



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Guadalcanal Travel solomons - SOA

- 1) ~~Minute~~ ^{SOA} ☐ Sign by FC _____ Sign by ED _____
- 3) Requisition ☐ Sign by Compliance officer _____
- 2) Requisition ☐ Sign by FC _____ 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:



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer
Transaction or Request Status: Posted
Date / Time: 26/04/2024 12:16
Transaction Number: AIF23221

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
Transfer Amount in Local Currency: SBD 112,967.20
Transfer From Amount: SBD 112,967.20
Indicative :
My Reference: SOA Feb 2024

Payment Details

Account Name: Guadalcanal Travel Solomons
Account Number: 0721320502
Bank Name: Bank of South Pacific
Reference To Payee : SOA-NHA

Pay Date : 26/04/2024

Transaction ID : ANZBSBSB260424I0001972



Comments:

***** Authorisation Details *****
26/04/2024 12:16 Pauline Tovua
Authorisation Required for : ANZ to Other Bank Transfer (2A)
26/04/2024 16:36 Christian Nieng
Authorised -ANZ to Other Bank Transfer
Comments : Verified
30/04/2024 11:20 Debbie Ofaeri Sifoni
Authorised -ANZ to Other Bank Transfer
30/04/2024 11:20 Debbie Ofaeri Sifoni
Transaction Processed

Your Reference

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

Held for Authorisation

Transaction Number AIF23221

Transaction Details

ANZ to Other Bank Transfer

From Account: 5691140

Transfer Amount in Local Currency: SBD 112,967.20

Transfer From Amount: SBD 112,967.20

Indicative :

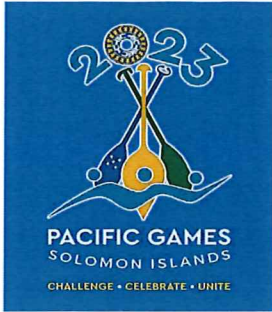
My Reference: SOA Feb 2024

Payment Details

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



26104124



NATIONAL HOSTING AUTHORITY

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

Guadalcanal Travel Services Ltd
P O Box 114
Honiara

PAYMENT VOUCHER

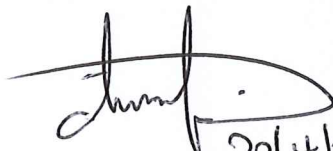
DATE 12/04/2024

Cheque Number IB
Total Amount Paid \$112,967.20

Payment for Statement of Account for Feb 2024.

In Payment For the following invoices:

Supplier Inv	Purchase No.	Invoice Date	Invoice Amount	Previous Payments	Current Payment
	00001890	12/10/2023	\$38,051.00	\$0.00	\$41,594.10
	00001940	19/10/2023	\$5,540.70	\$0.00	\$5,533.60
11233	00002014	1/11/2023	\$56,614.80	\$0.00	\$63,439.50
11183	00002020	2/11/2023	\$3,200.00	\$0.00	\$2,400.00


22/4/24


12/4/24

Payment Voucher Prepared By: _____

Date: _____

Signature of Claimant: _____

PRINT NAME: _____



ABN: 1001396
TA Lic: 20111569
City Centre Building
Mendana Avenue, Honiara
Solomon Islands
T: +677 22586
E: gtstravel@gts.com.sb

*my
1/13/24*

STATEMENT

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

Statement 23-Feb-24
Account Code SINIS
Page Number

Attention: Mr Gregory Sale



2/2/24

Date	Reference	Type	Details / Passenger Name	Debit	Credit
8 Dec 22	12406	Chg/Cred	Reclassify R4122 to SINIS account		50,000.00
29 Jun 23	5414	Invoice	Ms Deborah Ellen Strange	9,117.00	- Paid
10 Jul 23	5459	Invoice	Mr Bureimoa Tuismith	2,950.00	- no LFO number
18 Oct 23	6085	Invoice	Miss Vinda Sylvia None Teally	41,594.10	✓
23 Oct 23	6121	Invoice	Mr Aaron Thomas Edward Alsop	5,533.60	✓
24 Oct 23	6120	Credit Note	Ms Deborah Ellen Strange		8,372.00
3 Nov 23	6412	Invoice	Mr Aaron Thomas Edward Alsop	2,400.00	✓
6 Nov 23	6203	Invoice	Mr Jaha Tema	63,439.50	✓
7 Nov 23	6380	Credit Note	Credit note raised against Invoice : 6203		9,063.80

Outstandings					Amount Due
42 Days & Over	28 Days & Over	14 Days & Over	Current		
-503,922.60	-55,989.30	14,284.40	603,225.90		57,598.40
Remittance Advice ** Please Detach and Return with your Payment **					
42 Days & Over	28 Days & Over	14 Days & Over	Current		Amount Due
-503,922.60	-55,989.30	14,284.40	603,225.90		57,598.40

Solomon Islands National Institute Of Sports

Statement Date 23-Feb-24
Account Code SINIS

Please Make Cheques Payable to: Guadalcanal Travel Solomons



Guadalcanal Travel Solomons
ABN: 1001396
TA Lic: 20111569
City Centre Building
Mendana Avenue, Honiara
Solomon Islands
T: +677 22586

E: gtstravel@gts.com.sb

TAX INVOICE

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

GST Number 1001396
Invoice Date 6 November 2023
Invoice Number 6203
Debtor Code SINIS
Order Number PO2014
Page Number 1

Trip No.	Description	Amount
17302	This document is for the following Passengers:- Mr Jaha Tema, ms Ethel Dora, mr Nicholas Matangita, mr Dedan Atai Puia, miss Adi Unaisi Vatutuku, miss Lanieta Chanel Vatutuku, mr Dominic Teilo	
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for ms Ethel Dora, . Issued on Ticket Number 2421250426. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80 ✓
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for mr Dominic Teilo, . Issued on Ticket Number 2421254002. Includes Ticket Taxes, Levies and Surcharges of : \$1,136.70	9,056.70
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for mr Nicholas Matangita, . Issued on Ticket Number 2421254027. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80 ✓
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for mr Dedan Atai Puia, . Issued on Ticket Number 2421254028. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80 ,
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for Mr Jaha Tema, . Issued on Ticket Number 2421254029. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80 ,



TAX INVOICE

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

GST Number 1001396
Invoice Date 6 November 2023
Invoice Number 6203
Debtor Code SINIS
Order Number PO2014
Page Number 2

17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for miss Adi Unaisi Vatutuku, . Issued on Ticket Number 2421254030. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80 .
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for miss Lanieta Chanel Vatutuku, . Issued on Ticket Number 2421254031. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80 .

Subtotal	63,439.50
Plus GST	0.00
Invoice Total	63,439.50

Payable within 14 days from date of invoice.

Remittance Advice

Please Send Remittance to:

Bank Details:

Guadalcanal Travel Solomons
Bank: Bank Of South Pacific
Swiftcode: BOSPSBSB
Acc No.: 0721320502

Invoice Total 63,439.50

Invoice Number 6203
Invoice Date 6 November 2023
Debtor Code SINIS
Solomon Islands National Institute
Of Sports
Trip Number 17302



Guadalcanal Travel Solomons
ABN: 1001396
TA Lic: 20111569
City Centre Building
Mendana Avenue, Honiara
Solomon Islands
T: +677 22586

E: gtstravel@gts.com.sb

CREDIT NOTE (Adjustment Note)

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

GST Number 1001396
Credit Note Date 7 November 2023
Credit Note No. 6380
Debtor Code SINIS
Order Number PO2014
Page Number 1

Trip No.	Description	Amount
17302	This Credit Note has been raised against Invoice Number : 6203	
17302	This document is for the following Passengers:- Mr Jaha Tema, ms Ethel Dora, mr Nicholas Matangita, mr Dedan Atai Puia, miss Adi Unaisi Vatutuku, miss Lanieta Chanel Vatutuku, mr Dominic Teilo	0.00
17302	Solomon Airlines Honiara to Brisbane to Honiara. Departing on Tuesday, 7 November 2023, returning on Monday, 13 November 2023. Ticket for mr Nicholas Matangita, . Issued on Ticket Number 2421254027. Includes Ticket Taxes, Levies and Surcharges of : \$1,143.80	9,063.80
Subtotal		9,063.80
Plus GST		0.00
Credit Total		9,063.80

Remittance Advice

Guadalcanal Travel Solomons
Bank: Bank Of South Pacific
Swiftcode: BOSPSBSB
Acc No.: 0721320502

Credit Total 9,063.80

Credit Note No. 6380
Credit Note Date 7 November 2023
Debtor Code SINIS
Solomon Islands National Institute
Of Sports
Trip Number 17302

OFFICIAL PURCHASE ORDER

NHA/SOL2023 Pacific Games
PO Box 2443
Honorio, Solomon Islands

Phone: (677)7308800
Email: dsifoni@sol2023.com.sb



PO # NHA 2014

DATE: 1/11/23

Supplier:	Guadalcanal Travel services	Delivery to:	SINIS
Address:		Attention:	
Mobile:	22586	Mobile:	
		Delivery Date:	

Item	Description	Qty	Price (excl Tax)	Total
	Raise payment for			\$47,098.00
	Airfare for Rugby			\$56,614.80
	7s Team Reserves.			
	This is on 10/11/23 to			
	12/11/23.			
	Invoice NO: 11233			
				\$56,614.80

