PACIFIC GAMES
SOLOMON ISLANDS

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: EVERLYN SANGA

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

Comments:

RECEIVED
Date: 15/12/23 Sign.......

GOC

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to ANZ Transfer
Transaction or Request Status:	Posted
Date / Time:	19/12/2023 18:15
Transaction Number:	AHM18835

Transaction Details:

Account Transfer of SBD 1,200.00

From Account: 5691140
To Account: 5696670

Notes for Recipient: INV#894122
Notes for Myself: V/Hire-4/12/23

PAID
DATE 20/12/23 CHQ. NO.

Pay Date : 19/12/2023

Comments:
* * * * * * * * * * Authorisation Details * * * * * * * * * * *
19/12/2023 18:15 Pauline Tovua
Authorisation Required for : Transfer Between My Accounts (2A)
20/12/2023 11:20 Christian Nieng
Authorised -Transfer Between My Accounts
Comments : Verified
20/12/2023 17:25 Debbie Ofaeri Sifoni
Authorised -Transfer Between My Accounts
20/12/2023 17:25 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 AHM18835

Transaction Details

Account Transfer of SBD 1,200.00

From Account: 5691140
To Account: 5696670

Notes for Recipient: INV#894122
Notes for Myself: V/Hire-4/12/23

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

20/12/23

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Everlyn Sanga	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed________ Date 18/12/23
IF DIRECT CREDITS ISSUED: BANK REF #:________ Signed________	APPROVED BY FINANCIAL CONTROLLER Signed________ Date 19/12/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Invoice#894122 for 1 days 4/11/23 Reg No:MD0843	$1,200.00

Cheque No: IB________ for $1,200.00________ Date 18/12/2023

Signature of claimant________

PRINT NAME: ________

Payment Voucher Prepared by________ Date 18/12/23

NATIONAL HOSTING AUTHORITY

PACIFIC GAMES SOLOMON ISLANDS 2023

REQUISITION NUMBER: GOC-2663/23

DEPARTMENT:

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	SUPPLIER	ORDER NO.	COST
1		Raise payment to EVERLYN SANGA for Vehicle (SUZUKI ESCUDO) hiring - 04/12/23 for 1 day for GOC transport team	EVERLYN SANGA		$1,200-00
			TOTALS		$1,200-00

PURCHASING OFFICER USE ONLY

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $1,200-00 Date: 14/12/23

Requisition Officer (Name): Imogen Vida Sign:

Account Code: 6-2402

Account Name: Hire plant / Vehicle

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Dione, Rance Sign:

Post: FC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 1,200-00

Signed:

Name: CNK

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

Threshold Checklist

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

Compliance Check by: Signature

Name: PHoman Date: 15/12/23

Position: PCM.

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

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA ______________________________

From: PROCUREMENT COODINATOR, GOC ______________________________ **Date:** 07/12/23

RE: PAYMENT FOR HIRED VEHICLE FOR SUZUKI ESCUDO, REGISTRATION # MD-0843– EVERLYN SANGA.

Approval is sought to raise payment as referred above.

The GOC transport team has requested for a vehicle hiring for the fleet. This hiring has been requested by the transport department to the transport supervisor to allocate a vehicle for the fleet druing the games. All fleet vehicle has been engage from the bump in and will continue to the end of Games. The transport team hire the vehicle,Registration# MD-0843 to use during games from the fleet .Everlyn Sanga's vehicle has been allocated in the fleet and was used by the transport team dated 04/12/23 for 1 days . Thus Payment is urgently needed to be raised to, the amount of **$1,200.00.**

See attached is the invoice for your perusal.

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

Lisiane Simata

____

Procurement Officer (GOC)

Endorsed by:

Imogen Vida Finance team Games Organizing Committee		
Signature:	Date: 14/12/23	

Approval:

Mr ~~Peter Stewart~~ Jack Smith Chief Executive Officer Games Organising Committee		
Signature:	Date: 14/12/23	

Original

TAX INVOICE*/STATEMENT* 0894122

(*delete as appropriate)

Date 5/12/23

To Games & Organising Committee (GOC) Transport

ABN (of Recipient) | Order No.

From Everlyn Sanga
Cont* (7615671)

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
4/12/24	Pick op & Drop off	$1,200-00		$1,200-00

TOTAL INCLUSIVE OF G.S.T. $1,200-00

Total includes G.S.T. of $1,200-00

2023 PACIFIC GAMES SOLOMON ISLANDS

INVOICE

INVOICED FROM

Name: Everlyn Sanga

Address: Papaho

Phone: 7615671

Invoice # 0894122

Date: 05/12/23

Registration # MB 0843

BILL TO:

Games Organizing Committee (GOC)
Old Sea King Building
P.O Box 2443
Honiara

DESCRIPTIONS OF SERVICES	Qty (Hours)	Amount (SBD)
Pick up Tongans for site seeing and drop of after dinner.		
Thank you for your business!	**Total**	$ 1,200-

Terms of payment: 5 Working days from date of invoice

Make cheque payable to:

Bank: ANZ

Account Name: Everlyn Sanga

Account Number: 5696670

Signature of Vehicle owner:

Signature of :

Recipient

PACIFIC GAMES
SOLOMON ISLANDS

NATIONAL HOSTING AUTHORITY

SOLOMON ISLANDS GOVERNMENT

C5

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST
(For payment of contracts over $100,000)

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

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

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

Department Compliance performed by:

Signed: ____________

Name and Position: Georgina Kikolo Procurement

Date: 15/12/23

Procurement section Compliance performed by:

Signed: ____________

Name and Position: ____________

Date: ....

