



2023 PACIFIC GAMES OFFICE

Approval / Signature Required

Supplier Name: HAINES ENTERPRISE - ADDITIONAL WORKS FOR PLUMBING/ELECTRICAL WORKS

- | | | | | |
|------------------------------|-------------------------------------|--------------------|---------------------------------|--|
| 1) Minute | <input checked="" type="checkbox"/> | Sign by ED | _____ | <div style="border: 1px solid black; padding: 5px; display: inline-block;"> [BID WAIVER]
 PAYMENT </div> |
| 2) Requisition | <input type="checkbox"/> | Compliance Officer | _____ Sign by ED _____ | |
| 3) Payment Voucher | <input type="checkbox"/> | Sign by FC | _____ Sign by ED _____ | |
| 4) LPO | <input type="checkbox"/> | Sign by FC | _____ Sign by ED _____ | |
| 11/3/24 5) IB Authorisations | <input checked="" type="checkbox"/> | Sign by FC | _____ <u>C</u> Sign by ED _____ | |

Comments:

- Report from P/ Engineer
 - Email trend (AOC requested for works to be done)

- Sign Done
 - N/A



Transaction or Request Lodgement Receipt

Transaction or Request Description: ANZ to Other Bank Transfer
Transaction or Request Status: Posted
Date / Time: 01/03/2024 13:40
Transaction Number: AHW00328

Transaction Details:

ANZ to Other Bank Transfer

From Account: 5691140
 Transfer Amount in Local Currency: SBD 17,157.95
 Transfer From Amount: SBD 17,157.95
 Indicative :
 My Reference: add plumbing wrk

Payment Details

Account Name: Hailies Enterprise
 Account Number: 20075031123010
 Bank Name: Bred Bank
 Reference To Payee : Inv#231123

Pay Date : 01/03/2024

Comments:

***** Authorisation Details *****
 01/03/2024 13:40 Gregory Sale
 Authorisation Required for : ANZ to Other Bank Transfer (2A)
 01/03/2024 17:24 Christian Nieng
 Authorised -ANZ to Other Bank Transfer
 Comments : Verified
 04/03/2024 11:39 Debbie Ofaeri Sifoni
 Authorised -ANZ to Other Bank Transfer
 04/03/2024 11:39 Debbie Ofaeri Sifoni
 Transaction Processed



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Your Reference

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

Held for Authorisation Transaction Number AHW00328

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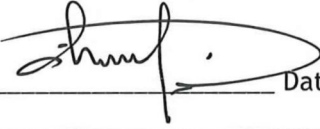
You can view the status and details of your transactions and requests for the last 12 months via ANZ Internet Banking.

Chy

113124



PAYMENT VOUCHER

Payment: Voucher No:	
NAME: HAILIES ENTERPRISE LTD	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed <u></u> Date <u>29/12/24</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed <u></u> Date <u>29/12/24</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2501	Maintain-Non Residential	Payment for additional plumbing & Electrical works for the KGVI Classroom. WHT 7.5%.	\$18,549.13 \$1,391.18