PLEASE INCLUDE PO NUMBER ON ALL INVOICES

Subtotal	\$47,098.00
TAX	
TOTAL	\$47,098.00

N/ Account Name: other overseas fares	NHA Account Code: 6-2718 \$56,614.80
MOFT Account Name:	MOFT Account Code:
Approved by: Signature: [Financial Controller]	Date: 11/11/23
Signature: [CEO]	Date: 1/11/23

Copy 1 White Supplier
Copy 2 Pink Ordering Department
Copy 3 Yellow Finance



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP406

DEPARTMENT: SINIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Airfare for Rugby 7s reserves	Guadalcanal Travel Service	11233	\$47,098.80
TOTALS					\$47,098.80

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$47,098.80 Date: 30/10/23
Requisition Officer (Name): Damien Yee Sign: [Signature]

Account Code: 6-2718
Account Name: Other origin fund

Funds available on this account: _____

Supervisors Certification (Accountable Officers):
Certifying Officer (Name): A. Alsop Sign: [Signature]
Post: ED HP
Department: SINIS

Authority is granted for expenditure not exceeding:

SBDs 47,098.80

Signed: [Signature]
Name: Carly

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

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 Mobbs Date: 31/10/2023
Position: Compliance

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

Travel - int - Flights
3-1000-12



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP406

DEPARTMENT: SINIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Airfare for Rugby 7 reserves	Guadalcanal Travel Service	11233	\$47,098.80
			TOTALS		\$47,098.80

Approval is requested to incur expenditure on the above

Estimated Cost (SBD):

\$47,098.80

Date: 30/10/23

Requisition Officer (Name):

Daniel Yee

Sign: [Signature]

Account Code: 6-2718

Account Name: Other account

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name):

A. Alsop

Sign: [Signature]

Post:

ED HP

Department:

SINIS

Authority is granted for expenditure not exceeding:

SBD\$

47,098.80

Signed: [Signature]

Name: Cathy

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

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: Jeff Mott

Date: 31/10/2023

Position: Compliance

Copy 1 White

NHA Finance

Copy 2 Pink

Compliance Department

Copy 3 Yellow

Requesting Department

Travel - int - Flights
3-1000-12



Minute

To: EXECUTIVE DIRECTOR, NHA

Ref: SPP-HP406

Thru: Executive Director HP

: Finance Coordinator

Date: 30/10/23

RE: REQUEST APPROVAL AND PAYMENT FOR AIRFARE FOR RUGBY 7S TEAM RESERVES

Overview;

Portfolio 2 requesting approval & payment of airfare for Rugby 7s reserves including 1 SINIS physio staff.

Rugby 7s team are confirmed to participate at the 2023 Oceania Rugby Sevens Championship (Men's and Women's) which will be hosted in Brisbane at Ballymore Stadium over three (3) days, on Friday November 10, Saturday 11, and Sunday November 12.

This is part of the team's preparation towards the 2023 Pacific Games.

Therefore, kindly request for approval of budget and endorsement of this request.

Way forward;

- Collate the required documents for review and approval.
- Raise LPO

Amount: **\$56,614.80**

Account Name: **GUADALCANAL TRAVEL SERVICE**

Claudina Ora
Procurement

Endorsed by; Mr Aaron Alsop

Executive Director
High Performance Program

APPROVAL:

Mr Christian Nieng
Executive Director.
NATIONAL HOSTING AUTHORITY

Signature:



Date

30/10/23

Approve

Decline

Your trip

Booking ref:
Issued date:

60TWIU
02 November
2023

[CheckMyTrip App](#)

Traveller	Ms Ethel Dora ✓ Mr Nicholas Saosogo Matangitai Mr Dedan Atai Puia Mr Jaha Tema Miss Adi Unaisi Dimainalovo Vatutuku Ms Lanieta Chanel Williamson Vatutuku	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Solomon Airlines IE 706

Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance

03:15 (Non stop)
Confirmed
Economy (L)
30 Kg(s) for Ms Ethel Dora
30 Kg(s) for Ms Lanieta Chanel Williamson Vatutuku
30 Kg(s) for Mr Nicholas Saosogo Matangitai
30 Kg(s) for Miss Adi Unaisi Dimainalovo Vatutuku
30 Kg(s) for Mr Jaha Tema
30 Kg(s) for Mr Dedan Atai Puia

Check in completed by
Equipment
Flight meal

16:30
AIRBUS A320
Meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)

Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Ms Ethel Dora
30 Kg(s) for Ms Lanieta Chanel Williamson Vatutuku
30 Kg(s) for Mr Nicholas Saosogo Matangitai
30 Kg(s) for Miss Adi Unaisi Dimainalovo Vatutuku
30 Kg(s) for Mr Jaha Tema
30 Kg(s) for Mr Dedan Atai Puia
EMBRAER 190
Hot meal

Equipment
Flight meal

General Information

***REVISED RTN FARE EACH AT TODAYS RATE...SBD9435.80

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

IE (Solomon Airlines): 60TWIU

QF (Qantas Airways): 60TWIU

9435-80
x 6 PAX
\$ 561 614-80



Minute

To: EXECUTIVE DIRECTOR, NHA

Ref: SPP-HP406

Thru: Executive Director HP

: Finance Coordinator

Date: 30/10/23

RE: REQUEST APPROVAL AND PAYMENT FOR AIRFARE FOR RUGBY 7S TEAM RESERVES

Overview;

Portfolio 2 requesting approval & payment of airfare for Rugby 7s reserves including 1 SINIS physio staff.

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This is part of the team's preparation towards the 2023 Pacific Games.

Therefore, kindly request for approval of budget and endorsement of this request.

Way forward;

- Collate the required documents for review and approval.
- Raise LPO

Amount: ~~\$47,098.80~~ \$56,614.80

Account Name: GUADALCANAL TRAVEL SERVICE

Claudina Ora
Procurement

Endorsed by; Mr Aaron Alsop
Executive Director
High Performance Program

APPROVAL:

Mr Christian Nieng Executive Director. NATIONAL HOSTING AUTHORITY		Approve	Decline
Signature:	Date: 31/10/23		

GUADALCANAL TRAVEL SERVICE

P.O. Box 114 Honiara Solomon Islands Tel: 22586 Telex: 66313HQ

PROFORMA INVOICE

Nº 11233

Sold To:

SINIS

Customer
Account No.

28/10/23

HONIARA / BRISBANE / HONIARA

1.	TELU DOMINIC	\$7849-00
2.	ETHEL DORA	\$7849-00
3.	DEBAN . A . PUHA	\$7849-00
4.	TAHA . Tema	\$7849-00
5.	ADI WAISI VANTUKU	\$7849-00
6.	CANIKOT VANTUKU	\$7849-00

L.P.O No.

TOTAL - \$47,098.80



YOUR TRAVEL AGENT IN THE HAPPY ISLES

Your trip

Booking ref:
Issued date:

6OTWIU
27 October
2023

[CheckMyTrip App](#)

Traveller	Ms Ethel Dora	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (N)
30 Kg(s) for Ms Ethel Dora
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Ms Ethel Dora
EMBRAER 190
Hot meal

General Information

*** AIRFARE EACH SBD7849.80 ****

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTWIU

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage).

Your trip

Booking ref:
Issued date:

6OTWIU
27 October
2023

[CheckMyTrip App](#)

Traveller	Mr Jaha Tama	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (N)
30 Kg(s) for Mr Jaha Tama
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Mr Jaha Tama
EMBRAER 190
Hot meal

General Information

*** AIRFARE EACH SBD7849.80 ****

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTWIU

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Your trip

Booking ref:
Issued date:

6OTWIU
27 October
2023

[CheckMyTrip App](#)

Traveller	Ms Lanieta Chanel Williamson Vatutuku	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (N)
30 Kg(s) for Ms Lanieta Chanel Williamson Vatutuku
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Ms Lanieta Chanel Williamson Vatutuku
EMBRAER 190
Hot meal

General Information

*** AIRFARE EACH SBD7849.80 ****

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTWIU

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Your trip

Booking ref:
Issued date:

6OTWIU
27 October
2023

[CheckMyTrip App](#)

Traveller	Miss Adi Unaisi Dimainalovo Vatutuku	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (N)
30 Kg(s) for Miss Adi Unaisi Dimainalovo Vatutuku
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Miss Adi Unaisi Dimainalovo Vatutuku
EMBRAER 190
Hot meal

General Information

*** AIRFARE EACH SBD7849.80 ****

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTWIU

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage).

