2nd payment

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: ProDesigners Builders Ltd.

Payment Approval

12/09/23 — 1) ~~Minute~~	☐	Sign by ED			
2) Requisition	☐	Compliance Officer		Sign by ED	
3) Payment Voucher	☑	Sign by FC		Sign by ED	
4) LPO	☐	Sign by FC		Sign by ED	
5) IB Authorisations	☑	Sign by FC		Sign by ED	✓

Comments:

Payment Pv 1 Approval & processing.

2023 RECIEVED
DATE 12/9/23
PACIFIC GAMES SOLOMON ISLANDS
SIGN

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	14/09/2023 10:02
Transaction Number:	AGY64049

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 121,286.05
Transfer From Amount: SBD 121,286.05
Indicative :
My Reference: Pay 2-Clinic

Payment Details

Account Name: ProDesigners Builders Ltd
Account Number: 20035601123016
Bank Name: Bred Bank
Reference To Payee : INV#04-PPay2-PMU

Pay Date : 14/09/2023

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
14/09/2023 10:02 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
14/09/2023 10:29 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
14/09/2023 11:01 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
14/09/2023 11:01 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID
DATE 14/9/23 CHQ. No.

©Copyright Australia and New Zealand Banking Group Limited ABN 11 005 375 522, 1996-2023. ANZ's colour blue is a trade mark of ANZ.

Your Reference

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

Held for Authorisation
Transaction Number AGY64049

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 121,286.05
Transfer From Amount: SBD 121,286.05
Indicative :
My Reference: Pay 2-Clinic

Payment Details

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



NATIONAL HOSTING AUTHORITY
P O Box 2443
Honiara, Solomon Islands
E:Accounts@sol2023.com.sb

PAYMENT VOUCHER

DATE 13/09/2023

Pro Designers Builders Limited
P O Box 2222
Honiara

Cheque Number IB TRANS

Total Amount Paid $121,286.05

Pyament No.02 (20%) - Construction of Games semi-permanent Clinic at Burnscreek.

In Payment For the following invoices:

Supplier Inv	Purchase No.	Invoice Date	Invoice Amount	Previous Payments	Current Payment
	00000541	11/05/2022	$574,928.48	$180,748.82	$121,286.05

NATIONAL HOSTING AUTHORITY FINANCIAL CONTROLLER SOL2023 PACIFIC GAMES 13/9/23

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOL2023 PACIFIC GAMES 13/09/23

Payment Voucher Prepared By: _____ Date: 13/09/23

Signature of Claimant: _____

PRINT NAME: _____

ProDesigners Builders Ltd
P.O.Box 2222, Honiara, Solomon Islands
Ph: +677 888 9888

Invoice

Invoice 04

NHA

Attn: Leeroy Bird
Email Address: LBird@sol2023.com.sb

Mobilisation

Description	Quantity	Unit Price	Cost
Mobilisation	1	$138,612.63	138,612.63
		Subtotal	138,612.63
		Total	138,612.63

Aryan Divan - *Manager Director*

ProDesigners Builders Ltd

PO Box 2222, Honiara
Mobile: +677 8889888

(less 5% Retention of $6,930.63)
12/09/23

Solomon Islands PBL ProDesigners Builders Ltd

PAYMENT SCHEDULE
PRODESIGNERS BUILDERS LIMITED
CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC

Payment No.		Award Amount	Retention 5%	With Holding Tax 7.5%	OTHER DEDUCTION	Amount Paid	Status
		$693,063.13			*Customs & fee Charges*		
No.1	35%	242,572.10	12,128.60	18,192.91	57,533.01	154,717.57	PAID
No. 2	20%	138,612.63	6,930.63	10,395.95		121,286.05	Payment in Progress
No.3	45%	311,878.41	15,593.92	23,390.88		272,893.61	
VARIATION		29,750.00	1,487.50	2,231.25		26,031.25	
Retention						-	
TOTAL		***722,813.13***	***36,140.66***	***54,210.98***	***57,533.01***	***574,928.48***	

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU - 911/23

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1	L.S	Payment No. 2 (20%) for Provision of Labour for the Construction of Games Semi-permanent Clinic at Burnscreek - upon mobilisation to Site, Site set out, establishment excavation...	Prodesigners Builders Limited	INV 04	$138,612.63 less 5% retention of $6,930.63
				TOTALS	$131,681.99

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $131,681.99 Date: 12/09/23

Requisition Officer (Name): SOLEANA CACAHE Sign: Signable

Account Code: 6-2717

Account Name: Other Local, Other Cost

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRD Sign:

Post: EXECUTIVE DIRECTOR, PMU

Department: PMU, GFC 12/09/23

Authority is granted for expenditure not exceeding:

SBDS 131,681.99

Signed: EXECUTIVE DIRECTOR

Name: CNIeu

Note: Authority for expenditure must be given by the 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. Tamare Date: 12/1/23

Position: PCA

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

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-911/23

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY SUPPLIER	ORDER NO.	COST
1	L.S	Payment No. 2 (20%) for Provision of Labour for the Construction of Games Semi-permanent Clinic at Burnscreek - upon mobilisation to Site, Site set out, establishment excavation..'	Prodesigners Builders Limited	INV 04	$138,612.63 less 5% retention of $6,930.63
				TOTALS	$131,681.99

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $131,681.99 Date: 12/09/23

Requisition Officer (Name): SOLEANA GAGAHE Sign:

Account Code: 6-2717

Account Name: Other Local, Other Costs

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRD Sign:

Post: EXECUTIVE DIRECTOR, PMU

Department: PMU, GFC 12/09/23

Authority is granted for expenditure not exceeding:

SBD$ 131,681.99

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. Finance Date: 12/1/23

Position: Dept

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

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 13/09/23

Thru: Leeroy Bird, Executive Director, PMU 12/09/23

From: Cora Makini, PMU

NHA Ref: **CSM-080923**

Date: Friday 8th September 2023

SUBJECT: Approval of Payment No. 2 (20% of Contract Value) for Provision of Labour for the Construction of Games Semi-permanent Clinic at Burnscreek to Contractor: Prodesigners Builders Limited

Dear Sir,

With regards to the above, and as per Section III: Payment Schedule of the Labour-based Contract between NHA and Prodesigners Builders Limited, whereby

> *"A payment 20% of the payment will be paid upon contractor's mobilization to the Site, Site set out, establishment excavations for building footings and concrete works,"*

The Contractor (Prodesigners Builders Limited) is now eligible for this Payment, having already mobilized to site and have completed the prepatory works stated above.

PMU has verified this to be true, and thus, hereby request your approval for this payment to be released for Contractor – Prodesigners Builders Limited.

Payment Summary:

Contract Name	Description of Payment	%	Amount of claim	Retention (5%)	Payable Amount
Provision of Labour for the Construction of Games Semi-permanent Clinic at Burnscreek	Payment No. 2	20%	$138,612.63	$6,930.63	$131,681.99

Attached are additional documents in support of this request.

Sincerely,

Cora Makini
Project Manager, PMU

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOL2023 PACIFIC GAMES

FOR SECRETARIAT OFFICE USE ONLY

Approved	Not Approved
✓	

.....13/09/23.....
Signature Date

Mr Christian Nieng
Executive Director
National Hosting Authority

Cc. FC

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

PROGRESS PAYMENT CERTIFICATE NO: 02

Payment Schedule Name:	Payment No. 2		
Project Name:	Labour based Contract for Provision for the Construction of Games Semi-permanent Clinic at Burnscreek		
Contractor:	Prodesigners Builders Limited		
Project Manager	Cora Makini	**Certificate:**	PC - 02
Contract Administrator:	Soleana Gagahe	**Date Invoice Received:**	12-Sep-23
		Date Issued for payment:	12-Sep-23
		Contract No:	N/A

A	PROGRESS CLAIM SUMMARY			
REF	**PROGRESS CLAIMS**	**CONTRACT DETAILS**	**PAYMENT DETAILS**	**NOTES**
	Contract Value	$ 693,063.13		
1	Payment 1 (35%)	$ 242,572.10	less 5% retention	Already paid
2	Variation 1	$ 29,750.00	less 5% retention	Already paid
3	Payment 2 (20%) Upon completion of sub/superstructure	$ 138,612.63	less 5% retention	This claim
4	Payment 3 (45%)			
5	Payment 4 (5% retention)			
6				
7				
8	**Progress Claim to date**	**$ 410,934.72**		
9	**Original Contract Value**	**$ 693,063.13**		
10	**Total Adjusted Contract Value**	**$ 722,813.13**		
11	**Balance of Contract Payment**	**$ 311,878.41**		

B	PAYMENT DETAILS		
	Progress payment for this claim	$ 138,612.63	
	Retention-Purchaser retains 5% of this payment pursuant to clause	$ 6,930.63	
	Amount payable for this claim after Retention	$ 131,681.99	

Payment is certified as conform to payments terms and conditions as stated in Section III: Payment Schedule of the Labour based Contract Agreement between NHA and Prodesigners Builders Ltd

Payment is hereby certified: 11/09/2023
Cora Makini (Project Manager) *Date*

Complianced and approved by: 11/09/2023
Soleana Gagahe (Contract Administrator) *Date*

Claim is hereby approved for payment by: 12/09/23
Leeroy Bird (Executive Director - PMU) *Date*

On presentation of this original to the Employer, the Contractor is entitled to payment was per the Payment Schedule of the Contract Agreement between NHA and Prodesigners Builders Limited

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	PMC 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)		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		✓		
Other reports if any (goods and services)		N/A		
Payment certificate from Engineer matching amount in Requisition (PR - Less 5% Retention value)		✓		
Invoice from Contractor matching amount in requisition (PR - Less 5% Rentain value)		✓		
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: HAZEL H (CA-ELECTRICAL)

Date: 12/09/2023

Procurement section Compliance performed by:

Signed: _____

Name and Position: Pithmane (PCM)

Date: 12/9/23

Finance Department Compliance performed by:

Signed: _____

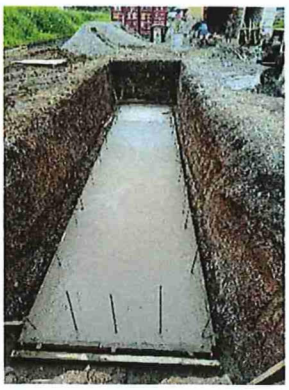
Name and Position: _____

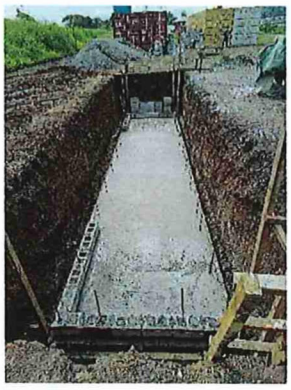
Date: _____

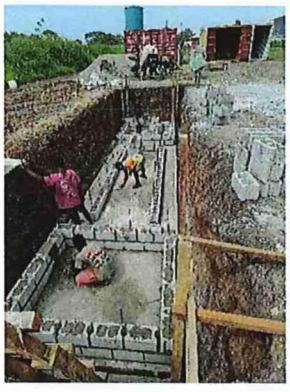
PROJECT MANAGEMENT UNIT - POLYCLINIC	
FOOTINGS AND FOUNDATION REPORT	
CONTRACTOR NAME:	**PRODESIGNER BUILDER LTD**
PROJECT TITLE:	POLYCLINIC FOOTING AND FOUNDATION CONSTRUCTION
LOT NO#:	
LOCATION:	BURNS CREEK SCHOOL COMPOUND
CONSTRUCTORS NAME:	ARYAN M.DIVAN
CONSTRUCTION STARTING DATE:	SEPTEMBER 4TH, 2023
CONSTRUCTION REPORT DATE:	SEPTEMBER 7TH, 2023
TIME OF WORK:	8AM TO 5PM : DOWN TIME: 8PM
PERSONNEL	
CONSTRUCTION MANAGER:	ARYAN M.DIVAN
ADMIN AND ACCOUNTS:	ALEX S.MANIA
SUPERVISOR:	ATKIN BINA
FOREMAN:	AGUSTINE HANE
SKILLED LABOUR:	JUNIOR RAOMAI
SKILLED LABOUR:	JOHN FAMA
SKILLED LABOUR:	ALFRED FAMA
SKILLED LABOUR:	DON STANTON
SKILLED LABOUR:	ROBERT MAE
SKILLED LABOUR:	BARNABAS AGUSTINE
SKILLED LABOUR:	LIONAL RICHIE
SKILLED LABOUR:	STEWARD STANSY
SKILLED LABOUR:	ALFRED DAU
GENERAL LABOUR:	WILLIAN DAGI
GENERAL LABOUR:	DAVID FALUTA
GENERAL LABOUR:	LIONAL KASPA
GENERAL LABOUR:	ROGER A'TA
TOTAL NUMBER OF:	16 EMPLOYEES
TASK	
NO# 2 (STAGE 1)	FOOTINGS AND FOUNDATION CONSTRUCTION
DATE/DAYS	CONTRACTOR ACTIVITY SUMMARY
MONDAY 4TH SEPTEMBER 2023	Septic is completed.
WEATHER	Sunny Day
TUESDAY 5TH SEPTEMBER 2023	Profiling of Footings and Foundation & surveying.
WEATHER	Sunny Day
WEDNESDAY 6TH SEPTEMBER 2023	Approval from NHA team.
	Digging of Pad Footings
WEATHER	Sunny Day

THURSDAY 7TH SEPTEMBER 2023	Shaping and straightening of pad footings
	Digging of Foundation Footing, while waiting for materials.
WEATHER	Cloudy Day
OVERALL SUMMARY AND COMMENT	The excuvation for the Footings and Foundation has now completed.
PREPARED BY:	PRODESIGNER BUILDER LTD

PHOTOS OF WORKS CONDUCTED





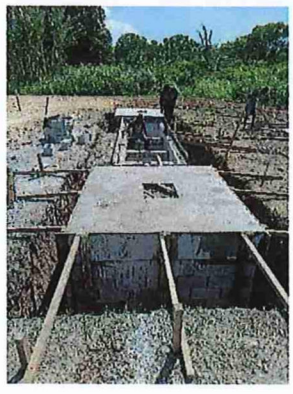




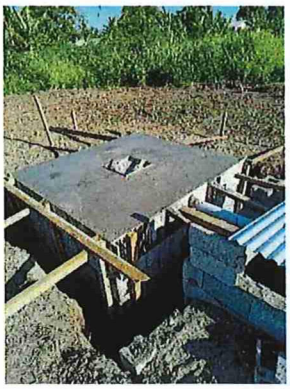








PHOTOS OF WORKS CONDUCTED









SOLOMON ISLANDS
GOVERNMENT

GAMES FACILITIES
COMMITTEE

ADDENDUM NO 2

ADDENDUM TO TERMS AND CONDITIONS OF THE CONTRACT

LABOUR BASED CONTRACT

PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT CLINIC AT SINU - PANATINA

between

NATIONAL HOSTING AUTHORITY

and

PRODESIGNERS BUILDERS LIMITED

Issued August 2023

AMENDMENT TO THE CONTRACT

THIS ADDENDUM TO THE CONTRACT ("Contract") is entered into between **NATIONAL HOSTING AUTHORITY, (NHA) ("the Client")** having its principal place of business at OLD SEA KING BUILDING, POINT CRUZ, HONIARA, and **PRODESIGNERS BUILDERS LIMITED ("the Service Provider").**

The Parties entered into the Contract Agreement for the Provision of Labour for the Construction of Games semi-permanent Medical Clinic at Burnscreek had on this date agreed to changes and amendment of contract terms and conditions. The clauses referred herein shall repeal or include and shall form part of the final Contract.

All expressions and terms defined or used in the original Contract Agreement shall have the same meaning in this Addendum unless the context clearly requires otherwise.

1.0: AMENDMENT OF THE CONTRACT AGREEMENT IS AGREED AS FOLLOWS:

The amendment to the original contract terms and conditions shall supersede the referenced clauses of the contract & Addendum 1 to the Contract, as mentioned below and effectively enforced herewith.

1. **AMENDMENT 1: CONTRACT NAME-** The contract name has been amended to read as follows- **"PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES SEMI-PERMANENT CLINIC AT BURNSCREEK"-** The site named as SINU-Panatina has been repealed as stated in Amendment 2 below.

2. **AMENDMENT 2: PART 2-2.1 CLAUSE A** is amended to read as follows; - *Both Parties have agreed for the Contractor to perform the works as Labour-based and specified as provision of labour for the construction of Games Semi-permanent Medical Clinic at Burnscreek, the parties agreed that the site indicated as SINU-Panatina is replaced as Burnscreek.*

3. **AMENDMENT 3: PART 2-2.1 CLAUSE E** is amended to read as follows: - *Both Parties agreed that any changes to building design, scope of works and other building-related works shall be applied as variations, any works outside of the building shall not be included as variations.*

4. **AMENDMENT 4: PART 2-2.1 CLAUSE F** is amended to read as follows: - *The Works (excluding foundation works) shall be completed within* ***2 months*** *from date upon which the Notice to Proceed has been issued by the Purchaser's designated Project Manager to the Contractor prior to commencement of Works as specified within the Scope of Works.*

Both parties agreed herein for the amended clauses and parts of the original contract fully supersedes the original and agreed clauses and parts referenced.

This amendment shall form part of the contract and can be read or interpreted part of the original Contract.

Any further amendment shall not be considered unless otherwise agreed by both Parties,

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

On behalf of the Purchaser

Name: Christian Nieng

Signature:.....

Designation: Executive Director
National Hosting Authority

On behalf of the Supplier

Name: Aryan M. Divan

Signature:.....

Designation: Managing Director
PRODESIGNERS BUILDERS LIMITED

As witnessed by Project Management Unit Representative

Name: Leeroy Bird

Signature:.....

Designation: Executive Director

Project Management Unit

Date: 14/08/23

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
PMU
SOL2023 PACIFIC GAMES



LABOUR BASED CONTRACT

FOR

PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC AT SINU-KUKUM

BETWEEN

SOLOMON ISLANDS GOVERNMENT
NATIONAL HOSTING AUTHORITY

(Purchaser)

AND

PRODESIGNERS BUILDERS LIMITED

("CONTRACTOR")

CONTRACT FORM

This contract agreement is established on this 11th Day of February 2022 and is;

Between

The Purchaser referred to as the **Government of the Solomon Islands**, represented by the **National Hosting Authority**, legally represented in this matter by the **Executive Director- Christian Nieng**.

And

The Contractor referred to as **PRODESIGNERS BUILDERS LIMITED** which has its registered office at **P.O.Box 2222-Honiara,Solomon Islands**, legally represented in this matter by **Managing Director- ARYAN VAHID** hereinafter referred to as the Contractor,

2.0: BOTH PARTIES HAVE AGREED AS FOLLOWS: Both Parties have agreed to the following terms and conditions, and of which shall be binding.

2.1. CONTRACTS BINDING TERMS AND CONDITIONS:

Both parties agreed that the conditions agreed herein constitutes details of the contract and of which each party is abided.

a. Both parties have agreed for the contractor to perform the works as labour-based and specified as Provision of Labour for the **Construction of Games Makeshift Medical Clinic at SINU-Kukum Campus.**

b. The contract shall be **labour based** whereas all materials shall be supplied by the Third Party of which both parties have been appointed and agreed herewith.

c. The amended price of the execution of Works is confirmed in the Price Schedule submitted by the Contractor on **10th February 2022**.

d. Both parties hereby agreed that the total Price shall be of **SBD$693,063.13**,The agreed price for the execution of the Works is fixed for the duration of the Contract unless there is a change of design, scope of works which will change the price value.

e. Both Parties Agreed that any change of scope, design, and any new scope of works or services not covered in the contract or not specified in the Scope of works or other works related to the completion of project shall be applied as variations.

f. The works shall be completed within **Six months** from the Contract Commencement date. Construction of various lots may happen simultaneously.

g. Client and Contractor agree that taking possession of site must be before the Material from **PT Audie Building Industry** arrive in Honiara. Purchaser may take responsibilities for warehousing at its own cost until such time site is ready for commencement of works if it fails to issue taking possession of site prior to arrival of materials from the described supplier.

h. Where the Purchaser (herein NHA) delays locally procured materials for delivery on site, the Contractor shall charge labour delayed upon Purchaser for labour rates of workers for the hours and days delivery of materials delayed.

i. The Contractor shall strictly comply with the terms and conditions as described in the General Conditions of Contract and Special Conditions of Contract for the Execution of Works and the Technical Specifications and Drawings.

j. The Contractor's invoice(s) to the Employer for the completion of all progressive works shall be addressed to the **Project Management Unit – National Hosting Authority** of the quoting the above-mentioned Contract number.

k. This Contract is subject to the provisions of the attached General Conditions of Contracts and Special Conditions of Contract for the Execution of Works as in Specific Scope of works.

2.2: CONTRACTS SPECIFIC TERMS AND CONDITIONS

Both Parties agreed that each party shall responsible and shall perform part of which described as specified applied conditions of the contract described as below.

A. Contractor's Undertaking-The Contractor herein referred as **PRODESIGNERS BUILDERS LIMITED** hereby agreed with the described undertakings as.

i. To complete the required services diligently, expeditiously and with due skill, care, and diligence.

ii. To completely perform the services with the highest level of professionalism.

iii. To ensure that suitably skilled and appropriately experienced personnel are assigned to conduct the Services as required.

iv. To cooperate, where necessary, with the Client in carrying out the required Services.

v. Ensure that Services are provided in a timely and efficient manner.

vi. Contractor will submit Progress Report every 2 weeks to Client and **PT Audie Building Industry.**

vii. The Contractor shall provide skilled labour for the works required as in design and scope of works.

viii. The Contractor hereby agrees with the terms and conditions of the contract and other documents attached as annexes.

B. **Purchaser's Responsibility-** The Contractor herein referred to as **National Hosting Authority** hereby agreed with the described undertakings as.

i. Shall allow the contractor to proceed with the Contract and shall in its discretion assist the contractor in preparation of the site.

ii. The Client shall provide the Contractor with records, information, documents, and explanation on which the Consultant shall rely and to maintain its (i.e the client's) records in a form necessary to enable the Contractor to carry out the Services on a timely manner.

iii. To cooperate with the Contractor and provide the Contractor with all reasonable and necessary assistance to enable the Contractor to perform the Services. This includes providing the Contractor with timely and reasonable access as appropriate and as agreed to by the parties, to the premises, facilities, information, and representatives.

iv. To pay the Charges as required under this contract in accordance with the charges and deliverable in Schedule 1 as agreed by both parties and payments for variation that might arise.

v. The Purchaser shall be responsible for any cost for in land logistics, movement of materials and any cost associated with materials from Ports to storage sites or construction site.

vi. The Purchaser shall pay for connection of required utilities such as water and electrical connection to the site.

vii. To organize and pay for any charges to the HCC with regards to building permit and other required charges of HCC.

viii. This Agreement shall be for a period of the installation of foundation and flooring till the completion of prefab containers installation, shall start from the same day as payment.

ix. The Purchaser shall ensure that all temporarily and permanent water and electricity are paid and connected to the site.

x. The Purchaser meet the cost for the site preparation prior to the contractor proceeding to the site.

10. This Contract is made up of the following documents, in order of precedence:

- THIS CONTRACT AGREEMENT
- SECTION I: GENERAL CONDITIONS OF CONTRACT
- SECTION II: SPECIAL CONDITIONS OF CONTRACT
- SECTION III: PAYMENT SCHEUDLE
- SECTION IV: ANNEXES TO THE CONTRACT
- Annex A: Performance securing declaration
- Annex B: Contractors priced bills of quantities
- Annex C: Project requirements: General Requirements
- Annex D: Work Schedule
- Annex E: Building Design and Drawings

The various documents making up this Contract shall be deemed to be mutually explanatory; in cases of a different interpretation, the documents shall prevail in the order in which they appear above.

Parties hereby agree and sign as followed:

1. FOR THE NATIONAL HOSTING AUTHORITY		2. FOR THE CONTRACTOR	
Name:	**CHRISTIAN NIENG**	**Name:**	**Aryan M Divan**
Title:	**Executive Director Secretariat (NHA)**	**Title:**	**Managing Director**
Signature:	.....	**Signature:**	.....
Date:	17/02/22	**Date:**	16/02/22

COUNTER-SIGNING BY NATIONAL HOSTING AUTHORITY

FOR THE NATIONAL HOSTING AUTHORITY

Name: **ELDON TEPA**

Title: **EXECUTIVE DIRECTOR**
PROJECT MANAGEMENT UNIT
GAMES FACILITIES COMMITTEE

Signature .....

Date: 16/2/22

SECTION II: SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract for the Execution of Works for the Solomon Islands Government. Whenever there is a conflict, the provisions herein shall prevail over those in General Conditions for the Execution of Works (GCC). The corresponding Article numbers in the General Conditions of Contract are indicated below.