Cheque No: IB TRANS for ~~\$18,549.13~~ 17,157.95 Date 27/02/2024

Signature of claimant _____

PRINT NAME: _____

Payment Voucher Prepared by  Date 27/02/24



NATIONAL HOSTING AUTHORITY

REQUISITION NUMBER: PMU-1168/23

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 for payment for additional plumbing & Electrical works for the KCVI Classroom as per GOC request.	Hailies Enterprise	-	\$18,549.13
TOTALS					\$18,549.13
<p>Approval is requested to incur expenditure on the above</p> <p>Estimated Cost (SBD): <u>\$18,549.13</u> Date: <u>01/12/23</u></p> <p>Requisition Officer (Name): <u>Sileasa Caghe</u> Sign: <u>[Signature]</u></p>			<p>Account Code: <u>6-2554</u></p> <p>Account Name: <u>Maintain-Non Residential.</u></p> <p>Funds available on this account: _____</p>		
<p>Supervisors Certification (Accountable Officers):</p> <p>Certifying Officer (Name): <u>Leeroy Bwd.</u> Sign: <u>[Signature]</u></p> <p>Post: <u>Executive Director</u></p> <p>Department: <u>LFC-PMU.</u></p>			<p>Authority is granted for expenditure not exceeding:</p> <p>SBD\$ <u>18,549.13</u></p> <p>Signed: <u>[Signature]</u></p> <p>Name: <u>[Signature]</u></p> <p>Note: Authority for expenditure must be given by accounting officer or his/her delegated</p> <p>Compliance Check by: <u>[Signature]</u> Signature</p> <p>Name: <u>[Signature]</u> Date: <u>20/02/23</u></p> <p>Position: <u>P.C.O</u></p>		
<p>Threshold Checklist</p> <p>Payment requires one quote (10,000 below) <input type="checkbox"/></p> <p>Payment requires three quotes (\$10,000.00 above) <input type="checkbox"/></p> <p>Is it a ITB Contract Payment <input type="checkbox"/></p> <p>Is it a GTB Contract Payment <input type="checkbox"/></p> <p>Payment is a Bid Waiver <input type="checkbox"/></p>					

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

C3



**NATIONAL HOSTING AUTHORITY
SOLOMON ISLANDS GOVERNMENT**

**COMPLIANCE CHECKLIST – LPO's
(Up to \$100,000 SBD)**

Required documents:	FI Ref	Committee	Procurement	Finance
Purchase Requisition (PR)	P7 35	✓		
Three Written Quotes and Bid Analysis (if above \$10,000 and these goods/services are not waived in FI's)	P7 9, P7 10 & P7 13	✓ N/A		
One written Quote if it is less than \$10,000.00		N/A		
Bid Waiver (if not following prescribed method in the FI's)	P7 10.3	✓		
Vendor Information Form (for new vendor)		N/A		
ICT Checklist attached (if for ICT equipment)		N/A		
Procurement department Compliance checks required:				
PR has been signed by authorized person (and not approving payment to themselves)	P7 44	✓		✓
Check amount on PR matches selected quotation		✓		✓
Account code used is correct	P7 38.5(e)	✓		✓
Name on PR matches quotations	P7 38.5(e)	✓		✓
Check calculations on quotations are correct	P7 43.2(c)	✓		✓
Check Bid Waiver is for a Valid Reason		✓		✓
Check selection of supplier is justified on Bid Analysis		✓		
Check Expenditure is acceptable and proper use of SIG money	P7 43.2(a)	✓		
Check second and third quotes are from genuine suppliers		✓		
Check price and rates are reasonable	P7 43.2(b)	✓		✓
Check payment can't be made through Ministry's Standing Imprest (if below \$5,000 SBD)		✓		
Finance Department compliance checks:				
Amount in PV matches Requisition				✓
Account code in PV matches Requisition				✓
Vendor name in PV matches Requisition				✓
Item code and Units entered (eg box, each) correct				
Description has enough detail				✓
Budget OK				✓
LPO Printing				
Amount in LPO matches Requisition				
Vendor name in LPO matches PV				
Account code used is correct				✓
Invoice posting:				

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

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

Committee Compliance performed by:

Signed: 

Name and Position: Luke Jr Pitakoe (PM)

Date: 20/02/24

Procurement Compliance performed by:

Signed: 

Name and Position: Tuman Bud CPO

Date: 22/02/23

Finance Compliance performed by:

Signed: 

Name and Position: N. Ulfar

Date: 27/02/24

**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

May 11/11/23

To: Executive Director, NHA

Thru: Leeroy Bird, Executive Director, PMU

From: Ronny Saomatangi, PMU
NHA

Ref: RS-271123

Date: Monday 27th November 2023

Boime, 2/12/23

SUBJECT: REQUEST FOR PAYMENT FOR ADDITIONAL PLUMBING AND ELECTRICAL WORKS FOR THE KGVI CLASSROOM AS PER GOC REQUEST

Dear ED,

I refer to the above subject, your approval is hereby sought for HAILIES ENTERPRISE for the additional works to KGVI School-Classroom/ablution works and water pumping system for the Games Village venue for the Team PNG Officials to be able to move in.

