rates in Section 3 (A), to perform the Services.
- (iii) The Service Provider shall perform the services specified in Annex A, on specified location specified in Clause 2 "Location".

2. Term

The Service Provider shall perform the Services according to Scope of Service in Annex A, during the period commencing **May 16th, 2022** and continuing through to **15th July, 2022**, or any other period as may be subsequently agreed by the parties in writing.

3. Payment

Daily Rate

In providing the services the Service Provider is required to perform pursuant to this Agreement, the Client shall pay the Service Provider **SBD\$ ONE THOUSAND AND FOUR HUNDRED DOLLARS (SDB \$1,400.00)** for every calendar day that the two (2) portable toilets are stored on specified location by the Service Provider. Such time period shall be measured from the date of signing and ends on date as specified by the Client and agreed upon by the Service Provider.

B. Payments

The payments will be on request by the client for invoice based on the scope of works required by the client:

- *the Client's receipt an invoice from the Service Provider on a monthly basis*
- *upon approval of invoice as per scope to be delivered*
- *the Client shall pay the Service Provider on receipt of invoice and verification and report from Coordinator designated in paragraph 3 (A).*

C. Payment Conditions

Payment shall be made in SBD\$, no later than 30 days following submission by the



SERVICE CONTRACT

between

NATIONAL HOSTING AUTHORITY

and

BOLMAR BUILDING & PLUMBING SERVICES



BOLMAR BUILDING & PLUMBING SERVICES

P.O Box 1832, Honiara, Solomon Islands

Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@solomon.com.sb

INVOICE

Customer	Name National Hosting Authority (NHA) Address P.O Box 2443 City Honiara Phone 7641750 Attn: Accounts	Misc	Date 19/07/2022 Order No.
Name		JOB	
Address		INVOICE NO: 00002004230	
City			
Phone			

# DAY(S)	Description	Unit Price	TOTAL
30	Being for Hiring of two(2) Portable Toilet (Potaloo) for the KGVI Field. (15.06.2022 to 15.07.2022) . Requested by Jason Kae. Special Rate: 1 Unit X \$700 per/day	\$ 700.00	\$ 42,000.00

Payment		Tax rate	SubTotal \$ 42,000.00
Comments Name		Adjust	TOTAL \$ 42,000.00

Office

Please do not hesitate to contact us, should you have any queries concerning the above details.

Thanks for doing bussiness with us!



P.O. BOX 2443 Sea King Restaurant Building, Honiara, Solomon Islands

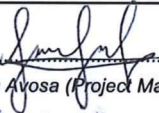
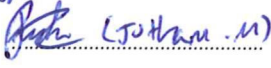
PROGRESS PAYMENT CERTIFICATE NO: 02

Payment Schedule Name:	Payment No. 2		
Project Name:	Hiring of 2 x Portaloos		
Supplier:	Bolmar Plumbing & Building Services		
Project Manager	Sam Avosa	Certificate:	PC - 02
Contract Administrator:	Soleana Gagahe	Date Invoice Received:	19-Jul-22
		Date Issued for payment:	20-Jul-22
		Contract No:	N/A

A				
PROGRESS CLAIM SUMMARY				
REF	PROGRESS CLAIMS	CONTRACT DETAILS	PAYMENT DETAILS	NOTES
	Contract Value	\$ 84,000.00		
1	Payment 1 (50%) -Hiring for month from 16/05/22 - 15/06/22	\$ 42,000.00	\$ 42,000.00	paid
2	Payment 2 (50%)	\$ 42,000.00	\$ 42,000.00	This claim
	Payment 3			
3	Payment 4			
4				
5				
10	Progress Claim to date	\$ 84,000.00		
11	Original Contract Value	\$ 84,000.00		
12	Total Adjusted Contract Value	\$ 84,000.00		
13	Balance of Contract Payment	\$ -		

B			
PAYMENT DETAILS			
	Progress payment for this claim	\$ 42,000.00	
	Retention-Purchaser retains % of this payment pursuant to clause	\$ -	
	With-Holding Tax (7.5%)	\$ -	
	Amount payable for this claim after Retention	\$ 42,000.00	

Payment is certified as conformed to payments terms and conditions as stated in Section 3: Payment of the Service Contract for the Hiring of 2 x Portaloos for KGVI East

Payment is hereby certified:	 Sam Avosa (Project Manager)	20 / 07 / 2022 Date
Complianced and approved by:	For  Soleana Gagahe (Contract Administrator)	20 / 07 / 2022 Date
Claim is hereby approved for payment by:	For  Eldon Tepa (Executive Director - PMU)	20 / 07 / 2022 Date

**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 ✓ *my 20/7/22*
Thru: Eldon Tapa, Executive Director, PMU *For (John. U)*
From: Gloria Hopkins, PMU
NHA Ref: GLH-20072022-01
Date: Wednesday 20th July 2022

SUBJECT: PROGRESS PAYMENT 3 FOR HIRING OF TWO PORTALOO TOILETS FOR KGV1 EAST

Dear ED,

The PMU is requesting approval for paying fees for the hiring of portaloo at the KGV1 East

1. PAYMENT 1 – \$42,000.00 Already paid for the duration of 14th April to 15th May.
2. PAYMENT 2 – \$42,000.00 Already paid for the duration of 16th May to 15th June.
3. PAYMENT 3 – \$42,000.00 Payment in progress for the duration of 15th June to 15th July.

