



**THE 17 SECOND AFRICA HIGHER EDUCATION CENTRES  
OF EXCELLENCE FOR DEVELOPMENT IMPACT  
(ACE-IMPACT) PROJECTS**

**FINAL PROCUREMENT  
AUDIT REPORT**



**AFRICA CENTRE OF EXCELLENCE IN  
REPRODUCTIVE HEALTH INNOVATION  
(CERHI)**

**UNIVERSITY OF BENIN, EDO STATE**

SUBMITTED BY

**COSSET CONSULTANTS**

KURIFTU PLAZA, SUITE C8, PLOT 519 OLU AWOTESU  
STREET, JABI DISTRICT, ABUJA, FCT.

TEL: +234(0)8033116002; +234(0)8123205980

EMAIL: [COSSETCONSULTANTS@GMAIL.COM](mailto:cossetconsultants@gmail.com).

**JULY 2023**

## CONTENT

S/NO	DESCRIPTION	PAGE NO.
1	TITLE PAGE	1
2	TABLE OF CONTENTS	3
3	ABBREVIATIONS	
4	<b>SECTION 1 - EXECUTIVE SUMMARY</b> <ul style="list-style-type: none"> <li>- General</li> <li>- Aim</li> <li>- Methodology and Review Procedure</li> <li>- Contract Packages and General Procured Items</li> <li>- Findings</li> <li>- Rating and Classification</li> <li>- Audit Opinion</li> <li>- Recommendation</li> </ul>	5 5 5 6 9 11 11 12
5	<b>SECTION 2 - INTRODUCTION</b> <ul style="list-style-type: none"> <li>- Background</li> <li>- UNIBEN</li> <li>- NUC</li> <li>- WB Guideline</li> <li>- PPA, 2007</li> <li>- Procurement Audit</li> <li>- Engagement of Cosset Consultants</li> <li>- Objectives of Procurement</li> <li>- Methodology</li> </ul>	14 14 15 16 16 16 17 17 17
6	<b>SECTION 3 - SCOPE AND REVIEW SAMPLE</b> <ul style="list-style-type: none"> <li>- Audit Scope</li> <li>- Review Sample</li> </ul>	20 20
7	<b>SECTION 4 - SPECIFIC CONTRACTS</b> <ul style="list-style-type: none"> <li>- CERHI Extension Building</li> <li>- Procurement of Computers, Printers and Facilities</li> <li>- ESMP</li> <li>- Procurement of Equipment &amp; Furniture</li> <li>- Procurement of Perkins Generating Set</li> </ul>	22 25 28 30 33



8	<b>SECTION 5 - APPENDIX</b>	
	- Appendix I – List of Procurements by ACETEL	36
	- Appendix II – Checklists and Procurement Duration	39
	- Appendix III – Procurement Plan	60
	- Appendix IV– Pictures	61
	- Appendix V – Terms of Reference.	63

## ABBREVIATIONS AND ACRONYMS

ACE	Africa Centre of Excellence.
ACE - IMPACT	Africa Centre of Excellence for Development Impact.
CERHI	Centre of Excellence in Reproductive Health Innovation.
CL	Centre Leader.
CQS	Consultant Qualification Selection.
DC	Direct contract.
FGN	Federal Government of Nigeria.
FME	Federal Ministry of Education.
GPN	General Procurement Notice.
IC	Individual Consultant.
ICB	International Competitive Bidding.
IDA	International Development Association.
IS	International Shopping.
LCS	Least Cost Selection.
LIB	Limited International Bidding.
M&E	Monitoring and Evaluation.
NAPCU	National ACE Project Coordination Unit.
NCB	National Competitive Bidding.
NGN	Nigerian Naira.
NPM	National Procurement Manual.
NS	National Shopping.
NUC	National Universities Commission.
NUS	National University System.
PAD	Project Appraisal Document.
PIU	Project Implementation Unit.
PM	Procurement Manual
PPA	Public Procurement Act
QCBS	Quality and Cost Based Selection
RFP	Request for Proposal
SBD	Standard Bidding Document
SPN	Specific Procurement Notice
SSS	Single Source Selection
STEM	Science, Technology, Engineering and Mathematics.
TA	Technical Assistance
TOR	Terms of Reference
UNIBEN	University of Benin.
USD	United States Dollar
VFM	Value for Money
WB	World Bank

## **SECTION 1 - EXECUTIVE SUMMARY**

### **1.1 General**

Cosset Consultants was appointed by the National Universities Commission as Procurement auditors to review the procurement activities of the Africa Centre of Excellence in Reproductive Health Innovation (ACE-CERHI), University of Benin. It is one of the 17 Second Africa Higher Education Centres of Excellence for Development Impact (Ace-Impact) Projects.

