



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name:

Honiara Hardware Ltd -

Urgent supply of material
as requested by GOC.
elect.

- | | | | |
|------------------------------|-------------------------------------|--------------------|------------------------|
| 1) Minute | <input checked="" type="checkbox"/> | Sign by ED | _____ |
| 2) Requisition | <input checked="" type="checkbox"/> | Compliance Officer | _____ Sign by ED _____ |
| 3) Payment Voucher | <input checked="" type="checkbox"/> | Sign by FC | _____ Sign by ED _____ |
| 4) LPO | <input type="checkbox"/> | Sign by FC | _____ Sign by ED _____ |
| 12/3/24 5) IB Authorisations | <input checked="" type="checkbox"/> | Sign by FC | _____ Sign by ED _____ |

Comments:

ED NFA to also sign on Bid Waiver
(tabbed)



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer
Transaction or Request Status: Posted
Date / Time: 12/03/2024 10:13
Transaction Number: AHX50193

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
 Transfer Amount in Local Currency: SBD 15,398.90
 Transfer From Amount: SBD 15,398.90
 Indicative :
 My Reference: Elect Materials

Payment Details

Account Name: Honiara Hardware Suppliers ltd
 Account Number: 0120033501
 Bank Name: Bank of South Pacific
 Reference To Payee : Inv#1733111

Pay Date : 12/03/2024

Comments:

***** Authorisation Details *****
 12/03/2024 10:13 Gregory Sale
 Authorisation Required for : ANZ to Other Bank Transfer (2A)
 14/03/2024 12:04 Christian Nieng
 Authorised -ANZ to Other Bank Transfer
 Comments : Verified
 14/03/2024 13:17 Debbie Ofaeri Sifoni
 Authorised -ANZ to Other Bank Transfer
 14/03/2024 13:17 Debbie Ofaeri Sifoni
 Transaction Processed



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Your Reference

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

Held for Authorisation
Transaction Number AHX50193

Transaction Details

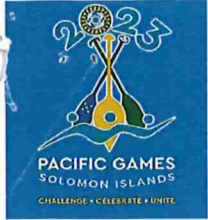
ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 15,398.90
Transfer From Amount: SBD 15,398.90
Indicative :
My Reference: Elect Materials


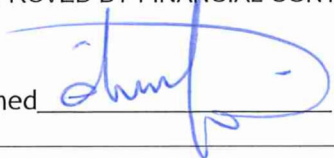
Payment Details

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

[Handwritten signature]
141031224



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Honiara Hardware Suppliers Ltd	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed <u></u> Date <u>11/31/24</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed <u></u> Date <u>11/31/24</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2717	Other Local Other Costs	Payment for supply of urgent electrical materials for Games Village - St Nicholas College.	\$15,398.90

Cheque No: IB for \$15,398.90 Date 11/03/2024

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  Date 11/03/24




NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-1353/24
 DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	LS	Request payment to Honiara Hardware LTD for the supply of urgent electrical materials required to enlight home Village Buildings @ St Nicholas college as requested by GOC Village team LTD	Honiara Hardware Supplies LTD	Inv # 1733111	\$15,398-90 ↓
TOTALS					\$15,398-90
Approval is requested to incur expenditure on the above			Account Code: <u>6-2917</u>		
Estimated Cost (SBD): <u>\$15,398-90</u>			Account Name: <u>Other Local Other Costs.</u>		
Requisition Officer (Name): <u>Seleane G.</u>			Funds available on this account: _____		
Date: <u>05/03/24</u>			Sign: <u>[Signature]</u>		
Supervisors Certification (Accountable Officers):			Authority is granted for expenditure not exceeding:		
Certifying Officer (Name): <u>Leony Brod</u>			SBD\$ <u>15,398-90</u>		
Post: <u>ED-PMU</u>			Signed: <u>[Signature]</u>		
Department: <u>PMU</u>			Name: <u>[Signature]</u>		
Threshold Checklist			Note: Authority for expenditure must be given by accounting officer or his/her delegated		
Payment requires one quote (10,000 below)			Compliance Check by: <u>[Signature]</u> Signature		
Payment requires three quotes (\$10,000.00 above)			Name: <u>Tuman-B.</u> Date: <u>06/03/24</u>		
Is it a ITB Contract Payment			Position: <u>PCO</u>		
Is it a GTB Contract Payment					
Payment is a Bid Waiver					