Your trip

Booking ref:
Issued date:

6OTWIU
27 October
2023

[CheckMyTrip App](#)

Traveller	Mr Dedan Atai Puia	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (N)
30 Kg(s) for Mr Dedan Atai Puia
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Mr Dedan Atai Puia
EMBRAER 190
Hot meal

General Information

*** AIRFARE EACH SBD7849.80 ****

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTWIU

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Your trip

Booking ref:
Issued date:

6OTWIU
27 October
2023

[CheckMyTrip App](#)

Traveller	Mr Dedan Atai Puia	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

Terminal: I - International
Terminal



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (N)
30 Kg(s) for Mr Dedan Atai Puia
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

Terminal: I - International
Terminal

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Mr Dedan Atai Puia
EMBRAER 190
Hot meal

General Information

*** AIRFARE EACH SBD7849.80 ****

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTWIU

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Your trip

Booking ref:
Issued date:

6OTYH5
28 October
2023

[CheckMyTrip App](#)

Traveller	Dominic Teilo	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Tuesday 07 November 2023



Qantas Airways QF 8686 (Operated by Solomon Airlines, IE706)



Departure 07 November 17:15
Arrival 07 November 19:30

Honiara, (International) (+)
Brisbane, (Brisbane) (+)

**Terminal: I - International
Terminal**



Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:15 (Non stop)
Confirmed
Economy (Q)
30 Kg(s) for Dominic Teilo
AIRBUS A320
Hot meal

Monday 13 November 2023



Qantas Airways QF 357 (Operated by Alliance Airlines)



Departure 13 November 10:45
Arrival 13 November 14:55

Brisbane, (Brisbane) (+)
Honiara, (International) (+)

**Terminal: I - International
Terminal**

Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

03:10 (Non stop)
Confirmed
Economy (K)
30 Kg(s) for Dominic Teilo
EMBRAER 190
Hot meal

Ecological information

Calculated average CO2 emission is 352.35 kg/person

Source: ICAO Carbon Emissions Calculator

<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>

Airline Booking Reference(s)

QF (Qantas Airways): 6OTYH5

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Solomon Islands Government

NATIONAL HOSTING AUTHORITY

Bid / Quotation Waiver

In some instances, it is recognised it may not be possible to observe the requirements of competitive quotations or tendering as is stipulated in the Fls, and in which case a Bid Waiver Form must be completed. This is prepared by the Division / Section making the purchase, and approved by the Ministry Permanent Secretary. The waiver will only be granted in circumstances where observing the normal requirements would result in detriment to the people or assets of the Solomon Islands, or where no benefit would be obtained by observing the requirements. Example where are waiver would be granted include but would be limited to the below;

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

Description of Product/ Service

GUADALCANAL TRAVEL SERVICE

REASON FOR REQUEST Please Tick

Genuine Market Limitation	☒	Natural Disaster	☐	SI at War	☐
Public Emergency	☐	Technical or Specialized Equipment	☐		☐

I hereby Apply for bid waiver to waiver the 3 Quotes and Tender Process; on the grounds that no suppliers locally can provide the best offer for bookings with the given price rates. Thus, GUADALCANAL TRAVEL SERVICE is identified as the preferred supplier.

Apply for a bid waiver where necessary in the process to make the technical evaluation & decision Accordingly.

Requested by: Procurement
HP- SI National Institute of sports
Name: Claudina Ora

Signed: 

Date: 30/10/23

Approved by: Executive Director
National Hosting Authority
Christian Nieng

Signed:

Date:



ANNEX 4

REQUEST FOR QUOTATIONS – GOOD/SERVICES

Date: 30/10/2023

To All Bidders,

1. The National Hosting Authority has budget financing and intends to apply part of the proceeds of this financing to procure Goods/Services per the enclosed specifications, and now invites sealed bids for this purpose.
2. Your quotation, citing the above reference number, should reach the undersigned within 7 days from the date of this letter.
3. The goods shall be procured using the Simple Procurement Procedures specified in the Solomon Islands Government Procurement and Contract Administration Manual.
4. The Technical Specifications and Delivery Schedule are provided in the attached Schedule of Requirements.
5. This request for quotation has been addressed to three (3) Suppliers of these goods/services.
6. The goods/services supplied under this contract shall conform to the standards provided in the attached Technical Specifications.
7. The Supplier is required to supply any equipment listed in the Technical Specifications together with the detailed operations and maintenance manuals, for each appropriate unit.
8. The Supplier shall warrant that any equipment supplied under the contract is new and unused.
9. Prices should be quoted for delivery to the National Hosting Authority Honiara, Solomon Islands.
10. The validity for the quotation shall be thirty (30) days from the date of submitting the quotation.
11. One (1) original and one (1) copy of the quotation shall be submitted in a sealed envelope and addressed to the Administration office/NHA/PMU/GOC & SINIS Honiara, Solomon Islands.
12. Please indicate delivery schedule and after sales service (if relevant) available to NHA, Honiara.
13. Submission of a quotation is confirmation of the tenderer's compliance with, and acceptance of, the terms and conditions including the payment terms of this Request for Quotation.

14. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements Technical Specifications.
15. The successful Supplier shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with the NHA on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
16. The Purchaser may terminate the contract if the Supplier fails to deliver any or all of the goods/services within the period specified, or within any extension thereof granted in writing by the NHA.
17. The Supplier shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of the NHA.
18. Prices charged by the Supplier for the goods/services shall not vary from prices quoted. Prices shall therefore be fixed.
19. The Supplier's request for payment shall be made in writing, accompanied by an invoice and an LPO confirming delivery of the goods/services. All payments shall be made promptly and in no case later than twenty (20) days after delivery and acceptance of the goods. Payments will only be made by cheque or direct transfer into the Supplier's business bank account.

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


.....

Claudina Ora

Procurement

Solomon Islands National Institute of Sports

SCHEDULE OF REQUIREMENTS

No.	Item Name	Specification	Quantity	Delivery Date
1.	GUADALCANAL TRAVEL SERVICE	AIRFARE FOR RUGBY 7S TEAM RESERVES & SINIS STAFF		N/A



NATIONAL HOSTING AUTHORITY

SOL2023 Pacific Games

SINGLE PAYMENT CONTRACT COMPLIANCE CHECKLIST

Required Documents	Division	NHA Secretariat	Comments
Purchase Requisition & Payment Voucher	✓		
Signed Contract	✓		
Tender Evaluation Report			
Tender Award by GTB/ITB	✓		
Copy of Advertisement (including dates of advertisement)	✓		
Bid Waiver (must include grounds for waiver)			
ICT Checklist (if for ICT goods)			
Original Invoice	✓		
Certification of work completed/goods received (includes final reports)	✓		
Compliance Checks required			
Tender advertisements made at least two weeks before tender closing date	✓		
Contract form approved	✓		
Check payment is in accordance with payment provisions in contract	✓		
PR/PV has been signed by authorized person		✓	
Check amount on PR/PV matches the signed contract/invoice	✓	✓	
Name on PR/PV matches signed contract	✓	✓	
Account code used is correct	✓	✓	
Check bid waiver /restrictive tender is for a valid reason	✓		
Check expenditure is acceptable and proper use of NHA/SIG monies	✓	✓	
Check calculations on invoice are correct	✓	✓	
Check price and rates are reasonable			

Note: IF any of the above cannot be certified, please include an explanation as to why. This will speed up the compliance process.

Divisional Compliance Performed By

Signed: [Signature]
 Name and Position: Danawa F/O
 Date: 31/10/23

NHA Compliance Performed By

Signed: [Signature]
 Name and Position: Jeff Meki Captain
 Date: 31/10/2023



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name:

GTS

1) Requisition

☐

Sign by ED NHA

2) Payment Voucher

☐

Sign by FC

Sign by ED

3) LPO

☒

Sign by FC

Sign by ED

4) IB Authorisation

☐

Authorised by FC

Authorised by ED

Comments:

LPO Sent to SINIS 2/11/23



SINIS



Guadalcanal Travel Solomons
ABN: 1001396
TA Lic: 20111569
City Centre Building
Mendana Avenue, Honiara
Solomon Islands
T: +677 22586

E: gtstravel@gts.com.sb

TAX INVOICE

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

GST Number 1001396
Invoice Date 18 October 2023
Invoice Number 6085
Debtor Code SINIS
Order Number 1890
Contact Name brianna
Page Number 1

Trip No.	Description	Amount
16897	This document is for the following Passengers:- Miss Vinda Sylvia None Teally	
16897	Service Fee - Booking Fee	2,276.00
16897	American Airlines Little Rock to San Francisco to Little Rock. Departing on Thursday, 9 November 2023. Ticket for Miss Vinda Sylvia None Teally, . Issued on Ticket Number 2930646173. Includes Ticket Taxes, Levies and Surcharges of : \$1,940.00	18,967.00
16897	Air Pacific San Francisco to Nadi to Honiara to Nadi to San Francisco. Departing on Friday, 10 November 2023. Ticket for Miss Vinda Sylvia None Teally, . Issued on Ticket Number 2425975283. Includes Ticket Taxes, Levies and Surcharges of : \$1,051.10	20,351.10
Subtotal		41,594.10
Plus GST		0.00
Invoice Total		41,594.10

Payable within 14 days from date of invoice.