GCC Article	No.	Particulars
1. Definitions	1.5	**a. THE EMPLOYER IS:** NATIONAL HOSTING AUTHORITY SEAKING BUILDING HONIARA-SOLOMON ISLANDS **b. THE CONTRACTOR:** PRO-DESIGNERS & BUILDERS P.O.BOX 2222 HONIARA-SOLOMON ISLANDS **c. THE LOCATION SITE IS:** PANATINA AREA EAST HONIARA HONIARA SOLOMON ISLANDS
	1.12	• **THE PROJECT MANAGER IS:** CORAH MAKINI PROJECT MANAGER PROJECT MANAGEMENT UNIT
	1.13	• **THE CONTRACT ADMINISTRATOR IS.** PETER HIMANE CONTRACT ADMINISTRATOR PROJECT MANAGEMENT UNIT
3. Delivery of the Works	3.1	The works shall be completed within **60 days** for each lot from the Contract Commencement date. **Note:** *For this Contract, it a Six day working week is assumed. Therefore, the works shall be completed within weeks of commencement of the Contract. The Contract commences on the day that it has been signed and countersigned by all parties to the Contract.*

4. Guarantee	4.5	The Defects Liability Period shall be **six months**, for quality of workmanship, from the date of acceptance of the Works. The Contractor shall, in addition, comply with the performance as specified in the Contract. If for reasons attributable to the Contractor these guarantees are not attained in whole or in part, the Contractor shall, at its discretion, either make such changes, modification, and/or additions to the Works or any part thereof as may be necessary in order to attain the contractual guarantees specified in the contract at its own cost and expense
	4.6	This Contract must be supported by a duly signed Performance Securing Declaration, acceptable to the Employer, in lieu of a Performance Security.
5. Inspection	5.1	Inspection and tests by the Employer or 3rd party in name of the Employer regarding the Execution of the Works and the quality levels applied to may be implemented as follows: The time limit for inspection and quality assurance may be undertaken at all times during the Execution of the Works. There is no need for the Employer or their representative to announce their inspection beforehand.
6. Contacts	6.1	**THE EMPLOYER'S AUTHORIZED REPRESENTATIVE FOR THIS CONTRACT IS.** **Eldon Tepa** **Executive Director** **Project management Unit** Email: ETepa@sol2023.com.sb **THE CONTRACTOR'S AUTHORIZED REPRESENTATIVE IS:** **Mr Aryan Divan - Manager Director** **ProDesigners Architects (SI) Limited and ProDesigners Builders** **PO Box 2222, Honiara** **Mobile: +677 8889888.**
9. Prices	9.1	The Contract price is fixed for the duration of the Contract.
	9.2	Variations of the Contract price may be granted by the Employer provided the request for variation is made prior to the work being undertaken, the variation is assessed by the Employer to be necessary and the price quoted is reasonable.
10. Payment	10.1	Payment for Works carried out under this contract shall be made in SBD. The Contractor is to submit a claim for works completed. The Project Manager is to inspect the works and if satisfied that the work

		is complete and to reasonable standard will authorise payment of the Contractor's claim. If there is a difference between the assessed works completed and the claim amount the Contractor is to adjust the claim to match the value of the completed works. Progressive payments are stated in the Payment Schedule as in SECTION III of the Contract.
	10.6	In case payment is subject to SIG tax law, the latest information on the relevant withholding taxes and other payables are to be found at the website of the Inland Revenue Department: http://www.ird.gov.sb
11. Advance Payment	11.1	The first scheduled payment shall be the Mobilization Payment which shall be paid after the project has mobilized, materials have been delivered to site and work is ready to commence.
12. Penalty (Liquidated Damages)	12.1	Applicable rate for the Liquidated damages is: 0.1% per day. Applicable maximum shall not exceed ten (10) precent of the delayed Works Contract Price.
14. Contractors Liability	14.1	Notwithstanding Article 14.1 of the GCC, the Contractors liability is twice the Contract value as stated in the Contract between Employer and Contractor.
20. Insurances	20.1	Contractor shall provide with their tender the following proof of insurance: - Workmen's Compensation As required by SI Law - Third Party Liability SBD 2,000,000 - Equipment for use in Project Replacement Value The Contractor shall, prior to commencing the Works, effect and thereafter maintain insurances in the joint names of the Parties: a) for loss and damage to the Works, Materials, Plant and the Contractor's Equipment, b) for liability of both Parties for loss, damage, death or injury to third parties or their property arising out of the Contractor's performance of the Contract, including the Contractor's liability for damage to the Employer's property other than the Works, and c) for liability of both Parties and of any Employer's representative for death or injury to the Contractor's personnel except to the extent that liability arises from the negligence of the Employer, any Employer's representative or their employees.

SECTION III: PAYMENT SCHEDULE.

This payment schedule is part of contract and is crucial part of which contractor shall be remunerated. This schedule is made reference to the Contractors performance and claims. Upon inconsistencies of work schedule and claims, this schedule supersedes contractors work schedule where it shall be revised to compromise with this schedule.

			CONTRACT VALUE	**SBD$693,063.13**
PAYMENT NUMBER	**MILESTONE DESCRIPTION**	**AMOUNT CLAIMED (USD)**	**RETENTION withheld 5%**	**AMOUNT DUE PAYABLE**
Payment No.1	The payment of 35% shall be made upon confirmation and certification of all materials arrived in Honiara and the Contractor proceeds with local logistics, arrangement for storage and or other local handling processes.	**$242,572.10**	**$12,128.60**	**$230,443.49**
Payment No 2	A payment 20% of the payment will be paid upon contractor's mobilization to the Site, Site set out, establishment Excavations for building footings and concrete works.	**$138,612.63**	**$6,930.63**	**$131,681.99**
Payment 3	Final payment of 45% will be paid upon Contractor's Completion of all steel structures, install prefab installation, roofing, electricals, plumbing, internal installation for wall claddings. Installation Flooring – Hospital Standard Vinyl Flooring. Cornices. Finishing works to the whole building, installation of office furniture, finishing to electricals, soak hole and septic, final painting to areas required. Installation of Medical Supplies and final finishing to all works and services, landscaping, and other exterior finishing works. Finishing works to the whole building, installation of office furniture, finishing to electricals, soak hole and septic, final painting to areas required	**$311,878.41**	**$15,593.92**	**$296,284.49**
Payment 4	A payment for Defect Liability period shall be made after three months practical completion certificate is issued to the contractor.	**$34,653.16**		**$34,653.16**
	TOTAL		**$34,653.16**	**$693,063.13**

ANNEX B: PERFORMANCE SECURING DECLARATION

ANNEX C: CONTRACTORS LABOUR COST SUMMARY

ANNEX D: PROJECT WORKS REQUIREMENTS:

1. Introduction

The National Hosting Authority through the Project Management Unit is seeking to construct Makeshift Medical clinic. The Purpose of makeshift medical clinic is to be used as medical center for sporting related health issues.

The building materials will be funded by the Indonesian government, the labour cost will be funded by SIG through the National Hosting Authority.

The Contractor to construct a COVID 19 makeshift hospital at agreed site as specified in the building description set out. The Client will give Hand Over Site to The Contractor, so The Commencement date will start. Construction works in accordance with drawings, specifications approved by PT Audie Building Industry and Solomon government. It does not include imports duty or import taxes which must be paid by client. Client will give Duty Free Letter for all the product that imported from PT Audie Building Industry – Indonesia.

1. Project Brief

The project will be steel and concrete structure with all pre-cut materials to be set and supplied by Audie Suppliers. Local Contractor is required to assemble and construction the Medical Clinic.

1.1 Location

The location where the medical clinic will be built at the following location.

Solomon Islands National University Campus
Kukum Campus
Solomon Islands National University
Honiara-Solomon Islands.

2. SPECIFI SCOPE OF WORKS

The Contractor is required to build a Makeshift Medical Clinic required for Pacific games 2023, the works shall conform to the building design and bills of quantities. All workmanship and specification of applied works is included herein.

The general works required shall ensure to conform to the normal building construction as follows.

All materials to be used shall conform to the certified materials under NZ standard of Solomon Islands used for structural and other complete works. Hazardous materials specified as asbestos and other materials restricted from construction are not allowed for use in this project.

The contractor shall perform the services described as works and is restricted to the following scope of works.

1. Contractor will organize and pay for transportation of prefab containers from ports to site
2. Contractor shall pay the agent fee for container paperwork.
3. Contractor shall ensure perform Cleaning of Site, and preparation for work.
4. Contractor in pursuant to this Contract shall supply local abours as well as local materials of which cannot be procured overseas.
5. Shall ensure that all Installation of Prefab Buildings are made according to the designs.
6. Ensure to make Installation of roof and steel structure pertaining to roofing.
7. Installation Flooring – Hospital Standard Vinyl Flooring.
8. Electrical and wiring installation with provided materials and paperwork for Solomon Power connection.
9. Installing soak hole and septic tank with all plumbing pertaining to prefab buildings.
10. Assembly of Furniture and Interior provided.
11. Installation Plumbing; Installation Sanitary; Installation of water tank.
12. The Contractor shall ensure that all workmanship and all work-related process are properly managed on site.

3. GENERAL SCOPE OFWORKS REQUIREMENTS:

3.1 Preliminary & General

The Contractor will be responsible for the following:

- Provision of all material and labor on site.
- High quality of workmanship and finishes by appropriately qualified personnel.
- Maintenance of site access and site storage.
- Provision of all temporary site service including, but not limited to; water, electricity, site sanitation etc.
- Protection of all works.
- Provision of site office and site storage to suit the Contractor's personnel needs.
- Connection of all permanent services to the works.
- Site cleanliness and tidiness for maintenance of safety and environment.

3.2 Health and Safety

The Contractor is to ensure safety of all personnel and the public whilst on site. It is mandatory for the Contractor to submit a Work Safe Method Statement before commencing any works on site. The Work Safe Method Statement is to be reviewed and approved by the Employer. To a minimum the following criteria must be met;

3.3 General safety requirements

The contractor must put controls in place to eliminate, isolate or minimize all hazards. General hazards include;

- General public
- Heavy plant (trucks reversing, excavators)
- Deep excavations
- Falling objects
- Hot works
- Working at height

3.4 Personal Protective Equipment (PPE)

Contractors personnel or any visitor on site must comply, at a minimum, with the following;

Safety boots/ Footwear	Steel cap boots to be worn at all times
High Visibility (HV) Clothing	HV jacket or vest to be worn at all times.
Head Protection	Hard hat to be worn when working under falling hazards (cranes, scaffolding, double storey structure)
Hearing Protection	Hearing protection is to be used when operating or in the vicinity of noisy equipment.

3.5 Contractual operation Requirements

The contractor must, to a minimum, comply with the following:

Equipment	The Contractor is to nominate the equipment to be used on site. A detailed equipment list is to be submitted as part of the Contractors tender submission. All equipment is to be in safe and working order and must all have current licenses where appropriate. Vehicles are to be operated by qualified or adequately trained personnel.
Ladders	Must be available on site and in good condition and fit for industrial use.
Scaffold	Must be in good condition and adequately assembled by trained personnel
Power Tools	Tools on site must be serviced, in good condition and adequate for the task/job carried out.
Electricity	Any works that involve the use of electricity, including temporary power during works, is to be carried out be a suitably trained and certified electrician.
Fencing	Contractor is to separate construction area from general public areas using fencing or barrier tape. The site should be a distinct isolated work area. All hazards such as open excavation also need to be clearly marked or fenced.
Signage	Contractor to erect appropriate warning signage at work site. A project signboard is to be installed at the site entry at the commencement of works. Project sign board needs to be approved by Employer's representative prior to erection.
Storage	Materials are to be stored in an appropriate and safe manner; and in accordance with any relevant material safety data sheet (MSDS).
Waste	All waste is to be collected and moved to a location identified and approved by Employer's representative as a waste disposal area.
Ablution	The Contractor should provide adequate ablutions for all personnel or visitors on site. Ablutions must be cleaned on a regular basis to maintain adequate hygiene standards.
Access	Site must have a designated entry and exit point. The entry and exit point should be clearly signed and located to provide minimal disruption to the public.
Authorised Personnel	Only authorised personnel allowed on site – appropriate signage must be in place to communicate this.
Evacuation Plan	An emergency evacuation and management plan must be in place and made known to all on site.
Fire fighting	Fire extinguishers must always be available on site and positioned in areas for ease of access in emergency.
First Aid	A first aid kit must always be available on site. The Contractor is to ensure that at least two of the Contractor's personnel on site at any time are adequately trained and certified in First Aid.
Emergency Response	Emergency response (Police, Ambulance, Fire Brigade) numbers must be available and displayed on site in event of an emergency.
Drug & Alcohol	No smoking, alcohol consumption or chewing of betel nut is permitted by the Contractor or staff. No illicit drug of any type are to be present or in use on site.
Child Protection	Children are not allowed on site at any time and no worker is ever to accompany a child on site without the expressed approval of the Employer's representative

3.6 Quality

The Contractor is to ensure a Quality Management System (QMS) is maintained throughout the duration of the Works. To a minimum the QMS must ensure the following is maintained.

- Quality management plan.
- Quality management records (testing records, compliance certificates).
- Internal quality audits.
- Non conformance and corrective actions list.

The Contractor must present the QMS and Quality management plan to the Employer's representative for approval before the Works can commence.

3.7 Environment

Environmental measures for the project are to include:

- All waste is to be removed from site and disposed of as per Local Authority requirements.
- No waste is to be burnt on site.
- Protective measures must in place to ensure that no run off from the site goes into nearby waterways.
- Any spill of chemicals, diesels or hazardous materials are cleaned up immediately. All hazardous materials are stored in a safe place and in a way that spillage will not harm the environment.

3.8 Project Administration requirements

Authorised Representative	The Contractor must nominate an authorized representative for all external communications. The authorized representative must be suitably qualified and fluent in the language of English. All communications between parties should be in English.
Pre-Start Meeting	A prestart meeting will be held at the site prior to the commencement of the Works. The objective of the prestart meeting is to confirm the project outcomes, responsibilities and relationships for the project. Attendees at the meeting are to include representatives of the Contractor, Employer and relevant authorities.
Project Meetings	Project Meetings should be held on a fortnightly basis during the contracted period of Works. Attendees should include representatives of the Contractor and Employer. Project meetings may also be held as required at the request of the Employer or the Contractor.
Project Reporting	The Contractor is to submit weekly and monthly project reports and summaries. These reports should detail to a minimum: • Project progress and timeline update • Key issues and blockages • Pending approvals • Safety summary • Quality summary • Equipment summary • Staff records • Photographic records • Project Finance update
Payment Claims	Payment Claims are to be presented to the Employer's Representative /Project Manager whenever work associated with a milestone payment has been completed. Proof of completion of the milestone in the form of a monthly site report showing the completed work and a statement from the Contractor must accompany the Payment Claim. Payment Claims will be reviewed by the Employer's representative/Project Manager for approval. Once approval has been provided the Contractor can submit an invoice for payment.
Work Hours	Work hours are generally to be 8.00am to 5.00pm Monday to Friday. Extended work hours can be requested by the Contractor and approval provided by the Employer's representative.

3.9 Earthworks

Earthworks is to include, but not limited to, all clearing and grubbing, excavation, trenching, shoring, backfilling, removal of spoil material and placement of fill material. All excavation is to be conducted in a safe manner using nominated equipment. All equipment used in excavation is to be nominated in the Contractor's Safe Work Method Statement. All excavation related activities on site are to be compliant with design documentation and
approved by the Employer's representatives.

Clearing and Grubbing

Clearing and grubbing operations shall be carried out in the following areas as relevant:

- Areas where general earthworks are to be constructed, plus a margin of 3m or to property boundaries; whichever is the lesser.
- Areas specified for visibility.
- Other areas as indicated on the drawings.

Disposal of Cleared and Grubbed Materials:
Materials that comply with the requirements specified may be used in the Works, otherwise the material shall be removed from the Site or if approved, be disposed within the Site.

Excavation Dewatering

Allow to drain all foundation excavations to special low-level sumps, located away from the permanent works. Excavation shall remain dry for duration of the work, and prior to placing of hard fill or site concrete. Prevent all water flow over freshly laid work.

Backfilling

Bring all filling on to the site unless it can be provided from soil recovered from the site. Filling shall be sound material, free of perishable material or any material that will not form stable fill. The fill shall be the best of the clean inorganic excavated material, fully stabilised as approved by the site supervisor.

Topsoil

Where possible stockpile topsoil for re-spreading for future landscape works as necessary.

Definitions

ROCK: Any natural or artificial material encountered in the excavation which cannot be removed until broken up by explosives or mechanical means such as, jackhammer or percussion drills.

OTHER THAN ROCK: All other material encountered in excavation.

Rubbish

Rubbish or debris is not to be buried on site. Remove all rubbish from the site.

SERVICE TRENCHES

Excavation
If practicable, make trenches straight between manholes, inspection points and junctions, with vertical sides and uniform grades.

Trench widths
Keep trench widths to the minimum consistent with the laying and bedding of the relevant service and construction of manholes and pits.

Backfilling
General: Backfill service trenches as soon as possible after laying the service. Place backfill in layers. Compact each layer to a density sufficient to minimise settlement.

Backfill material: Excavated spoil or well graded inorganic material with maximum particle size of 75 mm.

Next to services: Do not place any particles greater in size than 25 mm within 150 mm of services.

Under paved areas: Coarse sand, controlled low strength material or fine crushed rock.

Shoring
The Contractor/local builder shall shore up as necessary and batter the faces of excavations. The stability of soil faces during excavation work will be entirely the responsibility of the Contractor who shall make good any damage which may occur as the result of soil failure.

Where excavations at different levels are adjacent, the sides of the lower excavations shall be supported in such a manner that the bearing capacity of the retained soil is not impaired.

ANNEX E: PROJECT SITE MAPS & DRAWINGS

See map for references of site

6th payment – Variation

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	21/10/2022 14:31
Transaction Number:	AFM63909

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 26,031.25
Transfer From Amount: SBD 26,031.25
Indicative :
My Reference: Geotech Assessme

Payment Details

Account Name: ProDesigners Builders Ltd
Account Number: 20035601123016
Bank Name: Bred Bank
Reference To Payee : INV#02 Variation

PAID
DATE 21/10/22 CHQ. No.

Pay Date : 21/10/2022

Comments:

********** Authorisation Details **********
21/10/2022 14:31 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
21/10/2022 15:30 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : verified
21/10/2022 16:09 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
21/10/2022 16:09 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 AFM63909

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 26,031.25
Transfer From Amount: SBD 26,031.25
Indicative :
My Reference: Geotech Assessme

Payment Details

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



NATIONAL HOSTING AUTHORITY
P O Box 2443
Honiara, Solomon Islands
E:Accounts@sol2023.com.sb

PAYMENT VOUCHER

DATE 21/10/2022

Pro Designers Builders Limited
P O Box 2222
Honiara

Cheque Number IB TRANS
Total Amount Paid $26,031.25

Being for Variation - Medical Clinic - Labour based contract.

In Payment For the following invoices:

Supplier Inv	Purchase No.	Invoice Date	Invoice Amount	Previous Payments	Current Payment
	00000541	11/05/2022	$548,897.23	$154,717.57	$26,031.25

NATIONAL HOSTING AUTHORITY
FINANCIAL CONTROLLER
SOL2023 PACFIC GAMES

21/10/22

EXECUTIVE DIRECTOR

Payment Voucher Prepared By: _____ Date: 21/10/22

Signature of Claimant: _____

PRINT NAME: _____

PAYMENT SCHEDULE
PRODESIGNERS BUILDERS LIMITED
CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC

Payment No.		Award Amount	Retention 5%	With Holding Tax 7.5%	OTHER DEDUCTION	Amount Paid	Status
		$693,063.13			*Customs & fee Charges*		
No.1	35%	242,572.10	12,128.60	18,192.91	57,533.01	154,717.57	PAID
No. 2	20%	138,612.63	6,930.63	10,395.95		121,286.05	
No.3	45%	311,878.41	15,593.92	23,390.88		272,893.61	
VARIATION		29,750.00	1,487.50	2,231.25		26,031.25	payment in Progress
Retention						-	
TOTAL		*722,813.13*	*36,140.66*	*54,210.98*	*57,533.01*	*574,928.48*	

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: 273/22

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 request approval - Variation - Medical clinic - Labour based contract SBD $29,750.00	ProDesigners Builders Ltd.	INV# 02	$29,750.00
				TOTALS	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $29,750.00 Date: 18/10/22

Requisition Officer (Name): Peter Himane Sign:

Account Code: 6-2717

Account Name: Others local other costs

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Eldon Tepa Sign: 20/10/22

Post: Executive Director

Department: GFC / PMU

Authority is granted for expenditure not exceeding:

SBD$ 29,750.00

Signed:

Name:

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

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR

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: Leeroy. B Date: 20/10/22

Position: PCM

Copy 1 White NHA Finance

Copy 2 Pink/Blue Compliance Department

Copy 3 Yellow Requesting Department

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

MEMORUNDUM

Ref:01/10/22 **Date:12/10/22**

To: Christian Nieng
Executive Director/Chairman-ITB
Secretariat
National Hosting Authority.

Thru: Executive Director
Project Management Unit
National Hosting Authority

Dear Executive Director,

SUBJECT: REQUEST APPROVAL TO REQUEST APPROVAL-VARIATION-MEDICAL CLINIC-LABOUR BASED CONTRACT-SBD$29,750.00

Attached are documents requesting Variation for Prodesigners and Builders limited for the construction games medical clinic at KGVI.

As per contracts terms and conditions, the amount requested for variation is below 10% of the Contract. This means as per legal process, this variation can only be approved by your foremost Authority for payment without going through ITB/GTB. I refer below summary of contract and variations.

Contract Name	Contractor	Original Contract	Variation for this claim	Variation percentage of Contract	Contract price adjusted
Construction of games medical Clinic at KGVI	**ProDesigners & Builders Ltd**	**$693,063.13**	**$29,750.00**	**4.3%**	**$722,813.13**

Your approval is hereby sought to proceed with the variation payment,

Thank you for your understanding.

Regards

.....
Peter Himane
Contract Manager.

VARIATION ORDER FORM

Contract No:	**Variation Order No:** No.1
Contract Name:	Labour Based Contract for Provision of Labour for the Construction of Games Makeshift Medical Clinic at SINU - Kukum
Variation Order description:	Variation for subcontracted geotechnical assessment by ProDesigners Builders Limited

Requested by the Engineer / Employer on: 20/06/22

REASON AND MOTIVATION FOR VARIATION:

1. **Reason for Variation:**

Additional Work	✓	Design Change		
Specification Change		Provisional Item		
Prime Cost Item		Omitted Work	✓	

2. How will this variation affect the contract period? : Increase original cost of Contract only

The above will necessitate the following:

ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
Item 1	Variation for subcontracted geotechnical assessment by ProDesigners Builders Ltd	Lump Sum	1	$29,750.00	$29,750.00
	(The above rates exclude VAT)				

NEW RATES:

The value of the variations is calculated according to ProDesigners Builders Ltd labour and administration costs.

ADDITIONAL EXPENDITURE: ORIGINAL CONTRACT PRICE : $ 693,063.13

Estimated additional expenditure : $29,750.00

CPA (Contract price Adjustment) : $722,813.13

The above rates are valid at base date for the purposes of contract price adjustment.

Summary of Variation Order and Claims is attached.

Issued by: Cora Sita Makini PROJECT MANAGER — DATE: 23/09/2022	Accepted by: ProDesigners Builders Limited CONTRACTOR — DATE: 23/09/22
Recommended by: Peter Himane CONTRACT MANAGER — DATE: 23/09/2022	Approved by: Eldon Tepa EXECUTIVE DIRECTOR — DATE: 23/9/22

To: Executive Director
National Hosting Authority

Attention: Executive Director
Project Management Unit

Date:23/09/22

Dear ED,

SUBJECT: REQUEST APPROVAL FOR VARIATION ORDER FOR SUBCONTRACTED GEOTECHNICAL ASSESSMENT BY PRODESIGNERS BUILDERS LIMITED

I hereby refer to the above subject made in Pursuant to **SIG/PCAM 2013-*SECTION 6: CONTRACT ADMINISTRATION*** and ***sub-clause 6.1- Contract Variations, paragraph 1*** which states "*Variations may only be approved if quantities or the scope of works are increased at the Purchaser's request.*"

The variation claim is for geotechnical assessments conducted in-situ at SINU Panatina for the Medical Clinic. As was foreseen and due to time constraints at the time, ProDesigners Builders Ltd (PBL) subcontracted geotechnical assessments for the clinic to the Ministry of Infrastructure Development (MID). Works not considered and captured in the Contract was agreed upon by all relevant parties and this additional works was undertaken by PBL (refer to attached meeting minutes between NHA and PBL).

As contractually agreed, PBL is to execute foundation works therefore a geotechnical assessment is needed to facilitate the Contractor with foundation design for the medical clinic. Reported results of the soil conditions onsite is found in the attached as well as the foundation design concept.

Your perusal and approval are hereby sough for the above request.

Attached is the variation order for your review.

Thank you for your understanding.

Sincerely,

Cora Sita'Makini

Project Manager
Project Management Unit

CC: Executive Director – NHA
Contract Manager – Project Management Unit

ProDesigners Builders Ltd
P.O.Box 2222, Honiara, Solomon Islands
Ph: +677 888 9888

Invoice

Invoice 02

NHA
PO Box 2001
Honiara
Solomon Islands

NHA Clinic

Description	Quantity	Unit Price	Cost
Digging 2m hole for soil samples for MID sampling and transportation	3	$ 500.00	$ 1,500.00
Soil interpretation	1	$ 11,000.00	$ 11,000.00
MID payment for soil sample service	1	$ 1,250.00	$ 1,250.00
Concept foundation, site visit and some foundation work	1	$ 12,500.00	$ 12,500.00
Site visitings	2	$ 500.00	$ 1,000.00
Admin costs	1	$ 2,500.00	$ 2,500.00
		Subtotal	$ 29,750.00
		Total	**$ 29,750.00**

Aryan Divan - *Manager Director*

ProDesigners Builders Ltd

Bred Bank Acc# 20035601123016

Kukum Highway Branch

PO Box 2222, Honiara
Mobile: +677 8889888

Project Management Unit
Games Facilities Committee

REQUEST FOR VARIATION APPROVAL

VARIATION (VO-1) FOR GEOTECHNICAL ASSESSMENT AT SINU PANATINA BY PRODESIGNERS BUILDERS LTD

Request Letter for Executive Director's Approval

NHA Ref: CSM – 230922

Date: 23/09/22



FOUNDATION: CONCEPTUAL DESIGN REPORT

NHA CLINIC PROJECT

MR. JAMES JR SAMU

Checked by Civil Engineer:

PACSOIL

INTRODUCTION

This report interprets the Conceptual Design of a **Single Storey Foundation (Sub-Structure) Building** for the **NATIONAL HOSTING AUTHORITY (NHA).** The conceptual design was done based on ***Laboratory Test Results***, ***Site Assessments*** and ***Desktop Analysis***, and shall be used for *Conceptual Assessments*. It is not a Detail Design, and which is likely to have variation, that may affect the building.