### **1.2 Aim**

The primary aim and objective of this Procurement Process Audit is to review the procurement, contracting and implementation processes and determine the extent to which laws guiding the procurement activities are complied with; and confirm their consistency with the ACE-Impact institutional guidelines and the World Bank general guiding principles. This audit also helps to identify non-compliances and deficiencies in the procurement activities and proffer appropriate corrective measures

### **1.3 Methodology and Review Procedure**

#### **1.3.1 Methodology**

The methodology and approach adopted for this post review are in three phases:

- i. Inception activities.
- ii. Field works/activities.
- iii. Preparation and presentation of audit reports.

Generally, these phases included the determination of scope of assignment and selection of contracts to review. The study and evaluation of the Project/Contract files and other documents. Interactive meetings with the procurement staff. Data collection and analysis; physical site inspections; and the preparation of inception, draft and final procurement audit reports.

#### **1.3.2 Review Procedure**

The Terms of reference noted that the Borrower and Bank agreed that the ACE-Impact Centres should use the Institutional guidelines in the

implementation of the project'. That notwithstanding, the report considered the level of compliances to the Banks guiding principles.

#### **1.4 Contract 'Packages' and General Procured items**

1. ACE-CERHI has a total contract size of Sixteen (16) items. The sixteen (16) contracts comprise of sixteen (14) items of goods, one (1) work and one (1) service. The appropriate methods to use based on the value and nature of the procurements are shown on the appropriate method column on appendix 1 - Inventory of sampled and reviewed contracts.
2. However, this report has been prepared based on the methods that the Centre used as shown on the "method used" column on appendix 1 - Inventory of sampled and reviewed contracts

##### **1.4.1 Procurement Methods for Packaged Procurements**

The general procurement methods used by the Centre were the National Competitive Bidding (NCB), Shopping (SH) and Direct Contract (DC). The SH was Request for Quotation (RFQ) and Request for Proposal (RFP) through selection. Figure 1.

##### **1.4.2 Procurement Types for Packaged Procurement**

The procurement types were, goods with fourteen (14) items at 87.50%, work has one (1) items at 6.25%, and services with one (1) item at 6.25% as illustrated with figure 2.