Finance Department Compliance performed by:

Signed: ____________

Name and Position: Charity-M

Date: 18/12/23

PACIFIC GAMES
SOLOMON ISLANDS

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: EVERLYN SANGA (FLEET VEHICLE HIRE)

1) Requisition	✓	Sign by FC	✓	Sign by ED	✓
2) Payment Voucher	✓	Sign by FC	✓	Sign by ED	✓
3) LPO		Sign by FC		Sign by ED	
28/11/23 4) IB Authorisations	✓	Authorised by FC	✓	Authorised by ED	✓

Comments:

Done.

RECEIVED
Date: 27/11/23 Sign.........

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to ANZ Transfer
Transaction or Request Status:	Posted
Date / Time:	28/11/2023 23:10
Transaction Number:	AHJ25531

Transaction Details:

Account Transfer of SBD 8,400.00

From Account: 5691140
To Account: 5696670

Notes for Recipient: Bus Hire- Contracted- 7days (13th -19th Nov2023)
Notes for Myself: Inv#0596305

Pay Date : 28/11/2023

Comments:
* * * * * * * * * * Authorisation Details * * * * * * * * * * *
28/11/2023 23:10 Gregory Sale
Authorisation Required for : Transfer Between My Accounts (2A)
29/11/2023 01:00 Christian Nieng
Authorised -Transfer Between My Accounts
Comments : verified
29/11/2023 01:01 Debbie Ofaeri Sifoni
Authorised -Transfer Between My Accounts
29/11/2023 01:01 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 29/11/23 CHQ. No.

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES
29/11/23

Your Reference

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

Held for Authorisation
Transaction Number AHJ25531

Transaction Details

Account Transfer of SBD 8,400.00

From Account: 5691140
To Account: 5696670

Notes for Recipient: Bus Hire- Contracted- 7days (13th -19th Nov2023)
Notes for Myself: Inv#0596305

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

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL 2023 PACIFIC GAMES

29/11/23

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Everlyn Sanga	APPROVED BY EXECUTIVE DIRECTOR Signed________ Date________
Address:	
IF DIRECT CREDITS ISSUED: BANK REF #:________ Signed________	APPROVED BY FINANCIAL CONTROLLER Signed____ Date 28/11/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Payment for Vehicle Hire from 13th November to 19th November 2023	$8,400.00

Cheque No: IB________ for $8,400.00________ Date 28/11/2023

Signature of claimant________

PRINT NAME: ________

Payment Voucher Prepared by________ Date 28/11/23

2023 PACIFIC GAMES SOLOMON ISLANDS

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-2100/23

DEPARTMENT:

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	SUPPLIER	ORDER NO.	COST
1		Raise payment to Evelyn Sanga for hire SUV of fleet GOC 13/11/23 — 19/11/23	Evelyn Sanga		$8,400-
				TOTALS	$8,400 —

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $8,400— Date: 26/11/23

Requisition Officer (Name): Agnes Nguni Sign:

Account Code: 6-2402

Account Name: Hire Plant/ Vehicles

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie Renee Sign:

Post: FC

Department: NHA.

Authority is granted for expenditure not exceeding:

SBD$ 8,400—

Signed:

Name:

EXECUTIVE DIRECTOR NATIONAL HOSTING AUTHORITY SOLOMON ISLANDS PACIFIC GAMES

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

Threshold Checklist

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

Compliance Check by: Signature

Name: Limani B Date: 27/11/23.

Position: C.P.O

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

2023 PACIFIC GAMES SOLOMON ISLANDS

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-2100/23

DEPARTMENT:

PURCHASE REQUISITION

Timau Bird C.P.O

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	SUPPLIER	ORDER NO.	COST
1		Raise payment to Everlyn Sanga for hire SUV of fleet GOC 13/11/23 — 19/11/23	Everlyn Sanga		$8,400-
				TOTALS	$8,400-

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $8,400- Date: 26/11/23

Requisition Officer (Name): Agnes Nguni Sign:

Account Code: 6-2402

Account Name: Hire Plant/Vehicles

Funds available on this account: 28/11/23

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie Rence Sign:

Post: FC

Department: NHA.

Authority is granted for expenditure not exceeding:

SBD$ 8,400—

Signed:

Name:

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

Threshold Checklist

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

Compliance Check by: Signature

Name: Timau B Date: 27/11/23

Position: C.P.O

29/11/23

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

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA

From: PROCUREMENT COODINATOR, GOC **Date:** 25/11/23

RE: PAYMENT FOR HIRED VEHICLE SUZUKI ESCUDO FOR FLEET VEHICLE FOR GOC Reg#MD-0843-EVERLYN SANGA

Approval is sought to raise payment as referred above.

The GOC transport team has requested for vehicle hiring for the fleet. This hiring has been requested by the transport department to the transport supervisor to allocate vehicles for the fleet druing the games. All fleet vehicle has been engage from the bump in and will continue to the end of Games and the bump out period. The transport team hire the vehicle from Everlyn Sanga , registaration vehicle # MD-0843 to use during games from the fleet .Everlyn Sanga , vehicle has been allocated in the fleet and was used by the transport team dated are as follows MD -0483 13/11/23 - 19/11/23 days for the vehicle.Thus Payment is urgently needed to be raised to **$8,400.00.**

See attached is the invoice for your perusal.

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

Lisiane Simata

Procurement Officer (GOC)

Endorsed by:

Agens Ngumi Finance team Games Organizing Committee		
Signature:	Date: 25/11/23	

Approval:

Mr Peter Stewart Chief Excutive Officer Games Organising Committee		
Signature:	Date: 25/11/23	

Original

TAX INVOICE*/STATEMENT* 0596305
(*delete as appropriate)

Date 20-11-23

To Games Organizing Committee (GOC)

ABN *(of Recipient)* | Order No.