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

 <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>
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C3

Required documents:	FI Ref	Committee	Procurement	Finance
Purchase Requisition (PR)	P7 35	✓		
Three Written Quotes and Bid Analysis (if above \$10,000 and these goods/services are not waived in FI's)	P7 9, P7 10 & P7 13	N/A		
One written Quote if it is less than \$10,000.00		N/A		
Bid Waiver (if not following prescribed method in the FI's)	P7 10.3	✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Procurement department Compliance checks required:				
PR has been signed by authorized person (and not approving payment to themselves)	P7 44	✓		
Check amount on PR matches selected quotation		✓		
Account code used is correct	P7 38.5(e)			
Name on PR matches quotations	P7 38.5(e)	✓		
Check calculations on quotations are correct	P7 43.2(c)			
Check Bid Waiver is for a Valid Reason		✓		
Check selection of supplier is justified on Bid Analysis		✓		
Check Expenditure is acceptable and proper use of SIG money	P7 43.2(a)	✓		
Check second and third quotes are from genuine suppliers		N/A		
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				N/A
Vendor name in LPO matches PV				N/A
Account code used is correct				✓
Invoice posting:				

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

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

Committee Compliance performed by:

Signed: [Signature]
 Name and Position: Luke Jnr Pitakoe (PM)
 Date: 05/03/24

Procurement Compliance performed by:

Signed: [Signature]
 Name and Position: JW, CPM
 Date: 5/3/24

Finance Compliance performed by:

Signed: [Signature]
 Name and Position: Lovelyn-T (A/P)
 Date: 11/03/24



**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**

Ref: GL-1/8/24

Date: 8 January 2024

MEMO

To: Christian Nieng
Executive Director - NHA

	6/3/24
Signature	Date
	6/03/24
Signature	Date

Thru: Leeroy Bird
ED -PMU

Dear ED,

Subject: REQUEST PAYMENT TO HONIARA HARDWARE LTD FOR THE SUPPLY OF URGENT ELECTRICAL MATERIALS REQUIRED TO ENLIGHT GAMES VILLAGE BUILDINGS AT ST NICHOLAS COLLEGE AS REQUESTED BY GOC VILLAGE TEAM.

I refer to the above, payment is requested to Honiara Hardware Ltd for supplying electrical materials to St Nicholas Games Village as requested by GOC – Village.

Particulars of payment are as follows:

Description	Amount
Electrical materials to St Nicholas College – Pacific Games 2023.	\$15,398.90

Attached are relevant documents for this payment

Kind Regards,

Graham Lilo
Project Manager –PMU
National Hosting Authority



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



Phone:
677 7308800

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



**NATIONAL HOSTING AUTHORITY
Solomon Islands Government**

Bid / Quotation Waiver

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

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

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

Description of Product / Service

Electrical fault at St Nicholas College that required urgent attention as requested by GOC – Village team : PG2023

REASON FOR REQUEST (Please Tick)

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

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

- NHA –PMU was requested to urgently fix the electrical fault at St Nicholas College Games by GOC – Village team, one week prior to the arrival of athletes for PG2023. However, due to time constraint, NHA – PMU and GOC had agreed to engage Honiara Hardware Ltd to supply electrical materials to the contractors engaged by GOC – Overlay team. Honiara Hardware Ltd was recommended for the following reasons:
 - I. The supplier accepted LPO from NHA
 - II. The supplier was previously engaged by NHA –PMU and has delivered materials with high quality and within a given time frame.
 - III. The Supplier has all the materials required to complete the urgent works in stock

Recommended Supplier: Honiara Hardware Ltd - \$15,398.90

Requested by: Division / Section	Signed:  Date: 31/10/23
Project Management Unit (GFC)	Leeroy Bird
	Post: Executive Director (PMU)
Recommended by: Accounting Officer	Signed:  Date: 31/10/23
	Christian Nieng Executive Director National Hosting Authority

GAMES ORGANISING COMMITTEE

Date: 30 October 2023

MEMO

To: Flory Anilafa
Project Engineer
St Nicholas College Games Village

Dear Flory,

**Subject: REQUEST TECHNICAL ASSISTANCE FROM PROJECT MANAGEMENT UNIT
REGARDING THE FAULTY ELECTRICAL ISSUE AT ST NICHOLAS GAMES VILLAGE**

I hereby request technical assistance from the Project Management Team to assist in addressing the electrical fault experience at the building 1 and building 5 at St Nicholas College.

