KENZIES KITCHEN.

Transaction or Request Lodgement Receipt

Transaction or Request Description:	ANZ to Other Bank Transfer
Transaction or Request Status:	Posted
Date / Time:	04/03/2024 15:46
Transaction Number:	AHW35932

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,000.00
Transfer From Amount: SBD 5,000.00
Indicative :
My Reference: Kenzie"s refund

Payment Details

Account Name: Joana Mypoana
Account Number: 2000379954
Bank Name: Bank of South Pacific
Reference To Payee : 50% refund

Pay Date : 04/03/2024

Comments:

* * * * * * * * * * Authorisation Details * * * * * * * * * *
04/03/2024 15:46 Gregory Sale
Authorisation Required for : ANZ to Other Bank Transfer (2A)
05/03/2024 12:14 Christian Nieng
Authorised -ANZ to Other Bank Transfer
05/03/2024 18:51 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
05/03/2024 18:51 Debbie Ofaeri Sifoni
Transaction Processed
* *

PAID DATE CHQ. No. 5/03/24

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Your Reference

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

Held for Authorisation
Transaction Number AHW35932

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 5,000.00
Transfer From Amount: SBD 5,000.00
Indicative :
My Reference: Kenzie"s refund

Payment Details

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

PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Kenzies Kitchen	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date 29/2/24
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date 29/2/24 .

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
4-6500	CATERING STALLS	Payment of 50% refund for Lawson SIFF ACADEMY stall.(Kiosk space 2).	$5,000.00

Cheque No: IB for $5,000.00 Date 28/02/2024

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by _____ Date 28/2/24

NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: GOC-2314/24

DEPARTMENT: _____

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
1		Raise payment to Various Spectator Catering fee refund of 50% for Lawson Tama/HCC Arena and SIFF ACademy Games Village	SUNDRY PERSONS		$55,000-00 2 $55,000-00
				TOTALS	

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): $55,000-00 Date: 22/02/24

Requisition Officer (Name): Imogen Vida Sign: [signature]

Account Code: 6-2717

Account Name: Other local Other Cost

Funds available on this account: _____

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): Debbie Ronia Sign: [signature]

Post: PC

Department: NHA

Authority is granted for expenditure not exceeding:

SBD$ 55,000-00

Signed: [signature]

Name: C Mary

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 [signature]

Name: Jeff Mckoy Date: 22/2/2024

Position: Compliance.

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

PACIFIC GAMES
SOLOMON ISLANDS

MINUTE

Ref: GOC/ /24

Date: 12 / 02 /24

TO: Executive Director/NHA

From: Procurement Coordinator, GOC:

Ref: Procurement for refund of 50% of Public Spectator Catering fees rendered to Lawson Tama/HCC Arena and SIFF Academy Games Village during the PG 2023 by various Caterers.

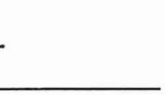
This minute seeks your approval to permit 50% refund to be raised in respect of **PUBLIC SPECTATOR CATERING STALLS LISTED** who had rendered public spectator catering services at the SIFF Academy and Lawson Tama / HCC Arena and according to the Service Agreement signed by the parties the "Service Provider/Caterer" listed in the table below and the "Client/SOL2023 GOC". The services rendered was providing public spectator catering services during the Pacific Games in 2023.

REFUNDS FOR HCC/LST STALLS AND SIFF ACADEMY STALLS		
PUBLIC SPECTATORS CATERING - STALLS		
NAME	**STALL LOCATION**	**AMOUNT**
M & D CATERING	LAWSON TAMA (kiosk 9)	5,000.00
KOLEI CATERING SERVICES	LAWSON TAMA (kiosk 3)	5,000.00
L & M FAST FOOD	SIFF ACADEMY (kiosk space 4)	5,000.00
HAHE DESIGNS	LAWSON TAMA (kiosk 8)	5,000.00
SUPER POWER CORPORATION LTD	LAWSON TAMA (kiosk 5 & 10)	10,000.00
BETHEL ENTERPRISE	LAWSON TAMA (kiosk 1)	5,000.00
SOLORITE ENTERPRISE FAST FOOD	LAWSON TAMA (kiosk 4)	5,000.00
C.K. MURDOCH CATERING	LAWSON TAMA (kiosk 6)	5,000.00
VERTSYNA CATERING	LAWSON TAMA (kiosk 2)	5,000.00
KENZIE'S KITCHEN	SIFF ACADEMY (kiosk space 2)	5,000.00
		$ 55,000.00

These public spectators catering listed request for the refund of 50% of the stalls fee of $10,000. This was due to poor turnout during the pacific games in those locations and so the stalls were not making any profit.