From Evevlyn Sanga.

ABN *(of Supplier)*

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
13/11/23	~~Pick~~ pickup & drop off	$1,200-00 -		
14/11/23	pickup & drop off	$1200 -		
15/11/23	pickup & drop off	$1200 -		
16/11/23	pickup & drop off	$1,200 -		
17/11/23	pickup & drop off	$1,200 -		
18/11/23	pickup & drop off	$1,200 -		
19/11/23	pickup & drop off	$1,200 -		

TOTAL INCLUSIVE OF G.S.T. $8,400 -

Total includes G.S.T. of

INVOICE

INVOICED FROM

Name: Everlyn Sanga

Address: papaho

Phone: 7615671

Invoice #

Date: 20/11/23

Registration #

BILL TO:

Games Organizing Committee (GOC)
Old Sea King Building
P.O Box 2443
Honiara

DESCRIPTIONS OF SERVICES	Qty (Hours)	Amount (SBD)
GOC Called from 13th November 2023 ~~[illegible]~~ ~~[illegible]~~ pick up and drop off. Guest arrival at airport.		
Thank you for your business!	Total	$ -

Terms of payment: 5 Working days from date of invoice

Make cheque payable to:

Bank: ANZ BANK.

Account Name: Everlyn Sanga

Account Number: 5696670

Signature of Vehicle owner:

Signature of : ________

Recipient

VEHICLE REGISTRATION FORM

This number is issued by the Games Organizing Committee (GOC) that applicants can use as a reference for their application

Registration Number: 244

Date: 31/08/23

VEHICLE OWNER'S NAME

First Name: EVERlyN

Last Name: SANGA

Please state name of the owner on the Vehicle Certificate

Email:

Phone: 7615671

VEHICLE REGISTRATION TYPE

Please indicate below which category of registration applies

- [x] Private
- [ ] Public
- [ ] Not yet registered

Please indicate expected date of registration of vehicle (if applicable):

If registered as Private Vehicle. Submit with the following documents

- [x] Certificate of Registration & Ownership
- [x] Ministry of Infrastructure & Development Vehicle Inspection Certificate
- [x] Ministry of Infrastructure & Development Vehicle Inspection Report
- [x] Certificate of Insurance - Compulsory Third Party
- [x] Copy of Vehicle Licence (IRD)

If registered as Public Vehicle. Submit with the following documents

- [ ] Certificate of Registration & Ownership
- [ ] Ministry of Infrastructure & Development Vehicle Inspection Certificate
- [ ] Ministry of Infrastructure & Development Vehicle Inspection Report
- [ ] Certificate of Insurance - Compulsory Third Party
- [ ] Copy of Vehicle Licence (IRD)
- [ ] TIN Number
- [ ] Honiara City Council Licence
- [ ] Guadalcanal Provincial Licence

Vehicle Details

Vehicle Registration Number (Licence Plate): MD0843

Make:

Model: CBA-TD54W

Year of Make:

Fuel Type:
- [ ] Diesel
- [x] Petrol

Type of Vehicle - One Form is to be filled for each vehicle

- [ ] Bus — [ ] 15 seater — [ ] 30 seater
- [x] SUV *Example: RAV4, Prado, Pajero etc*
- [ ] Sedan *Example: Caldina, Corolla etc*
- [ ] Hilux
- [ ] Land Cruiser
- [ ] Truck — [ ] 2 Ton — [ ] 3 Ton — [ ] 5Ton
- [ ] Others (Including Heavy Equipment Vehicle).
  Please specify Vehicle Type:

Garaged Address of Vehicle

State location of where vehicle is garaged daily: MBOKanavera 4 heights

Number of seats (Excluding Driver): 4

Availability (Indicate days vehicle will be available)

[ ] Mon [ ] Tues [ ] Wed [ ] Thu [ ] Fri [x] Sat [ ] Sun [ ] All

Are you interested in having your vehicle converted for transport of people with disability?

[x] Yes [ ] No

Will you be providing a driver? [x] Yes [ ] No **If YES, the driver must fill in the Driver's Registration Form**

I verify all the information given above is true to the best of my knowledge

Sign: [signature] Date: 31 August 2023.

OFFICE USE ONLY

Checked By: James Talofeita

Sign: [signature]

Date: 31/08/23

GAMES ORGANIZING COMMITTEE (GOC)

STANDARD BANK INFORMATION FORM

In order for GOC to process payments into a nominated bank account, the account name must match with that of the Service Provider to GOC.

1. Full Name EVERLYN. SANGA
2. Bank institution ANZ BANK
3. Bank account name EVERLYN SANGA
4. Bank account number 5696670
5. Residential address of Vehicle Owner MBOKANAVERA 4 HEIGHTS
6. Phone Contact 7615671

Driver's Registration Form

First Name: Alwin Last Name: Iaga

Date of Birth: 07 / 12 / 1987

Phone Contacts: 1. 7449630 2. ________________

State at least one current contact number

Uniform Shirt Size: L

Do you have a Solomon Islands Driver's License? Yes/No

If yes, please state the following:

Issue Date: 01 / 03 / 2023
Expiry Date: 29 / 02 / 2024

Driving Class Category *(circle all that apply)*

- *A – Motor Cycle*
- *B – Motor Tractor*
- C – Private Motor Car
- D – Light Goods Vehicle
- F – Light Public Service Vehicle (buses up to 12 seats or taxi)
- H – Heavy Public Service Vehicle (buses; more than 26 seats)
- I – Invalid Carriages