This report provides information of the Proposed Clinic Site, the Soil Sample Laboratory Test Results, Geotechnical Considerations, Technical Assumptions and Recommended Measures for the Detail Design.

Limitation of this report are.

- Assumptions and Variations
- Geological history information
- Lateral Loads and Seismic Activities for Solomon Islands.

SITE VISITS

Information of site visitation and investigation

Names:	Mr. Cyril Bernard Rachman	*SINU Civil Engineering Staff*
	Mr. James Jr. Samu	*SINU Civil Engineering Staff*
	Ms. Elisabeth Bokosina	*SINU Civil Engineering Staff*
	Mr. Kayhan Khadem	*The Contractor*
Date of Site Visit:	22nd July 2022	
Time of Site Visit:	13:36	
Weather Condition:	Cloudy Day	

The site visitation and assessment were carried out on the 22nd of July 2022 by SINU Civil Engineering staffs with the contractor. The site was already being investigated and soil in-situ sample was also undertaken.

For Conceptual Design Purpose of the Foundation, site visit is limited to the physical assessment of the site. The proposed site plan has already been designed.

The importance to site assessment was not only to identify the site and its current condition but to investigate the likely impact of the building structure during construction and any geotechnical consideration and variation.

Important technical points to be considered such as *the Load Condition of the Building Structure*, *the Purpose of the Structure* and *the Building Surface Load and the Lateral Loads* (*Wind and Seismic Loads*).

The Load Condition is based on technical assumptions as there were no structural report provided. Governing by the Type of Building Structure, the Allowable Load to the ground was assumed and based on **Terzaghi's Equation.**

SITE INVESTIGATION



Figure 1: Aerial View of the Proposed Site

site assessment of the site shows to have low terrain with small amount of vegetation, there are trees located within a proximity of 30m radii of the proposed site.

the soil type is mostly coarse to fine grains with topsoil. The site was used for temporary station during 11th festival of pacific Arts which was held on 1st to 14th July 2012. There was no previous construction executed on the proposed site, thus living the subsoil to be undisturbed.

the proposed site is located 15m from the highway road and has a similar ground elevation to that of the road. further, there were records of underground systems below the proposed site, such as.

- storm water system and sewer system.
- Water pipes, telecommunication lines and power lines.

the site is located above existing underground systems

LABORATORY RESULT ANALYSIS

based on the california Bearing Ratio (CBR) Test, the soil is a coarse – fine grain which is a sand to gravel mixture. according to the result (CBR Test) and the method of determining the bearing capacity of the soil and by using **Meyerhof's bearing capacity method,** it can be summarised that the structural load should not exceed the soil bearing capacity of 300 KN/m^2 for the undisturbed subgrade soil. for recycle soil compaction, soil analysis shall be conducted and assessed before executing earthworks. it is recommended that further geotechnical analysis and survey to be implemented prior to detail foundation design.

for the load imposed by the building, it should not be exceeding soil bearing capacity, otherwise there will be shear failure happens. The Result of the CBR test can be retrieved from the appendix c .

CONCEPTUAL DESIGN INTERPRETATION

FOUNDATION

The concept foundation design is based on, Architectural design, Site assessments, Geotechnical assessments and survey information. The conceptual design does not provide detailed information and should be used for detail design review and reference. However, structural consideration should also be accounted, such variations are:

- Information of the seismic history activities and report of the Solomon Islands,
- Structural analysis and results based on the architectural design.

Conceptual foundation design is based on engineering preliminary assessment. There are assumptions made for the concept design and should not be used for construction as it is not detailed and analysed. The concept design of foundation is based on:

- the soil bearing test result,
- the purpose of the structure

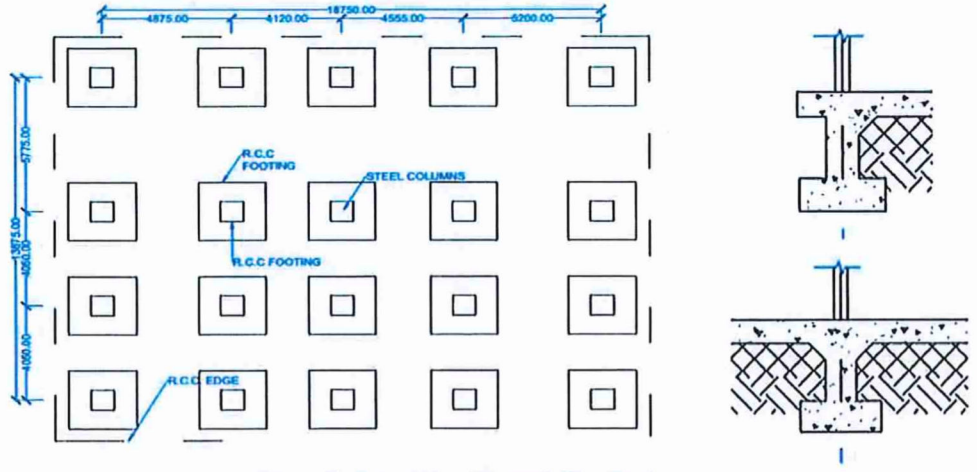


Figure 2: Conceptual Foundation Design

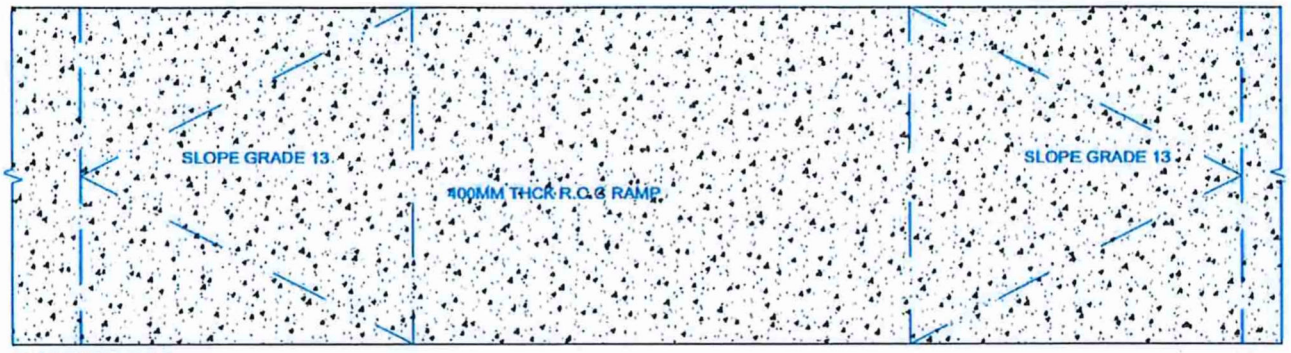
From the lab result, the CBR value is 13% for the site. The aggregate is mostly gravel/sand mixture. As per the aggregate, gravel have high stiffness with high shear failure. Geotechnical assessment of the site recommends shallow foundation with isolated pad footing.

The information is limited based on the scope of the work (conceptual design). The engineering interpretation of the architectural drawing and soil bearing test result, shows that the foundation shall be shallow foundation (isolated pad footing).

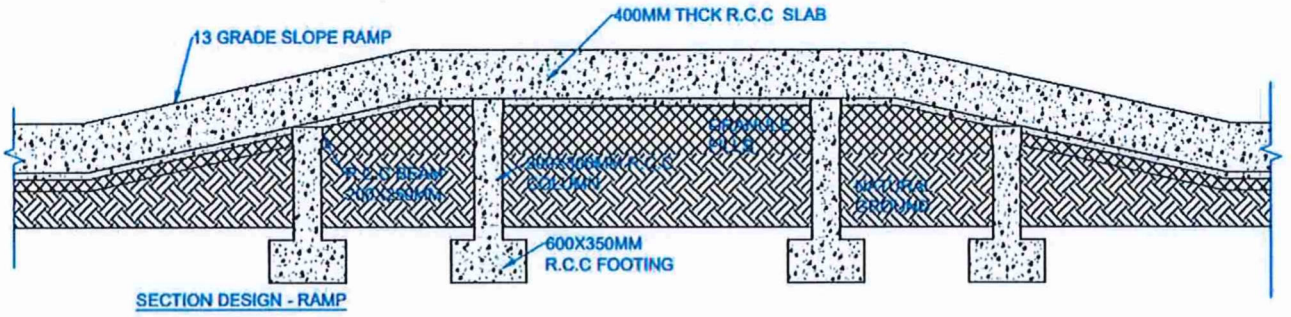
RAMP

Ramp is proposed to accommodate the weight of 10 tonne vehicle, although, most of the ambulance (emergency vehicles) weighs less than 10 tone.

Structural analysis of the ramp is similar to that of the building foundation with a surface load of 30% of that of the building. Ramp conceptual design limited to engineering estimation. A detail design of the ramp should provide detail information; the ramp has a gradient of 13.



RAMP PLAN VIEWS



SECTION DESIGN - RAMP

SUMMARY AND RECOMMENDATION

The concept design is based on desktop studies and assessment, there are recommendation to consider for detail design. Recommendation for the site and the concept design are.

Site preparation and earth work – the level of the site is approximate to that of the road level. Existing underground system, such as stormwater and sewage system, water pipe, electrical lines and telecommunication are system that needs to be considered. These systems can be considered as variation, and it is recommended to investigated.

Further assessment shall be taken for accurate geotechnical analysis. For the detail foundation design, it is recommended for further investigation. Geotechnical aspect of the site is important as there are variations on site that could cause the shear failure to the foundation.

This report interprets the conceptual design of the foundation and ramp. Recommendation for the detail design is to further assess the site for variations, geological, and structural analysis of the building design. The concept design is limited of information; it shall not be used for construction.

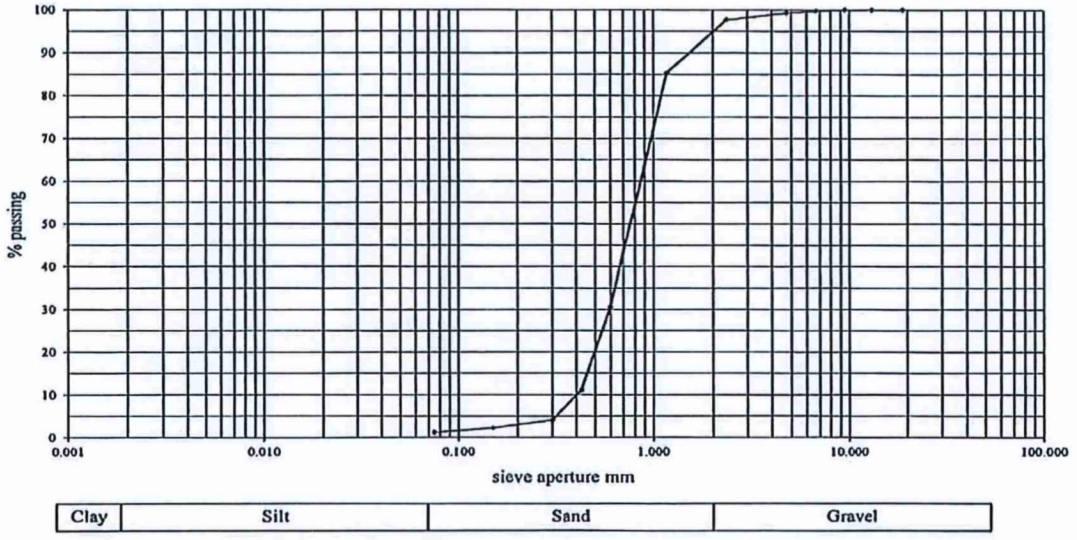
APPENDICES

Solomon Islands Government Ministry of Infrastructure Development MID-Construction Materials Laboratory.	File No.	MID-CML-R25-4
	Date Issued	27th June 2016
	Version / Authorised	V1/A
	Laboratory Form No.	LF-W03-1

PARTICLE SIZE DISTRIBUTION TEST REPORT

Client: NHA
Address: Honiara
Project: NHA Clinic
Test Method: AS 1289.3.6.1
Job Number: 143-001
Sample Source: NHA Site
Sampled by: MID COM LAB

Lab Number: 3451
Date Tested: 26.07.2022
Checked By: NJK



Clay	Silt	Sand	Gravel

Sample Description: SAND: Grey, fine to coarse sand, trace of silt and gravel, non-plastic.

Sieve Size (mm)	% Passing	Sieve Size (mm)	% Passing
150.0		1.18	85
75.0		0.600	30
63.0		0.425	11
53.0		0.300	4
37.5		0.150	2
26.5		0.075	1
19.0	100	0.050	
13.2	100	0.020	
9.5	100	0.010	
6.7	100	0.005	
4.75	99	0.002	
2.36	98		

MINISTRY OF INFRASTRACTURE DEVELOPMENT * TESTING LABORATORY * SOLOMON ISLANDS GOVERNMENT

Hydrometer Type: ASTM 152H / N/A
Dispersant Type: Sodium Hexametaphosphate / N/A
Pretreatment: RTA T102 / RTA T103 / None
Loss on Pretreatment: None
Remarks:

Name: NELSON LKILE
Approved Signature:

Form C06 File C:\Excel Reports\C06 Particle Size Distribution -19mm One Riffle Issue 2 June 2008 CL

Solomon Islands Government	File No.	File 10
	Version / Authorised	V2/ IA
Ministry of Infrastructure Development	Date Issued	28th Feb 2017
MID- Construction Materials Laboratory (MID-COMLAB)	Laboratory Form No.	LF-WS04A

DRY DENSITY-MOISTURE CONTENT OF A SOIL (COMPACTION) REPORT

Client: *NHA*
Project: *NHA Clinic*
Job No.: *143-001* Date Tested: 26.07.2022
Sampled By: *Client*
Test Method: *AS 1289.5.1.1* *Standard*
Sample Source: *NHA Site*
Sample Description: *SAND: Grey, fine to coarse sand, trace of silt and gravel, non-plastic.*

TEST IDENTIFICATION

Lab Number		3451

LABORATORY COMPACTION DATA

Field Moisture Content	%	3.2
MAXIMUM DRY DENSITY	t/m³	1.65
OPTIMUM MOISTURE CONTENT	%	10.0
% retained on the 19 mm Sieve	%	0.0

CURING

Method of establishing plasticity Method		Visual/Tactile
Sample Curing time	Days	1

MINISTRY OF INFRASTRACTURE DEVELOPMENT
TESTING LABORATORY
SOLOMON ISLANDS GOVERNMENT

Approved Signatory:

Solomon Islands Government	File No.	File 10
	Version / Authorised	V2/ IA
Ministry of Infrastructure Development	Date Issued	28th Feb 2017
MID- Construction Materials Laboratory (MID-COMLAB)	Laboratory Form No.	LF-WS05A V2

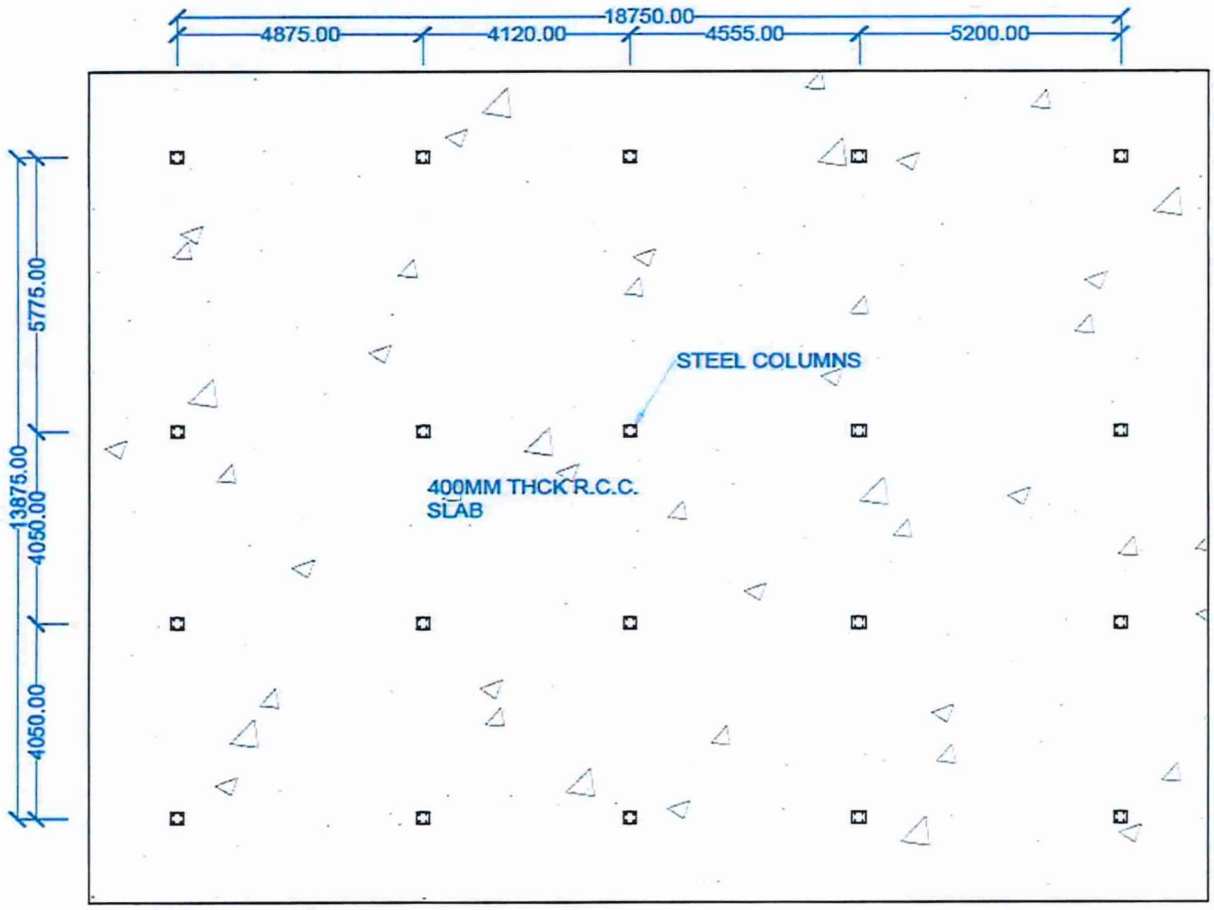
CALIFORNIA BEARING RATIO TEST REPORT

Client	NHA		
Project	NHA Clinic		
Job No.	143-001	Date Tested	29.07.2022
Sampled By	MID COM LAB		
Test Method	AS 1289.6.1.1		
Sample Source	NHA Site		
Sample Description	SAND: Grey, fine to coarse sand, trace of silt and gravel, non-plastic.		

TEST IDENTIFICATION				
Lab Number			3451	
LABORATORY COMPACTION DATA		*AS1289 5.1.1/5.2.1*		
Field Moisture Content		%	3.2	
Maximum Dry Density		t/m³	1.65	
Optimum Moisture Content		(%)	10.0	
Laboratory Moisture Ratio at Compaction		%	100	Note: not specified by client
Laboratory Compaction ratio		%	100	and assumed value
% retained on the 19 mm Sieve		%	0.0	
CURING				
Method of establishing plasticity Method			Visual/Tactile	
Sample Curing time		Days	1	
TEST RESULTS		*AS1289.6.1.1*		
Days soaked		4 days	4	
Surcharge weight		kg	4.5	
Before Soaking				
Dry Density	t/m³		1.64	
Density Ratio	(%)		99.2	
Moisture Content	(%)		8.2	
Moisture Ratio	(%)		82.0	
After Soaking				
Moisture Content	(%)		16.8	
Dry Density	t/m³		1.67	
Swell	(%)		0.0	
Moisture Content		As 1289. 2.1.1		
Top 30mm	(%)		14.5	
Full Depth After test	(%)		19.1	
CBR Value @ 5.0mm	**(%)**		**13**	

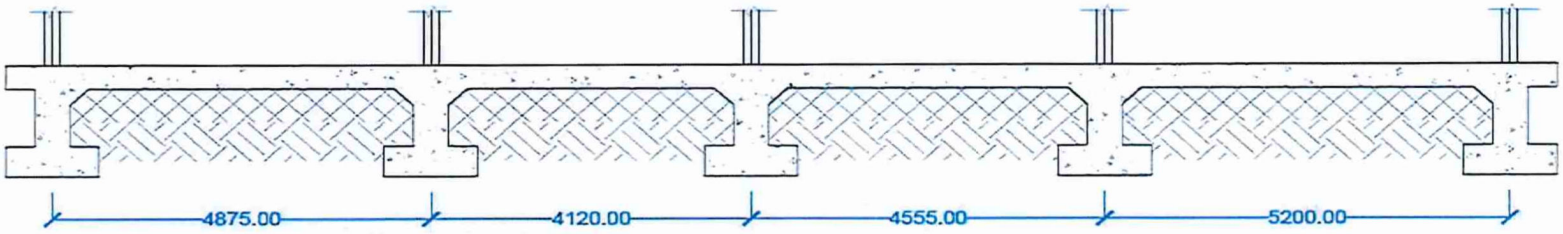
Approved Signatory:

MINISTRY OF INFRASTRACTURE DEVELOPMENT ★ TESTING LABORATORY ★ SOLOMON ISLANDS GOVERNMENT

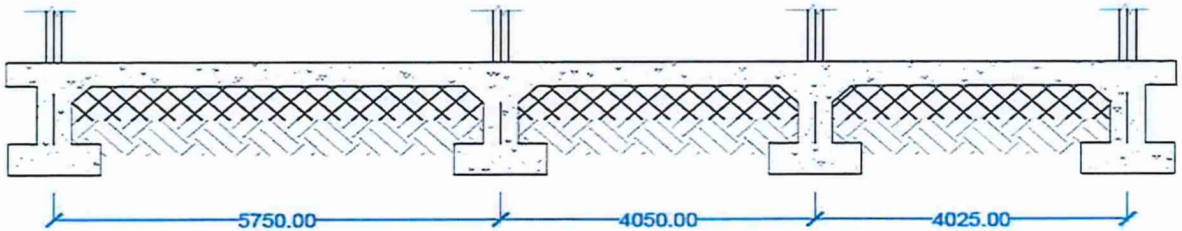


	FOUNDATION DESIGN PLAN FOR EMERGENCY CLINIC - PANATINA VILLAGE	DRAWN BY:	J.E.S		
		CHECK BY:	C.B.R		
	FOUNDATION PLAN	VERIFIED BY:			
		DATE:	26-08-2022		

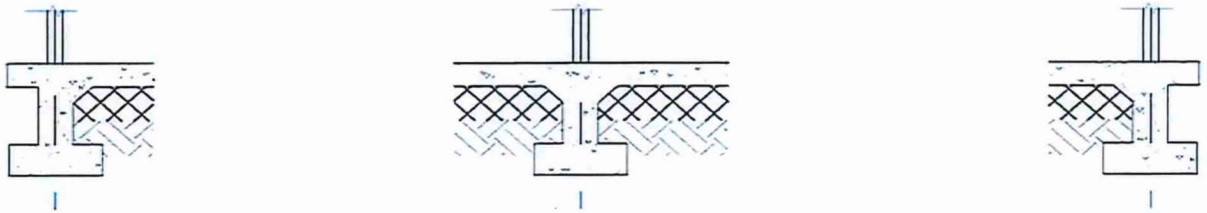
Department of Civil Engineering, SINU	PROJECT;	NHA CLINIC			JOB REF: 202210TECHREP_NHA_CLINIC	
	SECTION:	FOUNDATION CONCEPTUAL DESIGN REPORT			SHEET NO:	
	REPORT: Mr. James Jr. Samu	DATE: 2ND Oct 2022	CHECKED: Mr. Cyril B Rachman	DATE: 3rd Oct 2022	APPR:	DATE:



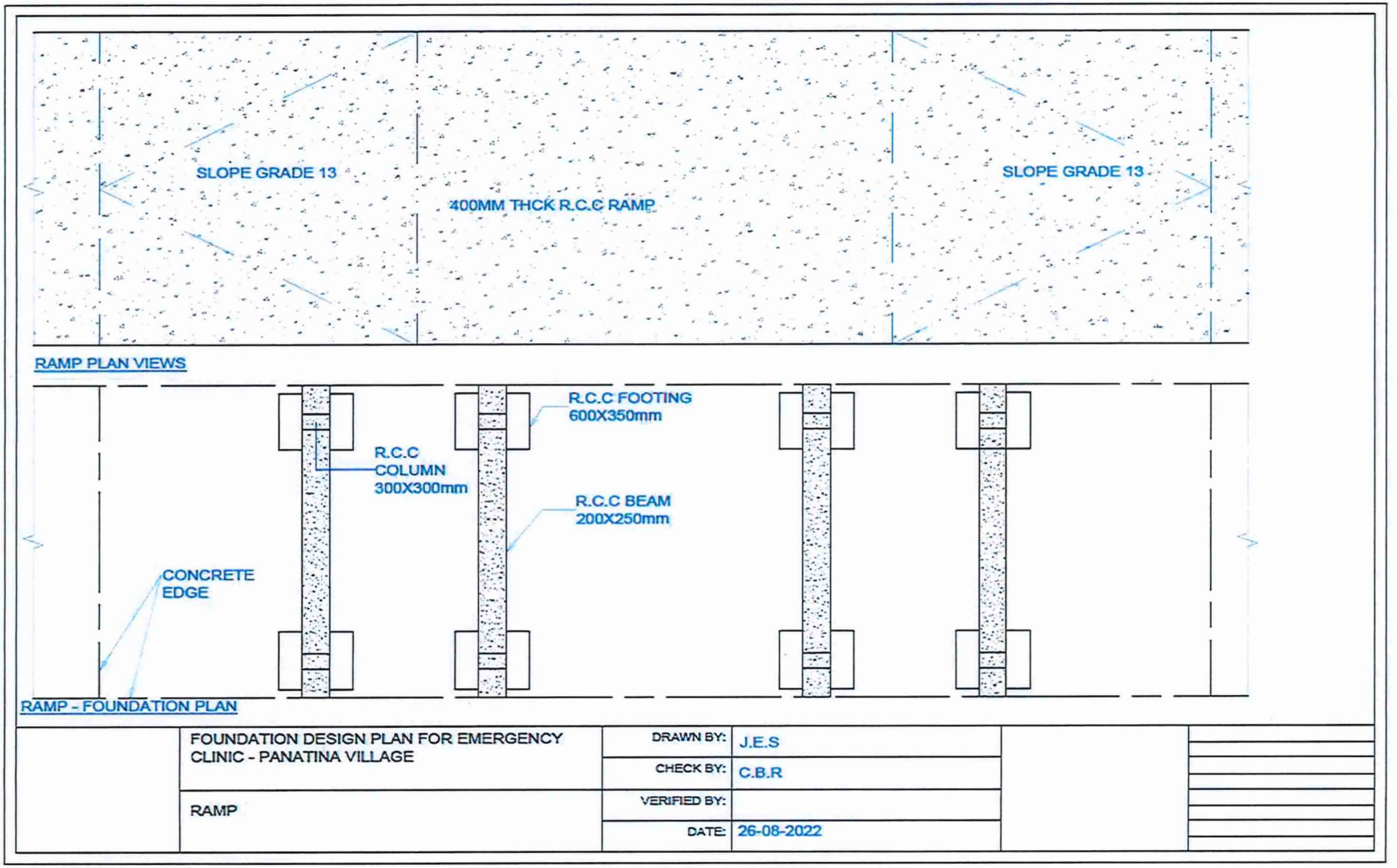
LONG SECTION SIDE OF THE FOUNDATION



SHORT SECTION OF THE FOUNDATION

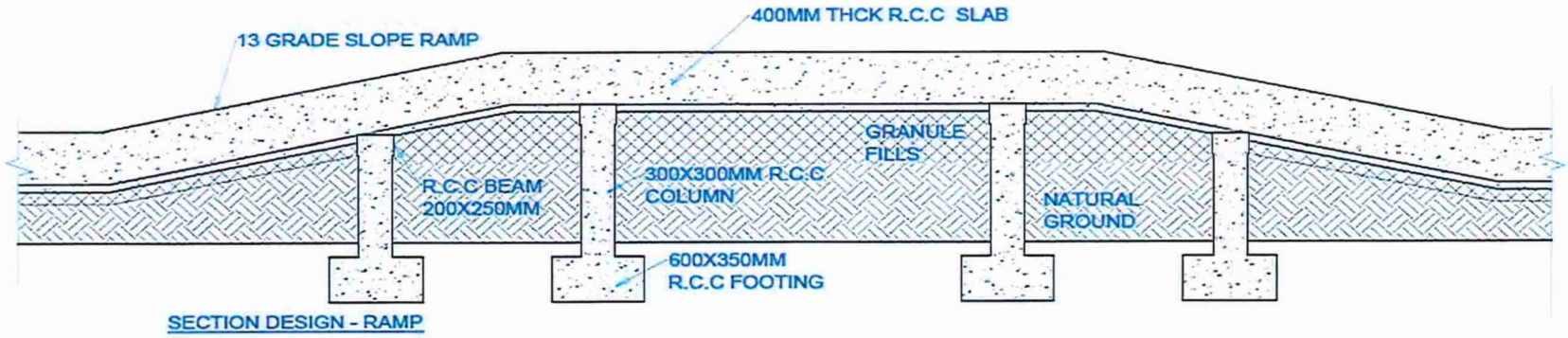


	FOUNDATION DESIGN PLAN FOR EMERGENCY CLINIC - PANATINA VILLAGE	DRAWN BY:	J.E.S
		CHECK BY:	C.B.R
	FOUNDATION SECTION PLAN	VERIFIED BY:	
		DATE:	26-08-2022

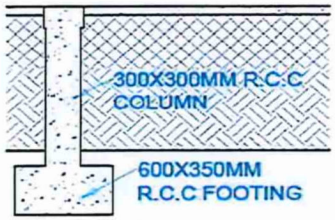


FOUNDATION DESIGN PLAN FOR EMERGENCY CLINIC - PANATINA VILLAGE	DRAWN BY:	J.E.S	
	CHECK BY:	C.B.R	
RAMP	VERIFIED BY:		
	DATE:	26-08-2022	

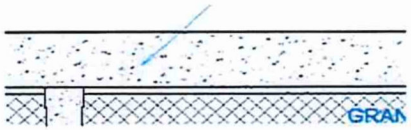
Department of Civil Engineering, SINU	PROJECT;	NHA CLINIC			JOB REF: 202210TECHREP_NHA_CLINIC	
	SECTION:	FOUNDATION CONCEPTUAL DESIGN REPORT			SHEET NO:	
	REPORT: Mr. James Jr. Samu	DATE: 2ND Oct 2022	CHECKED: Mr. Cyril B Rachman	DATE: 3rd Oct 2022	APPR:	DATE:



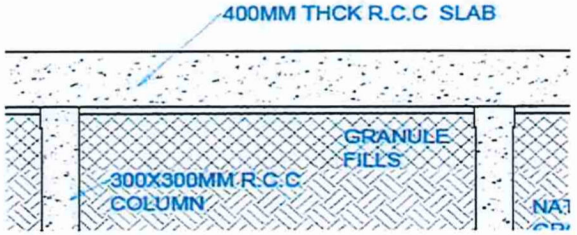
SECTION DESIGN - RAMP



RAMP DETAIL - A



RAMP DETAIL - B



RAMP DETAIL - C

	FOUNDATION DESIGN PLAN FOR EMERGENCY CLINIC - PANATINA VILLAGE	DRAWN BY:	J.E.S
		CHECK BY:	C.B.R
	RAMP DETAILS	VERIFIED BY:	
		DATE:	26-08-2022

National Hosting Authority
Meeting Minutes

NHA & PBL MEETING

Date: 23rd May 2022
Venue: PMU Office Meeting Room
Time: 10:02 AM
Secretariat: Cora Sita Makini
Attendees: NHA:
1. Mr. Eldon Tepa
2. Mr. Elwyn Maetia
3. Mr. Peter Himane
4. Mr. Leeroy Bird

PBL:
5. Mr. Aryan Divan

Absentees: NHA:
6. Ms. Debbie Sifoni

Monday 23rd May 2022 *Minutes*

Agenda: To discuss Contractual Obligations of National Hosting Authority (NHA) and ProDesigners Builders Limited (PBL).

Outcomes: Contractual obligations have been discussed and all parties have reached clarity on articles enclosed in Republic of Indonesia (ROI) Government & Solomon Islands Government (SIG) Bilateral Agreement and SIG NHA/PBL Labour Contract. Action points herein, allow for solutions in rectifying issues and challenges identified during the meeting.

National Hosting Authority
Meeting Minutes

Agenda: Republic of Indonesia (ROI) Government & Solomon Islands Government (SIG) Bilateral Agreement

Presenter: Mr. Eldon Tepa

Discussion:

Mr. Eldon Tepa

- Establish contractual agreement and obligations for all parties; and outline order of precedence:
  - SIG/ROI Agreement
  - SIG NHA/PBL
  - Lease Agreement (NHA/PBL)

- Discussion of Article 2/2(i): Transport of containers from Port to project site as part of PBL's responsibility:
  - There was no specification in the contract as to who should cover costs for this clause
  - PBL's understanding is to only cover transport from Port to project site (unresolved at the time, thus, transported to Henderson)
  - NHA's involvement in clearance and therefore deduction of the clearance in Payment No.1 posed a challenge. However, this was acted upon from the precedence which was set

Mr. Aryan Divan

- NHA to pay full amount and PBL to reimburse costs associated with clearance
- PBL Customs Agent to organize release of containers and PBL is solely to pay for transport of containers to Henderson

Mr. Eldon Tepa

- Define scope of broker/customs agent to ensure everyone understands what constitutes of container release from ports:
  - Conduct clearance of containers, transport, etc.

Mr. Leeroy Bird

- With NHA as the consignee, NHA is responsible to cover clearance costs for the containers

Action point:

- H.E. Salana Kalu to have final say.

Agenda: PBL to prepare local materials and labour for foundation and concrete floor (Article 3/2 (i) (ii)) stated in ROI/SIG Agreement

Presenter: Mr. Eldon Tepa

Discussion:

Mr. Eldon Tepa

- PBL to prepare a methodology for procurement of local materials to ensure compliance with SIG procurement
- PBL to be clear and specific with methodology on procuring materials for foundation
- PBL to proceed with procurement upon receipt of authorization letter from ED NHA; this is to protect all parties

Mr. Aryan Divan

- With reference to electrical works, installation of solar panel requires Solomon power approval

Mr. Eldon Tepa

- Installation cost for Solomon power needs to be considered; Solomon Power approved contractor needed for installation of solar panels
- PBL to get pricing for installation of solar panels

Ms. Cora Sita Makini

- Concern raised about structural integrity of the building given inclusion/addition of solar panels

Mr. Eldon Tepa

- Of the assumption that Audie has allowed for solar panels, hence, structural integrity of the building should not be compromised
- Project Manager to apply for the exemption, fee for installation, Solomon power annual fee for use of solar panels to generate power for the clinic
- We need to know what the solar will power in the building

Mr. Aryan Divan

- Solar can be used to power lights

Mr. Eldon Tepa

- Identified there is no generator for the clinic in case of a storm or power outage
- Capture all scope and put forward to Ministry of Health and Medical Services (MHMS) to decide who will cover the costs for generator, generator house

Action point:
Procurement plan from PBL and authorization from ED NHA. Procurement plan should define what is to be procured, what is not to be procured and how it will be procured. To ensure it complies with SIG PCAM.

PMU to provide PBL with relevant data for foundation design i.e. height for foundation; and PBL to come back to NHA once design has been finalized.

Agenda: NHA and PBL Labour Based Contract

Presenter: Mr. Eldon Tepa

Discussion:

Mr. Eldon Tepa

- Go through each conditions and sections and raise any points up for discussion
- Adjust location set in the contract
- With reference to Article 2.1 (f) – completion of construction works, what is the expected timeframe from PBL?

Mr. Aryan Divan

- 3 months to complete and work nights to finish in time with WIKA

Mr. Elwyn Maetia

- Will PBL need extra time to install solar panels to achieve all the works?

Mr. Eldon Tepa & Mr. Aryan Divan

- In agreement that the priority is to install the clinic and any other works to be completed after

Mr. Aryan Divan

- Aim for foundation and brickwork to be completed at the start to avoid having to complete at a later date

Mr. Elwyn Maetia

- Request for PBL to provide a work plan upon Contractors possession of site to reflect the 6 months' timeframe stated in the contract

Discussion of Article 2.1(g) ***Contracts Binding Terms and Conditions***

Mr. Aryan Divan

- NHA to pay for Service Agreement for storage of materials as per Article 2.1 (g). Rental needs to be paid until handover of site to PBL
- Reasons for not handing over materials to NHA initially is of the reason that no report was submitted to ROI counterparts. However, able to handover now that site has been sorted

Mr. Eldon Tepa

- Article 2.2 Contracts Specific Terms and Conditions up for discussion especially clause B (v) (ix)
- All prelim works have been done i.e. UXO
- Contradiction in Article 2.2 B (v) responsible for transport from Ports to project site (ix). Due to the order of precedence NHA will be responsible therefore null and void
- Disagreement with Article 2.2 B (ix) as it should fall under contractor's expense as traditionally done by all SIG Contractors

Mr. Aryan Divan

- With reference to Article 2.2 B (ix) NHA and PBL will need to compromise on payment for power and water usage
- Power usage increase when Contractor will work through the night, use of vinyl welder (not in the original scope)
- Suggested that both parties come to an agreement for SBD 5K a month for power and water; and anything over PBL will be liable to pay
- Reason for the above is that this is solely labour based hence PBL of the view that should not pay for it

Mr. Peter Himane

- Contract to be renegotiated due to changes that were not taken into consideration as a result of changes to the project scope of works which ultimately affected the contractual conditions
- Review Clause, pay for connections from mainlines to the site but usage will not be paid by NHA
- Remove either clause vi or ix since there is repetition in the clause with regards to payment of utility connections
- NHA to provide all the relevant documents for connections; usage will be Contractor's responsibility

Mr. Eldon Tepa

- Solution: remove Clause (ix) and there will be variation for the concrete as standard contractor practice
- W.r.t to payment schedule, we need to accommodate SIG laws
- First payment completed but deductions of ports fee will need to go through NHA secretariat for adjustments
- Mobilization: PBL will need to be onsite, setout site, establish excavation, footings/foundation then the payment will be released
- We will have variations at the end to consider components that have not been initially captured in the Contract

Mr. Elwyn Maetia

- Once establish foundation, set the benchmark for level on which to work with for the carpark

Mr. Eldon Tepa

- Establish height that is greater than carpark for the clinic

Mr. Aryan Divan

- Backfill issue is waiting time for soil to settle, we don't have 2 weeks
- River sand is the most cost effective but take long with sand for it to settle

Mr. Eldon Tepa

- Rather wait 2 weeks and delay works than to proceed and PBL to decide what to backfill with
- Moving forward, ensure everyone is clear with all clauses in the Contracts and take up to Debbie and Christian what was discussed and our plan of action
- Cost-effective for NHA to move all materials to site and only pay for security

Mr. Aryan Divan

- PBL would rather continue to store furniture and medical equipment as part of finishing works and will not charge NHA for storage
- Only building materials can be taken to site

Mr. Eldon Tepa

- Store everything for free given concession and PBL to bring as needed
- Charge at rate of 11k Roughly 22k for the amount
- Vary the contract, send the variation to amend the two clauses to reflect powers and whatever
- If procurement plan has all materials listed and ED NHA approves for PBL to proceed with procurement

Action point:

- PM to adjust location in the contract and include GPS coordinates
- Remove clause (ix) in Article 2.2/B
- Do variation to the clauses and have everyone sign to have the clause removed and await variation to come through
- PM to calculate amount of time materials arrived to site selection for lease cost

3rd payment

2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Podesigners Builders Ltd - Payment No. 3 (20%)

~~Approval~~

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

Comments: CHQ 935362

* project Manager to Sign on the Report.

RECIEVED
DATE 09/11/23
PACIFIC GAMES SOLOMON ISLANDS SIGN

ANZ

Australian and New Zealand Banking Group Limted (ANZ)

STAMP DUTY PAID

HONIARA, SOLOMON ISLANDS

DATE 13/11/23 (D D M M Y Y)

PAY Pro Designers Builders Limited. OR BEARER

THE SUM OF One hundred and Twenty one Thousand Two hundred and eighty Six dollars 05/100 only.

SBD 121,286-05

NOT NEGOTIABLE

PLEASE SIGN ABOVE THIS LINE

PLEASE SIGN ABOVE THIS LINE

№ 935362

NATIONAL HOSTING AUTHORITY 5691140

Aryan M. Dhan

13/11/23

NATIONAL HOSTING AUTHORITY
P O Box 2443
Honiara, Solomon Islands
E:Accounts@sol2023.com.sb

PAYMENT VOUCHER

DATE 10/11/2023

Pro Designers Builders Limited
P O Box 2222
Honiara

Cheque Number ~~IB TRANS~~ 935362

Total Amount Paid $121,286.05

Pyament No.03 (20%) - Construction of Games semi-permanent Clinic at Burnscreek.

In Payment For the following invoices:

Supplier Inv	Purchase No.	Invoice Date	Invoice Amount	Previous Payments	Current Payment
	00000541	11/05/2022	$574,928.48	$302,034.87	$121,286.05

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOL2023 PACIFIC GAMES 10/11/23

NATIONAL HOSTING AUTHORITY FINANCIAL CONTROLLER SOL2023 PACFIC GAMES 10/11/23

Payment Voucher Prepared By: _____ Date: 10/11/23

Signature of Claimant: _____

PRINT NAME: Aryan M. Divan

Naerick Vular

From: Rowena Toitoóna
Sent: Monday, 13 November 2023 10:17 am
To: Pauline Tovua
Cc: Naerick Vular
Subject: Fw: Payment

please see email from Aryan requesting Cheque.

Thanks,

Rowena Toito'ona- B. Eng (Civil)
Project Manager
Project Management Unit
National Hosting Authority

From: Aryan Divan <aryandivan@googlemail.com>
Sent: Monday, November 13, 2023 8:19 AM
To: Rowena Toitoóna
Subject: Payment

I would like to request a cheque please for payment today.

Payment

Aryan Divan <aryandivan@googlemail.com>

Mon 11/13/2023 8:19 AM

To:Rowena Toitoóna <RToitoona@sol2023.com.sb>;

I would like to request a cheque please for payment today.

PAYMENT SCHEDULE
PRODESIGNERS BUILDERS LIMITED
CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC

Payment No.		Award Amount	Retention 5%	With Holding Tax 7.5%	OTHER DEDUCTION	Amount Paid	Status
		$693,063.13			*Customs & fee Charges*		
No.1	35%	242,572.10	12,128.60	18,192.91	57,533.01	154,717.57	PAID ✓
No. 2	20%	138,612.63	6,930.63	10,395.95		121,286.05	Paid ✓
No. 3	20%	138,612.63	6,930.63	10,395.95		121,286.05	✓ Payment in Progress
No. 4	20%	138,612.63	6,930.63	10,395.95		121,286.05	✗
VARIATION	5%	29,750.00	1,487.50	2,231.25		26,031.25	✓ Paid
Retention						-	
TOTAL		***688,159.97***	***34,408.00***	***51,612.00***	***57,533.01***	***544,606.97***	

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-1098/23

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1	L.S	Payment No. 3 (20% of Labor-based Contract Value - as per amended Payment Schedule) for provision of Labour for Construction of PG2023 Semi-permanent Clinic @ Burnscreek	Prodesigners Builders Ltd	INV # 06	$138,612.63 less 5% retention of $6,930.63
				TOTALS	~~$138,612.63~~ $131,681.99

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $131,681.99 Date: 08/11/23

Requisition Officer (Name): SOLEANA G Sign:

Account Code: 6-2717

Account Name: Others-Local other costs

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRD Sign:

Post: EXECUTIVE DIRECTOR, PMU

Department: PMU, GFC

Authority is granted for expenditure not exceeding:

SBD$ 131,681.99

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: PETER. H Date: 09/11/23

Position: C.P.M.

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

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-1098/23

DEPARTMENT: PMU

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY: SUPPLIER	ORDER NO.	COST
1	L.S	Payment No. 3 (20% of Labor-based Contract Value - as per amended Payment Schedule) for provision of Labour for Construction of PEI2023 semi-permanent Clinic @ Burnscreek PMU	Prodesigners Builders Ltd	INV # 06	$138,612.63 less 5% retention of $6,930.63
				TOTALS	~~$138,612.63~~ $131,681.99

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $131,681.99 Date: 08/11/23

Requisition Officer (Name): SAEANA C Sign:

Account Code: 6-2717

Account Name: Others-Local Travel Costs

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRD Sign:

Post: EXECUTIVE DIRECTOR, PMU

Department: PMU, CFC

Authority is granted for expenditure not exceeding:

SBD$ 131,681.99

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: PeAer. H Date: 09/11/23

Position: C.P.M.

Copy 1 White NHA Finance

Copy 2 Pink Compliance Department

Copy 3 Yellow Requesting Department

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

MEMORANDUM

To: Executive Director, NHA

Thru: Executive Director, PMU

From: Cora Sita Makini, PMU

Ref: CSM - 071123

Date: Tuesday 7th November 2023

SUBJECT: PAYMENT 3 APPROVAL FOR PRODESIGNERS BUILDERS LTD FOR CONSTRUCTION OF THE PG2023 HEALTH CENTRE, BURNSCREEK

Dear ED,

The PMU Team is **requesting approval for payment towards ProDesigners Builders Limited for the construction of the PG2023 Health Centre.** The payment is part of Payment No. 3 under Section IV: Payment Schedule, which covers completion of installation of prefabricated frames and trusses; installation of soakhole and septic tank; and installation of plumbing fittings.

The total amount rendered for 20% payment **ONE HUNDRED AND THIRTY – EIGHT THOUSAND AND SIX HUNDRED AND TWELVE SOLOMON BOKOLO DOLLARS AND SIXTY – THREE CENTS ($ 138,612.63)**.

Please find attached the invoice, weekly site reports, payment certificate, contract and Addendum No. 3 to the Contract.

We kindly seek your urgent approval.

Yours sincerely,

Cora Sita Makini
Project Manager, PMU

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

Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific Games

ProDesigners Builders Ltd
P.O.Box 2222, Honiara, Solomon Islands
Ph: +677 888 9888

Invoice

Invoice 06

NHA

Attn: Leeroy Bird
Email Address: LBird@sol2023.com.sb

Payment No.3 20%

Description	Quantity	Unit Price	Cost
Installation of steel frame	1		
Soak Hole and septic completed and connected	1		
Plumbing	1		$138,612.63
		Subtotal	
		Total	138,612.63

ProDesigners Builders Ltd PBL Solomon Islands

Aryan Divan - *Manager Director*

ProDesigners Builders Ltd

PO Box 2222, Honiara
Mobile: +677 8889888

PACIFIC GAMES
SOLOMON ISLANDS

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

PROGRESS PAYMENT CERTIFICATE NO: 03

Payment Schedule Name:	Pogress Payment No. 3		
Lot:	10 MEDICAL CLINIC		
Contractor:	ProDesigners Builders Ltd		
Project Manager	Cora Sita Makini	**Certificate:**	PC - 03
Contract Administrator:	Hazel Hinai	**Date Invoice Received:**	6-Nov-23
		Date Issued for payment:	8-Nov-23
		Contract No:	Labour for Construction of Games Makeshift Medical Clinic at Burnscreek

A PROGRESS CLAIM SUMMARY

REF	PROGRESS CLAIMS	CONTRACT DETAILS	PAYMENT DETAILS	NOTES
	Contract Value	$ 693,063.13		
1	Payment 1 (35%) - Arrival of materials	$ 242,572.10	$ 242,572.10	Paid
	Variation Payment for geotechnical assessment at SINU Panatina (old proposed site in October 2022)	$ 29,750.00	$ 29,750.00	Paid
2	Payment 2 (20%) - Mobilisation, site set out, establishment of excavations for building footing and concrete works	$ 138,612.63	$ 138,612.63	Paid
3	Payment 3 (20%) - Installation of steel frame, soak hole and septic tank and plumbing	$ 138,612.63	$ 138,612.63	This claim
4				
5				
8	**Progress Claim to date**	$ 549,547.35		
9	**Original Contract Value**	$ 693,063.13		
10	**Total Adjusted Contract Value**	$ 722,813.13		
11	**Balance of Contract Payment**	$ 173,265.78		

B PAYMENT DETAILS

	Progress payment for this claim	$ 138,612.63	
	Retention-Purchaser retains % of this payment pursuant to clause	$ 6,930.63	
	Amount payable for this claim after Retention	$ 131,681.99	

Payment is certified as conform to payments terms and conditions as stated in Section IV: Payment Schedule of the Contract (Contract No: GTB-GFC09/22)

Payment is hereby certified: ..... *(Project Manager)* 08/11/2023 *Date*

Complianced and approved by: ..... *Soleana Gabahe (Contract Manager)* 08/11/23 *Date*

Claim is hereby approved for payment by: ..... *Leeroy Bird (Executive Director - PMU)* 8/11/23 *Date*

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

7th November 2023
Progress_Report.docx

NHA Ref: CSM-071123

Mr. Leeroy Bird
Executive Director
Project Management Unit
Games Facilities Committee
National Hosting Authority
Old Sea King Building, Point Cruz, Honiara, Guadalcanal
SOLOMON ISLANDS

To Mr. Leeroy BIRD,

PROJECT: **10 MEDICAL CLINIC**
SUBJECT: **PROGRESS REPORT FOR CONSTRUCTION OF THE PG2023 HEALTH CENTRE – PAYMENT 3 (20%)**

1 INTRODUCTION

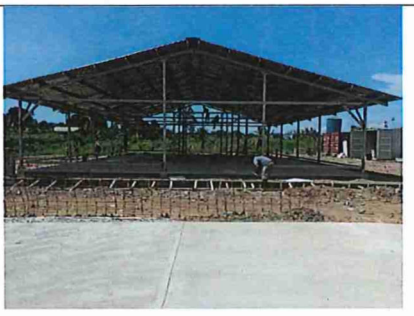
1.1 This report is to supplement ProDesigners Builders Limited (PBL) report and invoice for the construction of the PG2023 Health Centre specifically for the installation of steel members and roof structure.