Remittance Advice

Please Send Remittance to:
Bank Details:
Guadalcanal Travel Solomons
Bank: Bank Of South Pacific
Swiftcode: BOSPSBSB
Acc No.: 0721320502

Invoice Total 41,594.10

Invoice Number 6085
Invoice Date 18 October 2023
Debtor Code SINIS
Solomon Islands National Institute
Of Sports
Order Number 16897

OFFICIAL PURCHASE ORDER

NHA/SOL2023 Pacific Games
PO Box 2443
Honoraria, Solomon Islands

Phone: (677)7308800
Email: dsifoni@sol2023.com.sb



PO # NHA 1890

DATE: 12/10/23

Supplier: <u>Figi Airways CTS</u>	Delivery to: <u>SINIS - Claudina Ora</u>
Address:	Attention:
Mobile:	Mobile:
	Delivery Date:

Item	Description	Qty	Price (excl Tax)	Total
	Payment of airfare for Miss Vinda Sylvia none really from USA to Honiara, return.			\$38,051-00

PLEASE INCLUDE PO NUMBER ON ALL INVOICES	Subtotal	\$38,051-00
	TAX	
	TOTAL	\$38,051-00

Account Name: <u>Other overseas fares</u>	NHA Account Code: <u>6-2718</u>
MOFT Account Name:	MOFT Account Code:
Approved by: Signature: <u>[Signature]</u> [Financial Controller]	Date: <u>12/10/23</u>
Signature: <u>[Signature]</u> [CEO]	Date: <u>12/10/23</u>

Copy 1 White
Copy 2 Pink
Copy 3 Yellow

Supplier
Ordering Department
Finance

\$41,544.10

OFFICIAL PURCHASE ORDER

NHA/SOL2023 Pacific Games
PO Box 2443
Honiara, Solomon Islands

Phone: (677)7308800
Email: dsifoni@sol2023.com.sb



PO # NHA 1890

DATE: 12/10/23

Supplier: <u>Agar Airways CTS</u>	Delivery to: <u>SINIS - Claudine Ora</u>
Address:	Attention:
Mobile:	Mobile:
	Delivery Date:

Item	Description	Qty	Price (excl Tax)	Total
	Payment of airfare for Miss Uinda Sylvia none really from USA to Honiara, return.			\$38,051-00

PLEASE INCLUDE PO NUMBER ON ALL INVOICES	Subtotal	\$38,051-00
	TAX	
	TOTAL	\$38,051-00

NHA Account Name: <u>Other Oversea Ferry</u>	NHA Account Code: <u>6-2718</u>
MOFT Account Name:	MOFT Account Code:
Approved by: Signature: <u>[Signature]</u> [Financial Controller]	Date: <u>12/10/23</u>
Signature:	Date: <u>12/10/23</u>
[CEO]	

Copy 1 White
Copy 2 Pink
Copy 3 Yellow

Supplier
Ordering Department
Finance

\$41,544.10



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP350

DEPARTMENT: SINIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Airfare for Miss Vinda Sylvia None Trally	Guadalcanal Travel Service	SSHEGC	\$38,051.00
TOTALS					\$38,051.00

Approval is requested to incur expenditure on the above

Estimated Cost (SBD): \$38,051.00 Date: 11/10/23
Requisition Officer (Name): Damien Yee Sign: [Signature]

Account Code: 6-2718
Account Name: Other overseas fees

Funds available on this account:

Supervisors Certification (Accountable Officers):

Certifying Officer (Name): A. D. Sol Sign: [Signature]
Post: ED HR
Department: SINIS

Authority is granted for expenditure not exceeding:

\$38,051.00

EXECUTIVE DIRECTOR

Signed: [Signature]

Name: Damien Yee

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

Compliance Check by: [Signature] Signature

Name: Jeff Maki Date: 12/6/2023

Position: Comptroller

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

☐
☐
☐
☒

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

Travel - Int - Flight



Minute

To: EXECUTIVE DIRECTOR, NHA

Ref: SPP-HP350

Thru: Executive Director HP

: Finance Coordinator

Date: 11/10/23

RE: REQUEST APPROVAL AND PAYMENT FOR AIRFARE FOR MISS VINDA SYLVIA NONE TEALLY

Kindly requesting approval & payment of airfare for MISS VINDA SYLVIA NONE TEALLY from USA to Honiara, return. Miss Teally will be competing during the pacific games.

Guadalcanal Travel Service submitted their invoice, which totals SBD \$38,051.00.

Therefore, kindly request for approval of budget and endorsement of this request.

Way forward;

- Collate the required documents for review and approval.
- Raise LPO

Amount: **\$38,051.00**

Account Name: **GUADALCANAL TRAVEL SERVICE**

Claudina Ora

Procurement

Endorsed by; Mr Aaron Alsop

Executive Director

High Performance Program

APPROVAL:

Mr Christian Nieng

Executive Director.

NATIONAL HOSTING AUTHORITY

Signature:

Date

12/10/23

Approve

Decline



Your trip

Booking ref:

5SHEGC

[CheckMyTrip App](#)

Issued date:

11 October
2023

Traveller	Miss Vinda Sylvia None Teally	Agency	GUADALCANAL TRAVEL SOLOMONS CITY CENTRE BUILDING GROUND FLOOR MENDANA AVENUE HONIARA
		Telephone	+67722586

Thursday 09 November 2023



American Airlines AA 3475 (Operated by Envoy Air As American Eagle)

Departure 09 November 20:15

Arrival 09 November 21:47

Duration

Booking status

Class

Equipment

Little Rock, (B And H Clinton Natl) (+)

Dallas, (Dallas Ft Worth Intl) (+)

Terminal: 0

01:32 (Non stop)

Confirmed

Economy (Y)

EMBRAER 175

Thursday 09 November 2023



American Airlines AA 446

Departure 09 November 22:40

Arrival 10 November 00:32

Duration

Booking status

Class

Equipment

Flight meal

Dallas, (Dallas Ft Worth Intl) (+)

Terminal: 0

San Francisco, (San Francisco Intl) (+)

Terminal: 1

03:52 (Non stop)

Confirmed

Economy (Y)

AIRBUS A321

Refreshments

[Check-in](#)

Friday 10 November 2023



Fiji Airways FJ 871

Departure 10 November 22:00

Arrival 12 November 05:10

Duration

Booking status

Class

Baggage allowance

Equipment

Flight meal

San Francisco, (San Francisco Intl) (+)

Terminal: I - International
Terminal

Nadi, (Nadi Intl) (+)

11:10 (Non stop)

Confirmed

Economy (T)

1 Piece(s) for Miss Vinda Sylvia None Teally

AIRBUS A330-200

Dinner/Breakfast

[Check-in](#)

Please ticket before October 13 on 23:00, overdue will cancel the itinerary without notice, thankyou.

Sunday 12 November 2023



Fiji Airways FJ 5503 (Operated by Solomon Airlines, IE703)

Departure 12 November 09:15

Arrival 12 November 10:20

Duration

Booking status

Class

Baggage allowance

Equipment

Nadi, (Nadi Intl) (+)

Honiara, (International) (+)

02:05 (Non stop)

Confirmed

Economy (O)

1 Piece(s) for Miss Vinda Sylvia None Teally

AIRBUS A320

Flight meal

Meal

Please ticket before October 13 on 23:00, overdue will cancel the itinerary without notice, thankyou.

Thursday 04 January 2024



Fiji Airways FJ 268

[Check-in](#)

Departure 04 January 16:25
Arrival 04 January 20:30
Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

Honiara, (International) (+)
Nadi, (Nadi Intl) (+)
03:05 (Non stop)
Confirmed
Economy (V)
1 Piece(s) for Miss Vinda Sylvia None Teally
BOEING 737-800 (WINGLETS)
Refreshments

Please ticket before October 13 on 23:00, overdue will cancel the itinerary without notice, thankyou.

Thursday 04 January 2024



Fiji Airways FJ 870

[Check-in](#)

Departure 04 January 22:15
Arrival 04 January 12:20
Duration
Booking status
Class
Baggage allowance
Equipment
Flight meal

Nadi, (Nadi Intl) (+)
San Francisco, (San Francisco Intl) (+) Terminal: I - International Terminal
10:05 (Non stop)
Confirmed
Economy (W)
1 Piece(s) for Miss Vinda Sylvia None Teally
AIRBUS A350-900
Dinner/Breakfast

Please ticket before October 13 on 23:00, overdue will cancel the itinerary without notice, thankyou.

Thursday 04 January 2024



American Airlines AA 2430

[Check-in](#)

Departure 04 January 23:57
Arrival 05 January 05:26
Duration
Booking status
Class
Equipment
Flight meal

San Francisco, (San Francisco Intl) (+) Terminal: 1
Dallas, (Dallas Ft Worth Intl) (+) Terminal: 0
03:29 (Non stop)
Confirmed
Economy (Y)
AIRBUS A321
Refreshments

Friday 05 January 2024



American Airlines AA 3477 (Operated by Envoy Air As American Eagle)



Departure 05 January 07:27
Arrival 05 January 08:45
Duration
Booking status
Class
Equipment

Dallas, (Dallas Ft Worth Intl) (+) Terminal: 0
Little Rock, (B And H Clinton Natl) (+)
01:18 (Non stop)
Confirmed
Economy (Y)
EMBRAER 175

General Information

*** AIRFARE SBD38051.00 ****

*** NOTE FARES SUBJECT TO CHANGE ***

Ecological information

Calculated average CO2 emission is 1,817.58 kg/person

Source: ICAO Carbon Emissions Calculator

Airline Booking Reference(s)

AA (American Airlines): CRTVFT

FJ (Fiji Airways): 5SHEGC

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Solomon Islands Government

NATIONAL HOSTING AUTHORITY

Bid / Quotation Waiver

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

Description of Product/ Service

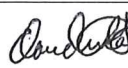
GUADALCANAL TRAVEL SERVICE

REASON FOR REQUEST Please Tick

Genuine Market Limitation	☒	Natural Disaster	☐	SI at War	☐
Public Emergency	☐	Technical or Specialized Equipment	☐		☐

I hereby Apply for bid waiver; on the grounds that GUADALCANAL TRAVEL SERVICE - is the selected supplier as it is Procuring to Meet Existing Needs.
Thus, Apply bid waiver where necessary in the process to make the technical evaluation & decision Accordingly.