Payment Summary

No	Description	Contractor	Amount
1.	Additional electrical and plumbing works to KGVI School classroom/ablution	Hailies Enterprise	\$ 18,549.13

I, therefore, request your approval for the above payment to be made. See attached invoice and other relevant documents in support of the above payment.

Kind regards,

Boime

Ronny Saomatangi
Project Engineer, PMU
National Hosting Authority

*Not part of the Games village project therefore is not to be charged under DFAT fund.
Boime*

Hailies Enterprise



P.O Box 1298, Kukum Highway, Honiara,

Phone: (677) 7651439

Email : hailiesgeco21@gmail.com

Invoice

Invoice #: 231123

Date: November 23, 2023

Bill To: Secretariat to the Authority & Facilities
Committee
NHA Office (Sea King Building
P.O Box 2443
Honiara

Date	Item	Description	Amount	Rate	Total
23/11/2023	1	Being for Plumbing and Electrical work at KG VI	\$ 18,549.03		\$ 18,549.13
				Total	\$ 18,549.13

BANK ACCOUNT DETAILS

Bank: BRED BANK
Account Name: Hailies Enterprise
Account No: 20075031123010
Tin Number: 1290039
Amount Due: \$18,549.13





**NATIONAL HOSTING AUTHORITY
Solomon Islands Government**

Bid / Quotation Waiver

In some instances, it is recognized it may not be possible to observe the requirements of competitive quotations or tendering as stipulated in the FIs, in which case a **Bid Waiver Form** must be completed. This is prepared by the Division / Section making the purchase and must be approved by the authority that would approve a purchase of that value (e.g., GTB for Bid Waivers on purchases over \$500,000). The waiver will only be granted in circumstances where observing the normal requirements would result in detriment to the people or assets of the Solomon Islands, or where no benefit would be obtained by observing the requirements. Examples 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


Additional Plumbing and Electrical works are required for the unfinished/incomplete works at KGV School for the PNG Officials to move into the Games Village ASAP

REASON FOR REQUEST (Please Tick)

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

The following reasons have been considered to request for a bid waiver.

PMU Team requested approval of the bid waiver since these works urgently needed to be done, the contractors of these buildings were contacted prior to rectifying these issues but they did not respond and were not reliable. However, the team PNG officials need to move into the Games venue, thus on the basis of technical works urgency (as per PCAM 2013 Section 2.7 Bid waiver) the PMU Team requested Hailies Enterprise to do the plumbing/electrical works as they are reliable-having worked with NHA through the GFC-PMU.

Requested by: Division / Section	Signed.....  Date: <u>23/11/23</u>
Project Management Unit/GFC	Name/Post: Leeroy Bird (Executive Director)
Approved by:	Signed..... Date: _____
National Hosting Authority Secretariat	Name/Post: Christian Nieng (Executive Director)



NATIONAL HOSTING AUTHORITY
XVII 2023 PACIFIC GAMES

Our ref: 10/01/24

16/11/2023

REQUEST TECHNICAL ASSISTANCE FROM PROJECT MANAGEMENT

To: Ronny Saomatangi
Project Engineer
KGVI School Project Site

SUBJECT: REQUEST URGENT ASSISTANCE FROM PROJECT MANAGEMENT UNIT FOR THE ADDITIONAL WORKS (INSTALLATION OF NEW WATER TANKS & PUMPS) AT KGVI CLASSROOMS.

I am writing to request technical assistance from your team to address the low water pressure issue at KGVI School Classrooms.