1.2 This payment under Addendum 3 covers the milestone in the aforementioned.

2 PROGRESS TO DATE

2.1 Below shows a summary of the works completed to supplement PBL's claim:

Day	Works Completed	Photos
21 – 25 August 2023	• Excavation of septic tank and soak pits • Trenching for blockwork, casing, compaction, formwork installation, slab works and brick laying • Septic tank works complete	     

9 – 18 October 2023	• Column erection – alignment, anchor bolting • Roofing – rafter, purlin, beam, steel joist (all members bolted and welded where required)	  
26 October 2023	• Insulation installation • Roofing sheets installation • Steel members bracing (welded)	

3 PHOTOS OF WORKS

3.1 Tabulated in Section 2 Progress to Date.

4 CONCLUSION

4.1 The Contractor has fulfilled the milestones set in Payment Schedule: Payment 3 which covers:

4.1.1 Completion of septic tank and plumbing

4.1.2 Installation of steel frame

4.2 With this, the Contractor is entitled to Payment 3.

Yours faithfully,

CORA SITA MAKINI
Project Manager
Project Management Unit
Games Facilities Committee
National Hosting Authority
7234094

PROJECT MANAGEMENT UNIT - POLYCLINIC	
FORTHNIGHT REPORT	
CONTRACTOR NAME:	**PRODESIGNER BUILDER LTD**
PROJECT TITLE:	POLYCLINIC SEPTIC CONSTRUCTION
LOT NO#:	
LOCATION:	BURNS CREEK SCHOOL COMPOUND
CONSTRUCTORS NAME:	ARYAN M.DIVAN
CONSTRUCTION STARTING DATE:	AUGUST 21ST, 2023
CONSTRUCTION REPORT DATE:	SEPTEMBER 1ST, 2023
TIME OF WORK:	8AM TO 5PM : DOWN TIME: 7PM
PERSONNEL	
CONSTRUCTION MANAGER:	ARYAN M.DIVAN
ADMIN AND ACCOUNTS:	ALEX S.MANIA
SUPERVISOR:	ATKIN BINA
FOREMAN:	AGUSTINE HANE
SKILLED LABOUR:	JUNIOR RAOMAI
SKILLED LABOUR:	JOHN FAMA
SKILLED LABOUR:	ALFRED FAMA
SKILLED LABOUR:	WILLIAN DAGI
GENERAL LABOUR:	LIONAL KASPA
TOTAL NUMBER OF:	8 EMPLOYEES
TASK	
NO#1	SEPTIC CONSTRUCTION
DATE/DAYS	CONTRACTOR ACTIVITY SUMMARY
MONDAY 21ST AUGUST 2023	Construction site set up.
	Moving of 4 container to site (40ft).
	Movement of working material to site.
WEATHER	Sunny Day
TUESDAY 22ND AUGUST 2023	Work layout. Doing profiling of septic position and sphere line shooting.
	Unloading of material from SSS. (Cubic of gravels/sand, bricks and bag cement)
WEATHER	Rainfall in the late afternoon
WEDNESDAY 23RD AUGUST 2023	Hiring of back hoe to dig septic hole
	Digging of septic hole
	Unloading of complete cubics of sands
	Purchasing, installing and setting up temporary water supply
WEATHER	Rainfall in the late afternoon
THURSDAY 24TH AUGUST 2023	Water discharging / deposit (Hired water truck)
	Preparing casing for slab. straining sands, cutting plywoods and cutting steel rods
	Slabbing of Septic Begins
WEATHER	Rainfall in the late afternoon

ProDesigners Builders Ltd PBL Solomon Islands

FRIDAY 25TH AUGUST 2023	Continue and complete slabbing and first layer of bricks lining in septic begins
WEATHER	Sunny Day
MONDAY 28TH AUGUST 2023	Continue laying of Bricks (Septic)
WEATHER	Sunny Day
TUESDAY 29TH AUGUST 2023	Continue laying of Bricks (Septic)
	Water shortage and water refill
WEATHER	Cloudy Day
WEDNESDAY 30TH AUGUST 2023	Continue laying of Bricks (Septic)
WEATHER	Sunny Day
THURSDAY 31ST AUGUST 2023	Completion of Brick laying
WEATHER	Sunny Day
FRIDAY 1ST SEPTEMBER 2023	Plastering of interior septic
	Do casing for top slabbing of septic
	Completion of 1st septic slab.
WEATHER	Cloudy Day
OVERALL SUMMARY AND COMMENT	The construction for the septic is done. However, there are few downside encountered during the progression of septic construction. Obstacle such as, no permanent water or power on site, delay of material, we use our own finances to speed up the work and to be reimbursed later, lastly, rainfall.
PREPARED BY:	PRODESIGNER BUILDER LTD

PROJECT MANAGEMENT UNIT - POLYCLINIC	
FOOTINGS AND FOUNDATION REPORT	
CONTRACTOR NAME:	**PRODESIGNER BUILDER LTD**
PROJECT TITLE:	POLYCLINIC FOOTING AND FOUNDATION CONSTRUCTION
LOT NO#:	
LOCATION:	BURNS CREEK SCHOOL COMPOUND
CONSTRUCTORS NAME:	ARYAN M.DIVAN
CONSTRUCTION STARTING DATE:	SEPTEMBER 4TH, 2023
CONSTRUCTION REPORT DATE:	SEPTEMBER 7TH, 2023
TIME OF WORK:	8AM TO 5PM : DOWN TIME: 8PM
PERSONNEL	
CONSTRUCTION MANAGER:	ARYAN M.DIVAN
ADMIN AND ACCOUNTS:	ALEX S.MANIA
SUPERVISOR:	ATKIN BINA
FOREMAN:	AGUSTINE HANE
SKILLED LABOUR:	JUNIOR RAOMAI
SKILLED LABOUR:	JOHN FAMA
SKILLED LABOUR:	ALFRED FAMA
SKILLED LABOUR:	DON STANTON
SKILLED LABOUR:	ROBERT MAE
SKILLED LABOUR:	BARNABAS AGUSTINE
SKILLED LABOUR:	LIONAL RICHIE
SKILLED LABOUR:	STEWARD STANSY
SKILLED LABOUR:	ALFRED DAU
GENERAL LABOUR:	WILLIAN DAGI
GENERAL LABOUR:	DAVID FALUTA
GENERAL LABOUR:	LIONAL KASPA
GENERAL LABOUR:	ROGER A'TA
TOTAL NUMBER OF:	16 EMPLOYEES
TASK	
NO# 2 (STAGE 1)	FOOTINGS AND FOUNDATION CONSTRUCTION
DATE/DAYS	CONTRACTOR ACTIVITY SUMMARY
MONDAY 4TH SEPTEMBER 2023	Septic is completed.
WEATHER	Sunny Day
TUESDAY 5TH SEPTEMBER 2023	Profiling of Footings and Foundation & surveying.
WEATHER	Sunny Day
WEDNESDAY 6TH SEPTEMBER 2023	Approval from NHA team.
	Digging of Pad Footings
WEATHER	Sunny Day

ProDesigners Builders Ltd PBL Solomon Islands

THURSDAY 7TH SEPTEMBER 2023	Shaping and straightening of pad footings
	Digging of Foundation Footing, while waiting for materials.
WEATHER	Cloudy Day
OVERALL SUMMARY AND COMMENT	The excuvation for the Footings and Foundation has now completed.
PREPARED BY:	PRODESIGNER BUILDER LTD

PROJECT MANAGEMENT UNIT - POLYCLINIC	
FOOTINGS AND FOUNDATION REPORT	
CONTRACTOR NAME:	**PRODESIGNERS BUILDERS LTD**
PROJECT TITLE:	POLYCLINIC FOOTING AND FOUNDATION CONSTRUCTION
LOT NO#:	
LOCATION:	BURNS CREEK SCHOOL COMPOUND
CONSTRUCTORS NAME:	ARYAN M.DIVAN
CONSTRUCTION STARTING DATE:	OCTOBER 2ND, 2023
CONSTRUCTION REPORT DATE:	OCTOBER 13TH, 2023
TIME OF WORK:	8AM TO 5PM : DOWN TIME: 10PM
PERSONNEL	
CONSTRUCTION MANAGER:	ARYAN M.DIVAN
ADMIN AND ACCOUNTS:	ALEX S.MANIA
SUPERVISOR:	ATKIN BINA
FOREMAN:	AGUSTINE HANE
SKILLED LABOUR:	JUNIOR RAOMAI
SKILLED LABOUR:	JOHN FAMA
SKILLED LABOUR:	ALFRED FAMA
SKILLED LABOUR:	DON STANTON
SKILLED LABOUR:	ROBERT MAE
SKILLED LABOUR:	BARNABAS AGUSTINE
SKILLED LABOUR:	LIONAL RICHIE
SKILLED LABOUR:	STEWARD STANSY
SKILLED LABOUR:	ALFRED DAU
GENERAL LABOUR:	WILLIAN DAGI
GENERAL LABOUR:	DAVID FALUTA
GENERAL LABOUR:	LIONAL KASPA
GENERAL LABOUR:	HENDRY SITO
TOTAL NUMBER OF:	16 EMPLOYEES
TASK	
NO# 4 (STAGE 2)	FOOTINGS AND FOUNDATION CONSTRUCTION
DATE/DAYS	CONTRACTOR ACTIVITY SUMMARY
MONDAY 2ND OCTOBER 2023	Casing for concrete slab.
	Bracing of casing.
	Excavating of plumbing trench.
WEATHER	Sunny Day
TUESDAY 3RD OCTOBER 2023	Carry on with casing.
	Waiting for plumbing materials (80m x 90 degree plumbing elbow).
	2PM concrete pouring begins only to cover one quarter of the slab.
	Working till 10pm to level the slab
WEATHER	Sunny Day

ProDesigners Builders Ltd PBL Solomon Islands

WEDNESDAY 4TH OCTOBER 2023	Purchase plumbing materials with own finances.
	Install all plumbing elbows and pipings.
	Waiting for concrete pouring till 3PM.
	Continue with concrete slabbings but affected by heavy rain falls.
	Work till 8PM to level the slabs. Hence when the slab is dried of there are few crackage seen on the slab.
WEATHER	Sunny Day but Heavy rain in the afternoon.
THURSDAY 5TH OCTOBER 2023	Carry on with slab pouring.
WEATHER	Sunny but rainfalls in the afternoon.
FRIDAY 6TH OCTOBER 2023	Completion of slab pouring.
WEATHER	Sunny Day
MONDAY 9TH OCTOBER 2023	Installing of post frames.
	Arranging of Anchor bolts.
	Back filling of path foot around the building.
	waiting for materials for path foot and plumbing
WEATHER	Sunny Day
TUESDAY 10TH OCTOBER 2023	Very heavy rainfall but it does not stop the working progress
	Carry on with back filling of pad foot
	Rearranging of anchor bolts
	Installing half of the post frames
	Still waiting for materials.
WEATHER	Heavy rain fall
WEDNESDAY 11TH OCTOBER 2023	carry on with installing post frames.
	Installation of braces
	Back filling of path footing continues
	Materials arrival on site late in the afternoon.
	Work till 7:30pm
WEATHER	Sunny Day
THURSDAY 12TH OCTOBER 2023	Carry on with Bracing of post and weildings
	Work till 7:30pm
FRIDAY 13TH OCTOBER 2023	Setting up and connecting of rafters for roofing

WEATHER	Sunny Day
OVERALL SUMMARY AND COMMENT	The foundation and footing stage have now completed, and we have only five remaining weeks to go before the game. However, we still encounter slight delays of materials and concrete pouring and moreover, we still don't have power supply at the construction site. Yet even though we have encountered such complication or obstacles, including the heavy rain falls, we have not brought to a halt the working progress. Currently we are aiming to achieve a greater improvement in moving on with the project and looking forward for more support from the National Hosting Authority (NHA). In addition, with regards to the standard schedule, the advancement of the construction is still on schedule (Standardly).
PREPARED BY:	PRODESIGNERS BUILDERS LTD

PROJECT MANAGEMENT UNIT - POLYCLINIC	
FOOTINGS AND FOUNDATION REPORT	
CONTRACTOR NAME:	**PRODESIGNER BUILDER LTD**
PROJECT TITLE:	POLYCLINIC FOOTING AND FOUNDATION CONSTRUCTION
LOT NO#:	
LOCATION:	BURNS CREEK SCHOOL COMPOUND
CONSTRUCTORS NAME:	ARYAN M.DIVAN
CONSTRUCTION STARTING DATE:	SEPTEMBER 4TH, 2023
CONSTRUCTION REPORT DATE:	SEPTEMBER 15TH, 2023
TIME OF WORK:	8AM TO 5PM : DOWN TIME: 8PM
PERSONNEL	
CONSTRUCTION MANAGER:	ARYAN M.DIVAN
ADMIN AND ACCOUNTS:	ALEX S.MANIA
SUPERVISOR:	ATKIN BINA
FOREMAN:	AGUSTINE HANE
SKILLED LABOUR:	JUNIOR RAOMAI
SKILLED LABOUR:	JOHN FAMA
SKILLED LABOUR:	ALFRED FAMA
SKILLED LABOUR:	DON STANTON
SKILLED LABOUR:	ROBERT MAE
SKILLED LABOUR:	BARNABAS AGUSTINE
SKILLED LABOUR:	LIONAL RICHIE
SKILLED LABOUR:	STEWARD STANSY
SKILLED LABOUR:	ALFRED DAU
GENERAL LABOUR:	WILLIAN DAGI
GENERAL LABOUR:	DAVID FALUTA
GENERAL LABOUR:	LIONAL KASPA
GENERAL LABOUR:	ROGER ATA
TOTAL NUMBER OF:	16 EMPLOYEES
TASK	
NO# 2 (STAGE 2)	FOOTINGS AND FOUNDATION CONSTRUCTION
DATE/DAYS	CONTRACTOR ACTIVITY SUMMARY
MONDAY 4TH SEPTEMBER 2023	Septic is completed.
WEATHER	Sunny Day
TUESDAY 5TH SEPTEMBER 2023	Profiling of Footings and Foundation & surveying.
WEATHER	Sunny Day
WEDNESDAY 6TH SEPTEMBER 2023	Approval from NHA team.
	Digging of Pad Footings
WEATHER	Sunny Day

ProDesigners Builders Ltd PBL Solomon Islands

THURSDAY 7TH SEPTEMBER 2023	Shaping and straightening of pad footings
	Digging of Foundation Footing, while waiting for materials.
WEATHER	Cloudy Day
FRIDAY 8TH SEPTEMBER 2023	Fabrication cages
	Waiting for materials
WEATHER	Sunny Day
SATURDAY 9TH SEPTEMBER 2023	Fabrication for cages
WEATHER	Sunny Day
MONDAY 11TH SEPTEMBER 2023	Joining of cages or footing mess
	Fabrication of pad footing
WEATHER	Sunny Day
TUESDAY 12TH SEPTEMBER 2023	Continue fabrication of cages.
	Inplacing cages in ground floor
	Waiting for materials
WEATHER	Sunny Day
WEDNESDAY 13TH SEPTEMBER 2023	Waiting for materials
	Continue doing fabrications - including incomplete cage, L-joint steels and strip footing
WEATHER	Sunny Day
THURSDAY 14TH SEPTEMBER 2023	All footing cages have fixed in ground floors
	Fabrication of strip footing
	Attaching L-Joint stand up strip to footing cages
WEATHER	Cloudy Day
FRIDAY 15TH SEPTEMBER 2023	Pouring of pad footing and cages
WEATHER	Sunny Day
OVERALL SUMMARY AND COMMENT	The setting up of pad footing have now been completed. Note: Materials are not on schedule hence it cause delay.
	We are current in week 2 of the foundation works however we have lost 3 days already for not working due to late materials delivery
PREPARED BY:	PRODESIGNER BUILDER LTD





Steel Structure

Steel frame welded and bolted

Roof

Roof installed

Soak hole and Septic

Soak hole x 2 and septic completed

Plumbing

Plumbing connections completed and installed

ProDesigners Builders Ltd
PBL
Solomon Islands

SOLOMON ISLANDS
GOVERNMENT

GAMES FACILITIES
COMMITTEE

ADDENDUM NO 3

ADDENDUM TO PAYMENT SCHEDULE OF THE CONTRACT

LABOUR BASED CONTRACT

PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES SEMI-PERMANENT CLINIC AT BURNSCREEK

between

NATIONAL HOSTING AUTHORITY

and

PRODESIGNERS BUILDERS LIMITED

Issued November 2023

AMENDMENT TO THE CONTRACT

THIS ADDENDUM TO THE CONTRACT ("Contract") is entered into between **NATIONAL HOSTING AUTHORITY, (NHA) ("the Client")** having its principal place of business at OLD SEA KING BUILDING, POINT CRUZ, HONIARA, and **PRODESIGNERS BUILDERS LIMITED ("the Service Provider").**

The Parties entered into the Contract Agreement for the Provision of Labour for the Construction of Games semi-permanent Medical Clinic at Burnscreek had on this date agreed to changes and amendment of contract terms and conditions. The clauses referred herein shall repeal or include and shall form part of the final Contract.

All expressions and terms defined or used in the original Contract Agreement shall have the same meaning in this Addendum unless the context clearly requires otherwise.

1.0: AMENDMENT OF THE CONTRACT AGREEMENT IS AGREED AS FOLLOWS:

The amendment to the original contract terms and conditions shall supersede the referenced clauses of the Contract, as mentioned below and effectively enforced herewith.

1. **AMENDMENT 1:** SECTION III PAYMENT SCHEDULE: - The Payment Schedule has been amended as follows:

			CONTRACT VALUE	SBD$ 693,063.13
PAYMENT NUMBER	**MILESTONE DESCRIPTION**	**AMOUNT CLAIMED (SBD)**	**RETENTION WITHHELD 5%**	**AMOUNT DUE PAYABLE**
Payment No. 1	The payment of 35% shall be made upon confirmation and certification of all materials arrived in Honiara and the Contractor proceeds with local logistics, arrangement for storage and or other local handling processes.	$ 242,572.10	$ 12,128.61	$ 230,443.50
Payment No.2	A payment 20% of the payment will be paid upon contractor's mobilization to the Site, Site set out, establishment excavations for building footings and concrete works.	$ 138,612.63	$ 6,930.63	$ 131,681.99
Payment No.3	20% payment will be paid upon completion of the following Works conducted by the Contractor and verified by the Client's Project Engineer & Project Manager: • Installation of prefabricated frames and trusses • Installation of soakhole and septic • Installation of Plumbing fittings	$ 138,612.63	$ 6,930.63	$ 131,681.99
Payment No. 4	25% payment will be paid upon completion of all remaining Works pertaining to the building as per the Scope of Works and completion of all installation of steel structures, prefab installation, roofing, electricals, plumbing, internal installation for wall claddings, flooring, Hospital Standard Vinyl Flooring, cornices. 100% completion of all finishing Works to the whole building, installation of office furniture, finishing to electricals, final painting to areas required, 100% completion of installation of Medical Supplies and final finishing to all Works and Services, landscaping, and other exterior finishing works.	$ 173,265.78	$ 8,663.29	$ 164,602.49
Payment 5- Retention	5% Defects Liability Period payment shall be paid upon satisfaction of all defects rectified by the Contractor after three months of practical completion.	$34,653.16		$34,653.16
TOTAL			**34,653.16**	**$ 693,063.13**

Both parties agreed herein for the amended clauses and parts of the original contract fully supersedes the original and agreed clauses and parts referenced.

This amendment shall form part of the contract and can be read or interpreted part of the original Contract.

Any further amendment shall not be considered unless otherwise agreed by both Parties,

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

On behalf of the Purchaser

Name: Christian Nieng

Signature:.....

Designation: Executive Director
National Hosting Authority

On behalf of the Supplier

Name: Aryan M. Divan

Signature:.....

Designation: Managing Director
PRODESIGNERS BUILDERS LIMITED

As witnessed by Project Management Unit Representative

Name: Leeroy Bird

Signature:.....

Designation: Executive Director

Project Management Unit

Date: 6/11/23

LABOUR BASED CONTRACT

FOR

PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC AT SINU-KUKUM

BETWEEN

SOLOMON ISLANDS GOVERNMENT
NATIONAL HOSTING AUTHORITY

(Purchaser)

AND

PRODESIGNERS BUILDERS LIMITED

("CONTRACTOR")

CONTRACT FORM

This contract agreement is established on this 11th Day of February 2022 and is;

Between

The Purchaser referred to as the **Government of the Solomon Islands,** represented by the **National Hosting Authority,** legally represented in this matter by the **Executive Director- Christian Nieng.**

And

The Contractor referred to as **PRODESIGNERS BUILDERS LIMITED** which has its registered office at **P.O.Box 2222-Honiara,Solomon Islands,** legally represented in this matter by **Managing Director- ARYAN VAHID** hereinafter referred to as the Contractor,

2.0: BOTH PARTIES HAVE AGREED AS FOLLOWS: Both Parties have agreed to the following terms and conditions, and of which shall be binding.

2.1. CONTRACTS BINDING TERMS AND CONDITIONS:

Both parties agreed that the conditions agreed herein constitutes details of the contract and of which each party is abided.

a. Both parties have agreed for the contractor to perform the works as labour-based and specified as Provision of Labour for the **Construction of Games Makeshift Medical Clinic at SINU-Kukum Campus.**

b. The contract shall be **labour based** whereas all materials shall be supplied by the Third Party of which both parties have been appointed and agreed herewith.

c. The amended price of the execution of Works is confirmed in the Price Schedule submitted by the Contractor on **10th February 2022.**

d. Both parties hereby agreed that the total Price shall be of **SBD$693,063.13**,The agreed price for the execution of the Works is fixed for the duration of the Contract unless there is a change of design, scope of works which will change the price value.

e. Both Parties Agreed that any change of scope, design, and any new scope of works or services not covered in the contract or not specified in the Scope of works or other works related to the completion of project shall be applied as variations.

f. The works shall be completed within **Six months** from the Contract Commencement date. Construction of various lots may happen simultaneously.

g. Client and Contractor agree that taking possession of site must be before the Material from **PT Audie Building Industry** arrive in Honiara. Purchaser may take responsibilities for warehousing at its own cost until such time site is ready for commencement of works if it fails to issue taking possession of site prior to arrival of materials from the described supplier.

h. Where the Purchaser (herein NHA) delays locally procured materials for delivery on site, the Contractor shall charge labour delayed upon Purchaser for labour rates of workers for the hours and days delivery of materials delayed.

i. The Contractor shall strictly comply with the terms and conditions as described in the General Conditions of Contract and Special Conditions of Contract for the Execution of Works and the Technical Specifications and Drawings.

j. The Contractor's invoice(s) to the Employer for the completion of all progressive works shall be addressed to the **Project Management Unit – National Hosting Authority** of the quoting the above-mentioned Contract number.

k. This Contract is subject to the provisions of the attached General Conditions of Contracts and Special Conditions of Contract for the Execution of Works as in Specific Scope of works.

2.2: CONTRACTS SPECIFIC TERMS AND CONDITIONS

Both Parties agreed that each party shall responsible and shall perform part of which described as specified applied conditions of the contract described as below.

A. Contractor's Undertaking-The Contractor herein referred as **PRODESIGNERS BUILDERS LIMITED** hereby agreed with the described undertakings as.

i. To complete the required services diligently, expeditiously and with due skill, care, and diligence.

ii. To completely perform the services with the highest level of professionalism.

iii. To ensure that suitably skilled and appropriately experienced personnel are assigned to conduct the Services as required.

iv. To cooperate, where necessary, with the Client in carrying out the required Services.

v. Ensure that Services are provided in a timely and efficient manner.

vi. Contractor will submit Progress Report every 2 weeks to Client and **PT Audie Building Industry.**

vii. The Contractor shall provide skilled labour for the works required as in design and scope of works.

viii. The Contractor hereby agrees with the terms and conditions of the contract and other documents attached as annexes.

B. **Purchaser's Responsibility-** The Contractor herein referred to as **National Hosting Authority** hereby agreed with the described undertakings as.

i. Shall allow the contractor to proceed with the Contract and shall in its discretion assist the contractor in preparation of the site.

ii. The Client shall provide the Contractor with records, information, documents, and explanation on which the Consultant shall rely and to maintain its (i.e the client's) records in a form necessary to enable the Contractor to carry out the Services on a timely manner.

iii. To cooperate with the Contractor and provide the Contractor with all reasonable and necessary assistance to enable the Contractor to perform the Services. This includes providing the Contractor with timely and reasonable access as appropriate and as agreed to by the parties, to the premises, facilities, information, and representatives.

iv. To pay the Charges as required under this contract in accordance with the charges and deliverable in Schedule 1 as agreed by both parties and payments for variation that might arise.

v. The Purchaser shall be responsible for any cost for in land logistics, movement of materials and any cost associated with materials from Ports to storage sites or construction site.

vi. The Purchaser shall pay for connection of required utilities such as water and electrical connection to the site.

vii. To organize and pay for any charges to the HCC with regards to building permit and other required charges of HCC.

viii. This Agreement shall be for a period of the installation of foundation and flooring till the completion of prefab containers installation, shall start from the same day as payment.

ix. The Purchaser shall ensure that all temporarily and permanent water and electricity are paid and connected to the site.

x. The Purchaser meet the cost for the site preparation prior to the contractor proceeding to the site.