Given the importance of addressing this issue in facilitating a successful Pacific Games 2023, I kindly request your urgent help in coordinating with a qualified electricians and contractors to assist the necessary task.

Your prompt attention to this matter is greatly appreciated.

Kind Regards,



Amelyn Aitora
Village Cluster Manager - St Nicholas College
Games Organizing Committee



REPORT

Date: 3 November 2023

ELECTRICAL MATERIALS FOR BUILDINGS 1,2,3,4,5 & ABULTION BLOCKS

**LOT 5 – ST NICHOLAS COLLEGE
REQUEST BY: FLORY ANILAFA**

ISSUE

- There are some power faults with the classroom buildigs at St Nicholas School. A number of fluorescent tube light buildings (1,2,3,5 and Building 1 abluion block) are not working and need replacement.
- There is a need for replacement of GPOs from building (1,3,4 &5)
- Daylight switches from buildings (1,3,4&5)), are not working need replacement
- Missing fun switches from buildings (2&3), need replacement
- 10 amps' light switches from buildings (1&3) are not working

REASONS

- Power fault that is out of control
- Power load shading during the past months and weeks by Solomon Power
- Small insects (ants) built nest in the switch boxes

RECOMMENDATION

- Need urgent attention from a qualified electrician to investigate and address the issue as soon as possible

Flory Anilafa
Site Engineer
St Nicholas Games Village

HONIARA HARDWARE SUPPLIES LTD

P O BOX 174
 HONIARA
 SOLOMON ISLANDS

Invoice

Number:	1733111
Date:	13/11/2023
Ref.#:	
Terms:	
Salesperson	Salome
Page:	1 / 1

Invoice To
SAINT NICHOLAS -NHA

Delivery
P.O.BOX 2443 SEA KING RESTAURANT BUILDING HONIARA, SOLOMON ISLANDS

Part Number	Item Details	Qty	Amount \$	Total \$
*	4Ft Fluorescent tube light	15.00	339.25	5,088.75
*	2 Gang light switch	2.00	189.75	379.50
*	Single switch 10A	1.00	94.90	94.90
*	Double GPO 10A	7.00	201.25	1,408.75
*	Fan switch (knob)	2.00	790.00	1,580.00
*	Daylight switch	5.00	1369.40	6,847.00
*	DELIVERY #. 83 (31.10.2023)	0.00	0.00	0.00

Paid by: 32.00 Amount \$: 15,398.90

Items sold remian our property until paid in full

TAX \$:	0.00
Subtotal \$:	15,398.90
Paid \$:	0.00
Amount Due \$:	15,398.90

Fifteen Thousand Three Hundred Ninety Eight Dollar and

21/10/23

ST NICHOLAS SCHOOL

Homecare
supplies list

- 15/25 x 4ft Fluorescent light
- 2/25 x 2 Gang light switch
- 1/2 x 10A switch
- 7/25 x 10A Double GPO
- 2/25 x Fan socket (knob)
- 15/25 x Day light switch

[Faint handwritten signature]



P.O. BOX 2443 Sea King Restaurant Building, Honiara, Solomon Islands 0 271

PMU - MATERIAL ODER FORM

SUPPLIER:	Honiara Hardware	Date:	31/10/2023
ORDER FOR SCHOOL NAME	St. Nicholas School	Order No.	
SCHOOL NO.	LOT 5		
BUILDING NO.	Building 1 - Building 5, Ablution Blocks.		
NHA/PMU Rep Issuing Orders	Graham Lilo	<i>[Signature]</i>	
	Order Items Details		
ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITIES
1	4ft Fluorescent tube light	no.	15
2	2 Gang Light switch	no.	2
3	10 amps Switch	no.	1
4	10 amps Double GPO	no.	7
5	Fun switch (knob)	no.	2
6	Daylight switch	no.	5
7			
8			
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35			
36			
37			
38			
Officer Issuing Order: Flory Anilafa	Signature <i>[Signature]</i>	Date:	31/10/2023

Honor.