I believe that installation of water tanks and pressure pumps is crucial for ensuring adequate water supply and help address the challenges of low water pressure or insufficient storage capacity experience on site.

Thank you for your attention to this matter and I look forward to your favourable response.

Michael Walerefoa
Drafts Man/ Venue Overlay Supervisor
Games Organizing Committee

Plumbing & Electrical Works at KG VI



Quote # 171123
Date: 17/11/2023

		Qty	UOM	Rate	Amount
Description					
Prelims					
	All preliminaries associated to the works	1	LS	\$2,500.00	\$2,500.00
1 Excavation					
	Manually dig trenches to locate water supply connections	1	LS	\$800.00	\$800.00
				Total Excavation	\$800.00
2 Plumbing					
	Install new water pump	2	item	\$800.00	\$1,600.00
	Remove & replace isolation valve for hand basins	2	item	\$650.00	\$1,300.00
	Disconnect SIWA water supply from storage water tank.	1	LS	\$800.00	\$800.00
	Install Poly pipes to redirect water flow from SIWA connection to newly installed water pump	2	item	\$450.00	\$900.00
				Total Plumbing	\$4,600.00
3 Electrical					
	Run new GPO lines	1	LS	\$3,500.00	\$3,500.00
	Install new single weather proof GPO for Water Pump	1	LS	\$500.00	\$500.00
				Total Electrical	\$4,000.00
				sub-total	\$11,900.00
				Profit & Overheads	\$5,355.00
				WHT 7.5%	\$1,294.13
				TOTAL CLAIM	\$18,549.13

A. Karthi.



Solomon Islands Government

NATIONAL HOSTING AUTHORITY

SCOPE OF WORKS

REQUEST FOR QUOTATION

**Additional plumbing & electrical works
KGVI Classrooms as requested by GOC –
Village Team**

16 November 2023

16 November 2023

To: All Bidders.

1. The National Hosting Authority has allocated budget financing and intends to apply part of this financing to payments under a contract for the construction of small works per the enclosed specifications, and now invites sealed bids from the invited eligible Contractors for this purpose.
2. Your quotation, citing the above reference number, should reach the undersigned within 5 days from the date of this letter.
3. The works shall be procured using the Simple Procurement Procedures specified in the Solomon Islands Government Procurement and Contract Administration Manual.
4. The Technical Specifications and Schedule of Activities are provided in the attached annex. Contractors are advised to visit the location to familiarise themselves with the site and the requirements of the Works.
5. This request for quotation has been addressed to the preferred contractor for these works.
6. The validity for the quotation shall be thirty (30) days from the date of submitting the quotation.
7. One (1) original and one (1) copy of the quotation shall be submitted sealed in an envelope and addressed to Project Management Unit National Hosting Authority, National Hosting Authority.
8. The successful Contractor shall be notified in writing and furnished with a Local Purchase Order (LPO) and have an effective contract with National Hosting Authority on receipt of the duly signed Local Purchase Order. The terms and conditions of this Request for Quotation shall form part of the contract.
9. Submission of a quotation is confirmation of the Contractor's compliance with, and acceptance of, the terms and conditions including the payment terms of this Request for Quotation.
10. The Local Purchase Order will be awarded on the basis of price, completion dates, and quality offered against the Schedule of Requirements Technical Specifications.
11. The works carried out under this contract shall conform to the standards provided in the attached Technical Specifications and Schedule of Activities. Any substandard works shall be rejected
12. Works shall be completed within Twelfth days (12) days from the date of signing of the contract, and documents presented together with Contractor's certificate showing their description, quantities, price, and total amount.
13. The Contractor shall warrant that any materials supplied for use under the contract are new and unused. A ninety (90) days defects liability period is required for works carried out.
14. The Contractor shall not assign, in whole or in part, its obligation to perform under this contract, except with the written consent of National Hosting Authority.
15. The National Hosting Authority may terminate the contract if the Contractor fails to complete any or all the works within the period specified, or within any extension thereof granted in writing by the Project Management Unit's Executive Director.
16. Prices charged by the Contractor for the works shall not vary from prices quoted. Prices shall therefore be fixed. The Contractor shall be entirely responsible for taxes.
17. The Contractor's request for payment shall be made in writing, accompanied by an invoice as stated in clause 8. All payments shall be made promptly on completion of the works and upon submission of the final certificate acceptable to National Hosting Authority Executive Director in no case later than twenty (20) days after completion and acceptance of the works. 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 interest by submitting quotations.