10. This Contract is made up of the following documents, in order of precedence:

- THIS CONTRACT AGREEMENT
- SECTION I: GENERAL CONDITIONS OF CONTRACT
- SECTION II: SPECIAL CONDITIONS OF CONTRACT
- SECTION III: PAYMENT SCHEUDLE
- SECTION IV: ANNEXES TO THE CONTRACT
- Annex A: Performance securing declaration
- Annex B: Contractors priced bills of quantities
- Annex C: Project requirements: General Requirements
- Annex D: Work Schedule
- Annex E: Building Design and Drawings

The various documents making up this Contract shall be deemed to be mutually explanatory; in cases of a different interpretation, the documents shall prevail in the order in which they appear above.

Parties hereby agree and sign as followed:

1. FOR THE NATIONAL HOSTING AUTHORITY		2. FOR THE CONTRACTOR	
Name:	**CHRISTIAN NIENG**	**Name:**	**Aryan M Divan**
Title:	**Executive Director Secretariat (NHA)**	**Title:**	**Managing Director**
Signature:	.....	**Signature:**	.....
Date:	17/02/22	**Date:**	16/02/22

COUNTER-SIGNING BY NATIONAL HOSTING AUTHORITY

FOR THE NATIONAL HOSTING AUTHORITY

Name: **ELDON TEPA**

Title: **EXECUTIVE DIRECTOR**
PROJECT MANAGEMENT UNIT
GAMES FACILITIES COMMITTEE

Signature .....

Date: 16/2/22

SECTION II: SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract for the Execution of Works for the Solomon Islands Government. Whenever there is a conflict, the provisions herein shall prevail over those in General Conditions for the Execution of Works (GCC). The corresponding Article numbers in the General Conditions of Contract are indicated below.

GCC Article	No.	Particulars
1. Definitions	1.5	**a. THE EMPLOYER IS:** NATIONAL HOSTING AUTHORITY SEAKING BUILDING HONIARA-SOLOMON ISLANDS **b. THE CONTRACTOR:** PRO-DESIGNERS & BUILDERS P.O.BOX 2222 HONIARA-SOLOMON ISLANDS **c. THE LOCATION SITE IS:** PANATINA AREA EAST HONIARA HONIARA SOLOMON ISLANDS
	1.12	• **THE PROJECT MANAGER IS:** CORAH MAKINI PROJECT MANAGER PROJECT MANAGEMENT UNIT
	1.13	• **THE CONTRACT ADMINISTRATOR IS.** PETER HIMANE CONTRACT ADMINISTRATOR PROJECT MANAGEMENT UNIT
3. Delivery of the Works	3.1	The works shall be completed within **60 days** for each lot from the Contract Commencement date. **Note:** *For this Contract, it a Six day working week is assumed. Therefore, the works shall be completed within weeks of commencement of the Contract. The Contract commences on the day that it has been signed and countersigned by all parties to the Contract.*

4. Guarantee	4.5	The Defects Liability Period shall be **six months**, for quality of workmanship, from the date of acceptance of the Works. The Contractor shall, in addition, comply with the performance as specified in the Contract. If for reasons attributable to the Contractor these guarantees are not attained in whole or in part, the Contractor shall, at its discretion, either make such changes, modification, and/or additions to the Works or any part thereof as may be necessary in order to attain the contractual guarantees specified in the contract at its own cost and expense
	4.6	This Contract must be supported by a duly signed Performance Securing Declaration, acceptable to the Employer, in lieu of a Performance Security.
5. Inspection	5.1	Inspection and tests by the Employer or 3rd party in name of the Employer regarding the Execution of the Works and the quality levels applied to may be implemented as follows: The time limit for inspection and quality assurance may be undertaken at all times during the Execution of the Works. There is no need for the Employer or their representative to announce their inspection beforehand.
6. Contacts	6.1	**THE EMPLOYER'S AUTHORIZED REPRESENTATIVE FOR THIS CONTRACT IS.** **Eldon Tepa** **Executive Director** **Project management Unit** Email: ETepa@sol2023.com.sb **THE CONTRACTOR'S AUTHORIZED REPRESENTATIVE IS:** **Mr Aryan Divan - Manager Director** **ProDesigners Architects (SI) Limited and ProDesigners Builders** **PO Box 2222, Honiara** **Mobile: +677 8889888.**
9. Prices	9.1	The Contract price is fixed for the duration of the Contract.
	9.2	Variations of the Contract price may be granted by the Employer provided the request for variation is made prior to the work being undertaken, the variation is assessed by the Employer to be necessary and the price quoted is reasonable.
10. Payment	10.1	Payment for Works carried out under this contract shall be made in SBD. The Contractor is to submit a claim for works completed. The Project Manager is to inspect the works and if satisfied that the work

		is complete and to reasonable standard will authorise payment of the Contractor's claim. If there is a difference between the assessed works completed and the claim amount the Contractor is to adjust the claim to match the value of the completed works. Progressive payments are stated in the Payment Schedule as in SECTION III of the Contract.
	10.6	In case payment is subject to SIG tax law, the latest information on the relevant withholding taxes and other payables are to be found at the website of the Inland Revenue Department: http://www.ird.gov.sb
11. Advance Payment	11.1	The first scheduled payment shall be the Mobilization Payment which shall be paid after the project has mobilized, materials have been delivered to site and work is ready to commence.
12. Penalty (Liquidated Damages)	12.1	Applicable rate for the Liquidated damages is: 0.1% per day. Applicable maximum shall not exceed ten (10) precent of the delayed Works Contract Price.
14. Contractors Liability	14.1	Notwithstanding Article 14.1 of the GCC, the Contractors liability is twice the Contract value as stated in the Contract between Employer and Contractor.
20. Insurances	20.1	Contractor shall provide with their tender the following proof of insurance: - Workmen's Compensation As required by SI Law - Third Party Liability SBD 2,000,000 - Equipment for use in Project Replacement Value The Contractor shall, prior to commencing the Works, effect and thereafter maintain insurances in the joint names of the Parties: a) for loss and damage to the Works, Materials, Plant and the Contractor's Equipment, b) for liability of both Parties for loss, damage, death or injury to third parties or their property arising out of the Contractor's performance of the Contract, including the Contractor's liability for damage to the Employer's property other than the Works, and c) for liability of both Parties and of any Employer's representative for death or injury to the Contractor's personnel except to the extent that liability arises from the negligence of the Employer, any Employer's representative or their employees.

SECTION III: PAYMENT SCHEDULE.

This payment schedule is part of contract and is crucial part of which contractor shall be remunerated. This schedule is made reference to the Contractors performance and claims. Upon inconsistencies of work schedule and claims, this schedule supersedes contractors work schedule where it shall be revised to compromise with this schedule.

			CONTRACT VALUE	SBD$693,063.13
PAYMENT NUMBER	**MILESTONE DESCRIPTION**	**AMOUNT CLAIMED (USD)**	**RETENTION withheld 5%**	**AMOUNT DUE PAYABLE**
Payment No.1	The payment of 35% shall be made upon confirmation and certification of all materials arrived in Honiara and the Contractor proceeds with local logistics, arrangement for storage and or other local handling processes.	**$242,572.10**	**$12,128.60**	**$230,443.49**
Payment No 2	A payment 20% of the payment will be paid upon contractor's mobilization to the Site, Site set out, establishment Excavations for building footings and concrete works.	**$138,612.63**	**$6,930.63**	**$131,681.99**
Payment 3	Final payment of 45% will be paid upon Contractor's Completion of all steel structures, install prefab installation, roofing, electricals, plumbing, internal installation for wall claddings. Installation Flooring – Hospital Standard Vinyl Flooring. Cornices. Finishing works to the whole building, installation of office furniture, finishing to electricals, soak hole and septic, final painting to areas required. Installation of Medical Supplies and final finishing to all works and services, landscaping, and other exterior finishing works. Finishing works to the whole building, installation of office furniture, finishing to electricals, soak hole and septic, final painting to areas required	**$311,878.41**	**$15,593.92**	**$296,284.49**
Payment 4	A payment for Defect Liability period shall be made after three months practical completion certificate is issued to the contractor.	**$34,653.16**		**$34,653.16**
	TOTAL		**$34,653.16**	**$693,063.13**

ANNEX B: PERFORMANCE SECURING DECLARATION

ANNEX C: CONTRACTORS LABOUR COST SUMMARY

ANNEX D: PROJECT WORKS REQUIREMENTS:

1. Introduction

The National Hosting Authority through the Project Management Unit is seeking to construct Makeshift Medical clinic. The Purpose of makeshift medical clinic is to be used as medical center for sporting related health issues.

The building materials will be funded by the Indonesian government, the labour cost will be funded by SIG through the National Hosting Authority.

The Contractor to construct a COVID 19 makeshift hospital at agreed site as specified in the building description set out. The Client will give Hand Over Site to The Contractor, so The Commencement date will start. Construction works in accordance with drawings, specifications approved by PT Audie Building Industry and Solomon government. It does not include imports duty or import taxes which must be paid by client. Client will give Duty Free Letter for all the product that imported from PT Audie Building Industry – Indonesia.

1. Project Brief

The project will be steel and concrete structure with all pre-cut materials to be set and supplied by Audie Suppliers. Local Contractor is required to assemble and construction the Medical Clinic.

1.1 Location

The location where the medical clinic will be built at the following location.

Solomon Islands National University Campus
Kukum Campus
Solomon Islands National University
Honiara-Solomon Islands.

2. SPECIFI SCOPE OF WORKS

The Contractor is required to build a Makeshift Medical Clinic required for Pacific games 2023, the works shall conform to the building design and bills of quantities. All workmanship and specification of applied works is included herein.

The general works required shall ensure to conform to the normal building construction as follows.

All materials to be used shall conform to the certified materials under NZ standard of Solomon Islands used for structural and other complete works. Hazardous materials specified as asbestos and other materials restricted from construction are not allowed for use in this project.

The contractor shall perform the services described as works and is restricted to the following scope of works.

1. Contractor will organize and pay for transportation of prefab containers from ports to site
2. Contractor shall pay the agent fee for container paperwork.
3. Contractor shall ensure perform Cleaning of Site, and preparation for work.
4. Contractor in pursuant to this Contract shall supply local abours as well as local materials of which cannot be procured overseas.
5. Shall ensure that all Installation of Prefab Buildings are made according to the designs.
6. Ensure to make Installation of roof and steel structure pertaining to roofing.
7. Installation Flooring – Hospital Standard Vinyl Flooring.
8. Electrical and wiring installation with provided materials and paperwork for Solomon Power connection.
9. Installing soak hole and septic tank with all plumbing pertaining to prefab buildings.
10. Assembly of Furniture and Interior provided.
11. Installation Plumbing; Installation Sanitary; Installation of water tank.
12. The Contractor shall ensure that all workmanship and all work-related process are properly managed on site.

3. GENERAL SCOPE OFWORKS REQUIREMENTS:

3.1 Preliminary & General

The Contractor will be responsible for the following:

- Provision of all material and labor on site.
- High quality of workmanship and finishes by appropriately qualified personnel.
- Maintenance of site access and site storage.
- Provision of all temporary site service including, but not limited to; water, electricity, site sanitation etc.
- Protection of all works.
- Provision of site office and site storage to suit the Contractor's personnel needs.
- Connection of all permanent services to the works.
- Site cleanliness and tidiness for maintenance of safety and environment.

3.2 Health and Safety

The Contractor is to ensure safety of all personnel and the public whilst on site. It is mandatory for the Contractor to submit a Work Safe Method Statement before commencing any works on site. The Work Safe Method Statement is to be reviewed and approved by the Employer. To a minimum the following criteria must be met;

3.3 General safety requirements

The contractor must put controls in place to eliminate, isolate or minimize all hazards. General hazards include;

- General public
- Heavy plant (trucks reversing, excavators)
- Deep excavations
- Falling objects
- Hot works
- Working at height

3.4 Personal Protective Equipment (PPE)

Contractors personnel or any visitor on site must comply, at a minimum, with the following;

Safety boots/ Footwear	Steel cap boots to be worn at all times
High Visibility (HV) Clothing	HV jacket or vest to be worn at all times.
Head Protection	Hard hat to be worn when working under falling hazards (cranes, scaffolding, double storey structure)
Hearing Protection	Hearing protection is to be used when operating or in the vicinity of noisy equipment.

3.5 Contractual operation Requirements

The contractor must, to a minimum, comply with the following:

Equipment	The Contractor is to nominate the equipment to be used on site. A detailed equipment list is to be submitted as part of the Contractors tender submission. All equipment is to be in safe and working order and must all have current licenses where appropriate. Vehicles are to be operated by qualified or adequately trained personnel.
Ladders	Must be available on site and in good condition and fit for industrial use.
Scaffold	Must be in good condition and adequately assembled by trained personnel
Power Tools	Tools on site must be serviced, in good condition and adequate for the task/job carried out.
Electricity	Any works that involve the use of electricity, including temporary power during works, is to be carried out be a suitably trained and certified electrician.
Fencing	Contractor is to separate construction area from general public areas using fencing or barrier tape. The site should be a distinct isolated work area. All hazards such as open excavation also need to be clearly marked or fenced.
Signage	Contractor to erect appropriate warning signage at work site. A project signboard is to be installed at the site entry at the commencement of works. Project sign board needs to be approved by Employer's representative prior to erection.
Storage	Materials are to be stored in an appropriate and safe manner; and in accordance with any relevant material safety data sheet (MSDS).
Waste	All waste is to be collected and moved to a location identified and approved by Employer's representative as a waste disposal area.
Ablution	The Contractor should provide adequate ablutions for all personnel or visitors on site. Ablutions must be cleaned on a regular basis to maintain adequate hygiene standards.
Access	Site must have a designated entry and exit point. The entry and exit point should be clearly signed and located to provide minimal disruption to the public.
Authorised Personnel	Only authorised personnel allowed on site – appropriate signage must be in place to communicate this.
Evacuation Plan	An emergency evacuation and management plan must be in place and made known to all on site.
Fire fighting	Fire extinguishers must always be available on site and positioned in areas for ease of access in emergency.
First Aid	A first aid kit must always be available on site. The Contractor is to ensure that at least two of the Contractor's personnel on site at any time are adequately trained and certified in First Aid.
Emergency Response	Emergency response (Police, Ambulance, Fire Brigade) numbers must be available and displayed on site in event of an emergency.
Drug & Alcohol	No smoking, alcohol consumption or chewing of betel nut is permitted by the Contractor or staff. No illicit drug of any type are to be present or in use on site.
Child Protection	Children are not allowed on site at any time and no worker is ever to accompany a child on site without the expressed approval of the Employer's representative

3.6 Quality

The Contractor is to ensure a Quality Management System (QMS) is maintained throughout the duration of the Works. To a minimum the QMS must ensure the following is maintained.

- Quality management plan.
- Quality management records (testing records, compliance certificates).
- Internal quality audits.
- Non conformance and corrective actions list.

The Contractor must present the QMS and Quality management plan to the Employer's representative for approval before the Works can commence.

3.7 Environment

Environmental measures for the project are to include:

- All waste is to be removed from site and disposed of as per Local Authority requirements.
- No waste is to be burnt on site.
- Protective measures must in place to ensure that no run off from the site goes into nearby waterways.
- Any spill of chemicals, diesels or hazardous materials are cleaned up immediately. All hazardous materials are stored in a safe place and in a way that spillage will not harm the environment.

3.8 Project Administration requirements

Authorised Representative	The Contractor must nominate an authorized representative for all external communications. The authorized representative must be suitably qualified and fluent in the language of English. All communications between parties should be in English.
Pre-Start Meeting	A prestart meeting will be held at the site prior to the commencement of the Works. The objective of the prestart meeting is to confirm the project outcomes, responsibilities and relationships for the project. Attendees at the meeting are to include representatives of the Contractor, Employer and relevant authorities.
Project Meetings	Project Meetings should be held on a fortnightly basis during the contracted period of Works. Attendees should include representatives of the Contractor and Employer. Project meetings may also be held as required at the request of the Employer or the Contractor.
Project Reporting	The Contractor is to submit weekly and monthly project reports and summaries. These reports should detail to a minimum: • Project progress and timeline update • Key issues and blockages • Pending approvals • Safety summary • Quality summary • Equipment summary • Staff records • Photographic records • Project Finance update
Payment Claims	Payment Claims are to be presented to the Employer's Representative /Project Manager whenever work associated with a milestone payment has been completed. Proof of completion of the milestone in the form of a monthly site report showing the completed work and a statement from the Contractor must accompany the Payment Claim. Payment Claims will be reviewed by the Employer's representative/Project Manager for approval. Once approval has been provided the Contractor can submit an invoice for payment.
Work Hours	Work hours are generally to be 8.00am to 5.00pm Monday to Friday. Extended work hours can be requested by the Contractor and approval provided by the Employer's representative.

3.9 Earthworks

Earthworks is to include, but not limited to, all clearing and grubbing, excavation, trenching, shoring, backfilling, removal of spoil material and placement of fill material. All excavation is to be conducted in a safe manner using nominated equipment. All equipment used in excavation is to be nominated in the Contractor's Safe Work Method Statement. All excavation related activities on site are to be compliant with design documentation and
approved by the Employer's representatives.

Clearing and Grubbing

Clearing and grubbing operations shall be carried out in the following areas as relevant:

- Areas where general earthworks are to be constructed, plus a margin of 3m or to property boundaries; whichever is the lesser.
- Areas specified for visibility.
- Other areas as indicated on the drawings.

Disposal of Cleared and Grubbed Materials:
Materials that comply with the requirements specified may be used in the Works, otherwise the material shall be removed from the Site or if approved, be disposed within the Site.

Excavation Dewatering

Allow to drain all foundation excavations to special low-level sumps, located away from the permanent works. Excavation shall remain dry for duration of the work, and prior to placing of hard fill or site concrete. Prevent all water flow over freshly laid work.

Backfilling

Bring all filling on to the site unless it can be provided from soil recovered from the site. Filling shall be sound material, free of perishable material or any material that will not form stable fill. The fill shall be the best of the clean inorganic excavated material, fully stabilised as approved by the site supervisor.

Topsoil

Where possible stockpile topsoil for re-spreading for future landscape works as necessary.

Definitions

ROCK: Any natural or artificial material encountered in the excavation which cannot be removed until broken up by explosives or mechanical means such as, jackhammer or percussion drills.

OTHER THAN ROCK: All other material encountered in excavation.

Rubbish

Rubbish or debris is not to be buried on site. Remove all rubbish from the site.

SERVICE TRENCHES

Excavation
If practicable, make trenches straight between manholes, inspection points and junctions, with vertical sides and uniform grades.

Trench widths
Keep trench widths to the minimum consistent with the laying and bedding of the relevant service and construction of manholes and pits.

Backfilling
General: Backfill service trenches as soon as possible after laying the service. Place backfill in layers. Compact each layer to a density sufficient to minimise settlement.

Backfill material: Excavated spoil or well graded inorganic material with maximum particle size of 75 mm.

Next to services: Do not place any particles greater in size than 25 mm within 150 mm of services.

Under paved areas: Coarse sand, controlled low strength material or fine crushed rock.

Shoring
The Contractor/local builder shall shore up as necessary and batter the faces of excavations. The stability of soil faces during excavation work will be entirely the responsibility of the Contractor who shall make good any damage which may occur as the result of soil failure.

Where excavations at different levels are adjacent, the sides of the lower excavations shall be supported in such a manner that the bearing capacity of the retained soil is not impaired.

ANNEX E: PROJECT SITE MAPS & DRAWINGS

See map for references of site

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/RFTB	P7 10.1	✓		
PR signed by requisition officer		✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)				
Progress Report of works/Photos etc				
Completion report if goods/services and works have been completed		Completion report.		
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: Christina. L -(CA)

Date: 09th_ 11-2023.

Procurement section Compliance performed by:

Signed: _____

Name and Position: Tamasi. Brd C.P.O.

Date: 09/11/23

Finance Department Compliance performed by:

Signed: _____

Name and Position: LOVELYN.T (AP)

Date: 10/11/23

Variation 2

7[illegible]th payment

2023 PACIFIC GAMES OFFICE

Approval /Signature Required Prodesigners Builders 2tch.

Supplier Name: PBL V02 – Clinic, Burnscreek

Payment Approval

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

Comments:

To attach approval re: Memo to ED PMU & approval Chair to sign approval memo. Payment is raised on the basis that Chair signed the variation order.

RECIEVED
DATE 7/12/23
SIGN

PMU

ANZ

Australian and New Zealand Banking Group Limted (ANZ)

STAMP DUTY PAID

HONIARA, SOLOMON ISLANDS

DATE 0 8 / 1 2 / 2 3
D D M M Y Y

PAY pro Designers Builders Limited OR BEARER

THE SUM OF One hundred and thirty two thousand and Twenty five dollars 60/100 only

SBD132,025-60

NOT NEGOTIABLE

PLEASE SIGN ABOVE THIS LINE

PLEASE SIGN ABOVE THIS LINE

№ 1798924

NATIONAL HOSTING AUTHORITY 5091150

Aryan M. Divan
08/12/23

NATIONAL HOSTING AUTHORITY
P O Box 2443
Honiara, Solomon Islands
E:Accounts@sol2023.com.sb

PAYMENT VOUCHER	
DATE	7/12/2023

Pro Designers Builders Limited
P O Box 2222
Honiara

Cheque Number Chq: 1798924
Total Amount Paid $132,025.60

Payment for Variation No.02- additional work and labour at the makeshift Medical Clinic

In Payment For the following invoices:

Supplier Inv	Purchase No.	Invoice Date	Invoice Amount	Previous Payments	Current Payment
	00000541	11/05/2022	$706,954.08	$423,320.92	$132,025.60

NATIONAL HOSTING AUTHORITY
FINANCIAL CONTROLLER
SOL2023 PACFIC GAMES
8/12/23

NATIONAL HOSTING AUTHORITY
EXECUTIVE DIRECTOR
SOL2023 PACIFIC GAMES
8/12/23

Payment Voucher Prepared By: _____ Date: 8/12/2023

Signature of Claimant: _____

PRINT NAME: _____

PAYMENT SCHEDULE
PRODESIGNERS BUILDERS LIMITED
CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC

Payment No.		Award Amount	Retention 5%	With Holding Tax 7.5%	OTHER DEDUCTION	Amount Paid	Status	
		$693,063.13			***Customs & fee Charges***			
No.1	35%	242,572.10	12,128.60	18,192.91	57,533.01	154,717.57	PAID	
No. 2	20%	138,612.63	6,930.63	10,395.95		121,286.05	Paid	
No. 3	20%	138,612.63	6,930.63	10,395.95		121,286.05	paid	
No. 4	20%	138,612.63	6,930.63	10,395.95		121,286.05		
No. 5	5%	34,653.16	1,732.66	2,598.99		30,321.51		151,607.56
VARIATION	5%	29,750.00	1,487.50	2,231.25		26,031.25	Paid	
VARIATION 2		150,886.40	7,544.32	11,316.48		132,025.60	payment in Progress	8/12/2023
Retention						-		
TOTAL		***873,699.53***	***43,684.98***	***65,527.46***	***57,533.01***	***706,954.08***		

49,380.75

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU - 1186/23

DEPARTMENT: PMU.

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L.S	Request approval of payment to ProDesigners Builders Limited for Variation Claim #02 - for PG2023 Health Centre	ProDesigners Builders Ltd	-	$150,886.40
				TOTALS	$150,886.40

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $150,886.40 Date: 07/12/23

Requisition Officer (Name): SOLEANA GAGAHE Sign:

Account Code: 6-2717

Account Name: Others-Local other Costs

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRD Sign:

Post: ED (PMU)

Department: GFC - PMU

Authority is granted for expenditure not exceeding:

SBD$ 150,886.40

Signed:

Name:

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

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR 2023 PACIFIC GAMES

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: Peter Humane Date: 07-19-12-23

Position: PCM.

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

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU - 1186/23

DEPARTMENT: PMU.

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1	L.S	Request approval of payment to ProDesigners Buildars Limited for Variation Claim #02 - for PG2023 Health Centre	ProDesigners Buildars Ltd	-	$150,886.40
				TOTALS	$150,886.40

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $150,886.40 Date: 07/12/23

Requisition Officer (Name): SOLEANA GABAHE Sign:

Account Code: 6-2717

Account Name: Others - Local other costs

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): LEEROY BIRD Sign:

Post: ED (PMU)

Department: GFC - PMU

Authority is granted for expenditure not exceeding:

SBD$ 150,886.40

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	

8/12/23

Compliance Check by: Signature

Name: Peter Humane Date: 07-12-23

Position: PCM.

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

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

7/12/23

To: Executive Director, NHA

Thru: Leeroy Bird, Executive Director, PMU 7/12/23

From: Cora Sita Makini, PMU

Ref: CSM - 051223

Date: Tuesday 5th December 2023

SUBJECT: **Approval of Payment to ProDesigners Builders Limited for Variation Claim 02**

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

The Contractor has claimed for variation for steel fabrication and labour charges for foundation works as well as for works not included in the scope of works that would form part of the additional services to the building.

The amount claimed for is **ONE HUNDRED AND FIFTY THOUSAND, EIGHT HUNDRED AND EIGHTY – SIX SOLOMON BOKOLO DOLLARS AND FORTY CENTS ($150,886.40)**.

Please find attached the approval for the variation claim.