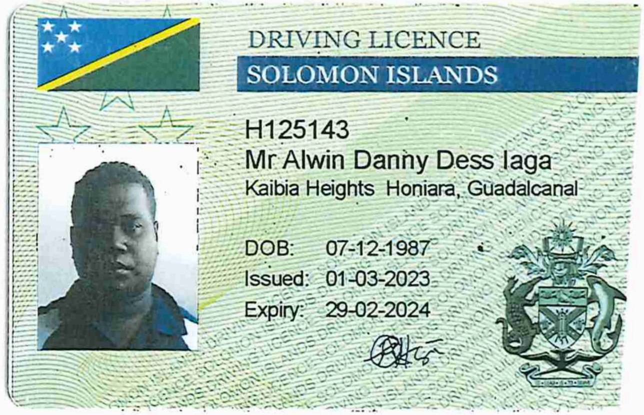
Do you have a current G- Permit License? Yes/No
If Yes, please indicate Expiry Date: ______/______/______

Driving Experience (*circle one of the following options that apply*)

Less < 6 months 6 months - 1 Year 1- 3 years 3 + years

Availability *(Please indicate days that applicant will be available to drive on. You can circle more than one day).*

Mon	Tue	Wed	Thu	Fri	Sat	Sun


DRIVING LICENCE
SOLOMON ISLANDS
H125143
Mr Alwin Danny Dess Iaga
Kaibia Heights Honiara, Guadalcanal
DOB: 07-12-1987
Issued: 01-03-2023
Expiry: 29-02-2024

Vehicle Class:

C. Private Motor Car

F. Light Public Service Vehicle

Conditions:

CERTIFICATE OF REGISTRATION AND OWNERSHIP

Owner Name: Miss Everlyn Sanga
Owner Address: C/- Henry Iaga
Papaho Central Honiara
Honiara, Guadalcanal

Date: 05 September 2023

This certifies that the below vehicle is owned by the person named above in accordance with the provisions of the Road Transport Act and Regulations. This certificate must be held in the vehicle at all times when it is being operated on the roads within Solomon Islands.It must be produced on request by a police officer or a person authorised by the Road Transport Board.

Vehicle Details

Licence Plate:	MD0843		
Make:	Suzuki	Model:	Escudo
Manufactured Year:	2000	Colour:	Grey
Engine Number:	J20A	Chassis Number:	TD54W-109612
VIN:	TD54W-109612	CC Rating:	2000
Maximum Load	0	Seating Capacity:	5
Vehicle Class:	C. Private Motor Car	Intended Usage:	Private

Principal Licencing Officer

Please complete these tear off slips when vehicle ownership is changed. Part B is to be retained by the seller. Part A is to be produced by the new owner to the Principal Licensing Officer at Inland Revenue within 14 days of change of ownership. Failure to do so may result in a fine.

I hereby certify that the following vehicle can be legally transferred to the below stated party.

PART A

Licence Plate: MD0843
Make: Suzuki
Model: Escudo

New Owner Details:

Choose one: Individual ☐ Business ☐
Business Name: *if applicable*
Title:
First Name:
Surname:
Address:
Phone:
Gender: Male ☐ Female ☐
Date of Birth:
Owner Name:
Signature:
New Owner Name:
Signature:

PART B

Licence Plate: MD0843
Make: Suzuki
Model: Escudo

New Owner Details:

Choose one: Individual ☐ Business ☐
Business Name: *if applicable*
Title:
First Name:
Surname:
Address:
Phone:
Gender: Male ☐ Female ☐
Date of Birth:
Owner Name:
Signature:
New Owner Name:
Signature:

5th September 2023

TO WHOM IT MAY CONCERN

RE: TRANSFER OF VEHICLE OWNERSHIP

I hereby wish to confirm that my Vehicle MB 0843 was sold to Mrs. Everlyn Sanga on 31st August 2023.

Mrs. Everlyn Sanaga did completely paid off my vehicle at a price of $80,000.00 on the 31st August 2023.

Therefore, the new owner of the is Mrs. Everlyn Sanga.

Thank you.

Mr. Peter Votakaruba

Old Owner

Everlyn Sanga

New Owner

Witnessed

Priscilla Oliver

SOLOMON ISLANDS GOVERNMENT

Date 21 August 2023 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7260834**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mr Peter Votakaruba** TMN: **630748**

The Sum of **EIGHT HUNDRED AND TWENTY FIVE Dollars ONLY**

$ 825 ¢ 0

Type	**Details**	**Amount**
Vehicle Licence	MD0843 (Escudo 2000) expiring 31/08/2024	825.00
	Total	**825.00**

By Cash

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	825	0

Terms and Conditions

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

Collect sticker later

SOLOMON ISLANDS GOVERNMENT

Date 21 August 2023 GENERAL TREASURY RECEIPT

MINISTRY: **FINANCE** OFFICE: **HONIARA** IRD RECEIPT NO. **7260708**

DEPARTMENT: **Driver & Vehicle Licencing**

RECEIVED FROM **Mr Peter Votakaruba** TMN: **630748**

The Sum of **TWO HUNDRED Dollars ONLY**

$ 200 ¢ 0

Type	**Details**	**Amount**
Registration Plate	MD0843	200.00
	Total	**200.00**

By Cash

Stamp and Signature

To be completed by Sub-Treasury			To be completed by Revenue Collector					
Month	Account	Vr No	Head	Sub	Service	Account	$	¢
			273	0450		0521	200	0

Terms and Conditions

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- This Receipt is non-transferable to any other person for whatever purpose.