Ronny Saomatangi - Project Management Unit NHA



SCOPE OF WORKS

KGVI ADDITIONAL PLUMBING & ELECTRICAL WORKS FOR GIRLS & BOYS ABLUTION

OVERVIEW OF SCOPE

1.1: INTRODUCTION

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, design and construction of facilities and infrastructure in support of the Games.

KGVI school is one of the games villages which will accommodate athletes for the games and girls & boys' ablution is one of the buildings which will be used by athletes but due to low water pressure, it was required that two water pumps to be installed.

Mandatory Requirements for Pre-Construction

Prior to commencement of construction works, the Contractor shall ensure provide the following documents.

- Site management Plan
- Project implementation schedule to allow for short timing of upgrade.
- Schedule to align with the ongoing activities of the facility.
- Or other documents required in ITT.

These requirements shall form part of the Contract legal requirements, such documents shall be of National Hosting Authority properties thereafter submission to Project Management Unit.



2. SPECIFIC SCOPE OF WORKS

2.1. Boys' ablution plumbing & electric works

- The contractor is required to identify issue affecting low water pressure into ablution.
- Contractor is required to install new water proof GPO for electric water pump.
- Install new water pump
- General site cleanup

2.4 Girls ablution plumbing and electric works

- The contractor is required to identify issue affecting low water pressure into ablution.
- Contractor is required to install new water proof GPO for electric water pump.
- Install new water pump
- Run new poly pipe if necessary
- Replace isolation valve on hand basin

- General site cleanup

GIRLS ABLUTION



BOYS ABLUTION



CONTRACT COMPLETION REPORT

Date: November 16th 2023



Contract Name: PLUMBING AND ELECTRICAL WORKS AT KG SCHOOL.

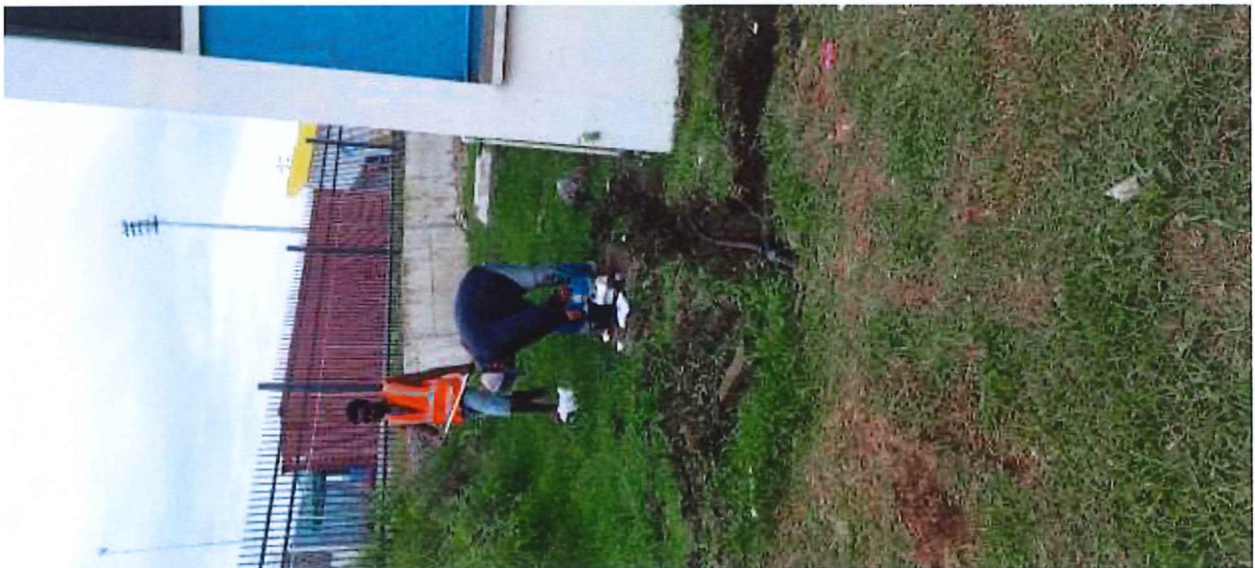
Contract Number:

Contractor: Hailies Enterprise

REMARKS: Refer to attached pictures for evidence.

#	JOB DETAILS	Remarks
1	Excavation	Manually dig trenches to locate water supply connection.
2	Plumbing	Install new water pump. Remove and replace isolation valve for hand basin. Disconnect SIWA water supply from storage tank and install poly pipes to redirect water flow from SIWA connection to newly install water pump.
3	Electrical	Run new GPO lines, install new single weather proof GPO for water pump.

1. EXCAVATION




PLUMBING AND ELECTRICAL





**NATIONAL HOSTING AUTHORITY:
PROJECT MANAGEMENT UNIT
REPORT**

PROJECT INFORMATION			
Project Location:	NSC Land, Burncreek	Report Date:	17 th November 2023
Lot:	NA	Report No:	NA
Project Name:	Additional works for plumbing/electrical for KGVI Classrooms as requested by GOC – Village team		
Project Engineer:	Ronny Saomatangi 		
Contractor	Hailies Enterprise		

The Need:

The GOC –Village team has requested technical assistance from the PMU –NHA to do additional plumbing and electrical works at KGVI – Classrooms.

There is an urgent need for additional water pressure pump to classrooms to address low pressure issue experience at the classrooms.

The need arises a day prior to the arrival of athletes – PNG athletes.

Brief scope of works:

Identify a company or individual who had the capacity to install two new electrical water pressure pump at KGVI Classrooms.

Action:


PMU has engaged Hailies Enterprise to carry out the aforementioned works since they are reliable – having work previously with NHA -PMU.

18th of November 2023, Hailies Enterprise personnel entered KGVI – Classrooms to address the low pressure issue and carryout the following activities:

- **Site assessment** – Evaluate the location of electrical pressure pump to ensure the location is accessible to electricity and water source
- **Manual Excavation** - Manual excavation and locating the water source – Solomon Water
- **Mounting Water Pump** – Securely mounting the water pump on a level and stable surface using appropriate brackets and or mounts
- **Connecting Inlet & Outlet** - Connection of the water inlet pipe and outlet system to water distribution system with proper fittings
- **Electrical Connections** - Installation of a new single weather proof GPO for each water pump.
- **Testing the System** – Start the pumps and check for proper operation (monitor leakage) and monitor the pressure levels for consistency.
- **Final Inspection** - Conduct final inspection to verify that the installation meets safety and local standards.



NATIONAL HOSTING AUTHORITY:
PROJECT MANAGEMENT UNIT
REPORT

PROJECT INFORMATION			
Project Location:	KGVI School	Report Date:	17 th November 2023
Lot:	NA	Report No:	NA
Project Name:	Additional works for plumbing/electrical for KGVI Classrooms as requested by GOC – Village team		
Project Engineer:	Ronny Saomatangi  Signature		
Contractor	Hailies Enterprise		

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- **Testing the System** – Start the pumps and check for proper operation (monitor leakage) and monitor the pressure levels for consistency.
- **Final Inspection** - Conduct final inspection to verify that the installation meets safety and local standards.

Conclusion:

The contractor engaged by NHA –PMU (Hailies Enterprise) has successfully completed the works required and solve the problem successfully.