Should the refund explanation meet your satisfaction, the funds requested for approval is in the amount totaled to **$55,000.00** to be endorsed so that payment can be raised as soon as possible.

Georgina Kikiolo

Endorsed by: Agnes Ngumi Finance Team Games Organizing Committee	Signature:  Date: 12/02/24
Approval by: Mr. Christian Nieng Executive Director National Hosting Authority	Signature:  Date: 12/2/24

NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

Our ref: /24

25/01/2024

MEMORANDUM

To: Christian Nieng
Executive Director
National Hosting Authority

Thru: Peter Himane
Compliance

Dear Executive Director, (Secretariat)

Subject: REQUEST APPROVAL FOR REFUND FOR HCC/LST STALLS AND SIFF ACADEMY STALLS

The following spectator stall caterers request a 50% refund of $5,0000 each from their stall fee worth $10,000.00 for each stall. As agreed, due to the loss or not making any profit during the game period.

SPECTATORS CATERERS
1. M&D CATERING
2. KOLEI CATERING SERVICES
3. L&M FAST FOOD
4. HAHE DESIGNS
5. SUPER POWER LTD
6. BETHEL ENTERPRISE
7. SOLRITE ENT FAST FOOD
8. C.K MUDROCH CATERING
9. VERTSYNA CATERING
10. KENZIES KITCHEN

Attachments;
A. Invoices, B. Receipts, C. Written letters

Thank you for your understanding.

Regards

.....

Philip Diau

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

Phone:
677 7308800

Facebook page:
Sol2023 XVII Pacific Games

Service Supervisor – Catering Services
GOC/NHA

Your approval is with this sought to proceed with this justification process, Documentation attached herewith,

Endorsed by:	**Approved by:**
Signature:	**Signature:**
Date:	**Date:**

REQUEST FOR PAYMENT FORM

Finance Tracker #	Procurement tracker #	Admin Tracker #

Form Type(place x to respective box):

- [ ] Payment to Suppliers/others
- [x] Request for other services:
  - [ ] Logistics
  - [ ] Transport
  - [x] Catering
  - [ ] Waste and Management
  - [ ] Travel and accomodation
  - [ ] Other ……..

Request Date: 29 Jan, 2024 Covered Date/Duration: 5 Feb, 2024

Purpose:

The payment is made prior to refund 50% of $10.000 for stall 4 at SIFF. Refer to attachment

Payee: National Hosting Authority (NHA)

Company: **KENZIE'S KITCHEN** Account Name: **JOANA MYPOANA** Bank Name: **BSP**

Account Number: **2000379954** Contact: **7695427/7528119**

			Amount				TO BE CHARGED TO	
No.	Date	Description	Other	USD	SBD	Reference Number	Department	Services
1	**29/01/2024**	**50% of $10,000 total fee**			**5,000.00**		**Operation Dept**	**Catering Services**
TOTAL					**5,000.00**			

Finance Review

Signature over printed name/Date

Prepared by Emily Enoka

(Signature over printed name)

Approved by

(Signature over printed name)

Notes:

1. This form is a summary to capture the request and should be supported with other documents, e.g. emails, quotation/invoices, Terms of Reference, proposals, contracts, etc.
4. All cash advances shall be paid within 7 working days upon approval

Public Kiosks Spaces 1-5
Solomon Islands Football Federation (SIFF) Academy
East Honiara
Solomon Islands

29th November 2023

The Public Catering Coordinator
Games Organizing Committee / National Hosting Authority
Honiara
Solomon Islands

Attention: Mr Patrick Fiasi

Dear Sir,

Re: Concern About Business Loss from Public Kiosks Operations

We write as hirers and operators of public kiosks at the SIFF Academy to express our concerns about the financial viability of the kiosks. Our group of kitchen operators has invested a significant amount of money in renting these kiosks, and also incurring other setup costs and we are concerned that we will not be able to recoup our investment due to the low number of spectators/customers at the venue resulting in low sales.

We were initially optimistic about the prospects of operating these kiosks, as we believed that they would provide a valuable service to spectators/customers and generate some profit. However, the reality has been far different. The lack of spectators at the venue has meant that our kiosks have been quieter than expected, and we are struggling to make even enough money to cover our costs.

The lack of spectators/customers was due to the following reasons:

- The venue hosts a limited number of events only – no games on some days and games started late in the afternoons on some days, especially during the first week.
- During the first week, the whole length of the fencing at the front of the kioks was covered with SOL2023 material which means that spectators mostly use the eastern side when watching soccer and were not even come near or aware of the kiosks.
- The food stalls at the east entrance of the venue affects our sales as spectators/customers would have bought food there before coming into the venue.
- The events/games hosted at the SIFF Academy do not attract large crowds as for other venues.