Requested by: Procurement
HP- SI National Institute of sports
Name: Claudina Ora

Signed:  Date: 11/10/23

Approved by: Accounting Officer
NHA- ED



Date: 11/10/23

14. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements Technical Specifications.
15. The successful Supplier shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with the NHA on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
16. The Purchaser may terminate the contract if the Supplier fails to deliver any or all of the goods/services within the period specified, or within any extension thereof granted in writing by the NHA.
17. The Supplier shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of the NHA.
18. Prices charged by the Supplier for the goods/services shall not vary from prices quoted. Prices shall therefore be fixed.
19. The Supplier's request for payment shall be made in writing, accompanied by an invoice and an LPO confirming delivery of the goods/services. All payments shall be made promptly and in no case later than twenty (20) days after delivery and acceptance of the goods. Payments will only be made by cheque or direct transfer into the Supplier's business bank account.

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



.....
Claudina Ora

Procurement

Solomon Islands National Institute of Sports

SCHEDULE OF REQUIREMENTS

No.	Item Name	Specification	Quantity	Delivery Date
1.	GUADALCANAL TRAVEL SERVICE	AIRFARE FOR Miss Vinda Sylvia None Teally	1	N/A



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name: Guadalcanal Travel Service

1) Requisition	☒	Sign by ED NHA	_____
2) Payment Voucher	☒	Sign by FC	<u>[Signature]</u> Sign by ED _____
3) LPO	☐	Sign by FC	_____ Sign by ED _____
4) IB Authorisation	☐	Authorised by FC	_____ Authorised by ED _____

Comments:

ED, please sign the *Minute }
* Bid / ~~and~~ quotation waiver

LPO Copy Send to SINIS - 16/10/23





Guadalcanal Travel Solomons
ABN: 1001396
TA Lic: 20111569
City Centre Building
Mendana Avenue, Honiara
Solomon Islands
T: +677 22586

E: gtstravel@gts.com.sb

TAX INVOICE

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

GST Number 1001396
Invoice Date 23 October 2023
Invoice Number 6121
Debtor Code SINIS
Order Number
Contact Name Claudina Ora
Page Number 1

Trip No.	Description	Amount
17012	This document is for the following Passengers:- Mr Aaron Thomas Edward Alsop	
17012	Qantas Airways Honiara to Brisbane to Honiara. Departing on Friday, 10 November 2023, returning on Sunday, 12 November 2023. Ticket for Mr Aaron Thomas Edward Alsop, Economy Class Seating. Issued on Ticket Number 2342150766. Includes Ticket Taxes, Levies and Surcharges of : \$993.60	5,533.60
Subtotal		5,533.60
Plus GST		0.00
Invoice Total		5,533.60

Payable within 14 days from date of invoice.

Remittance Advice

Please Send Remittance to:
Bank Details:
Guadalcanal Travel Solomons
Bank: Bank Of South Pacific
Swiftcode: BOSPSBSB
Acc No.: 0721320502

Invoice Total 5,533.60

Invoice Number 6121
Invoice Date 23 October 2023
Debtor Code SINIS
Solomon Islands National Institute
Of Sports
Trip Number 17012

OFFICIAL PURCHASE ORDER

NHA/SOL2023 Pacific Games
PO Box 2443
Honiara, Solomon Islands

Phone: (677)7308800
Email: dsifoni@sol2023.com.sb



PO # NHA 1940

DATE: 19/10/2023

Supplier:	Guadalajara Travel	Delivery to:	SINIS
Address:	Service.	Attention:	Claudina Om
Mobile:	Honiara	Mobile:	
		Delivery Date:	

Item	Description	Qty	Price (excl Tax)	Total
	Solomon Airlines			\$ 5,540.70
See attached	Airfare for Aaron Alsop			
	Booking Ref: 6U28C7			
	from Honiara to			
	Brisbane and			
	Return			

PLEASE INCLUDE PO NUMBER ON ALL INVOICES	Subtotal	\$ 5540.70
	TAX	
	TOTAL	\$ 5540.70

NH Account Name: Peter Nelson Fox	NHA Account Code: 6-2604
MOFT Account Name:	MOFT Account Code:
Approved by: Signature: [Signature]	Date: 20/10/23
pp pp [Financial Controller]	
Signature: [Signature]	Date: 20/10/23
[CEO]	

OFFICIAL PURCHASE ORDER

NHA/SOL2023 Pacific Games
PO Box 2443
Honiara, Solomon Islands

Phone: (677)7308800
Email: dsifoni@sol2023.com.sb



PO # NHA 1940

DATE: 19/10/2023

Supplier: <u>Guadalkana Travel Service</u>	Delivery to: <u>Sina's</u>
Address: <u>Honiara</u>	Attention: <u>Claudia C. M.</u>
Mobile:	Mobile:
	Delivery Date:

Item	Description	Qty	Price (excl Tax)	Total
	Solomon Airlines			\$ 5,540.70
See attached	Airfare for Aaron Alsop			
	Booking Ref: 6U28CT			
	from Honiara to Brisbane and Return			

PLEASE INCLUDE PO NUMBER ON ALL INVOICES

Subtotal \$ 5540.70
TAX
TOTAL \$ 5540.70

NHA Account Name: <u>Other Version Fare</u>	NHA Account Code: <u>6-2604</u>
MOFT Account Name:	MOFT Account Code:
Approved by: Signature: <u>[Signature]</u> [Financial Controller]	Date: <u>20/10/23</u>
Signature: <u>[Signature]</u> [CEO]	Date: <u>20/10/23</u>

Copy 1 White
Copy 2 Pink
Copy 3 Yellow

Supplier
Ordering Department
Finance

\$ 5,533.60



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP22-1080

DEPARTMENT: SNIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Airfare for Mr Aaron Alsop	Guadalcanal Travel Service	602807	\$5,540.70
					TOTALS \$5,540.70
Approval is requested to incur expenditure on the above			Account Code: <u>6-2804</u>		
Estimated Cost (SBD): <u>\$5,540.70</u>			Account Name: <u>OTL overn Fam</u>		
Requisition Officer (Name): <u>Damien Yee</u>			Funds available on this account:		
Supervisors Certification (Accountable Officers):			Authority is granted for expenditure not exceeding:		
Certifying Officer (Name): <u>A. Alsop</u>			SBDs <u>\$5,540.70</u>		
Post: <u>ED HP</u>			Signed: <u>[Signature]</u>		
Department: <u>SNIS</u>			Name: <u>[Signature]</u>		
Threshold Checklist			Note: Authority for expenditure must be given by accounting officer or his/her deligated		
Payment requires one quote (10,000 below) ☒			Compliance Check by: <u>[Signature]</u> Signature <u>[Signature]</u>		
Payment requires three quotes (\$10,000.00 above) ☐			Name: <u>Jeff Mks</u> Date: <u>19/10/23</u>		
Is it a ITB Contract Payment ☐			Position: <u>Compliance</u>		
Is it a GTB Contract Payment ☐					
Payment is a Bid Waiver ☐					

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

Travel - int - Flight
3-1000-02



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP22-1080

DEPARTMENT: SINIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Airfare for Mr Aaron Alsop	Guadalcanal Travel Service	602807	\$5,540.70
			TOTALS \$5,540.70		
Approval is requested to incur expenditure on the above			Account Code: <u>6-2604</u>		
Estimated Cost (SBD): <u>\$5,540.70</u>			Account Name: <u>OTL Aaron Fong</u>		
Requisition Officer (Name): <u>Daniel Yee</u>			Funds available on this account: _____		
Date: <u>17/10/23</u>					
Sign: <u>[Signature]</u>					
Supervisors Certification (Accountable Officers):			Authority is granted for expenditure not exceeding:		
Certifying Officer (Name): <u>A. Alsop</u>			SBD\$ <u>5,540.70</u>		
Post: <u>EDUP</u>			Signed: <u>[Signature]</u>		
Department: <u>SINIS</u>			Name: <u>CNIG</u>		
			Note: Authority for expenditure must be given by accounting officer or his/her deligated		
Threshold Checklist			Compliance Check by: _____ Signature <u>[Signature]</u>		
Payment requires one quote (10,000 below) ☒			Name: <u>Jff Nkks</u> Date: <u>19/10/2023</u>		
Payment requires three quotes (\$10,000.00 above) ☐			Position: <u>Comptroller</u>		
Is it a ITB Contract Payment ☐					
Is it a GTB Contract Payment ☐					
Payment is a Bid Waiver ☐					

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

Travel - int - Flight

3-1000-12

2010/10/23



Minute

To: EXECUTIVE DIRECTOR, NHA

Ref: SPP-HP22-1080

Thru: Executive Director HP

: Finance Coordinator

Date: 17/10/23

**RE: REQUEST APPROVAL AND PAYMENT FOR AIRFARE FOR SINIS
EXECUTIVE DIRECTOR**

Kindly requesting approval & payment of airfare for Mr Aaron Thomas Edward Alsop.