SOLOMON ISLANDS GOVERNMENT
Ministry of Infrastructure & Development

PB. 24

Vehicle Inspection Certificate

N 0031100

Description of Vehicle

Make: SUZUKI ESCUDO REG-NO MD0843

Model: CBA-TD54W

Class: PMC

Engine No: J20A

Current License Expiry: NEW

Date of Inspection	21/08/23				
Speedometer Reading	50490KM				

Total Insp. Fees $ —

License Fee $

Total Fee Payable $

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

Recommendation to Licensing Officer 12 MONTHS

TD54W-109612

21/08/23
Date

Signature of authorized vehicle inspector

SOLOMON ISLANDS GOVERNMENT — VEHICLE INSPECTION REPORT

Ministry of Infrastructure & Development

MECH: 0249 Serial No. 0036874

DESCRIPTION OF VEHICLE

EXP: NEW

Registration No: MD0843

Make: SUZUKI ESCUDO (PMC)

Model: CBA- TD54 W

Engine No: J20A
(To be inserted if the vehicle is unregistered)

Frame No: TD54W - 109612

Speedo Reading: 50490 KM

Report No:

(Signature of Examiner)

Date: 21/08/23

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

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

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

DEFECTS

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

Date Rectified ....

(Signature of Examiner) ....

TOWER

Certificate of Insurance

For your Compulsory Third Party

Suzuki Escudo 2000 MD0843
Compulsory Third Party insurance - Third party only cover

Your policy number
SB0000007824

Your cover starts on
5 September 2023

Your cover

Compulsory Third Party insurance - Third party only cover

Insured	Everlyn Sanga
Insured vehicle	Suzuki Escudo 2000 MD0843
Period of insurance	5 September 2023 to 4 September 2024
Type of use	Light Goods Vehicle - 1.5 Ton Truck
Discounts	No claims bonus discount
Interested party	None

Your policy wording

You can find your policy wording at the link below:

towerinsurance.com.sb/pw/car-ctp-03-22

The legal details

This certificate shows what is covered during the period of insurance. The insured items are subject to the policy terms and conditions in your policy wording detailed above. Any details in this certificate take priority over the policy wording. **Please keep this copy for your records.**

Underwriter

This policy is underwritten by TOWER Insurance Limited.

Privacy

Tower Limited has set out how it holds, uses and stores your personal information in its privacy policy. You can find the policy here: **towerinsurance.com.sb/terms-and-conditions**

Owned by a strong international insurer

TOWER Insurance Limited is part of the Tower Limited group. Tower Limited is headquartered in Auckland, New Zealand and is listed on the New Zealand Stock Exchange. You can find more information on the Tower Limited group here: **tower.co.nz/investor-centre**

Private Vehicle Checklist

1. Complete Vehicle Registration Form. ☑
2. Inland Revenue Department (IRD) Vehicle License Copy ☐
3. Ministry Infrastructure and Development (MID) Vehicle Inspection Certificate ☑
4. Ministry Infrastructure and Development (MID) Vehicle Inspection Report ☑
5. Certificate of Insurance ☑
6. Certificate of Registration and ownership ☑
7. Standard Bank Account Form ☑

OFFICE USE ONLY

Sign: [signature]

Date: 31 / 08 / 23 Move on:

Y	N

DRIVERS CHECK LIST

1. Complete Drivers Registration Form ☑
2. Copy of Driver's License ☑
3. Copy Of G- Permit (If Applicable) ☐

OFFICE USE ONLY

Sign: ____________

Date: 3/08/23

Move on: | Y | N |

PACIFIC GAMES
SOLOMON ISLANDS

CONTRACT FOR HIRE (LEASE) OF VEHICLE WITH DRIVER

This LEASE VEHICLE AGREEMENT ("Agreement") is made and entered into on this 2 Day of ~~October~~ Nov, 2023:

BETWEEN: GAMES ORGANISING COMMITTEE (GOC)

(Hereinafter referred to as "Lessee")

AND: MISS. EVERLYN SANGA ("Lessor")

Of Mbokonavera 4, **HONIARA (Address)** referred to individually as "party" or collectively as the "parties".

WHEREAS, the Lessor is the legal owner or equitable owner of the vehicle registered number

MD 0843, (Vehicle Reg Number), and

WHEREAS, the Lessor is willing to lease and is Leasing to the Lessee the vehicle registered number # MD 0843 (Vehicle Reg Number) on such terms and conditions hereinafter referred to, and

WHEREAS, the Lessee is willing of leasing the vehicle from the Lessor on such terms and conditions hereinafter referred to, and

WHEREAS, in this Agreement the Lessee shall have no right to the title or interest to the vehicle except for the use of the vehicle hereinafter referred to.

NOW, THEREFORE, IT IS AGREED BY THE PARTIES as follows:

Recitals/Background

A. The Lessee is a Committee established by the National Government of Solomon Islands under the *Pacific Games Act, 2023 (2017).*

B. The Lessee shall oversee the overall administration and management of the events of the Pacific Games scheduled to be held in the city of Honiara, Solomon Islands in November, 2023.

C. The Lessor is a private company incorporated under the company legislation of Solomon Islands and runs its business operation under the name **Miss. Everlyn Sanga** and is the legal owner of the vehicle.

D. In this present Agreement, the Lessee will hire the Lessor's vehicle on a lease-basis for a period of **61 days** commencing on the execution date of this Agreement. The Lessor agrees and willing of leasing the vehicle to the Lessee for the specified period. The Lessor will provide a driver with the leased vehicle.

E. In consideration of this present contract, the Lessee will pay the Lessor the agreed sum in accordance with payment schedule provided by the Lessee.

---

1. Definition and Interpretations

"person" means any human being or any third party or parties.