Therefore, your approval is greatly appreciated

Sincerely,

Cora Sita Makini
Project Manager, PMU

PACIFIC GAMES
SOLOMON ISLANDS

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

PROGRESS PAYMENT CERTIFICATE NO: 04

Payment Schedule Name:	Pogress Payment No. 4		
Lot:	10 MEDICAL CLINIC		
Contractor:	ProDesigners Builders Ltd		
Project Manager	Cora Sita Makini	**Certificate:**	PC - 04
Contract Administrator:	Hazel Hinai	**Date Invoice Received:**	19-Nov-23
		Date Issued for payment:	6-Dec-23
		Contract No:	Labour for Construction of Games Makeshift Medical Clinic at Burnscreek

A PROGRESS CLAIM SUMMARY

REF	PROGRESS CLAIMS	CONTRACT DETAILS	PAYMENT DETAILS	NOTES
	Contract Value	**$ 693,063.13**		
1	Payment 1 (35%) - Arrival of materials	$ 242,572.10	$ 242,572.10	Paid
2	Variation Payment for geotechnical assessment at SINU Panatina (old proposed site in October 2022)	$ 29,750.00	$ 29,750.00	Paid
3	Payment 2 (20%) - Mobilisation, site set out, establishment of excavations for building footing and concrete works	$ 138,612.63	$ 138,612.63	Paid
4	Payment 3 (20%) - Installation of steel frame, soak hole and septic tank and plumbing	$ 138,612.63	$ 138,612.63	Paid
5	Variation Payment for foundation - steel fabrication, labour and labour for works not included in SOW	$ 150,886.40	$ 150,886.40	This claim
5				
8	**Progress Claim to date**	**$ 700,433.75**		
9	**Original Contract Value**	**$ 693,063.13**		
10	**Total Adjusted Contract Value**	**$ 873,699.53**		
11	**Balance of Contract Payment**	**$ 173,265.78**		

B PAYMENT DETAILS

Progress payment for this claim	$ 150,886.40	
Retention-Purchaser retains % of this payment pursuant to clause		
Amount payable for this claim after Retention	$ 150,886.40	

Payment is certified as conform to payments terms and conditions as stated in Section IV: Payment Schedule of the Contract (Contract No: GTB-GFC09/22)

Payment is hereby certified: 06/12/2023
Cora Sita Makini (Project Manager) *Date*

Complianced and approved by: 07/12/23
Soleana Gatade (Contract Manager) *Date*

Claim is hereby approved for payment by: 7/12/23
Leeroy Bird (Executive Director - PMU) *Date*

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

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

Our ref: PCM-25/11/23

25/11/ 2023

REQUEST FOR VARIATION

To: Dr Jimmie Rodgers ..... Date: 20/11/23

Chair NHA/SPM/Chair GTB

Thru: Christian Nieng 1/12/23
.....Date:.....
Executive Director/Chair-ITB
Secretariat/ NHA

Attention: Leeroy Bird 1/12/23
Executive Director-PMU
Secretary GTB/ITB

Dear Chair-NHA/SPM

SUBJECT: REQUEST APPROVAL TO PAY PRODESIGNERS BUILDERS LIMITED SUM OF $150,886.40 AS VARIATION TO THE LABOUR-BASED CONTRACT FOR THE PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC AT BURNSCREEK

I refer to the above, this request is made pursuant to the the contract between National Hosting Authority and ProDesigners Builders Limited, ***Section II: Special Conditions of Contract (referenced GCC Article 9.2)*** which states that

"Variations of the Contract price may be granted by the employer provided the request for variation is made prior to the work being undertaken, and the variation is assessed by the Employer to be necessary and the price quoted is reasonable."

We've verified the RFI for variations and had agreed that the additional required works (Foundation and omitted works) thus affected change in contract adjusted value. The variation request had been because of the following reasons.

1. *Additional Works required – not included in original Scope of Works*

The summary cost is shown in table below:

Contract Name:	**LABOUR-BASED CONTRACT FOR THE PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC AT BURNSCREEK**
Contract Amount	$693,063.13
Variation Claim	$150,886.40
Contract Price Adjustment	$873,699.53 (Original Contract Value +V01 + V02)

Attached are the following documents for your approval.

1. **Request Variation Letter**
2. **Variation Order**
3. **Other**

In compliance with the SIG financial and PCAM2013 regulations, the following instructions guide the issuance of variations as requested.

A) Procurement and Contract Administration Manual 2013.

Refer Chapter and clauses 1: Chapter 6-Clause 6.1-Paragraph 2

Contract Variations totalling more than 10% of the original approved contract value need to be approved by the Tender Board that approved the original contract award. The same contract signing delegations outlined in Section 4.11 will apply as with the signing of the original contract.

B) Financial Instructions 2010- Chapter 7- P29-clause 29.3

Refer Chapter and clauses 1: Chapter 6-Clause 6.1-Paragraph 2

A Tender Board must approve contract variation orders for more than 10 percent of the original approved contract value. Any increase in Contract value of more than 10 percent requires a journal entry to increase the original Local Purchase Order issued for the contract; and adjust the amounts of any retention and security deposits.
Approval requested is in lieu of the following instructions.

The compliance team after review of the submitted documents agreed that the request made by PMU is in compliant with the waiver process stipulated in the PCAM 2013 Chapter 2 (2.7) as well as approval by the NHA board with waiver of threshold instruction granted by MoFT as follows.

a. *Pursuant to the Decision of the NHA Board taken at its meeting on 23rd March 2023, authorizing the expenditure level that can be approved by the NHA Chair of up to $8 million dollars per procurement/tender.*

b. *The new threshold issued by the Minister of Finance in accordance with the Cabinet endorsed paper 2023.*

Your approval is hereby sought to proceed with this Variation Claim to Contract referenced above.

Thank you for your understanding.

Regards,

Peter Himane
Compliance Manager
Compliance Unit
National Hosting Authority

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

VARIATION REQUEST LETTER

Date: 1st December 2023

.....

Mr. Leeroy Bird
Executive Director
Project Management Unit
National Hosting Authority

SUBJECT: REQUEST APPROVAL OF VARIATION 02 – PRODESIGNERS BUILDERS LTD FOR STEEL FABRICATION, LABOUR CHARGES AND WORKS NOT INCLUDED IN THE SCOPE OF WORKS OF PG2023 HEALTH CENTRE AT BURNSCREEK

I hereby request your endorsement for Games Tender Board final approval for variation claim submitted by **ProDesigners Builders Ltd.**

My team have verified the costs and had satisfactorily agreed to forward ProDesigners Builders Ltd claim for your review and Games tender Board final approval.

Contractor's Variation claim summary.

ProDesigners Builders Ltd submitted variation claim of **$150,886.40** as in table below.

No	Description of Variations	Amount of Variation claim
1	Steel fabrication – inclusive of cutting and bendings 16mm, 12mm and 10mm steel rods for substructure	$33,605.00
2	Strap beam/columns/pad footing	$14,840.00
3	Labour Charge – inclusive of some works not outlined in the scope of works	$84,441.40
4	Walkway/Footpath	$18,000.00
Total Variation Claim		**$150,886.40**

Variation claims review summary.

After verifications by PMU, the agreed variation is **ONE HUNDRED AND FIFTY – THOUSAND, EIGHT HUNDRED AND EIGHTY – SIX SOLOMON BOKOLO DOLLARS AND FORTY CENTS (SBD $150,886.40)** as in the table below.

No	Description of Variations	Amount of Variation claim
1	Steel fabrication – inclusive of cutting and bendings 16mm, 12mm and 10mm steel rods for substructure	$33,605.00
2	Strap beam/columns/pad footing	$14,840.00
3	Labour Charge – inclusive of some works not outlined in the scope of works	$84,441.40
4	Walkway/Footpath	$18,000.00
Total variation claim		**$150,886.40**

Contract Adjustment summary

In lieu of the variation order, below is the summary of Contract Value change.

Project Name	**Provision of Labour for the Construction of Games Makeshift Medical Clinic at Burnscreek**
Project Contract No	**N/A**
Original Contract Value	**SBD $693,063.13**
Variation 01 Amount: Subcontracted geotechnical assessment (Approved)	**SBD $29,750.00**
Requested Variation 02 Amount	**SBD $150,886.40**
New Contract Value after variations	**SBD $873,699.53**

The variation request had been because of the following:

1. *Change of design of foundation – due to new site location and geophysical properties in-situ*
2. *Steel fabrication for foundation*
3. *Labour charges for works not included in the scope of works*

Attached are the following documents for your approval.

1. Request Variation letter
2. Variation Order
3. Variation review and assessment report

Should you require further information or clarifications, please contact me.

Regards



Cora Makini
Project Manager
Project Management Unit
Games Facilities Committee
National Hosting Authority

VARIATION ORDER FORM

Contract No:	-	**Variation Order No:**	No.2
Contract Name:	Labour Based Contract for Provision of Labour for the Construction of Games Makeshift Medical Clinic at Burnscreek		
Variation Order description:	Variation for foundation works of the PG2023 Health Centre by ProDesigners Builders Limited		

Requested by the Engineer / Employer on: 13/09/23

REASON AND MOTIVATION FOR VARIATION:

1. **Reason for Variation:**

Additional Work		Design Change	✓
Specification Change		Provisional Item	
Prime Cost Item		Omitted Work	✓

2. How will this variation affect the contract period? : Increase original cost of Contract only

The above will necessitate the following:

ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
Item 1	Variation for foundation works and omitted works for the PG2023 Health Centre, Medical Clinic Project	Lump Sum	1	$150,886.40	$150,886.40
	(The above rates exclude VAT)				

NEW RATES:

The value of the variations is calculated according to ProDesigners Builders Ltd for labour of the works associated with the construction of the foundation (steel fabrication and concrete placement); and also accounted for in the variation are works to be executed:

1. Construction of the perimeter footpath – backfilling (due to one side of the building being lower than the other)
2. Ramp for accessibility

ADDITIONAL EXPENDITURE:

Estimated additional expenditure : $150,886.40

CPA (Contract price Adjustment) : $873,699.53

The above rates are valid at base date for the purposes of contract price adjustment.

Summary of Variation Order and Claims is attached.

For approval of this Variation Order Form, the parties' representatives signed hereby;

Variation recommended by:(to be requested by Project Manager and signed by Contractor)

Issued by:	Cora Sita Makini	Accepted by:	Aryan Divan
	07 Nov 2023		07/11/23
Project Manager PMU	**Date**	**Managing Director Pro Designers Builders**	**Date**

Endorsement by:(this endorsement shall be submitted for final approval by the Authorizing Officer or relevant Tender Boards)	
Name: Soleana Gagahe **Contracts Manager PMU** — **Date** 7/11/23	**Approved by: Leeroy Bird** **ED PMU** — **DATE** 7/11/23

BOARD REPRESENTATIVES' APPROVAL	
Endorsement by: (this endorsement shall be submitted for final approval by the Authorizing Officer or relevant Tender Boards)-PCAM 2023 Section 6-Contract Variations	
Name: Christian Nieng **ED NHA/ITB CHAIR** — **DATE** 24/11/23	**Approved by: Dr Jimmie Rodgers** **CHAIR-NHA/GTB/SPM/OPMC** — **DATE** 24/11/23

INVOICE #03 Prodesigners Builders Ltd

Henderson, East Honiara, Solomon Island.

aryandivan@googlemail.com

8889888

BILL TO

PROJECT MANAGEMENT UNIT National Hosting Authority
RToitoona@sol2023.com.sb
42100 or 7184485

ATT: Rowena Toitoóna

LOCATION

Sea King Building P.O.BOX 2443 42100

Invoice Date:

19/10/2023

Steel works or Fabrication & Labour charge for change foundation

DESCRIPTION QTY UNIT PRICE TOTAL					
FABRICATION	Cuts/ Bends	Price	Steel Rods (6m)		AMOUNT
Pad footing					
Cutting of 16mm Steel Rod	216	$20	36	$4,320.00	$4,320.00
Bending of 16mm Steel Rod	320	$50	53.3	$16,000.00	$16,000.00
Pedestal					
Cutting of 16mm Steel Rod	80	$20	13.3	$1,600.00	$1,600.00
Bending of 12mm Steel Rod	120	$20	20	$2,400.00	$2,400.00
Strip footing					
Cutting of 12mm Steel Rod	40	$15	6.6	$600.00	$600.00
Bending of 12mm Steel Rod	30	$20	5	$600.00	$600.00
Cutting of 10mm Steel Rod	312	$10	52	$3,120.00	$3,120.00
Bending of 10mm Steel Rod	331	$15	55.1	$4,965.00	$4,965.00
Sub-Total					$33,605.00

Strap Beam/columns/padfooting	14	$1060		$14,840.00	$14,840.00
LABOUR CHARGE FOR VARIATIONS					
Labour charge for variation of changing of foundation, - Strap footing - Levelling and raising up walkway, - Deep anchor bolting to cages, - Backfill was double original plan, - Compacting, - Extra brick works, - Connecting the walkway and drive way, - Installing the cages and connecting them to the strap footing etc					
extra work not part of original plan (all works pertaining); - Walkway and platform retaining wall; Partly North, South and full Western end) - Tank stands - Ramp (front and back) - Painting the steel frame - Sanding steel frame - Medical waste - (Including transportation, fuel, ration etc) (Note: Every employees uses different rate so we used a standard rate or average cost)	18 1	$6441.40 (Average cost for 19 employees) 20,000	$84,441.4		$84,441.4
Walkway/Footpath					$18,000
Total					$150,886.40

ProDesigners Builders Ltd
PBL
Solomon Islands

PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC AT BURNSCREEK

VARIATION REVIEW REPORT

November 2023

TENDER NUMBER: N/A

VARIATION ASSESMENT REPORT

1 INTRODUCTION

1.1 The mandate of the Project Management Unit is to deliver the facilities under the direction of the Games Facilities Committee. Our objectives are to deliver the following outputs for every facility that we have stewardship over: 1) Construction of Facilities 2) Accurate Documentation.

1.2 Solomon Islands is preparing to host the 2023 Pacific Games in Honiara and the National Hosting Authority (NHA) is the authority designated to manage the procurement and supply of materials and **Provision of Labour for the Games Makeshift Clinic at Burnscreek.**

1.3 In this report the verification and justification of works claimed for variation will be done according to the design, materials list and the actual contract agreement. The contractor for this project – **ProDesigners Builders Limited** claimed the sum of **$150,886.40** for steel fabrication and labour charge for the foundation works. The works are summarized below in table 1.

2 AIM & OBJECTIVE

2.1 The aim of this report is to verify and justify the validity of this claim in lieu of the contract terms and conditions.

3. VARIATION REQUEST

Table 1. The variation order for each section of works claimed by ProDesigners Builders Limited

No.	Description of Variations	Amount of Variation Claim
1	*Fabrication of steel* – inclusive of cutting and bending 16mm, 12mm and 10mm steel rods for substructure	$33,605.00
2	Strap footing/columns/pad footing	$14,840.00
3	*Labour Charge* – for changing foundation works	$84,441.40
4	Walkway/Footpath	$18,000.00
Total Variation Claim		**$150,886.40**

4. DESCRIPTION OF VARIATION CLAIMS

The Project Management Unit assessed and reviewed the different components of the request for variation by the Contractor and hereby make these recommendations.

4.1. BACKGROUND-CAUSE OF VARIATION.

The cause of variation is for the following reasons:

Prior to commencement of the Project, a geotechnical assessment was conducted to determine the geophysical properties of the site at Burnscreek, East Honiara, Guadalcanal.

NAL Civil & Structural Engineers (herein "NAL") conducted the geotechnical assessment and were requested to provide recommendations for the foundation design with reference to a concept design for the previous project site at SINU Panatina.

The tables below summarises the foundation design details for the concept design and recommendations provided by NAL respectively:

Table 2. Conceptual foundation design parameters.

Soil type	Footing type	Footing depth (m below ground level [bgl])	Dimensions	Remarks
Gravel/sand mixture	Isolated pad	0.875	1.20m L x 1.20m W x 0.45m thick	Unsuitable bearing pressure at this depth.
Slab	Slab on grade	0.35m thick	-	

Table 3. Foundation design parameters as recommended by NAL.

Soil type	Footing type	Footing depth (m below ground level [bgl])	Dimensions	Remarks
Sandy CLAY/SILT	Isolated pad	1.10	1.20m L x 1.20m W x 0.45m thick	Suitable bearing capacity at 1.10m depth
Slab	Slab on grade	0.35m thick	-	-

Following the identification of soil properties at the Burnscreek site, the foundation design parameters were determined and thus recommended. With this, the Project Management Unit was able to prepare a design for the foundation in which only the scope of works and materials list for procurement was prepared.

The judgement made regarding the preparation of only the scope of works and materials list was because of the reason that foundation costs was already quoted for by the Contractor in November 2021, which formed part of the total amount of the contract value of **$696,063.13 SBD**. In addition, because the scope

of works and design drawings provided is adequate for a labour based contract in which the Client provides all materials.

The Contractor requested a variation due to the following reasons:

1. The recommended design was over-engineered in comparison to the original design which was for a simple slab on grade foundation;

2. Additional labour required to expedite the foundation works and construct the foundation due to change in design (during September – October);

3. Concrete anchor bolting – increase in footing design and dimensions increased depth for labour for securing and installation/placement of anchor bolts (compared to 300mm depth as shown in structural design drawings of the building);

4. Reinforcement/bars – increase in substructure works i.e. footing, pedestals and tie beams increase labour for steel fabrication (cutting and bending), however, this is exclusive of labour for installation/placement;

5. Installation and securing reinforcement/bars – installation and placement of the footing cages;

6. Bricklaying – due to unlevelled construction site for foundation, increase labour for bricklaying and installation of reinforcement bars to ensure desired finished level is achieved;

7. Earthworks – unlevelled construction site, therefore, earthworks for perimeter footpath increased manual labour for carting backfill and raising footpath along west side of the building to complement level on east side of the building;

8. Ramp construction – connecting the footpath to the driveway as the works for construction of ramp to cater for wheel chair accessibility and gurneys (this was not stipulated in the contract);

9. The aforementioned are all inclusive of overhead costs at 40% for transportation, fuel, rations, etc.; and

10. Walkway/footpath – labour for the footpath not stipulated in the contract, however, it also formed part of the total amount of the contract value.

4.2. BUILDING SPECIFIC VARIATION CLAIMS AND REVIEW

The variation claims requested by the Contractor are summarized as shown in the Contractor's invoice and is more than 40% of the materials for foundation works.

Table 4. NHA materials list for foundation.

PG2023 HEALTH CENTRE
MATERIAL LIST REVISED TO INCLUDE ADDITIONAL REQUIRED MATERIALS

Description	Material	Unit	Qty	Unit Price	Total Cost
Concrete works (note: unit price varies, hence total cost only)	25mpa- Floor slab	cu.m	81.5		$ 155,094.41
	25mpa- pad footing (1200 x 1200 x 450D)				
	25mpa-pad footing (Pedestals) (275 x 275 x 650D)				
	25 mpa - tie beam (400 w x 200 d x 61.4 L)				
	DCP Plastic membrane (50m/roll)	roll	2	$ 789.00	$ 1,578.00
	Bar chair	pcs	420	$ 6.00	$ 2,520.00
Reinforcement	D16 steel rod- Pad footing and pedestal	lengths	98	$ 104.00	$ 10,192.00
	R10 stirrups	lengths	15	$ 52.00	$ 780.00
	F62 wire mesh- Floor slab	sheet	23	$ 481.00	$ 11,063.00
	Tie wires (@10kg/roll)	roll	6	$ 230.00	$ 1,380.00
Formwork and Falsework	Akwa timber 2" x 2" (for concrete slab) per lineal m	m	165	$ 14.40	$ 2,376.00
	Akwa timber 3" x 3" (for pad footing) @20ft/6m	m	60	$ 33.00	$ 1,980.00
	Form plywood for concrete casting 2.44m L x 1.22m W x 18mm thick (concrete slab)	sheet	10	$ 498.00	$ 4,980.00
	Form plywood for concrete casting 2.44m L x 1.22m W x 18mm thick (pad footing)	sheet	20	$ 498.00	$ 9,960.00
	Form plywood for concrete casting 2.44m L x 1.22m W x 18mm thick (pedestal)	sheet	10	$ 498.00	$ 4,980.00
Ligatures	Jolt head 2" timber nails	kg	10	$ 22.00	$ 220.00
	Jolt head 3" timber nails	kg	10	$ 21.00	$ 210.00
	Jolt head 4" timber nails	kg	5	$ 21.00	$ 105.00
Blockwork	8" x 8" brick	pcs	205	$ 15.00	$ 3,075.00
	Additional materials				

Additional materials	D16 X 6m steel rod	lengths	36	$ 104.00	$ 3,744.00
	D12 x 6m steel rod	lengths	55	$ 59.00	$ 3,245.00
	R10 stirrups (tie beam)	lengths	100	$ 52.00	$ 5,200.00
	F62 wire mesh- Floor slab	sheet	7	$ 398.00	$ 2,786.00
	Jolt head 2" timber nails	kg	5	$ 22.00	$ 110.00
	Jolt head 3" timber nails	kg	5	$ 21.00	$ 105.00
	Jolt head 4" timber nails	kg	5	$ 21.00	$ 105.00
	3" concrete nails	kg	5	$ 35.00	$ 175.00
	4"concrete nails	kg	5	$ 35.00	$ 175.00
	Akwa timber 2 x 2 x 5.4m	pcs	56	$ 21.40	$ 1,198.40
	Akwa timber 4 x 2 x 4.8m	pcs	16	$ 32.80	$ 524.80
TOTAL COST				**$ 227,336.81**	
Labour (40%)				**$ 90,934.72**	

In comparison, the full break down of the Contractor's variation is comprises of two components – **fabrication and labour charges** which are treated as independent of the other. These charges are also inclusive of works:

a. Not shown in the scope of works
b. Completed

Table 5. Contractor's variation claim for fabrication and labour.

Steel works or Fabrication & Labour charge for change foundation

DESCRIPTION QTY UNIT PRICE TOTAL					
FABRICATION	Cuts/ Bends	Price	Steel Rods (6m)		AMOUNT
Pad footing					
Cutting of 16mm Steel Rod	216	$20	36	$4,320.00	$4,320.00
Bending of 16mm Steel Rod	320	$50	53.3	$16,000.00	$16,000.00
Pedestal					
Cutting of 16mm Steel Rod	80	$20	13.3	$1,600.00	$1,600.00
Bending of 12mm Steel Rod	120	$20	20	$2,400.00	$2,400.00
Strip footing					
Cutting of 12mm Steel Rod	40	$15	6.6	$600.00	$600.00
Bending of 12mm Steel Rod	30	$20	5	$600.00	$600.00
Cutting of 10mm Steel Rod	312	$10	52	$3,120.00	$3,120.00
Bending of 10mm Steel Rod	331	$15	55.1	$4,965.00	$4,965.00
Sub-Total					$33,605.00

Strap Beam/columns/padfooting	14	$1060		$14,840.00	$14,840.00
LABOUR CHARGES FOR VARIATIONS					
Labour charge for variation of changing of foundation, - Strap footing - Levelling and raising up walkway, - Deep anchor bolting to cages, - Backfill was double original plan, - Compacting, - Extra brick works, - Connecting the walkway and drive way, - Installing the cages and connecting them to the strap footing etc					
extra work not part of original plan (all works pertaining); - Walkway and platform retaining wall; Partly North, South and full Western end) - Tank stands - Ramp (front and back) - Painting the steel frame - Sanding steel frame - Medical waste - (Including transportation, fuel, ration etc) (Note: Every employees uses different rate so we used a standard rate or average cost)	18 1	$6441.40 (Average cost for 19 employees) 20,000	$84,441.4		$84,441.4
Walkway/Footpath					$18,000
Total					$150,886.40

From the variation claim above, the completed works are all works pertaining to:

a. Construction of the foundation – steel fabrication, labour for instalment and placement of reinforcement bars;
b. Construction of footpath – inclusive of a retaining wall along western end due to uneven construction site; and
c. Sanding and painting of steel frame – due to project hiatus from site selection, some steel components of the building have corroded during storage (for >12 months).

Works that are yet to commence which were not included in the contract and scope of works claimed for are:

a. Ramp – this is for accessibility for gurneys into the building from ambulance bay canopy; and for wheelchair accessibility; and
b. Medical waste storage – part of the facility is for medical waste holding area before proper disposal to designated site.

5. RECOMMENDATION

The variation cost claimed for by ProDesigners Builders Limited is justified on the basis that the claim is inclusive of:

a. Foundation works associated with the change in design – steel fabrication and labour charge; and
b. Works not included in the scope of works.

With the other works included in the variation, it is reasonable for the Contractor to claim for the variation

6. CONCLUSION

To conclude, the total justified amount after the verification of the claim is **$150,886.40.**

The Costs and figures as in the variation order herein referred as requested variation amount is verified to be of extra cost not included in the original cost, change of design and authorized works unseen during initial or pre-construction stages.



LABOUR BASED CONTRACT

FOR

PROVISION OF LABOUR FOR THE CONSTRUCTION OF GAMES MAKESHIFT MEDICAL CLINIC AT SINU-KUKUM

BETWEEN

SOLOMON ISLANDS GOVERNMENT
NATIONAL HOSTING AUTHORITY

(Purchaser)

AND

PRODESIGNERS BUILDERS LIMITED

("CONTRACTOR")

CONTRACT FORM

This contract agreement is established on this 11th Day of February 2022 and is;

Between

The Purchaser referred to as the **Government of the Solomon Islands,** represented by the **National Hosting Authority,** legally represented in this matter by the **Executive Director- Christian Nieng.**

And

The Contractor referred to as **PRODESIGNERS BUILDERS LIMITED** which has its registered office at **P.O.Box 2222-Honiara,Solomon Islands,** legally represented in this matter by **Managing Director- ARYAN VAHID** hereinafter referred to as the Contractor,

2.0: BOTH PARTIES HAVE AGREED AS FOLLOWS: Both Parties have agreed to the following terms and conditions, and of which shall be binding.