(Refer to the attached service contract Section 3 Payment, clause A Daily Rate)

To date, the portaloo is actively used by athletes.

The amount rendered is a total of FORTY-TWO THOUSAND DOLLARS AND ZERO CENTS ONLY(SBD\$42,000.00)

Therefore, I am requesting your approval of the budget and endorsement of the request.

Yours sincerely,

Gloria
Gloria Ludy Hopkins
Contract Administrator, PMU

FOR SECRETARIAT OFFICE USE ONLY

Signature *[Signature]* Date *20/7/22*

Mr. Christian Nieng
Executive Director
National Hosting Authority



Approved	Not Approved
✓	

Cc. FC



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 25/08/2022 10:10
Transaction Number: AFH04825

Transaction Details:

Account Transfer of SBD 42,000.00

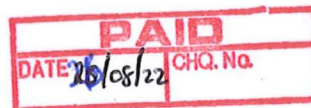
From Account: 5691140
To Account: 5625371

Notes for Recipient: INV#2004258-15/7-15/8/22
Notes for Myself: Potaloo Hire- KGV East Field

Pay Date : 25/08/2022

Comments:

***** Authorisation Details *****
 25/08/2022 10:10 Pauline Tovua
 Authorisation Required for : Transfer Between My Accounts (2A)
 25/08/2022 18:43 Christian Nieng
 Authorised -Transfer Between My Accounts
 Comments : verified
 26/08/2022 10:31 Debbie Ofaeri Sifoni
 Authorised -Transfer Between My Accounts
 26/08/2022 10:31 Debbie Ofaeri Sifoni
 Transaction Processed



©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2022. 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 AFH04825

Transaction Details



Account Transfer of SBD 42,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: INV#2004258-15/7-15/8/22
Notes for Myself: Potaloo Hire- KGVI East Field

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: Bolmar Building & Plumbing services	APPROVED BY EXECUTIVE DIRECTOR
Address:	 Signed _____ Date <u>25/8/22</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER  Signed _____ Date <u>24/8/22</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2401	Hire Equipment	Hiring of 2 x portaloos for the duration from 16/07/22 to 15/08/22	\$42,000.00

Cheque No: IB TRANS for \$42,000.00 Date 24/08/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  Date 24/08/22



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-205/22
 DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L.S	Payment for the hiring of 2 x portaloos units for the duration from 16 th July 2022 - 15 th August 2022 (Service Contract) attached	BOLMAR BUILDING & PLUMBING SERVICES	-	\$42,000.00
TOTALS					\$42,000.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$42,000.00 Date: 23/08/22
 Requisition Officer (Name): PETER HIMANE Sign: [Signature]

Account Code: 6-247
 Account Name: Other local other conf.
 Funds available on this account: _____

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): ELDON TEPA Sign: [Signature]
 Post: EXECUTIVE DIRECTOR, PMU
 Department: PMU, GFC

Authority is granted for expenditure not exceeding:

SBD\$ 42,000.00
 Signed: [Signature]
 Name: [Signature]
 Note: Authority for expenditure must be given by accounting officer or his/her delegated

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"/>

ATB approval for supply of portable still pending therefore this is necessary.
[Signature] 23/08/22.

Compliance Check by: [Signature] Signature
 Name: Leeroy B Date: 23/08/22
 Position: PMU

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



BOLMAR BUILDING & PLUMBING SERVICES
 P.O Box 1832, Honiara, Solomon Islands
 Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@solomon.com.sb

INVOICE

Customer		Misc	
Name	National Hosting Authority (NHA)	Date	12/08/2022
Address	P.O Box 2443	Order No.	
City	Honiara	JOB	
Phone	7641750	INVOICE NO: 00002004258	
Attn:	Accounts		
# DAY(S)	Description	Unit Price	TOTAL
30	Being for Hiring of two(2) Portable Toilet (Potaloo) for the KGVI Field. (15.07.2022 to 15.08.2022) . Requested by Jason Kae. Special Rate: 1 Unit X \$700 per/day	\$ 700.00	\$ 42,000.00
		SubTotal	\$ 42,000.00
Payment		Tax rate	
Comments		Adjust	
Name		TOTAL	\$ 42,000.00
		Office	



Please do not hesitate to contact us should you have any queries concerning the above details.

Thanks for doing bussiness with us!

**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**

MEMORANDUM

To: Executive Director, NHA
Thru: Eldon Tapa, Executive Director, PMU
From: Soleana Gagahe, PMU
NHA Ref: SVG-230822
Date: Wednesday 3rd August 2022

[Handwritten signature] 23/8/22.

SUBJECT: APPROVAL FOR PAYMENT FOR THE HIRING OF PORTALOOS FROM BOLMAR FOR THE DURATION FROM 16TH JULY 2022 – 15TH AUGUST 2022

Dear Sir,

Approval is sought for payment for the hiring of 2 x portaloos from Supplier Bolmar Building & Plumbing Services at the daily rate of \$1400.00 per day (daily rate of \$700.00 per unit).