2. Description of Leased Vehicle.

(1) Provided below is the description details of the vehicle:

Vehicle Type: **Suzuki Escudo 2000**
Vehicle Colour: **Grey**
Vehicle Model: **Escudo**
License: **MD 0843 (EXPIRED: 31/08/2024)**

Intended vehicle purpose:

This vehicle is HIRED purposely for the SOL2023 GAMES OPERATION to transport athletes and team officials or any good and materials of PG2023 between Games Villages and Competition Venues.

3. Hiring Costs

(1) The Lessee shall pay the lessor the amount of **$ 1,200.00 per** day for the hiring of the Vehicle.

(2) The parties agree that at the end of the term or duration of this Lease Agreement the total cost of the same shall be based on number of days hired.

(3) The parties agree that the lessor shall provide an invoice on a weekly basis for days vehicle hire.

(4) The parties agreed that the lessor will be responsible for the payment of the service of the driver under this contract.

4. Payment Condition

(1) Payment shall be made in Solomon Islands Dollar (SBD) and, unless the parties agree otherwise to an alternative medium of payment, shall be paid to the Lessor's **ANZ BANK, ACCOUNT NUMBER – 5696670** in Honiara.

(2) The weekly payment for the lease period shall be paid by the Lessee to the Lessor contingent upon receipt of invoice by the Lessee from the Lessor.

5. Duration

(1) This Lease Agreement shall be valid for **61** days period commencing from **1ST NOVEMBER TO 31ST DECEMBER 2023**.

(2) The parties may agree to renew this Lease Agreement upon the expiry date or in three days prior to the expiry date.

6. Obligations of Lessee

(1) The Lessee, upon hiring of the vehicle for its intended and/or use as provided herein shall be responsible for the following:

(a) retain the use of the vehicle for its official functions and not to sublet the same for hiring by any third party or for any other purposes other than the intended use and/or purpose as provided in this Agreement;

(b) lessee to meet costs of fuel for hiring days, brake fluid, engine oil, and to maintain the condition of the of the vehicle in a running state, keep the exterior and interior parts clean at all times.

(c) restrict the use of the vehicle by any other driver, any third party or parties other than the rightful staffs and/or employees of the Lessee's company, and

(d) any other material, substance, fluid, gasoline or other objects that can potentially damage any interior or exterior parts of the vehicle.

(e) Provide a detailed schedule of shifts and days of hiring. The lessee reserves the right to engage or not on any day during the contract period.

7. Obligations of the Lessor

(1) It shall be the responsibility of the Lessor to inspect the vehicle and to ensure it is in good working condition to fulfil the agreed terms and conditions provided for in this Agreement.

(2) The Lessor assures the Lessee that during the course of this Agreement no family relatives, spouses, children, friends and/or other forms of association including partnership or contractual relationship with another person shall interfere with or make any claims respecting the vehicle.

(3) The Lessor assures the Lessee that during the course of performance of this Agreement, the subject matter of the same is completely free from any mortgage, security or any other forms of interests or outstanding interests.

(4) The lessor shall provide the vehicle with a licensed driver each day of hire.

(5) The lessor shall provide all routine maintenance of the vehicle to ensure that it is safe and operational during the hire period including oil, cleaning, filter etc.

(6) The lessor shall have a safer and secured place to keep the vehicle each night.

(7) The lessor agrees for the lessee to INSTALL a vehicle tracking device. The device will be installed at GOC cost and will be removed when the contracts expired.

8. Costs, Expenses, Fees, and Charges

The parties agree that the Lessee, during the course of performance of this Lease Agreement, shall pay all fines or penalties incurred in connection with the operation of the vehicle.

9. Insurance

(1) It shall be the responsibility of the Lessor to provide or to produce to the Lessee, upon the execution of this Agreement, a certified copy of any comprehensive and certified copy of insurance policy upon request by the Lessee to show that the vehicle has been covered in the event of any damages or possible damages incurred during the course of performance of this Agreement.

(2) The Lessor shall be responsible to ensure the vehicle based on its full value.

(3) The parties agree that the Lessee, during the course of performance of this Agreement, shall be responsible to pay for any minor mechanical problems on the vehicle and that such responsibility shall be limited only to such minor mechanical problem.

(4) In circumstances where the vehicle engine or any part thereof ceases from operating or any damages to the vehicle cause by an accident and whether or not such damages has caused the vehicle to be permanently or temporarily ceased, the Lessor shall be responsible to cover the costs of such damages in pursuance of the provisions of Sub-Clause (1) of this Clause.

10. Inspection of vehicle

(1) Prior to the execution date of this Agreement and upon request by the Lessee, the Lessor shall allow the Lessee or any officer designate by the Lessee to inspect every part of the vehicle for any default or mechanical problem to ensure the vehicle is in good state or in good working condition.

(2) If, after the inspection of the vehicle by the Lessee or his designated inspector, any fault or damages on any parts of the vehicle has been identified by the inspector during inspection then the Lessee shall cancel the propose lease of the vehicle.

11. Dispute Resolution and Jurisdiction

(1) The Parties agree that any dispute arising from this Agreement shall be resolved in the following ways:

(a) The Parties must resolve and settle the dispute between themselves in an amicable manner (outside of court);

(b) If the requirement in the preceding Sub-Clause fails, the parties shall engage an independent mediator who has no connections whatsoever with either of the parties to mediate the dispute (outside of court); or

(c) If the requirements in the provisions of Sub-Clauses (a) and (b) also fail, then the Parties shall, in pursuance of this Clause submit the dispute to be resolved in the competent court of law in Solomon Islands.

