



**UNIVERSITY OF ENERGY AND
NATURAL RESOURCES, SUNYANI**

**Tender Evaluation Report
and
Recommendation for Award of Contract**

**for
Consultancy for Development of Strategic Plan
for the Regional Center for Energy and
Environmental Sustainability (RCEES), UENR**

Contract Package No: BA/UENR/CS/008/19

Project Package Number: (BA/UENR/RCEES/CS/002/19)

EMPLOYER – RCEES, UENR

NOVEMBER, 2019

7.0 OPENING OF FINANCIAL PROPOSALS

7.1 INVITATION TO OPENING OF FINANCIAL PROPOSALS

The representative of the Consultant (Ghana-India Kofi Annan Centre of Excellence in ICT) was invited to the Opening of the Financial Proposal on the basis that their submission obtained the Pass Mark.

7.2 OPENING AND EVALUATION OF FINANCIAL PROPOSALS

The Financial Proposals were opened in the presence of the Opening Panel Members and the Consultant's representative.

Below were the details of the Financial Proposal presented by the Consultant:

Ghana-India Kofi Annan Centre of Excellence in ICT	Amount (GH¢)
SUMMARY OF FINANCIAL PROPOSALS	
Remuneration Per Activity:	
Project Inception	36,440.00
Submit Draft Strategic Plan Report	102,992.00
Validation Workshop and Final Report	54,728.00
Sub Total	194,160.00
Reimbursables Per Activity:	
Project Inception	20,790.00
Submit Draft Strategic Plan Report	24,805.00
Validation Workshop and Final Report	24,805.00
Sub Total	70,400.00
Grand Total	264,560.00

The representative of the Consultant (Ghana-India Kofi Annan Centre of Excellence in ICT) was invited to the Opening of the Financial Proposal on the basis that their submission obtained the Pass Mark.

Members evaluated the Financial Proposal and agreed that the final decision will be taken after negotiating with the Consultant.

Minutes of Request for Proposal (RFP) Evaluation Meeting for Consultancy for Development of Strategic Plan for the Regional Center for Energy and Environmental Sustainability (RCEES)" attached as appendix 4

8.0 NEGOTIATION

The Negotiation Meeting was held on Monday, 9th December, 2019 at School of Graduate Studies' Conference Room. The University was represented by the Evaluation Panel whiles Ghana-India Kofi Annan Centre of Excellence in ICT was represented by Dr. Patrick Ofei, Director of Consultancy.

The parties reached an agreement as follows;

1. That the Total Tender Price for the Package will be **Two Hundred Thousand Ghana only (GH¢200,000.00)**.
2. That the University will provide transportation for you to and from Kumasi Airport to UENR as agreed at the meeting.

Minutes for Negotiation Meeting for Consultancy for Development of Strategic Plan for the Regional Center for Energy and Environmental Sustainability (RCEES)" attached as appendix 5





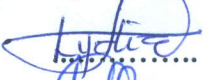

9.0 RECOMMENDATIONS

On the basis of the evaluation which was carried out in accordance with the Request for Proposal Documents, the Panel recommended accepting the tender of the lowest evaluated responsive tenderer, **Ghana-India Kofi Annan Centre of Excellence in ICT** at Two Hundred Thousand Ghana Cedis **GH¢200,000.00**, which had been determined as qualified and capable of performing the contract.

Evaluation Panel:

Signature

Date

1. Prof. K. M. Kuwornu	- Chairman		16/12/19
2. Dr. Eric Oforu Antwi	- Member		17/12/19
3. Mr. John-Baptist Siddick	- Member		16/12/19
4. Mr. Paul Nana Nketiah	- Member		16/12/19
5. Ms. Lydia Fening	- Member		16/12/19
6. Mr. Kofi Dwomoh	- Secretary		16/12/19