This is for the month from 16th July 2022 – 15th August 2022.

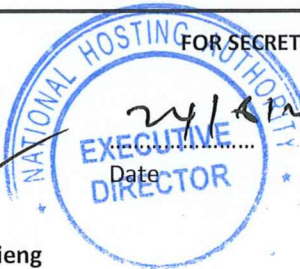
The total cost as invoiced by the Supplier is **SBD\$ 42,000.00**. Refer to attached Invoice.

Kind regards,

[Handwritten signature]
Soleana Gagahe
Senior Contract Administrator, PMU

FOR SECRETARIAT OFFICE USE ONLY

.....
Signature *[Handwritten signature]*
Date 24/8/22



Mr Christian Nieng
Executive Director
National Hosting Authority

Approved	Not Approved
✓	

Cc. FC



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



Phone:
677 7308800

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



P.O. BOX 2443 Sea King Restaurant Building, Honiara, Solomon Islands

PROGRESS PAYMENT CERTIFICATE NO: 01

Payment Schedule Name:		Payment No. 1	
Project Name:		Hiring of 2 x Portaloos (Revised Service Contract for July 16 - Sept 15 2022)	
Supplier:		Bolmar Plumbing & Building Services	
Project Manager		Certificate:	PC - 01
Contract Administrator:		Date Invoice Received:	16-Jul-22 12/08/22
		Date Issued for payment:	5-Jul-22 23/08/22
		Contract No:	N/A

23/08/22

A	PROGRESS CLAIM SUMMARY			
REF	PROGRESS CLAIMS	CONTRACT DETAILS	PAYMENT DETAILS	NOTES
	Contract Value	\$ 84,000.00		
1	Payment 1 (50%) -Hiring for month from 16/07/22 - 15/08/22	\$ 42,000.00	\$ 42,000.00	This Claim
2	Payment 2 (50%) (from 16/08/22 - 15/09/22)			
3	Payment 3			
4	Payment 4			
5				
10	Progress Claim to date	\$ 42,000.00		
11	Original Contract Value	\$ 84,000.00		
12	Total Adjusted Contract Value	\$ 84,000.00		
13	Balance of Contract Payment	\$ 42,000.00		

B	PAYMENT DETAILS		
	Progress payment for this claim	\$ -	
	Retention-Purchaser retains % of this payment pursuant to clause	\$ -	
	With-Holding Tax (7.5%)	\$ -	
	Amount payable for this claim after Retention	\$ -	

Payment is certified as conformed to payments terms and conditions as stated in Section 3: Payment of the Service Contract for the Hiring of 2 x Portaloos for KGV East

Payment is hereby certified:	 Sam Avosa (Project Manager)	23, 08, 22 Date
Complied and approved by:	 Soleana Gagahe (Contract Administrator)	23, 08, 22 Date
Claim is hereby approved for payment by:	 Eldon Tepa (Executive Director - PMU)	23, 8, 22 Date

On presentation of this original to the Employer, the Contractor is entitled to payment within the period stated in the Agreement: Article 10.

23rd August 2022

01KGVIEAST_AUGUST 2022- HIRINGOFPORTALOOS_AUGUSTREPORT.docx



NHA Ref: SVG-230822

Secretariat to the Authority
National Hosting Authority
Old Sea King Building, Point Cruz, Honiara, Guadalcanal
SOLOMON ISLANDS

To whom it may concern,

PROJECT: PMU: 01 KGV EAST
SUBJECT: AUGUST REPORT – HIRING OF PORTALOOS FOR KGV EAST

1 INTRODUCTION

- 1.1 On 19th August 2022, the service contract between NHA & Bolmar Building & Plumbing Services was renewed for an additional two months since the first contract had ended on 15th July 2022.
- 1.2 Approval from the Superiors allowed for an additional two months of hire, namely the period from 16th July 2022 to 15th August 2022.
- 1.3 Thus, this report covers the duration of hire from 16th July 2022 to 15th August 2022.

2 PROGRESS

- 2.1 During the month as specified above, there has not been any reported malfunctioning of the portaloos.
- 2.2 There is ongoing discussions for another permanent solution regarding waste management on site, however, the extension of the Contract for the additional two months is deemed sufficient in the interim.
- 2.3 Inspection was carried out on the portable toilets and Bolmar have successfully completed the maintenance and cleaning of the portable toilets on 01 KGV EAST.

3 FINANCIAL REPORT

- 3.1 The daily rate for the 2 x portaloos units is SBD\$ 1400.00 per day. For the month period of 16th July 2022 to 15th August 2022, the payment due is totalled at SBD\$ 42,000.00.

4 PHOTOS

4.1



5 CONCLUSION

- 5.1 As mentioned above, the contractor is responsible for general maintenance and fixing of faulty facilities, thus during the month of July – August 2022, the contractor has conducted all required maintenance, and are now deemed eligible for payment for the hiring of portaloos for the month of July – August 2022.