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

12. Severability

If a court of competent jurisdiction in Solomon Islands holds any provision of this Lease Agreement to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect and the parties shall amend this Lease Agreement to give effect to the stricken clause to the maximum extent possible.

13. Termination

(1) The Lessee may terminate this Agreement in any but not limited to the following circumstances:

- (a) upon the expiration date of this Agreement;
- (b) persistent occurrences of any event of Force Majeure;
- (c) Death of the Lessor;
- (d) a breach of any of the terms and/or conditions that radically changes the intention and/ or purpose of this Agreement;
- (e) a disputed term and/or condition or this Agreement in its entirety has been submitted to be adjudicated in a competent court of law in Solomon Islands

14. End of contract.

The vehicle, upon the expiry date of this Lease Agreement or such other subsequent date as may be agreed upon by the parties, shall be released to continue other hiring work.

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

SIGNATURES

LESSOR

MISS. EVERLYN SANGA

Owner Full Name	**Owner Signature**	**Date**
		2/1[illegible]/2023

John Pilumate		2/11/2023
Witness Full Name	Witness Signature	Date

LESSEE

MR. JACK SMITH
SENIOR OPERATION MANAGER,
GAMES ORGANIZING
COMMITTEE

4/11/23

Renter Full Name	**Signature**	**Date**

Witness Full Name

MISS. ANGELLINA FAKAIA
SERVICES MANAGER,
GAMES ORGANIZING
COMMITTEE
(GOC) 2023

04-Nov-23

Signature **Date**

C5

NATIONAL HOSTING AUTHORITY
SOLOMON ISLANDS GOVERNMENT

PACIFIC GAMES
SOLOMON ISLANDS

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST
(For payment of contracts over $100,000)

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

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

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

Department Compliance performed by:

Signed: ____Bts.____

Name and Position: Georgma K/Procurement

Date: 27/11/23

Procurement section Compliance performed by:

Signed: ____Bird____

Name and Position: Timani Bird CPO

Date: 27/11/23.

Finance Department Compliance performed by:

Signed: ____Sale____

Name and Position: Gregory Sale (FO)

Date: 28/11/23

PACIFIC GAMES
SOLOMON ISLANDS

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: EVERLYM SANGA

1) Requisition	☐	Sign by FC		Sign by ED	
2) Payment Voucher	☐	Sign by FC		Sign by ED	
3) LPO	☐	Sign by FC		Sign by ED	
18/12/23 4) IB Authorisations	☐	Authorised by FC		Authorised by ED	

Comments:

– ~~contract~~ filed

ANZ

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to ANZ Transfer
Transaction or Request Status:	Posted
Date / Time:	18/12/2023 15:17
Transaction Number:	AHM03829

Transaction Details:

Account Transfer of SBD 14,400.00

From Account: 5691140
To Account: 5696670

Notes for Recipient: Bus Hire- 7days (20th -30th Nov & 1-3Dec)
Notes for Myself: Inv#0894120-21

Pay Date : 18/12/2023

Comments:
* * * * * * * * * * Authorisation Details * * * * * * * * * * *
18/12/2023 15:17 Gregory Sale
Authorisation Required for : Transfer Between My Accounts (2A)
18/12/2023 16:20 Christian Nieng
Authorised -Transfer Between My Accounts
Comments : verified
19/12/2023 13:18 Debbie Ofaeri Sifoni
Authorised -Transfer Between My Accounts
19/12/2023 13:18 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 19/12/23

Your Reference

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

Held for Authorisation
Transaction Number AHM03829

Transaction Details

Account Transfer of SBD 14,400.00

From Account: 5691140
To Account: 5696670

Notes for Recipient: Bus Hire- 7days (20th -30th Nov & 1-3Dec)
Notes for Myself: Inv#0894120-21

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

NATIONAL HOSTING AUTHORITY Common Seal 2023 PACIFIC GAMES

18/12/23

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Everlyn Sanga	APPROVED BY EXECUTIVE DIRECTOR Signed________ Date 14/12/23
Address:	
IF DIRECT CREDITS ISSUED: BANK REF #:________ Signed________	APPROVED BY FINANCIAL CONTROLLER Signed________ Date 15/12/23

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2402	Hire Plant & Vehicles	Invoice#894120 from 20/11/23 to 25/11/23 and Invoice#894121 from 27/11/23 to 3/12/23 Reg No:MD0843	$14,400.00

Cheque No: IB for $14,400.00 Date 14/12/2023

Signature of claimant________

PRINT NAME: ________

Payment Voucher Prepared by________ Date 14/12/23

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-2337/23

DEPARTMENT:

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	SUPPLIER	ORDER NO.	COST
1		Raise payment to EVERLYN SANGA for Vanguard hiring from 20/11/23 to 25/11/23, and 27/11/23 to 03/12/23 (6 days) for GOC transport team for PG 2023	EVERLYN SANGA		$14,400-00 2
				TOTALS	$14,400-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $14,400-00 Date: 7/12/2023

Requisition Officer (Name): Imogen Vida Sign:

Account Code: 6-24602

Account Name: Hire plant/vehicle

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie. Renia Sign:

Post: FC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 14,400-00

Signed:

Name: C Nily

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

Threshold Checklist

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

Compliance Check by: Signature

Name: P. Himane Date: 13/12/23

Position: PCM

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

2023
PACIFIC GAMES
SOLOMON ISLANDS

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-2337/23

DEPARTMENT:

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	SUPPLIER	ORDER NO.	COST
1		Raise payment to EVERLYN SANGA for Vanguard hiring from 20/11/23 to 25/11/23, and 27/11/23 to 03/12/23 (6 days) for GOC transport team for PG 2023	EVERLYN SANGA 13/12/23		$14,400-00
				TOTALS	$14,400-00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $14,400-00 Date: 7/12/2023