Guadalcanal Travel Service submitted their invoice, which totals SBD \$5,540.70.

Therefore, kindly request for approval of budget and endorsement of this request.

Way forward;

- Collate the required documents for review and approval.
- Raise LPO

Amount: \$5,540.70

Account Name: GUADALCANAL TRAVEL SERVICE

Claudina Ora
Procurement

Endorsed by; Mr Aaron Alsop
Executive Director
High Performance Program

APPROVAL:

Mr Christian Nieng
Executive Director.

NATIONAL HOSTING AUTHORITY

Signature:

Date

Approve

Decline

Issued date : 16OCT2

Your trip

Booking ref : 6UZ8C7

[CheckMyTrip App](#)

Traveller

Mr Aaron Thomas Edward Alsop

Agency Information

GUADALCANAL TRAVEL SOLOMON
CITY CENTRE BUILDING GROUND FLOOR
MENDANA AVENUE
HONIARA
Tel: +67722

Your itinerary is summarized below. Please refer to the attached PDF document for detailed information.

Friday, 10 NOV 2023

Airline Booking Reference : 6UZ8C7

QF 358	10NOV, 14:05	Honiara, (International)	
Qantas Airways	10NOV, 16:30	Brisbane, (Brisbane)	Terminal : I
Operated by Alliance Airlines	03h 25m (Non stop)	CO2 E : 169.616 kg/person	Class : Economy (O)
<u>Check-in</u>			Booking status : Confirmed
	Baggage : 30 Kg(s)		

Sunday, 12 NOV 2023

Airline Booking Reference : 6UZ8C7

QF 357	12NOV, 08:55	Brisbane, (Brisbane)	Terminal : I
Qantas Airways	12NOV, 13:05	Honiara, (International)	
Operated by Alliance Airlines	03h 10m (Non stop)	CO2 E : 175.529 kg/person	Class : Economy (Q)
<u>Check-in</u>			Booking status : Confirmed
	Baggage : 30 Kg(s)		

Other information

RETURN AIRFARE SBD5540.70*

AIRFARE SUBJECT TO CHANGE



ANNEX 4

REQUEST FOR QUOTATIONS – GOOD/SERVICES

Date: 17/10/2023

To All Bidders,

1. The National Hosting Authority has budget financing and intends to apply part of the proceeds of this financing to procure Goods/Services per the enclosed specifications, and now invites sealed bids for this purpose.
2. Your quotation, citing the above reference number, should reach the undersigned within 7 days from the date of this letter.
3. The goods shall be procured using the Simple Procurement Procedures specified in the Solomon Islands Government Procurement and Contract Administration Manual.
4. The Technical Specifications and Delivery Schedule are provided in the attached Schedule of Requirements.
5. This request for quotation has been addressed to three (3) Suppliers of these goods/services.
6. The goods/services supplied under this contract shall conform to the standards provided in the attached Technical Specifications.
7. The Supplier is required to supply any equipment listed in the Technical Specifications together with the detailed operations and maintenance manuals, for each appropriate unit.
8. The Supplier shall warrant that any equipment supplied under the contract is new and unused.
9. Prices should be quoted for delivery to the National Hosting Authority Honiara, Solomon Islands.
10. The validity for the quotation shall be thirty (30) days from the date of submitting the quotation.
11. One (1) original and one (1) copy of the quotation shall be submitted in a sealed envelope and addressed to the Administration office/NHA/PMU/GOC & SINIS Honiara, Solomon Islands.
12. Please indicate delivery schedule and after sales service (if relevant) available to NHA, Honiara.
13. Submission of a quotation is confirmation of the tenderer's compliance with, and acceptance of, the terms and conditions including the payment terms of this Request for Quotation.

14. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements Technical Specifications.
15. The successful Supplier shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with the NHA on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
16. The Purchaser may terminate the contract if the Supplier fails to deliver any or all of the goods/services within the period specified, or within any extension thereof granted in writing by the NHA.
17. The Supplier shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of the NHA.
18. Prices charged by the Supplier for the goods/services shall not vary from prices quoted. Prices shall therefore be fixed.
19. The Supplier's request for payment shall be made in writing, accompanied by an invoice and an LPO confirming delivery of the goods/services. All payments shall be made promptly and in no case later than twenty (20) days after delivery and acceptance of the goods. Payments will only be made by cheque or direct transfer into the Supplier's business bank account.

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


.....

Claudina Ora

Procurement

Solomon Islands National Institute of Sports

SCHEDULE OF REQUIREMENTS

No.	Item Name	Specification	Quantity	Delivery Date
1.	GUADALCANAL TRAVEL SERVICE	AIRFARE FOR AARON ALSOP BRIS-HON-RETURN	1	N/A



2023 PACIFIC GAMES OFFICE

Approval /Signature Required

Supplier Name:

Guadaleanal Travel Service

1) Requisition



Sign by ED NHA

2) Payment Voucher



Sign by FC

Sign by ED

3) LPO



Sign by FC

Sign by ED

4) IB Authorisation



Authorised by FC

Authorised by ED

Comments:

FC/ED for LPO for sign

LPO Send to SINIS 23/10/23





Guadalcanal Travel Solomons
ABN: 1001396
TA Lic: 20111569
City Centre Building
Mendana Avenue, Honiara
Solomon Islands
T: +677 22586

E: gtstravel@gts.com.sb

TAX INVOICE

Solomon Islands National Institute Of Sports
Prince Philip Highway
Ranadi
Honiara

GST Number 1001396
Invoice Date 3 November 2023
Invoice Number 6412
Debtor Code SINIS
Order Number
Contact Name Claudina Ora
Page Number 1

Trip No.	Description	Amount
17012	This document is for the following Passengers:- Mr Aaron Thomas Edward Alsop	
17012	Qantas Airways Honiara to Brisbane to Honiara. Departing on Friday, 10 November 2023. Ticket for Mr Aaron Thomas Edward Alsop, . Issued on Ticket Number 2342150822.	2,400.00
Subtotal		2,400.00
Plus GST		0.00
Invoice Total		2,400.00

Payable within 14 days from date of invoice.

Remittance Advice

Please Send Remittance to:
Bank Details:
Guadalcanal Travel Solomons
Bank: Bank Of South Pacific
Swiftcode: BOSPSBSB
Acc No.: 0721320502

Invoice Total 2,400.00

Invoice Number 6412
Invoice Date 3 November 2023
Debtor Code SINIS
Solomon Islands National Institute
Of Sports
Trip Number 17012

OFFICIAL PURCHASE ORDER

NHA/SOL2023 Pacific Games

PO Box 2443

Honoria, Solomon Islands

Phone: (677)7308800

Email: dsifoni@sol2023.com.sb



PO # NHA

2020

DATE:

2/11/23

Supplier:	Guadalcanal Travel Service	Delivery to:	SINIS
Address:	P.O. Box 144, Honiara, SI	Attention:	
Mobile:	22586	Mobile:	
		Delivery Date:	

Item	Description	Qty	Price (excl Tax)	Total
	Raise payment for			\$3,200.00
	Reissue of Ticket			
	For SINIS Executive			
	Director (Mr Aron			
	Thomas Edward Alsop)			
	Invoice Invoice No: 11183			
	Return back from 12th to			
	13th November 2023.			

PLEASE INCLUDE PO NUMBER ON ALL INVOICES

Subtotal

\$3,200.00

TAX

TOTAL

\$3,200.00

N Account Name: others overseas fares	NHA Account Code: 6-2718
MOFT Account Name:	MOFT Account Code:
Approved by: Signature: [Signature]	Date: 2/11/23
[Financial Controller]	
Signature: [Signature]	Date: 2/11/23
[CEO]	

Copy 1 White
Copy 2 Pink
Copy 3 Yellow

Supplier
Ordering Department
Finance

\$2,400.00



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP22-1138

DEPARTMENT: SINIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION (Full and clear details of payment)	PURCHASING OFFICER USE ONLY		
			SUPPLIER	ORDER NO.	COST
		Reissue of ticket for Aaron Alsop	Guadalcanal Travel Service	602807	\$3,200.00
			TOTALS \$3,200.00		
Approval is requested to incur expenditure on the above			Account Code: <u>6-27128</u>		
Estimated Cost (SBD): <u>\$3,200.00</u>			Account Name: <u>Other services</u>		
Requisition Officer (Name): <u>Damien Yee</u>			Funds available on this account:		
Date: <u>1/11/23</u>					
Sign: <u>[Signature]</u>					
Supervisors Certification (Accountable Officers):			Authority is granted for expenditure not exceeding:		
Certifying Officer (Name): <u>A. Alsop</u>			SBD\$ <u>3,200.00</u>		
Post: <u>ED HP</u>			Signed: <u>[Signature]</u>		
Department: <u>SINIS</u>			Name: <u>[Signature]</u>		
Threshold Checklist			Note: Authority for expenditure must be given by accounting officer or his/her delegated		
Payment requires one quote (10,000 below) ☒			Compliance Check by: <u>[Signature]</u> Signature		
Payment requires three quotes (\$10,000.00 above) ☐			Name: <u>Jeff Males</u> Date: <u>1/11/2023</u>		
Is it a ITB Contract Payment ☐			Position: <u>Compliance</u>		
Is it a GTB Contract Payment ☐					
Payment is a Bid Waiver ☐					