BSP

171c 0120033501



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Honiara Hardware Supplies Ltd - Vinyl Adhesive
(Additional Materials)

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

Comments:

Hand : 20/3/24



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer

Transaction or Request Status: Posted

Date / Time: 19/03/2024 11:45

Transaction Number: AHY45530

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
 Transfer Amount in Local Currency: SBD 16,632.00
 Transfer From Amount: SBD 16,632.00
 Indicative :
 My Reference: Vinyl Adhesive

Payment Details

Account Name: Honiara Hardware Supllies Ltd
 Account Number: 0120033501
 Bank Name: Bank of South Pacific
 Reference To Payee : Quote#171852



Pay Date : 19/03/2024

Comments:

***** Authorisation Details *****
 19/03/2024 11:45 Pauline Tovua
 Authorisation Required for : ANZ to Other Bank Transfer (2A)
 20/03/2024 14:22 Christian Nieng
 Authorised -ANZ to Other Bank Transfer
 Comments : Verified
 20/03/2024 15:14 Debbie Ofaeri Sifoni
 Authorised -ANZ to Other Bank Transfer
 20/03/2024 15:14 Debbie Ofaeri Sifoni
 Transaction Processed

Your Reference

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

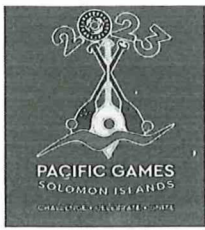
Held for Authorisation Transaction Number AHY45530

Transaction Details


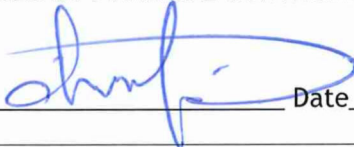
ANZ to Other Bank Transfer	▲
From Account: 5691140	
Transfer Amount in Local Currency: SBD 16,632.00	
Transfer From Amount: SBD 16,632.00	
Indicative :	
My Reference: Vinyl Adhesive	
Payment Details	▼

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

my
2013/24



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Honiara Hardware Suppliers Ltd	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed <u></u> Date <u>19/3/24</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed <u></u> Date <u>18/3/24</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2717	Other Local Other Costs	Supply of Vinly adhesive for medical Clinic/PG2023 health Centre Burncreek for internal Work	\$16,632.00

Cheque No: IB for \$16,632.00 Date 14/03/2024

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  Date 14/03/24



NATIONAL HOSTING AUTHORITY


REQUISITION NUMBER: PMU - 1359/24

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	LS	Supply of vinyl adhesive for Medical Clinic / PG2023 Health Centre, Burnsreeke. For internal works	Hariana Hardware Supplies Ltd	QUOTE # 171852	\$ 16,632.00 ↓
TOTALS					\$ 16,632.00
Approval is requested to incur expenditure on the above Estimated Cost (SBD): <u>\$16,632.00</u> Date: <u>07/03/24</u> Requisition Officer (Name): <u>SOLEANA G</u> Sign: <u>[Signature]</u>			Account Code: _____ Account Name: _____ Funds available on this account: _____		
Supervisors Certification (Accountable Officers) Certifying Officer (Name): <u>LEORON B</u> Sign: <u>[Signature]</u> Post: <u>ED PMU</u> Department: <u>PMU</u>			Authority is granted for expenditure not exceeding: SBD\$ <u>16,632.00</u> Signed: <u>[Signature]</u> Name: <u>[Signature]</u> Note: Authority for expenditure must be given by accounting officer or his/her deligated Compliance Check by: <u>[Signature]</u> Signature Name: <u>Tinau</u> Date: <u>14/03/24</u> Position: <u>PCO</u>		
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"/>					

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

 <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>
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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	<i>See approved Budget N/A</i>		
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:

Signed: _____

Name and Position: Asham Uwa - Mgr

Date: 13/03/24

Procurement Compliance performed by:

Signed: _____

Name and Position: Tamara Bair PC-O

Date: 16/03/24

Finance Compliance performed by:

Signed: _____

Name and Position: N. Vitar, FO

Date: 14/3/24

**NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES**

MEMORANDUM

To: Executive Director, NHA

Thru: Leeroy Bird, Executive Director, PMU

From: Cora Sita Makini, PMU

Ref: CSM- 070324

Date: Thursday 7th March 2024

Bird, 12/03/24

SUBJECT: APPROVAL OF PURCHASE OF VINYL ADHESIVE FROM HONIARA HARDWARE SUPPLIES LTD

Dear Executive Director,

PMU is currently overseeing the installation/construction of the PG2023 Health Centre at Burns Creek.

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

The materials raised for payment now include vinyl adhesive with the quantity that will cater for the works and because those supplied have been expired since.