Requisition Officer (Name): Imogen Vida Sign:

Account Code:

Account Name: Hire Plant/vehicle

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie Rena Sign:

Post: FC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 14,400-00

Signed:

Name:

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

Threshold Checklist

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

Compliance Check by: Signature

Name: P. Himane Date: 13/12/23

Position: PCM

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

MINUTE **Ref:** GOC – /23

To: EXECUTIVE DIRECTOR, NHA ______________________

From: PROCUREMENT COODINATOR, GOC ______________________ **Date:** 07/12/23

RE: PAYMENT FOR HIRED VEHICLE FOR VANGUARD, REGISTRATION # MD-0843– EVERLYN SANGA.

Approval is sought to raise payment as referred above.

The GOC transport team has requested for a vehicle hiring for the fleet. This hiring has been requested by the transport department to the transport supervisor to allocate a vehicle for the fleet druing the games. All fleet vehicle has been engage from the bump in and will continue to the end of Games. The transport team hire the vehicle,Registration# MD-0843 to use during games from the fleet .Everlyn Sanga's vehicle has been allocated in the fleet and was used by the transport team dated 20/11/23 to 25/11/23 & 27/11/23 to 03/12/23 for 6 days . Thus Payment is urgently needed to be raised to, the amount of **$14,400.00.**

See attached is the invoice for your perusal.

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

Invoice# 894/20 $7200 –
894121 $7200 –
$14,400 –

Lisiane Simata

____

Procurement Officer (GOC)

Endorsed by:

Imogen Vida Finance team Games Organizing Committee		
Signature:	Date: 7/12/23	

Approval:

Mr Peter Stewart Chief Excutive Officer Games Organising Committee		
Signature:	Date: 7/12/23	

Original

TAX INVOICE*/STATEMENT* 0894120

(*delete as appropriate)

Date 28/11/23

To Games and Organizing Committee (GOC). Transport.

ABN (of Recipient)

Order No.

From Everlyn Sanga. Cort # (7615671).

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
20/11/23	pickup & dropoff	$1,200		
21/11/23	pickup & dropoff	$1,200-		
22/11/23	pickup & dropoff	$1,200-		
23/11/23	pickup & dropoff	$1,200-		
24/11/23	pickup & dropoff	$1,200-		
25/11/23	pickup & dropoff	$1,200-		

$7,200-

TOTAL INCLUSIVE OF G.S.T. ~~$8~~

Total includes G.S.T. of $7,200-00

INVOICE

INVOICED FROM

Name: Everlyn Sanga
Address: Papaho
Phone: 7615671

Invoice #
Date: 27th/11/23
Registration # MD 0843

BILL TO:

Games Organizing Committee (GOC)
Old Sea King Building
P.O Box 2443
Honiara

DESCRIPTIONS OF SERVICES	Qty (Hours)	Amount (SBD)
Vehicle No. MD 0843 (Suzuki) was allocated for PGA Executive. It was stationed at PCH for pick up and drop off.		
Thank you for your business!	**Total**	$7,200.00

Terms of payment: 5 Working days from date of invoice

Make cheque payable to:

Bank: ANZ
Account Name: Everlyn Sanga
Account Number: 5696670

Signature of Vehicle owner:

Signature of: Recipient

Original

TAX INVOICE*/STATEMENT* 0894121

(*delete as appropriate)

Date

To Games and Organising Committee (GOC) Transport Centre

ABN (of Recipient) Order No.

From Everlyn Sanga
Contact NO: 7615671

ABN (of Supplier)

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
27/11/23	- Pickup & drop off	$1,200		
28/11/23	- Pickup & drop off	$1,200		
29/11/23	- Pickup & drop off	$1,200		
30/11/23	- Pickup & drop off	$1,200		
1/12/23	Pickup & drop off	$1,200		
2/12/23	Day off (Sabbath)	—		
3/12/23	Pickup & drop off	$1,200		
				$7,200

TOTAL INCLUSIVE OF G.S.T. $7,200

Total includes G.S.T. of $

INVOICE

INVOICED FROM

Name: Everly Sanga

Address: papaho

Phone: 7615671

Invoice #

Date: 04/12/23

Registration # MD-0843

BILL TO:

Games Organizing Committee (GOC)
Old Sea King Building
P.O Box 2443
Honiara

DESCRIPTIONS OF SERVICES	Qty (Hours)	Amount (SBD)
Vichle allocated for P.G.A Executive as of 27/11/23 to 3/12/23. And was Station at pacific Crown Hotel (PCH). For Pickups and drop offs.		
Thank you for your business!	Total	$ - 7,200-00

Terms of payment: 5 Working days from date of invoice

Make cheque payable to:

Bank: ANZ

Account Name: Everlyn Sanga

Account Number: 5696670

Signature of Vehicle owner:

Signature of : Recipient

PACIFIC GAMES
SOLOMON ISLANDS

NATIONAL HOSTING AUTHORITY

SOLOMON ISLANDS GOVERNMENT

C5

CONTRACT PAYMENT AND COMPLIANCE CHECKLIST

(For payment of contracts over $100,000)

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

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

Department Compliance performed by:

Signed: ______________________

Name and Position: Agnes Ngcumi

Date: 8/12/2023

Procurement section Compliance performed by:

Signed: ______________________

Name and Position: Timari Bird CPO

Date: 13/12/23

Finance Department Compliance performed by:

Signed: ______________________

Name and Position: George / Finance officer

Date: 14/12/23