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

Travel - Int - Flight
3-1002-12



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: SPP-HP22-1138

DEPARTMENT: SINIS

PURCHASE REQUISITION

QUANTITY	UNIT	DESCRIPTION	PURCHASING OFFICER USE ONLY		
(Full and clear details of payment)			SUPPLIER	ORDER NO.	COST
		Reissue of ticket for Aaron Alsop	Guadalcanal Travel Service	602807	\$3,200.00
					TOTALS \$3,200.00
Approval is requested to incur expenditure on the above			Account Code: <u>6-27128</u>		
Estimated Cost (SBD): <u>\$3,200.00</u>			Account Name: <u>Other services from</u>		
Requisition Officer (Name): <u>Damien Yee</u>			Funds available on this account: _____		
Supervisors Certification (Accountable Officers):			Authority is granted for expenditure not exceeding:		
Certifying Officer (Name): <u>A. Alsop</u>			SBD\$ <u>3,200.00</u>		
Post: <u>ED HP</u>			Signed: <u>[Signature]</u>		
Department: <u>SINIS</u>			Name: <u>[Signature]</u>		
Threshold Checklist			Note: Authority for expenditure must be given by accounting officer or his/her delegated		
Payment requires one quote (10,000 below) ☒			Compliance Check by: _____ Signature: <u>[Signature]</u>		
Payment requires three quotes (\$10,000.00 above) ☐			Name: <u>Jeff McRob</u> Date: <u>1/11/2023</u>		
Is it a ITB Contract Payment ☐			Position: <u>Compliance</u>		
Is it a GTB Contract Payment ☐					
Payment is a Bid Waiver ☐					

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

Travel - Int - Flight
3-1002-12
2/11/23



Minute

To: EXECUTIVE DIRECTOR, NHA

Ref: SPP-HP22-1138

Thru: Executive Director HP

: Finance Coordinator

Date: 1/11/23

RE: REQUEST APPROVAL AND PAYMENT FOR REISSUE OF TICKET FOR SINIS EXECUTIVE DIRECTOR

Kindly requesting approval & payment of reissue of ticket for Mr Aaron Thomas Edward Alsop. Date of return was moved from 12th to 13th November 2023.

Total additional plus changing fee is SBD \$3,200.00.

Therefore, kindly request for approval of budget and endorsement of this request.

Way forward;

- Collate the required documents for review and approval.
- Raise LPO

Amount: \$3,200.00

Account Name: GUADALCANAL TRAVEL SERVICE

Claudina Ora

Procurement

Endorsed by; Mr Aaron Alsop

Executive Director

High Performance Program

APPROVAL:

Mr Christian Nieng

Executive Director.

NATIONAL HOSTING AUTHORITY

Signature:

Date

Approve

Decline



11/11/23

GUADALCANAL TRAVEL SERVICE

P.O. Box 114 Honiara Solomon Islands Tel: 22586 Telex: 66313HQ

PROFORMA INVOICE

Nº 11183

Sold To:

SINIS

Customer
Account No.

01/11/2023

BEING FOR ADDITIONAL FINE
+ CHANGING FEE

① ALSOP / AARON THOMAS
(Hire (BNG (Hn))

3200-00

L.P.O No.



\$ 3200-



YOUR TRAVEL AGENT IN THE HAPPY ISLES

Claudina Ora

From: Brienna Seama
Sent: Wednesday, 1 November 2023 10:13 AM
To: Claudina Ora
Cc: Jessie Bosamata
Subject: FW: New Itinerary for the 13th

Hi Claudina,

Below is Boss' ticket change itinerary for his return on the 13th instead of the 12th. Please raise LPO for him, for GTS.

"Total additional plus changing fee is SBD3200.00.

Best fare as per his original ticket is not available on the 13th Nov, therefore its quite expensive."

Thanks.

From: Brienna Seama
Sent: Tuesday, 31 October 2023 8:04 PM
To: Aaron Alsop <azxsive@hotmail.com>
Cc: Jessie Bosamata (JBosamata@sinis.com.sb) <JBosamata@sinis.com.sb>
Subject: New Itinerary for the 13th

Hi Boss,

Attached is your confirmed Itinerary booking for your return on the 13th, they have sent through the confirmed itinerary and not the costing which they will, I'll get them to send it through tomorrow morning.

Also regarding the extra luggage, QF customers usually purchase it on line as GTS doesn't have access to do it here.

Regards,
Brienna.

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

QANTAS ITINERARY
ABN 16 009 661 901

TRAVEL INDUSTRY SERVICES
CITY CENTRE BUILDING
HONIARA
PH 677 22 586

31OCTOBER23

TRAVEL DETAILS FOR :

CUSTOMER NAME: MR AARON THOMAS EDWARD ALSOP
BOOKING REF: 6UZ8C7

YOUR ITINERARY AND TRAVEL DETAILS:

QANTAS AIRWAYS QF358 ECONOMY CLASS (O) CONFIRMED
 DEPART 10NOV23 HONIARA/INTERNATIONAL 1555
 ARRIVE 10NOV23 BRISBANE/BRISBANE 1820
 OPERATED BY ALLIANCE AIRLINES
 ARRIVES AT INTL TERMINAL 3:25 DURATION
 AIRCRAFT : EMBRAER 190 NON SMOKING

QANTAS AIRWAYS QF357 ECONOMY CLASS (M) CONFIRMED
 DEPART 13NOV23 BRISBANE/BRISBANE 1045
 ARRIVE 13NOV23 HONIARA/INTERNATIONAL 1455
 OPERATED BY ALLIANCE AIRLINES
 DEPARTS FROM INTL TERMINAL 3:10 DURATION
 AIRCRAFT : EMBRAER 190 NON SMOKING

ENHANCED SECURITY SCREENING - LIQUIDS, AEROSOLS AND GELS
 ENHANCED SECURITY MEASURES APPLY TO AND FROM AUSTRALIA AND ON
 DOMESTIC SECTORS OF INTERNATIONAL FLIGHTS WITHIN AUSTRALIA.

SIMILAR OR MORE RESTRICTIVE MEASURES MAY APPLY FOR OTHER
 COUNTRIES. IF YOU WANT TO TAKE LIQUIDS, AEROSOLS OR GELS
 THROUGH THE SCREENING POINT, MAKE SURE:

- EACH ITEM IS 100ML OR LESS;
- ALL ITEMS FIT COMFORTABLY IN A TRANSPARENT RESEALABLE 1 LITRE
 PLASTIC BAG (ONLY 1 BAG PER PERSON IS ALLOWED)

EXCEPTIONS - PRESCRIPTION AND NON-PRESCRIPTION MEDICINES AND
 BABY PRODUCTS THAT YOU NEED FOR THE FLIGHT, BUT PLEASE NOTE:

- PROOF OF NEED MAY BE REQUIRED, AND
- ADDITIONAL SECURITY CHECKS MAY BE PERFORMED

NOTE: DUTY FREE ITEMS

DUTY FREE LIQUIDS, AEROSOLS AND GELS NOT EXCEEDING 100ML PER
 ITEM MAY BE TAKEN ONBOARD IN YOUR TRANSPARENT RESEALABLE 1 LITRE
 PLASTIC BAG.

GOVERNMENT SCREENING REQUIREMENTS VARY BETWEEN COUNTRIES AROUND
 THE WORLD, AND DUTY FREE LIQUIDS, AEROSOLS AND GELS WHICH EXCEED
 100ML MAY NOT ALWAYS BE PERMITTED THROUGH A SCREENING POINT AT
 ALL AIRPORTS ON YOUR JOURNEY. IF YOUR JOURNEY INCLUDES A FLIGHT
 WITH A TRANSIT STOP OR A TRANSFER TO AN ONWARD CONNECTING
 FLIGHT, YOU MAY BE REQUIRED TO TAKE THESE ITEMS THROUGH THE
 TRANSIT OR TRANSFER SCREENING POINTS WHERE YOU MAY BE REQUIRED
 TO SURRENDER THE ITEM, AND IT WILL NOT BE RETURNED TO YOU.

QANTAS RECOMMENDS THAT YOU VISIT THE WEBSITE OF THE DEPARTMENT
 OF TRANSPORT AND REGIONAL SERVICES: WWW.DOTARS.GOV.AU FOR MORE
 INFORMATION OR VISIT OUR WEBSITE WWW.QANTAS.COM.AU

SHARP OBJECTS OR CUTTING IMPLEMENTS

THE FOLLOWING ITEMS MUST BE PLACED IN YOUR CHECKED BAGGAGE:

- ALL KNIVES, SHARP OBJECTS OR CUTTING IMPLEMENTS OF ANY KIND
 AND ANY LENGTH, WHETHER OF METAL OR OTHER MATERIAL (INCLUDING,
 BUT NOT LIMITED TO PAPER KNIVES, CARPET KNIVES, BOX CUTTERS,
 LETTER OPENERS, SCISSORS OF ANY KIND, TRADESMAN'S TOOLS,
 SCREWDRIVERS, CORKSCREWS AND DARTS),
- KNITTING NEEDLES, AND
- SPORTING GOODS (INCLUDING, WITHOUT LIMITATION, SPORTING BATS,
 BILLIARDS/SNOOKER/POOL CUES, CATAPULTS).