Yours faithfully,



Soleana Visiama Gagahe
Senior Contract Administrator
Project Management Unit
Games Facilities Committee
National Hosting Authority
7707639



SERVICE CONTRACT

between

NATIONAL HOSTING AUTHORITY

and

BOLMAR BUILDING & PLUMBING SERVICES

CONTRACT

THIS CONTRACT ("Contract") is entered into on 16th July 2022, between **NATIONAL HOSTING AUTHORITY, (NHA)** ("the Client") having its principal place of business at **OLD SEA KING BUILDING, POINT CRUZ, HONIARA**, and **BOLMAR BUILDING & PLUMBING SERVICES** ("the Service Provider").

WHEREAS, the Client wishes to have the Service Provider perform the services hereinafter referred to, and

WHEREAS, the Service Provider is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services

- (i) The Service Provider shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of this Contract ("the Services").
- (ii) The Service Provider shall provide its invoices based on rates in Section 3 (A), to perform the Services.
- (iii) The Service Provider shall perform the services specified in Annex A, on specified location specified in Clause 2 "Location".

2. Term

The Service Provider shall perform the Services according to Scope of Service in Annex A, during the period commencing **July 16th, 2022** and continuing through to **15th September, 2022**, or any other period as may be subsequently agreed by the parties in writing.

3. Payment

1. Daily Rate

In providing the services the Service Provider is required to perform pursuant to this Agreement, the Client shall pay the Service Provider **SBD\$ ONE THOUSAND AND FOUR HUNDRED DOLLARS (SDB \$1,400.00)** for every calendar day that the two (2) portable toilets are stored on specified location by the Service Provider. Such time period shall be measured from the date of signing and ends on date as specified by the Client and agreed upon by the Service Provider.

B. Payments

The payments will be on request by the client for invoice based on the scope of works required by the client:

- *the Client's receipt an invoice from the Service Provider on a monthly basis*
- *upon approval of invoice as per scope to be delivered*
- *the Client shall pay the Service Provider on receipt of invoice and verification and report from Coordinator designated in paragraph 3 (A).*

C. Payment Conditions

Payment shall be made in SBD\$, no later than 30 days following submission by the

Service Provider of invoices in duplicate to the Coordinator designated in paragraph 3 (A).

D. Penalty Fee

Should the Service Provider lose or damage the materials within the time period of storage term stipulated under the contract term, the Service Provider will be liable to pay for its replacement.

D. Tax Liability

Where payment is subject SIG tax law, any applicable taxes will be deducted from Service Providers invoice before payment. The latest information on the relevant withholding taxes and other payables are to be found on the website of the Inland Revenue Department: <http://www.ird.gov.sb>

4. Location

Unless the Parties otherwise agree in writing, during the Term Service Provider shall perform the services the Service Provider is required to perform pursuant to this Agreement at 01 KGVI EAST (2023 PACIFIC GAMES STADIUM PROJECT), East Honiara, Solomon Islands, provided, however, other location(s) is subsequently agreed to by both parties in writing.

5. Project Administration

A. Coordinator

The Client designates **Mr. Jason Kae** as Client's Coordinator; the Coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the reports and of other deliverables by the Client and for receiving and approving invoices for the payment.

6. Performance Standards

The Service Provider undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Service Provider shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory. If the Service Provider after written notice is still considered not performing in accordance with Clause 1 "Services", the Client may terminate the contract by written notice.

7. Confidentiality

The Service Providers shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

8. Ownership of Material

Any studies, reports or other material, graphic, software or otherwise, prepared by the Service Provider for the Client under the Contract shall belong to and remain the property of the Client. The Service Provider may retain a copy of such documents and software.

9. Insurance

The Service Provider will be responsible for taking out any appropriate insurance coverage, including the liability of the Service Provider.

10. Assignment

The Service Provider shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.

11. Law Governing Contract and Language

The Contract shall be governed by the laws of The Solomon Islands and the language of the Contract shall be English.

12. Dispute Resolution

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the **Solomon Islands**.

13. Termination

The Client shall be entitled to terminate this Agreement with 7 days' advance warning and upon consultation with the Service Provider on mutual agreement between the Client and the Service Provider.

FOR THE CLIENT

Signed by _____

MR. CHRISTIAN NIENG

Title: EXECUTIVE DIRECTOR, NATIONAL HOSTING AUTHORITY

Date: 19/08/22



FOR THE SERVICE PROVIDER

Signed by _____

BOLMAR BUILDING & PLUMBING SERVICES

Title: MANAGING DIRECTOR

Date: 19/08/22

[Handwritten signature]

WITNESS:

BY: Eldon [Signature]

NAME: _____

Title: Executive Director



LIST OF ANNEXES

APPENDIX A - SCOPE OF SERVICES

Service Provider shall conduct the following as agreed by the Client:

1. Supply and deliver 2 x portable toilets on location stipulated in the above Service Agreement for the Pacific Games Stadiums Project.
2. Responsible for maintenance, monthly routine checks and monthly pumping and disposing of excrete matter and waste, and cleaning of the portable toilets.
3. Be responsible for managing Quality Control for the portable toilets stored by the Service Provider for the Client for the Pacific Games Stadium Project.