2.1. CONTRACTS BINDING TERMS AND CONDITIONS:

Both parties agreed that the conditions agreed herein constitutes details of the contract and of which each party is abided.

a. Both parties have agreed for the contractor to perform the works as labour-based and specified as Provision of Labour for the **Construction of Games Makeshift Medical Clinic at SINU-Kukum Campus.**

b. The contract shall be **labour based** whereas all materials shall be supplied by the Third Party of which both parties have been appointed and agreed herewith.

c. The amended price of the execution of Works is confirmed in the Price Schedule submitted by the Contractor on **10th February 2022.**

d. Both parties hereby agreed that the total Price shall be of **SBD$693,063.13**,The agreed price for the execution of the Works is fixed for the duration of the Contract unless there is a change of design, scope of works which will change the price value.

e. Both Parties Agreed that any change of scope, design, and any new scope of works or services not covered in the contract or not specified in the Scope of works or other works related to the completion of project shall be applied as variations.

f. The works shall be completed within **Six months** from the Contract Commencement date. Construction of various lots may happen simultaneously.

g. Client and Contractor agree that taking possession of site must be before the Material from **PT Audie Building Industry** arrive in Honiara. Purchaser may take responsibilities for warehousing at its own cost until such time site is ready for commencement of works if it fails to issue taking possession of site prior to arrival of materials from the described supplier.

h. Where the Purchaser (herein NHA) delays locally procured materials for delivery on site, the Contractor shall charge labour delayed upon Purchaser for labour rates of workers for the hours and days delivery of materials delayed.

i. The Contractor shall strictly comply with the terms and conditions as described in the General Conditions of Contract and Special Conditions of Contract for the Execution of Works and the Technical Specifications and Drawings.

j. The Contractor's invoice(s) to the Employer for the completion of all progressive works shall be addressed to the **Project Management Unit – National Hosting Authority** of the quoting the above-mentioned Contract number.

k. This Contract is subject to the provisions of the attached General Conditions of Contracts and Special Conditions of Contract for the Execution of Works as in Specific Scope of works.

2.2: CONTRACTS SPECIFIC TERMS AND CONDITIONS

Both Parties agreed that each party shall responsible and shall perform part of which described as specified applied conditions of the contract described as below.

A. **Contractor's Undertaking**-The Contractor herein referred as **PRODESIGNERS BUILDERS LIMITED** hereby agreed with the described undertakings as.

   i. To complete the required services diligently, expeditiously and with due skill, care, and diligence.

   ii. To completely perform the services with the highest level of professionalism.

   iii. To ensure that suitably skilled and appropriately experienced personnel are assigned to conduct the Services as required.

   iv. To cooperate, where necessary, with the Client in carrying out the required Services.

   v. Ensure that Services are provided in a timely and efficient manner.

   vi. Contractor will submit Progress Report every 2 weeks to Client and **PT Audie Building Industry.**

vii. The Contractor shall provide skilled labour for the works required as in design and scope of works.

viii. The Contractor hereby agrees with the terms and conditions of the contract and other documents attached as annexes.

B. **Purchaser's Responsibility-** The Contractor herein referred to as **National Hosting Authority** hereby agreed with the described undertakings as.

i. Shall allow the contractor to proceed with the Contract and shall in its discretion assist the contractor in preparation of the site.

ii. The Client shall provide the Contractor with records, information, documents, and explanation on which the Consultant shall rely and to maintain its (i.e the client's) records in a form necessary to enable the Contractor to carry out the Services on a timely manner.

iii. To cooperate with the Contractor and provide the Contractor with all reasonable and necessary assistance to enable the Contractor to perform the Services. This includes providing the Contractor with timely and reasonable access as appropriate and as agreed to by the parties, to the premises, facilities, information, and representatives.

iv. To pay the Charges as required under this contract in accordance with the charges and deliverable in Schedule 1 as agreed by both parties and payments for variation that might arise.

v. The Purchaser shall be responsible for any cost for in land logistics, movement of materials and any cost associated with materials from Ports to storage sites or construction site.

vi. The Purchaser shall pay for connection of required utilities such as water and electrical connection to the site.

vii. To organize and pay for any charges to the HCC with regards to building permit and other required charges of HCC.

viii. This Agreement shall be for a period of the installation of foundation and flooring till the completion of prefab containers installation, shall start from the same day as payment.

ix. The Purchaser shall ensure that all temporarily and permanent water and electricity are paid and connected to the site.

x. The Purchaser meet the cost for the site preparation prior to the contractor proceeding to the site.

10. This Contract is made up of the following documents, in order of precedence:

- THIS CONTRACT AGREEMENT
- SECTION I: GENERAL CONDITIONS OF CONTRACT
- SECTION II: SPECIAL CONDITIONS OF CONTRACT
- SECTION III: PAYMENT SCHEUDLE
- SECTION IV: ANNEXES TO THE CONTRACT
- Annex A: Performance securing declaration
- Annex B: Contractors priced bills of quantities
- Annex C: Project requirements: General Requirements
- Annex D: Work Schedule
- Annex E: Building Design and Drawings

The various documents making up this Contract shall be deemed to be mutually explanatory; in cases of a different interpretation, the documents shall prevail in the order in which they appear above.

Parties hereby agree and sign as followed:

1. FOR THE NATIONAL HOSTING AUTHORITY		2. FOR THE CONTRACTOR	
Name:	**CHRISTIAN NIENG**	**Name:**	**Aryan M Divan**
Title:	**Executive Director Secretariat (NHA)**	**Title:**	**Managing Director**
Signature:	.....	**Signature:**	.....
Date:	17/.....2/.....22	**Date:**	16/02/22

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR SOL2023 PACIFIC GAMES

ProDesigners Builders Ltd PBL Solomon Islands

COUNTER-SIGNING BY NATIONAL HOSTING AUTHORITY

FOR THE NATIONAL HOSTING AUTHORITY

Name: **ELDON TEPA**

Title: **EXECUTIVE DIRECTOR**
PROJECT MANAGEMENT UNIT
GAMES FACILITIES COMMITTEE

NATIONAL HOSTING AUTHORITY EXECUTIVE DIRECTOR PMU SOL2023 PACIFIC GAMES

Signature .....

Date: 16/.....2/.....22

SECTION II: SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract for the Execution of Works for the Solomon Islands Government. Whenever there is a conflict, the provisions herein shall prevail over those in General Conditions for the Execution of Works (GCC). The corresponding Article numbers in the General Conditions of Contract are indicated below.

GCC Article	No.	Particulars
1. Definitions	1.5	**a. THE EMPLOYER IS:** NATIONAL HOSTING AUTHORITY SEAKING BUILDING HONIARA-SOLOMON ISLANDS **b. THE CONTRACTOR:** PRO-DESIGNERS & BUILDERS P.O.BOX 2222 HONIARA-SOLOMON ISLANDS **c. THE LOCATION SITE IS:** PANATINA AREA EAST HONIARA HONIARA SOLOMON ISLANDS
	1.12	• **THE PROJECT MANAGER IS:** CORAH MAKINI PROJECT MANAGER PROJECT MANAGEMENT UNIT
	1.13	• **THE CONTRACT ADMINISTRATOR IS.** PETER HIMANE CONTRACT ADMINISTRATOR PROJECT MANAGEMENT UNIT
3. Delivery of the Works	3.1	The works shall be completed within **60 days** for each lot from the Contract Commencement date. **Note:** *For this Contract, it a Six day working week is assumed. Therefore, the works shall be completed within weeks of commencement of the Contract. The Contract commences on the day that it has been signed and countersigned by all parties to the Contract.*

4. Guarantee	4.5	The Defects Liability Period shall be **six months**, for quality of workmanship, from the date of acceptance of the Works. The Contractor shall, in addition, comply with the performance as specified in the Contract. If for reasons attributable to the Contractor these guarantees are not attained in whole or in part, the Contractor shall, at its discretion, either make such changes, modification, and/or additions to the Works or any part thereof as may be necessary in order to attain the contractual guarantees specified in the contract at its own cost and expense
	4.6	This Contract must be supported by a duly signed Performance Securing Declaration, acceptable to the Employer, in lieu of a Performance Security.
5. Inspection	5.1	Inspection and tests by the Employer or 3rd party in name of the Employer regarding the Execution of the Works and the quality levels applied to may be implemented as follows: The time limit for inspection and quality assurance may be undertaken at all times during the Execution of the Works. There is no need for the Employer or their representative to announce their inspection beforehand.
6. Contacts	6.1	**THE EMPLOYER'S AUTHORIZED REPRESENTATIVE FOR THIS CONTRACT IS.** **Eldon Tepa** **Executive Director** **Project management Unit** Email: ETepa@sol2023.com.sb **THE CONTRACTOR'S AUTHORIZED REPRESENTATIVE IS:** **Mr Aryan Divan - Manager Director** **ProDesigners Architects (SI) Limited and ProDesigners Builders** **PO Box 2222, Honiara** **Mobile: +677 8889888.**
9. Prices	9.1	The Contract price is fixed for the duration of the Contract.
	9.2	Variations of the Contract price may be granted by the Employer provided the request for variation is made prior to the work being undertaken, the variation is assessed by the Employer to be necessary and the price quoted is reasonable.
10. Payment	10.1	Payment for Works carried out under this contract shall be made in SBD. The Contractor is to submit a claim for works completed. The Project Manager is to inspect the works and if satisfied that the work

		is complete and to reasonable standard will authorise payment of the Contractor's claim. If there is a difference between the assessed works completed and the claim amount the Contractor is to adjust the claim to match the value of the completed works. Progressive payments are stated in the Payment Schedule as in SECTION III of the Contract.
	10.6	In case payment is subject to SIG tax law, the latest information on the relevant withholding taxes and other payables are to be found at the website of the Inland Revenue Department: http://www.ird.gov.sb
11. Advance Payment	11.1	The first scheduled payment shall be the Mobilization Payment which shall be paid after the project has mobilized, materials have been delivered to site and work is ready to commence.
12. Penalty (Liquidated Damages)	12.1	Applicable rate for the Liquidated damages is: 0.1% per day. Applicable maximum shall not exceed ten (10) precent of the delayed Works Contract Price.
14. Contractors Liability	14.1	Notwithstanding Article 14.1 of the GCC, the Contractors liability is twice the Contract value as stated in the Contract between Employer and Contractor.
20. Insurances	20.1	Contractor shall provide with their tender the following proof of insurance: - Workmen's Compensation As required by SI Law - Third Party Liability SBD 2,000,000 - Equipment for use in Project Replacement Value The Contractor shall, prior to commencing the Works, effect and thereafter maintain insurances in the joint names of the Parties: a) for loss and damage to the Works, Materials, Plant and the Contractor's Equipment, b) for liability of both Parties for loss, damage, death or injury to third parties or their property arising out of the Contractor's performance of the Contract, including the Contractor's liability for damage to the Employer's property other than the Works, and c) for liability of both Parties and of any Employer's representative for death or injury to the Contractor's personnel except to the extent that liability arises from the negligence of the Employer, any Employer's representative or their employees.

SECTION III: PAYMENT SCHEDULE.

This payment schedule is part of contract and is crucial part of which contractor shall be remunerated. This schedule is made reference to the Contractors performance and claims. Upon inconsistencies of work schedule and claims, this schedule supersedes contractors work schedule where it shall be revised to compromise with this schedule.

			CONTRACT VALUE	SBD$693,063.13
PAYMENT NUMBER	**MILESTONE DESCRIPTION**	**AMOUNT CLAIMED (USD)**	**RETENTION withheld 5%**	**AMOUNT DUE PAYABLE**
Payment No.1	The payment of 35% shall be made upon confirmation and certification of all materials arrived in Honiara and the Contractor proceeds with local logistics, arrangement for storage and or other local handling processes.	**$242,572.10**	**$12,128.60**	**$230,443.49**
Payment No 2	A payment 20% of the payment will be paid upon contractor's mobilization to the Site, Site set out, establishment Excavations for building footings and concrete works.	**$138,612.63**	**$6,930.63**	**$131,681.99**
Payment 3	Final payment of 45% will be paid upon Contractor's Completion of all steel structures, install prefab installation, roofing, electricals, plumbing, internal installation for wall claddings. Installation Flooring – Hospital Standard Vinyl Flooring. Cornices. Finishing works to the whole building, installation of office furniture, finishing to electricals, soak hole and septic, final painting to areas required. Installation of Medical Supplies and final finishing to all works and services, landscaping, and other exterior finishing works. Finishing works to the whole building, installation of office furniture, finishing to electricals, soak hole and septic, final painting to areas required	**$311,878.41**	**$15,593.92**	**$296,284.49**
Payment 4	A payment for Defect Liability period shall be made after three months practical completion certificate is issued to the contractor.	**$34,653.16**		**$34,653.16**
	TOTAL		**$34,653.16**	**$693,063.13**

ANNEX B: PERFORMANCE SECURING DECLARATION

ANNEX C: CONTRACTORS LABOUR COST SUMMARY

ANNEX D: PROJECT WORKS REQUIREMENTS:

1. Introduction

The National Hosting Authority through the Project Management Unit is seeking to construct Makeshift Medical clinic. The Purpose of makeshift medical clinic is to be used as medical center for sporting related health issues.

The building materials will be funded by the Indonesian government, the labour cost will be funded by SIG through the National Hosting Authority.

The Contractor to construct a COVID 19 makeshift hospital at agreed site as specified in the building description set out. The Client will give Hand Over Site to The Contractor, so The Commencement date will start. Construction works in accordance with drawings, specifications approved by PT Audie Building Industry and Solomon government. It does not include imports duty or import taxes which must be paid by client. Client will give Duty Free Letter for all the product that imported from PT Audie Building Industry – Indonesia.

1. Project Brief

The project will be steel and concrete structure with all pre-cut materials to be set and supplied by Audie Suppliers. Local Contractor is required to assemble and construction the Medical Clinic.

1.1 Location

The location where the medical clinic will be built at the following location.

Solomon Islands National University Campus
Kukum Campus
Solomon Islands National University
Honiara-Solomon Islands.

2. SPECIFI SCOPE OF WORKS

The Contractor is required to build a Makeshift Medical Clinic required for Pacific games 2023, the works shall conform to the building design and bills of quantities. All workmanship and specification of applied works is included herein.

The general works required shall ensure to conform to the normal building construction as follows.

All materials to be used shall conform to the certified materials under NZ standard of Solomon Islands used for structural and other complete works. Hazardous materials specified as asbestos and other materials restricted from construction are not allowed for use in this project.

The contractor shall perform the services described as works and is restricted to the following scope of works.

1. Contractor will organize and pay for transportation of prefab containers from ports to site
2. Contractor shall pay the agent fee for container paperwork.
3. Contractor shall ensure perform Cleaning of Site, and preparation for work.
4. Contractor in pursuant to this Contract shall supply local abours as well as local materials of which cannot be procured overseas.
5. Shall ensure that all Installation of Prefab Buildings are made according to the designs.
6. Ensure to make Installation of roof and steel structure pertaining to roofing.
7. Installation Flooring – Hospital Standard Vinyl Flooring.
8. Electrical and wiring installation with provided materials and paperwork for Solomon Power connection.
9. Installing soak hole and septic tank with all plumbing pertaining to prefab buildings.
10. Assembly of Furniture and Interior provided.
11. Installation Plumbing; Installation Sanitary; Installation of water tank.
12. The Contractor shall ensure that all workmanship and all work-related process are properly managed on site.

3. GENERAL SCOPE OFWORKS REQUIREMENTS:

3.1 Preliminary & General

The Contractor will be responsible for the following:

- Provision of all material and labor on site.
- High quality of workmanship and finishes by appropriately qualified personnel.
- Maintenance of site access and site storage.
- Provision of all temporary site service including, but not limited to; water, electricity, site sanitation etc.
- Protection of all works.
- Provision of site office and site storage to suit the Contractor's personnel needs.
- Connection of all permanent services to the works.
- Site cleanliness and tidiness for maintenance of safety and environment.

3.2 Health and Safety

The Contractor is to ensure safety of all personnel and the public whilst on site. It is mandatory for the Contractor to submit a Work Safe Method Statement before commencing any works on site. The Work Safe Method Statement is to be reviewed and approved by the Employer. To a minimum the following criteria must be met;

3.3 General safety requirements

The contractor must put controls in place to eliminate, isolate or minimize all hazards. General hazards include;

- General public
- Heavy plant (trucks reversing, excavators)
- Deep excavations
- Falling objects
- Hot works
- Working at height

3.4 Personal Protective Equipment (PPE)

Contractors personnel or any visitor on site must comply, at a minimum, with the following;

Safety boots/ Footwear	Steel cap boots to be worn at all times
High Visibility (HV) Clothing	HV jacket or vest to be worn at all times.
Head Protection	Hard hat to be worn when working under falling hazards (cranes, scaffolding, double storey structure)
Hearing Protection	Hearing protection is to be used when operating or in the vicinity of noisy equipment.

3.5 Contractual operation Requirements

The contractor must, to a minimum, comply with the following:

Equipment	The Contractor is to nominate the equipment to be used on site. A detailed equipment list is to be submitted as part of the Contractors tender submission. All equipment is to be in safe and working order and must all have current licenses where appropriate. Vehicles are to be operated by qualified or adequately trained personnel.
Ladders	Must be available on site and in good condition and fit for industrial use.
Scaffold	Must be in good condition and adequately assembled by trained personnel
Power Tools	Tools on site must be serviced, in good condition and adequate for the task/job carried out.
Electricity	Any works that involve the use of electricity, including temporary power during works, is to be carried out be a suitably trained and certified electrician.
Fencing	Contractor is to separate construction area from general public areas using fencing or barrier tape. The site should be a distinct isolated work area. All hazards such as open excavation also need to be clearly marked or fenced.
Signage	Contractor to erect appropriate warning signage at work site. A project signboard is to be installed at the site entry at the commencement of works. Project sign board needs to be approved by Employer's representative prior to erection.
Storage	Materials are to be stored in an appropriate and safe manner; and in accordance with any relevant material safety data sheet (MSDS).
Waste	All waste is to be collected and moved to a location identified and approved by Employer's representative as a waste disposal area.
Ablution	The Contractor should provide adequate ablutions for all personnel or visitors on site. Ablutions must be cleaned on a regular basis to maintain adequate hygiene standards.
Access	Site must have a designated entry and exit point. The entry and exit point should be clearly signed and located to provide minimal disruption to the public.
Authorised Personnel	Only authorised personnel allowed on site – appropriate signage must be in place to communicate this.
Evacuation Plan	An emergency evacuation and management plan must be in place and made known to all on site.
Fire fighting	Fire extinguishers must always be available on site and positioned in areas for ease of access in emergency.
First Aid	A first aid kit must always be available on site. The Contractor is to ensure that at least two of the Contractor's personnel on site at any time are adequately trained and certified in First Aid.
Emergency Response	Emergency response (Police, Ambulance, Fire Brigade) numbers must be available and displayed on site in event of an emergency.
Drug & Alcohol	No smoking, alcohol consumption or chewing of betel nut is permitted by the Contractor or staff. No illicit drug of any type are to be present or in use on site.
Child Protection	Children are not allowed on site at any time and no worker is ever to accompany a child on site without the expressed approval of the Employer's representative

3.6 Quality

The Contractor is to ensure a Quality Management System (QMS) is maintained throughout the duration of the Works. To a minimum the QMS must ensure the following is maintained.

- Quality management plan.
- Quality management records (testing records, compliance certificates).
- Internal quality audits.
- Non conformance and corrective actions list.

The Contractor must present the QMS and Quality management plan to the Employer's representative for approval before the Works can commence.

3.7 Environment

Environmental measures for the project are to include:

- All waste is to be removed from site and disposed of as per Local Authority requirements.
- No waste is to be burnt on site.
- Protective measures must in place to ensure that no run off from the site goes into nearby waterways.
- Any spill of chemicals, diesels or hazardous materials are cleaned up immediately. All hazardous materials are stored in a safe place and in a way that spillage will not harm the environment.

3.8 Project Administration requirements

Authorised Representative	The Contractor must nominate an authorized representative for all external communications. The authorized representative must be suitably qualified and fluent in the language of English. All communications between parties should be in English.
Pre-Start Meeting	A prestart meeting will be held at the site prior to the commencement of the Works. The objective of the prestart meeting is to confirm the project outcomes, responsibilities and relationships for the project. Attendees at the meeting are to include representatives of the Contractor, Employer and relevant authorities.
Project Meetings	Project Meetings should be held on a fortnightly basis during the contracted period of Works. Attendees should include representatives of the Contractor and Employer. Project meetings may also be held as required at the request of the Employer or the Contractor.
Project Reporting	The Contractor is to submit weekly and monthly project reports and summaries. These reports should detail to a minimum: • Project progress and timeline update • Key issues and blockages • Pending approvals • Safety summary • Quality summary • Equipment summary • Staff records • Photographic records • Project Finance update
Payment Claims	Payment Claims are to be presented to the Employer's Representative /Project Manager whenever work associated with a milestone payment has been completed. Proof of completion of the milestone in the form of a monthly site report showing the completed work and a statement from the Contractor must accompany the Payment Claim. Payment Claims will be reviewed by the Employer's representative/Project Manager for approval. Once approval has been provided the Contractor can submit an invoice for payment.
Work Hours	Work hours are generally to be 8.00am to 5.00pm Monday to Friday. Extended work hours can be requested by the Contractor and approval provided by the Employer's representative.

3.9 Earthworks

Earthworks is to include, but not limited to, all clearing and grubbing, excavation, trenching, shoring, backfilling, removal of spoil material and placement of fill material. All excavation is to be conducted in a safe manner using nominated equipment. All equipment used in excavation is to be nominated in the Contractor's Safe Work Method Statement. All excavation related activities on site are to be compliant with design documentation and
approved by the Employer's representatives.

Clearing and Grubbing

Clearing and grubbing operations shall be carried out in the following areas as relevant:

- Areas where general earthworks are to be constructed, plus a margin of 3m or to property boundaries; whichever is the lesser.
- Areas specified for visibility.
- Other areas as indicated on the drawings.

Disposal of Cleared and Grubbed Materials:
Materials that comply with the requirements specified may be used in the Works, otherwise the material shall be removed from the Site or if approved, be disposed within the Site.

Excavation Dewatering

Allow to drain all foundation excavations to special low-level sumps, located away from the permanent works. Excavation shall remain dry for duration of the work, and prior to placing of hard fill or site concrete. Prevent all water flow over freshly laid work.

Backfilling

Bring all filling on to the site unless it can be provided from soil recovered from the site. Filling shall be sound material, free of perishable material or any material that will not form stable fill. The fill shall be the best of the clean inorganic excavated material, fully stabilised as approved by the site supervisor.

Topsoil

Where possible stockpile topsoil for re-spreading for future landscape works as necessary.

Definitions

ROCK: Any natural or artificial material encountered in the excavation which cannot be removed until broken up by explosives or mechanical means such as, jackhammer or percussion drills.

OTHER THAN ROCK: All other material encountered in excavation.

Rubbish

Rubbish or debris is not to be buried on site. Remove all rubbish from the site.

SERVICE TRENCHES

Excavation
If practicable, make trenches straight between manholes, inspection points and junctions, with vertical sides and uniform grades.

Trench widths
Keep trench widths to the minimum consistent with the laying and bedding of the relevant service and construction of manholes and pits.

Backfilling
General: Backfill service trenches as soon as possible after laying the service. Place backfill in layers. Compact each layer to a density sufficient to minimise settlement.

Backfill material: Excavated spoil or well graded inorganic material with maximum particle size of 75 mm.

Next to services: Do not place any particles greater in size than 25 mm within 150 mm of services.

Under paved areas: Coarse sand, controlled low strength material or fine crushed rock.

Shoring
The Contractor/local builder shall shore up as necessary and batter the faces of excavations. The stability of soil faces during excavation work will be entirely the responsibility of the Contractor who shall make good any damage which may occur as the result of soil failure.

Where excavations at different levels are adjacent, the sides of the lower excavations shall be supported in such a manner that the bearing capacity of the retained soil is not impaired.

ANNEX E: PROJECT SITE MAPS & DRAWINGS

See map for references of site

	Government Assembly				
	Ministry of Health and Medical Services	Door Security -Access Control	2021	2022	
	TT Services	CCTV Installation	2022	2022	

4.6: List of Key Personnel

Name	Specialty	Experience
Kennedy Iso	Forensic Investigator	Former Police Officer
Peter Toni	VIP, CP and General Securities	Former Police Officer
Fatima Diedre	Maritime and General Securities	Current Police Officer/Maritime
Ed-Harry Waruhena	ICT and Cyber Securities	IT Securities
Matias Sutahi	Operations Manager	Former Police Officer
Logino Waipora	Tactical Team leader	Current Police Officer
Foster	VIP Supervisor	Current Police Officer
Stephanie Opa	Accounts & Finance	Field Experience
	Human Resources Manager	

All our current serving police officers shall declare their involvement with the company under the Leadership Code Commission regulation.

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

PMU

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		attached variation order.		
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: Christina. Langciano

Date: 07th-12-2023

Procurement section Compliance performed by:

Signed: _____

Name and Position: Peter Humane

Date: 07th-12-2023

Finance Department Compliance performed by:

Signed: _____

Name and Position: Gregory. Sale

Date: 8/12/2023