IF THESE ITEMS ARE CARRIED IN YOUR CABIN BAGGAGE OR ON YOUR
 PERSON YOU WILL BE REQUIRED TO SURRENDER THE ITEMS AT THE

SECURITY SCREENING POINT, AND IT WILL NOT BE RETURNED TO YOU.
EXCEPTION
HYPODERMIC NEEDLES: PLEASE REFER TO OUR WEBSITE
QANTAS.COM OR CALL YOUR LOCAL QANTAS OFFICE FOR INFORMATION.

DESTINATION - PASSENGER ENQUIRIES: YOU SHOULD ENQUIRE ABOUT
LOCAL ISSUES AND CONDITIONS AT DESTINATIONS PRIOR TO TRAVEL.
QANTAS MAKES NO REPRESENTATIONS AS TO THE SAFETY, CONDITIONS
OR OTHER ISSUES THAT MAY EXIST AT ANY DESTINATION. TRAVEL
ADVICE CAN BE OBTAINED FROM VARIOUS SOURCES, INCLUDING LOCAL
GOVERNMENTS, LOCAL CONSULAR OFFICES AND THE WEBSITE OF THE
AUSTRALIAN DEPARTMENT OF FOREIGN AFFAIRS AND TRADE:
[HTTP://WWW.DFAT.GOV.AU](http://www.dfat.gov.au) OR THE NEW ZEALAND MINISTRY OF FOREIGN
AFFAIRS AND TRADE: [HTTP://WWW.MFAT.GOV.T.NZ](http://www.mfat.govt.nz)

YOUR HEALTH AND WELLBEING INFLIGHT
SOME STUDIES HAVE CONCLUDED THAT PROLONGED IMMOBILITY MAY
BE A RISK FACTOR IN THE FORMATION OF BLOOD CLOTS IN THE
LEGS (DVT - DEEP VEIN THROMBOSIS). IF YOU FEEL YOU MAY
BE AT RISK FROM DVT OR OTHER HEALTH PROBLEMS QANTAS
RECOMMENDS YOU CONSULT WITH YOUR DOCTOR BEFORE TRAVEL.
INFORMATION ON HEALTH ISSUES CAN BE FOUND ON OUR WEBSITE -
[HTTP://QANTAS.COM](http://qantas.com) , IN OUR INFLIGHT MAGAZINE OR CONTACT
YOUR LOCAL QANTAS OFFICE.

QANTAS PRIVACY NOTICE
QANTAS COLLECTS INFORMATION ABOUT YOU (INCLUDING HEALTH
INFORMATION WHERE NECESSARY) TO PROVIDE PRODUCTS AND
SERVICES TO YOU, PROCESS YOUR TRAVEL ARRANGEMENTS,
FACILITATE YOUR PARTICIPATION IN THE LOYALTY PROGRAMS OF
QANTAS AND OTHER ORGANISATIONS, CONDUCT MARKETING
ACTIVITIES AND MARKET RESEARCH. IF THE INFORMATION IS NOT
PROVIDED QANTAS MAY NOT BE ABLE TO PROVIDE THE SERVICE
REQUESTED. QANTAS MAY DISCLOSE YOUR PERSONAL INFORMATION
TO ITS RELATED COMPANIES, OTHER CARRIERS, TRAVEL SERVICE
PROVIDERS, ORGANISATIONS WHICH PROVIDE SERVICES TO QANTAS
SUCH AS COLLECTING COMMISSIONS (MORE DETAILS IN OUR PRIVACY
STATEMENT ON QANTAS.COM), VARIOUS LAW ENFORCEMENT AGENCIES
AND GOVERNMENTS AROUND THE WORLD FOR SECURITY, CUSTOMS AND
IMMIGRATION PURPOSES. YOU MAY REQUEST THE INFORMATION
QANTAS HOLDS ABOUT YOU BY CONTACTING QANTAS CORPORATE CUSTOMER
RELATIONS IN WRITING AT LEVEL 9, BUILDING B, 203 COWARD STREET,
MASCOT NSW 2020. AN ADMINISTRATION FEE MAY BE APPLICABLE.

RECONFIRMATION IS NOT REQUIRED FOR QANTAS FLIGHTS

WE WISH YOU A PLEASANT JOURNEY



SINIS
Solomon Islands National Institute of Sport

f @SINIS.highperformance i @SINIS.highperformance

Brianna Seama

Solomon Islands National Institute of Sport
Prince Philip Highway, Panatina,
Honiara, Solomon Islands.

NSC

Logistics and Travel
CORPORATE SERVICES

+677 42274 +677 7911814



ANNEX 4

REQUEST FOR QUOTATIONS – GOOD/SERVICES

Date: 1/11/2023

To All Bidders,

1. The National Hosting Authority has budget financing and intends to apply part of the proceeds of this financing to procure Goods/Services per the enclosed specifications, and now invites sealed bids for this purpose.
2. Your quotation, citing the above reference number, should reach the undersigned within 7 days from the date of this letter.
3. The goods shall be procured using the Simple Procurement Procedures specified in the Solomon Islands Government Procurement and Contract Administration Manual.
4. The Technical Specifications and Delivery Schedule are provided in the attached Schedule of Requirements.
5. This request for quotation has been addressed to three (3) Suppliers of these goods/services.
6. The goods/services supplied under this contract shall conform to the standards provided in the attached Technical Specifications.
7. The Supplier is required to supply any equipment listed in the Technical Specifications together with the detailed operations and maintenance manuals, for each appropriate unit.
8. The Supplier shall warrant that any equipment supplied under the contract is new and unused.
9. Prices should be quoted for delivery to the National Hosting Authority Honiara, Solomon Islands.
10. The validity for the quotation shall be thirty (30) days from the date of submitting the quotation.
11. One (1) original and one (1) copy of the quotation shall be submitted in a sealed envelope and addressed to the Administration office/NHA/PMU/GOC & SINIS Honiara, Solomon Islands.
12. Please indicate delivery schedule and after sales service (if relevant) available to NHA, Honiara.
13. Submission of a quotation is confirmation of the tenderer's compliance with, and acceptance of, the terms and conditions including the payment terms of this Request for Quotation.

14. The Purchase Order will be awarded on the basis of price, delivery dates, and quality offered against the Schedule of Requirements Technical Specifications.
15. The successful Supplier shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with the NHA on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
16. The Purchaser may terminate the contract if the Supplier fails to deliver any or all of the goods/services within the period specified, or within any extension thereof granted in writing by the NHA.
17. The Supplier shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of the NHA.
18. Prices charged by the Supplier for the goods/services shall not vary from prices quoted. Prices shall therefore be fixed.
19. The Supplier's request for payment shall be made in writing, accompanied by an invoice and an LPO confirming delivery of the goods/services. All payments shall be made promptly and in no case later than twenty (20) days after delivery and acceptance of the goods. Payments will only be made by cheque or direct transfer into the Supplier's business bank account.

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



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Claudina Ora

Procurement

Solomon Islands National Institute of Sports

SCHEDULE OF REQUIREMENTS

No.	Item Name	Specification	Quantity	Delivery Date
1.	GUADALCANAL TRAVEL SERVICE	REISSUE OF TICKET FOR AARON ALSOP BRIS-HON-RETURN	1	N/A



NATIONAL HOSTING AUTHORITY

SOL2023 Pacific Games

SINGLE PAYMENT CONTRACT COMPLIANCE CHECKLIST

Required Documents	Division	NHA Secretariat	Comments
Purchase Requisition & Payment Voucher	✓		
Signed Contract			
Tender Evaluation Report			
Tender Award by GTB/ITB			
Copy of Advertisement (including dates of advertisement)			
Bid Waiver (must include grounds for waiver)			
ICT Checklist (if for ICT goods)			
Original Invoice	✓		
Certification of work completed/goods received (includes final reports)			
Compliance Checks required			
Tender advertisements made at least two weeks before tender closing date			
Contract form approved			
Check payment is in accordance with payment provisions in contract			
PR/PV has been signed by authorized person	✓		
Check amount on PR/PV matches the signed contract/invoice	✓		
Name on PR/PV matches signed contract			
Account code used is correct			
Check bid waiver /restrictive tender is for a valid reason			
Check expenditure is acceptable and proper use of NHA/SIG monies			
Check calculations on invoice are correct	✓		
Check price and rates are reasonable			

Note: IF any of the above cannot be certified, please include an explanation as to why. This will speed up the compliance process.

Divisional Compliance Performed By

Signed: _____

Name and Position: Clasdiva Ora - Procurement

Date: 1/11/23

NHA Compliance Performed By

Signed: _____

Name and Position: _____

Date: _____



GTS - Guadalcanal Travel Service

Authorised by ED

LPO copy send to Sini's Team

3/11/23