APPENDIX B - SERVICE PROVIDER'S RATES

SERVICE	DAILY RATE (SBD)
Supply and maintenance of 2 x portable toilets	\$1400.00



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

Copy of signed 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	N/A		
PR signed by requisition officer		✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Progress Report of works/Photos etc		✓		
Completion report if goods/services and works have been completed		N/A		
Other reports if any (goods and services)		N/A		
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				

PMU

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:

Procurement section Compliance performed by:

Signed: _____

Signed: _____

Name and Position: Contract Admin

Name and Position: _____

Date: 23/08/2022

Date: _____

Finance Department Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to ANZ Transfer
Transaction or Request Status: Posted
Date / Time: 19/09/2022 16:15
Transaction Number: AFJ42379

Transaction Details:

Account Transfer of SBD 42,000.00

From Account: 5691140
To Account: 5625371

Notes for Recipient: INV#2004265
Notes for Myself: Potaloo Hire- KGVF Field

Pay Date : 19/09/2022

Comments:

***** Authorisation Details *****
 19/09/2022 16:15 Pauline Tovua
 Authorisation Required for : Transfer Between My Accounts (2A)
 20/09/2022 09:11 Christian Nieng
 Authorised -Transfer Between My Accounts
 Comments : verified
 20/09/2022 09:53 Debbie Ofaeri Sifoni
 Authorised -Transfer Between My Accounts
 20/09/2022 09:53 Debbie Ofaeri Sifoni
 Transaction Processed



©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2022. 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 AFJ42379

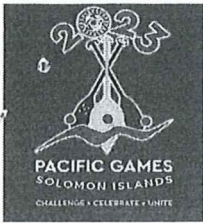
Transaction Details

Account Transfer of SBD 42,000.00
From Account: 5691140
To Account: 5625371
Notes for Recipient: INV#2004265
Notes for Myself: Potaloo Hire- KGV I Field



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



2019/22



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Bolmar Building & Plumbing services	APPROVED BY EXECUTIVE DIRECTOR
Address:	 Signed: _____ Date: <u>20/9/22</u>
IF DIRECT CREDITS ISSUED:	APPROVED BY FINANCIAL CONTROLLER
BANK REF #: _____	Signed:  Date: <u>19/9/22</u>
Signed: _____	

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2401	Hire Equipment	Hiring of Portaloos from 16th August to 15th September 2022	\$42,000.00

Cheque No: IB TRANS for \$42,000.00 Date 19/09/2022

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  _____ Date 19/09/22



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-233/22

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L.S	Payment for hiring of portaloos from Belmar for the duration from 16/08/22 - 15/09/22 - for KCVI Stadium (East)	Belmar Building & Plumbing Services	INV# 00002004265	\$42,000.00
TOTALS					\$42,000.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$42,000.00 Date: 15/09/22

Requisition Officer (Name): PETER HIMANE Sign:

Account Code: ~~6-2717~~ 6-2401

Account Name: Others Local other costs

Funds available on this account: fire equipment

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): ELDON TEPA Sign: 15/9/22

Post: EXECUTIVE DIRECTOR, PMU

Department: PMU, GFC

Authority is granted for expenditure not exceeding:

SBD\$ 42,000.00

Signed: Name: [Name]

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

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

Name: Leeroy S Date: 16/9/22

Position: PCM

**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: Soleana Gagahe, PMU
NHA Ref: SVG-140922
Date: Wednesday 14th September 2022

1609/22
10/9/22

SUBJECT: APPROVAL FOR PAYMENT FOR THE HIRING OF PORTALOOS FROM BOLMAR FOR THE DURATION FROM 16TH AUGUST 2022 – 15TH SEPTEMBER 2022

Dear Sir,

Approval is sought for payment for the hiring of 2 x portaloos from Supplier Bolmar Building & Plumbing Services at the daily rate of \$1400.00 per day (daily rate of \$700.00 per unit).

This is for the month from 16th August 2022 – 15th September 2022.

The total cost as invoiced by the Supplier is **SBD\$ 42,000.00**. Refer to attached Invoice.

Kind regards,

Soleana
Soleana Gagahe
Senior Contract Administrator, PMU

FOR SECRETARIAT OFFICE USE ONLY

Signature: *Christian Nieng*
Date: *10/9/22*

Mr Christian Nieng
Executive Director
National Hosting Authority

Approved	Not Approved
<i>✓</i>	

Cc. FC



BOLMAR BUILDING & PLUMBING SERVICES

P.O Box 1832, Honiara, Solomon Islands

Tel: (677) 26586 Fax: (677) 28583 Mobil: (677)7332014/7879894 Email: bolmar@solomon.com.sb

INVOICE

Customer		Misc	
Name	National Hosting Authority (NHA)	Date	19/08/2022
Address	P.O Box 2443	Order No.	
City	Honiara	JOB	
Phone	7707639/72351435	INVOICE NO: 00002004265	
Attn:	Accounts		
# DAY(S)	Description	Unit Price	TOTAL
30	Being for Hiring of Two (2) Portable Toilet (Potaloo) for the KGVF Field (16.08.2022 to 15.09.2022). Requested by Jaso Kae. Special Rate: 1unit x \$700 per/day	\$ 1,400.00	\$ 42,000.00
		SubTotal	\$ 42,000.00
Payment		Tax rate	
Comments		Adjust	
Name		TOTAL	\$ 42,000.00
		Office	



Please do not hesitate to contact us should you have any queries concerning the above details.