Why we believe that we are not making a profit:

- Less spectators/customers therefore less daily sales
- The hire cost of the kiosks of $10,000.00 per space is too high
- The kiosks are very basic and we had to incur setup costs
- Costs of food is high but the sales are low.
- There are food that are left over each day due to less sales.
- To avoid the above, we are cautious about the amount of food prepared each day.
- Our takings since we started operating on 17/11/2023 have been consistently below expectations. Whilst expenses are high.

We look forward to your feedback and discussing this further with you.

Yours faithfully,

Stephanie .P

Kiosk/Space 1: BJA Enterprise Name & Signature:

Joana My Pang Ph 7695427

Kiosk/Space 2: Kenzie's Kitchen Name & Signature:

Kotabi sisters-farm Myrah Vaisekavea. ✓

Kiosk/Space 3: ~~Satish Kitchen~~ Name & Signature:
(Closed since 27/11 due to continuous losses)

Kiosk/Space 5: TBA Name & Signature:
(Closed – no selling activities. Assessment of 1st day of games led to decision for closure)

Kiosk/Space 4: L&M Fast Food Name & Signature:

Betty Kariara PH: 7744450

CC: Mr Peter Stewart, CEO, GOC
CC: Mr Christian Nieng, Executive Director, NHA

INVOICE

INVOICE NUMBER
202301

DATE OF ISSUE
19 December 2023

Joana Mypana
P.O. Box 1305
C/- Kenzie's Kitchen, Honiara, Solomon Islands
Mobile 7695427 / 7528119
Email: joana.mypana@gmail.com

BILLED TO
GOC-NHA
HONIARA
Solomon Islands

DESCRIPTION	UNIT COST	QTY/HR RATE	AMOUNT
Refund of deposit for Public Kiosk 2 (food stalls) at SIFF Academy	$10,000.00	1	$10,000.00
	$0.00	1	$0.00
	$0.00	1	$0.00
	$0.00	1	$0.00
	$0.00	1	$0.00
	$0.00	1	$0.00
	$0.00	1	$0.00
	$0.00	1	$0.00
	$0.00	1	$0.00

INVOICE TOTAL
$10,000.00

SUBTOTAL	$10,000.00
DISCOUNT	-$0.00
(TAX RATE)	0%
TAX	$0.00
TOTAL	$10,000.00

TERMS
7 Days

Joana Mypana
Alc - 2000379954

NATIONAL HOSTING AUTHORITY

Cash Receipts Journal

6/09/2023 To 6/09/2023

11/09/2023
5:08:52 PM

	ID#	Acct#	Account Name	Debit	Credit	Name
CR	6/09/2023		Cash deposit for catering stall hiring fee S02 at SIFF ACADEMY			
	CR000248	1-1110	NHA Cheque Account - ANZ	$10,000.00		Kenzies Kitchen
	CR000248	4-9100	CATERING RENTALS		$10,000.00	Kenzies Kitchen
			Grand Total:	$10,000.00	$10,000.00	

NATIONAL HOSTING AUTHORITY
PO BOX 2443
HONIARA
Ph. 42100
or 7308800
SOL2023 PACIFIC GAMES



TIONAL HOSTING AUTHORITY

LOMON ISLANDS GOVERNMENT

C5

TRACT 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

Purchase Requisition (PR) for the entire value of the contract	**P7 35**			
Draft Contract **(not yet signed by Supplier)**	**P7 10.1**			
Tender Award by ITB/GTB	**P7 10.1**			
PR signed by requisition officer		✓		
Vendor Information Form (for new vendor)				
ICT Checklist attached (if for ICT equipment)				
Progress Report of works/Photos etc				
Completion report if goods/services and works have been completed		✓		
Other reports if any (goods and services)				
Payment certificate from Engineer matching amount in Requisition		✓		
Invoice from Contractor matching amount in requisition				
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)**	✓	✓	
Amount entered in AX matches Requisition				
Account code in AX matches Requisition				
Vendor name in AX matches Requisition				
Item code and Units entered (e.g. box, each) correctly				
Description has enough detail				
Check dates on future instalments entered correctly				
Budget OK		✓	✓	

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

Department Compliance performed by:

Signed: _____

Name and Position: Agnes Nyaura

Date: 22/02/24

Procurement section Compliance performed by:

Signed: _____

Name and Position: Jeff Mutoko

Date: 22/2/2024

Finance Department Compliance performed by:

Signed: _____

Name and Position: _____

Date: _____



ANZ

Australia and New Zealand Banking Group Limited ABN 11 005 357 522

Deposit Receipt

Date 06 07 23

Account name NHA

Account number 569140

Notes & coins 10,000—

Total cheques

Total Deposited 10,000—

Teller stamp and initials

802912 05/11