Supplier: Honiara Hardware Supplies Ltd
The total cost: SBD \$16,632.00

Therefore, we kindly seek your urgent approval.

Sincerely,

Makini

Cora Sita Makini
Project Manager, PMU



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



Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific
Games



**NATIONAL HOSTING AUTHORITY
Solomon Islands Government**

ANNEX 4

REQUEST FOR QUOTATIONS – GOODS/SERVICES

7th March 2024

To All Bidders,

1. The National Hosting Authority has budget financing and intends to apply part of the proceeds of this financing to procure Goods/Services per the enclosed specifications, and now invites sealed bids for this purpose.
2. Your quotation, citing the above reference number, should reach the undersigned within 5 days from the date of this letter.
3. The goods shall be procured using the Simple Procurement Procedures specified in the Solomon Islands Government Procurement and Contract Administration Manual.
4. The Technical Specifications and Delivery Schedule are provided in the attached Schedule of Requirements.
5. This request for quotation has been addressed to three Suppliers of these goods/services.
6. The goods/services supplied under this contract shall conform to the standards provided in the attached Technical Specifications.
7. The Supplier is required to supply any equipment listed in the Technical Specifications together with the detailed operations and maintenance manuals, for each appropriate unit.
8. The Supplier shall warrant that any equipment supplied under the contract is new and unused.
9. Prices should be quoted for delivery to the National Hosting Authority, P.O. Box 2443, Honiara, Solomon I
10. The validity for the quotation shall be thirty (30) days from the date of submitting the quotation.
11. One (1) original and one (1) copy of the quotation shall be submitted in a sealed envelope and addressed to the Project Management Unit, National Hosting Authority, Honiara, Solomon Islands.

12. Please indicate the delivery schedule and after-sales service (if relevant) available to National Hosting Authority, Honiara
13. Submission of a quotation is confirmation of the tenderer's compliance with and acceptance of, the terms and conditions including the payment terms of this Request for Quotation.
14. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements and Technical Specifications.
15. The successful Supplier shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with the National Hosting Authority on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the order.
16. The Purchaser may terminate the contract if the Supplier fails to deliver any or all of the goods/services within the period specified, or within any extension thereof granted in writing to the Project Management Unit, National Hosting Authority.
17. The Supplier shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of the Project Management Unit.
18. Prices charged by the Supplier for the goods/services shall not vary from prices quoted. Prices shall therefore be fixed.
19. The Supplier's request for payment shall be made in writing, accompanied by an invoice and an LPO confirming delivery of the goods/services. All payments shall be made promptly and in no case later than twenty (20) days after delivery and acceptance of the goods. Payments will only be made by cheque or direct transfer into the Supplier's business bank account.
20. Please acknowledge the receipt of this letter and indicate your firm's interest in submitting quotations.



Cora Sita Makini
Project Manager
Project Management Unit
Games Facilities Committee

Schedule of Requirements

No.	Description	Unit	Quantity
1	Vinyl tile adhesive (5 Gal/18 L)	no.	12

HONIARA HARDWARE SUPPLIES LTD

P O BOX 174
 HONIARA
 SOLOMON ISLANDS

Quotation

Number:	171852
Date:	19/02/2024
Ref.#:	
Terms:	
Salesperson	George
Page:	1 / 1

Client
<p>NATIONAL HOSTING AUTHORITY SEA KING RESTAURANT BUILDING HONIARA</p>

Delivery

Part Number	Item Details	Qty	Amount \$	Total \$
VINYLADHESIVE18-SP	Vinyl Adhesive (5Gal/18Ltrs)	12.00	1386.00	16,632.00

Paid by: 12.00 **Amount \$:** 16,632.00

Quote is valid for 14 days from above date

TAX \$: 0.00

BANK SOUTH PACIFIC (BSP)
 HONIARA HARDWARE SUPPLIES LTD
 ACCOUNT NO: 01-200335-01

Subtotal \$: 16,632.00

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES



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



Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific
Games

MEMORANDUM

To: Executive Director, NHA

Thru: Executive Director, PMU

From: Cora Sita Makini, PMU

Ref: CSM - 280224

Date: Monday 12th February 2024

[Handwritten initials] 12/02/24
[Handwritten signature] 12/02/24

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

Dear Executive Director,

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

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

Please find attached the budget for the materials.

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

Yours sincerely,

[Handwritten signature: Cora Sita Makini]

Cora Sita Makini
Project Manager, PMU

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

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