Thanks for doing bussiness with us!



P.O. BOX 2443 Sea King Restaurant Building, Honiara, Solomon Islands

PROGRESS PAYMENT CERTIFICATE NO: 02

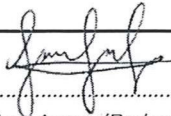
Payment Schedule Name:		Payment No. 2	
Project Name:		Hiring of 2 x Portaloos (Revised Service Contract for July 16 - Sept 15 2022)	
Supplier:		Bolmar Plumbing & Building Services	
Project Manager	Sam Avosa	Certificate:	PC - 02
Contract Administrator:	Soleana Gagahe	Date Invoice Received:	16-Jul-22
		Date Issued for payment:	15-Sep-22
		Contract No:	N/A

A	PROGRESS CLAIM SUMMARY			
REF	PROGRESS CLAIMS	CONTRACT DETAILS	PAYMENT DETAILS	NOTES
	Contract Value	\$ 84,000.00		
1	Payment 1 (50%) -Hiring for month from 16/07/22 - 15/08/22	\$ 42,000.00	\$ 42,000.00	Already Paid
2	Payment 2 (50%) (from 16/08/22 - 15/09/22)	\$ 42,000.00	\$ 42,000.00	This Claim
3	Payment 3			
4	Payment 4			
5				
10	Progress Claim to date	\$ 84,000.00		
11	Original Contract Value	\$ 84,000.00		
12	Total Adjusted Contract Value	\$ 84,000.00		
13	Balance of Contract Payment	\$ -		

B	PAYMENT DETAILS		
	Progress payment for this claim	\$ 42,000.00	
	Retention-Purchaser retains % of this payment pursuant to clause	\$ -	
	With-Holding Tax (7.5%)	\$ -	
	Amount payable for this claim after Retention	\$ 42,000.00	

Payment is certified as conformed to payments terms and conditions as stated in Section 3: Payment of the Service Contract for the Hiring of 2 x Portaloos for KGV East

Payment is hereby certified:



 Sam Avosa (Project Manager)

15/09/22

 Date

Complianced and approved by:



 Soleana Gagahe (Contract Administrator)

15/09/22

 Date

Claim is hereby approved for payment by:



 Eldon Tapa (Executive Director - PMU)

15/09/22

 Date

On presentation of this original to the Employer, the Contractor is entitled to payment within the period stated in the Agreement: Article 10.



SERVICE CONTRACT

between

NATIONAL HOSTING AUTHORITY

and

BOLMAR BUILDING & PLUMBING SERVICES

CONTRACT

THIS CONTRACT ("Contract") is entered into on 16th May 2022, between *NATIONAL HOSTING AUTHORITY, (NHA)* ("the Client") having its principal place of business at *OLD SEA KING BUILDING, POINT CRUZ, HONIARA*, and *BOLMAR BUILDING & PLUMBING SERVICES* ("the Service Provider").

WHEREAS, the Client wishes to have the Service Provider perform the services hereinafter referred to, and

WHEREAS, the Service Provider is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services

- (i) The Service Provider shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of this Contract ("the Services").
- (ii) The Service Provider shall provide its invoices based on rates in Section 3 (A), to perform the Services.
- (iii) The Service Provider shall perform the services specified in Annex A, on specified location specified in Clause 2 "Location".

2. Term

The Service Provider shall perform the Services according to Scope of Service in Annex A, during the period commencing **May 16th, 2022** and continuing through to **15th July, 2022**, or any other period as may be subsequently agreed by the parties in writing.

3. Payment

Daily Rate

In providing the services the Service Provider is required to perform pursuant to this Agreement, the Client shall pay the Service Provider **SBD\$ ONE THOUSAND AND FOUR HUNDRED DOLLARS (SDB \$1,400.00)** for every calendar day that the two (2) portable toilets are stored on specified location by the Service Provider. Such time period shall be measured from the date of signing and ends on date as specified by the Client and agreed upon by the Service Provider.

B. Payments

The payments will be on request by the client for invoice based on the scope of works required by the client:

- *the Client's receipt an invoice from the Service Provider on a monthly basis*
- *upon approval of invoice as per scope to be delivered*
- *the Client shall pay the Service Provider on receipt of invoice and verification and report from Coordinator designated in paragraph 3 (A).*

C. Payment Conditions

Payment shall be made in SBD\$, no later than 30 days following submission by the

Service Provider of invoices in duplicate to the Coordinator designated in paragraph 3 (A).

D. Penalty Fee

Should the Service Provider lose or damage the materials within the time period of storage term stipulated under the contract term, the Service Provider will be liable to pay for its replacement.

D. Tax Liability

Where payment is subject SIG tax law, any applicable taxes will be deducted from Service Providers invoice before payment. The latest information on the relevant withholding taxes and other payables are to be found on the website of the Inland Revenue Department: <http://www.ird.gov.sb>

4. **Location**

Unless the Parties otherwise agree in writing, during the Term Service Provider shall perform the services the Service Provider is required to perform pursuant to this Agreement at 01 KGVI EAST (2023 PACIFIC GAMES STADIUM PROJECT), East Honiara, Solomon Islands, provided, however, other location(s) is subsequently agreed to by both parties in writing.

5. **Project Administration**

A. Coordinator

The Client designates **Mr. Jason Kae** as Client's Coordinator; the coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the reports and of other deliverables by the Client and for receiving and approving invoices for the payment.

6. **Performance Standards**

The Service Provider undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Service Provider shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory. If the Service Provider after written notice is still considered not performing in accordance with Clause 1 "Services", the Client may terminate the contract by written notice.

7. **Confidentiality**

The Service Providers shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

8. **Ownership of Material**

Any studies, reports or other material, graphic, software or otherwise, prepared by the Service Provider for the Client under the Contract shall belong to and remain the property of the Client. The Service Provider may retain a copy of such documents and software.

9. Insurance

The Service Provider will be responsible for taking out any appropriate insurance coverage, including the liability of the Service Provider.

10. Assignment

The Service Provider shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.

11. Law Governing Contract and Language

The Contract shall be governed by the laws of The Solomon Islands and the language of the Contract shall be English.

12. Dispute Resolution

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the **Solomon Islands**.

13. Termination

The Client shall be entitled to terminate this Agreement with 7 days' advance warning and upon consultation with the Service Provider on mutual agreement between the Client and the Service Provider.

FOR THE CLIENT

Signed by _____

MR. CHRISTIAN NIENG

Title: EXECUTIVE DIRECTOR, NATIONAL HOSTING AUTHORITY

Date: _____

5/7/22



FOR THE SERVICE PROVIDER

Signed by _____

BOLMAR BUILDING & PLUMBING SERVICES

Title: _____

Managing Director

Date: _____

28/06/2022

WITNESS:

BY: _____

NAME: _____

Elda Tejan

LIST OF ANNEXES

APPENDIX A - SCOPE OF SERVICES

Service Provider shall conduct the following as agreed by the Client:

1. Supply and deliver 2 x portable toilets on location stipulated in the above Service Agreement for the Pacific Games Stadiums Project.
2. Responsible for maintenance, regular routine checks and pumping and disposing of excrete matter and waste, and cleaning of the portable toilets.
3. Be responsible for managing Quality Control for the portable toilets stored by the Service Provider for the Client for the Pacific Games Stadium Project.

APPENDIX B - SERVICE PROVIDER'S RATES

SERVICE	DAILY RATE (SBD)
Supply and maintenance of 2 x portable toilets	\$1400.00

15th September 2022

01KGVIEAST_SEPT 2022- HIRINGOFPORTALOOS_SEPTEMBERREPORT.docx



NHA Ref: SVG-159822

Secretariat to the Authority
National Hosting Authority
Old Sea King Building, Point Cruz, Honiara, Guadalcanal
SOLOMON ISLANDS

To whom it may concern,

PROJECT: PMU: 01 KGV EAST
SUBJECT: SEPTEMBER REPORT – HIRING OF PORTALOOS FOR KGV EAST

1 INTRODUCTION

1.1 This report covers the duration of hire from 16th August 2022 to 15th September 2022.

2 PROGRESS

- 2.1 During the month as specified above, there has not been any reported malfunctioning of the portaloos.
- 2.2 There is ongoing discussions for another permanent solution regarding waste management on site, however, the extension of the Contract for the additional two months is deemed sufficient in the interim.
- 2.3 Inspection was carried out on the portable toilets and Bolmar have successfully completed the maintenance and cleaning of the portable toilets on 01 KGV EAST.

3 FINANCIAL REPORT

3.1 The daily rate for the 2 x portaloos units is SBD\$ 1400.00 per day. For the month period of 16th August 2022 to 15th September 2022, the payment due is totalled at SBD\$ 42,000.00.

4 PHOTOS

4.1



5 CONCLUSION

- 5.1 As mentioned above, the contractor is responsible for general maintenance and fixing of faulty facilities, thus during the month of August – September 2022, the contractor has conducted all required maintenance, and are now deemed eligible for payment for the hiring of portaloos for the month of August– September 2022.

Yours faithfully,



Soleana Visiama Gagahe
Senior Contract Administrator
Project Management Unit
Games Facilities Committee
National Hosting Authority
7707639



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	✓	✓	
<i>copy of</i> 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)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Progress Report of works/Photos etc		✓ N/A	✓	
Completion report if goods/services and works have been completed		N/A		
Other reports if any (goods and services)		N/A		
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: _____

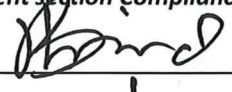
ELWYN M - ^{CA} PAO

Date: _____

15/09/22

Procurement section Compliance performed by:

Signed: _____



Name and Position: _____

Leong. S. PCM

Date: _____

16/9/22

Finance Department Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____



SERVICE CONTRACT

between

NATIONAL HOSTING AUTHORITY

and

BOLMAR BUILDING & PLUMBING SERVICES

CONTRACT

THIS CONTRACT ("Contract") is entered into on 16th May 2022, between **NATIONAL HOSTING AUTHORITY, (NHA)** ("the Client") having its principal place of business at **OLD SEA KING BUILDING, POINT CRUZ, HONIARA**, and **BOLMAR BUILDING & PLUMBING SERVICES** ("the Service Provider").

WHEREAS, the Client wishes to have the Service Provider perform the services hereinafter referred to, and

WHEREAS, the Service Provider is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services

- (i) The Service Provider shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of this Contract ("the Services").
- (ii) The Service Provider shall provide its invoices based on rates in Section 3 (A), to perform the Services.
- (iii) The Service Provider shall perform the services specified in Annex A, on specified location specified in Clause 2 "Location".

2. Term

The Service Provider shall perform the Services according to Scope of Service in Annex A, during the period commencing **May 16th, 2022** and continuing through to **15th July, 2022**, or any other period as may be subsequently agreed by the parties in writing.

3. Payment

1. Daily Rate

In providing the services the Service Provider is required to perform pursuant to this Agreement, the Client shall pay the Service Provider **SBD\$ ONE THOUSAND AND FOUR HUNDRED DOLLARS (SDB \$1,400.00)** for every calendar day that the two (2) portable toilets are stored on specified location by the Service Provider. Such time period shall be measured from the date of signing and ends on date as specified by the Client and agreed upon by the Service Provider.

B. Payments

The payments will be on request by the client for invoice based on the scope of works required by the client:

- *the Client's receipt an invoice from the Service Provider on a monthly basis*
- *upon approval of invoice as per scope to be delivered*
- *the Client shall pay the Service Provider on receipt of invoice and verification and report from Coordinator designated in paragraph 3 (A).*

C. Payment Conditions

Payment shall be made in SBD\$, no later than 30 days following submission by the

Service Provider of invoices in duplicate to the Coordinator designated in paragraph 3 (A).

D. Penalty Fee

Should the Service Provider lose or damage the materials within the time period of storage term stipulated under the contract term, the Service Provider will be liable to pay for its replacement.

D. Tax Liability

Where payment is subject SIG tax law, any applicable taxes will be deducted from Service Providers invoice before payment. The latest information on the relevant withholding taxes and other payables are to be found on the website of the Inland Revenue Department: <http://www.ird.gov.sb>

4. Location

Unless the Parties otherwise agree in writing, during the Term Service Provider shall perform the services the Service Provider is required to perform pursuant to this Agreement at 01 KGVI EAST (2023 PACIFIC GAMES STADIUM PROJECT), East Honiara, Solomon Islands, provided, however, other location(s) is subsequently agreed to by both parties in writing.

5. Project Administration

A. Coordinator

The Client designates **Mr. Jason Kae** as Client's Coordinator; the coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the reports and of other deliverables by the Client and for receiving and approving invoices for the payment.

6. Performance Standards

The Service Provider undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Service Provider shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory. If the Service Provider after written notice is still considered not performing in accordance with Clause 1 "Services", the Client may terminate the contract by written notice.

7. Confidentiality

The Service Providers shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

8. Ownership of Material

Any studies, reports or other material, graphic, software or otherwise, prepared by the Service Provider for the Client under the Contract shall belong to and remain the property of the Client. The Service Provider may retain a copy of such documents and software.

9. Insurance

The Service Provider will be responsible for taking out any appropriate insurance coverage, including the liability of the Service Provider.

10. Assignment

The Service Provider shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.

11. Law Governing Contract and Language

The Contract shall be governed by the laws of The Solomon Islands and the language of the Contract shall be English.

12. Dispute Resolution

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the **Solomon Islands**.

13. Termination

The Client shall be entitled to terminate this Agreement with 7 days' advance warning and upon consultation with the Service Provider on mutual agreement between the Client and the Service Provider.

FOR THE CLIENT

Signed by _____

MR. CHRISTIAN NIENG

Title: EXECUTIVE DIRECTOR, NATIONAL HOSTING AUTHORITY

Date: _____

5/6/22



FOR THE SERVICE PROVIDER

Signed by _____

BOLMAR BUILDING & PLUMBING SERVICES

Title: _____

Managing Directors

Date: _____

28/06/2022

WITNESS:

BY: _____

NAME: _____

LIST OF ANNEXES

APPENDIX A - SCOPE OF SERVICES

Service Provider shall conduct the following as agreed by the Client:

1. Supply and deliver 2 x portable toilets on location stipulated in the above Service Agreement for the Pacific Games Stadiums Project.
2. Responsible for maintenance, regular routine checks and pumping and disposing of excrete matter and waste, and cleaning of the portable toilets.
3. Be responsible for managing Quality Control for the portable toilets stored by the Service Provider for the Client for the Pacific Games Stadium Project.

APPENDIX B - SERVICE PROVIDER'S RATES

SERVICE	DAILY RATE (SBD)
Supply and maintenance of 2 x portable toilets	\$1400.00