Figure 1

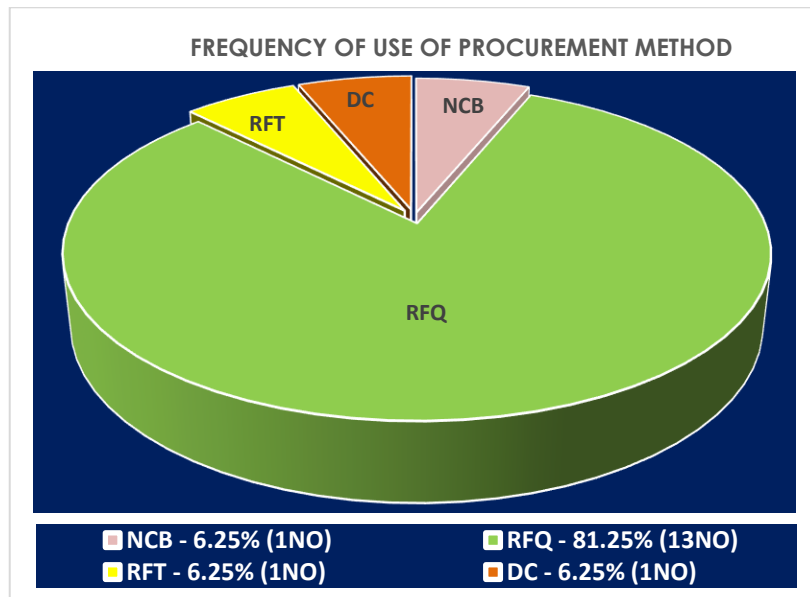
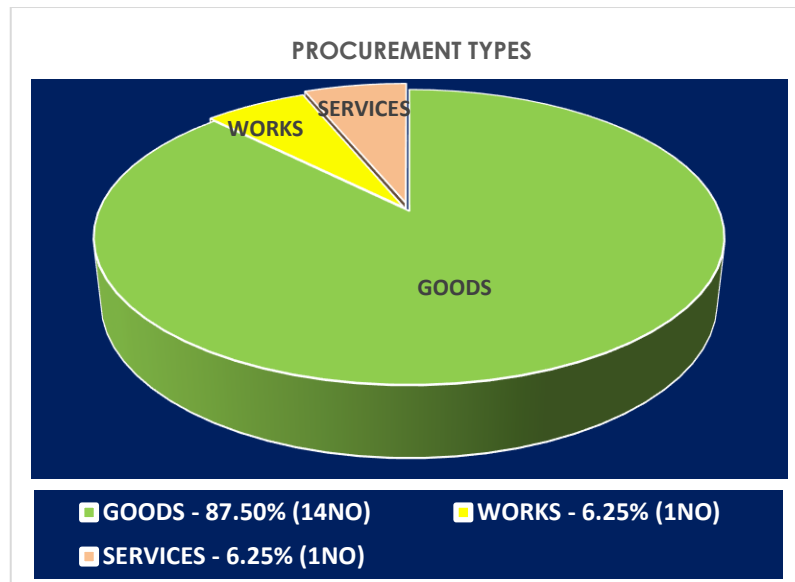


Figure 2



#### 1.4.3 Sample Size

The audit sample size was determined by random sampling of the procured contracts. The selection considered the various procurement methods used as well as the procurement types. The sample size of 31.25% is made up of five (5) items. One (1) item was procured using NCB process and it make up 20% of sampled contracts. Two (2) items were procured through RFQ and they make up 40% of the sample size. One (1) item of RFT is 20% of sample size and one (1) item by DC represent 20% of sample size.

TABLE 1 – FORM 3 - SELECTION OF REVIEW SAMPLES

	CONTRACTS	Goods	Works	Services	Total
		Post Review	Post Review	Post Review	Post Review
	<b>Reviewed</b>	3	1	1	5
		out of	out of	out of	out of
	<b>Population</b>	14	1	1	16

The total value of awarded contracts was N280,489,143.36. The five (5) reviewed procurements have a sample value of N231,358,143.86 being 82% of the total contract package procured as shown by figures 3 and 4 below.

Figure 3

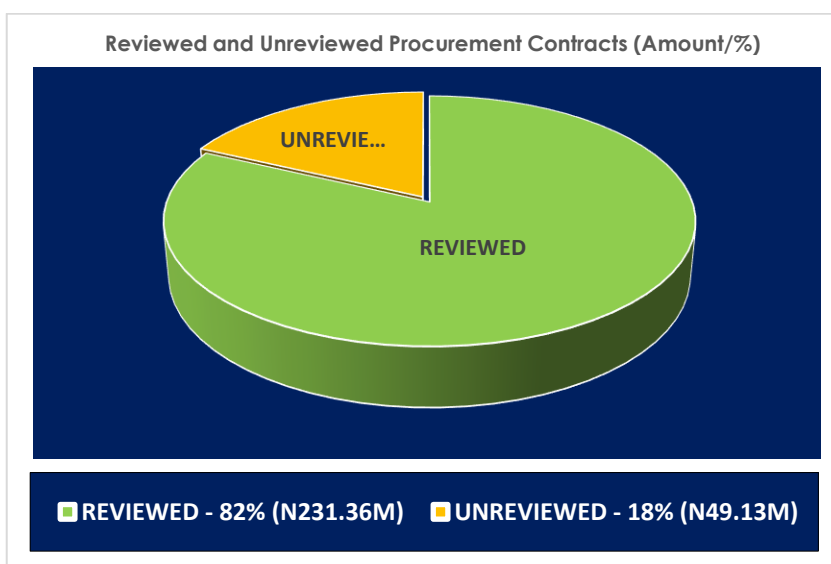
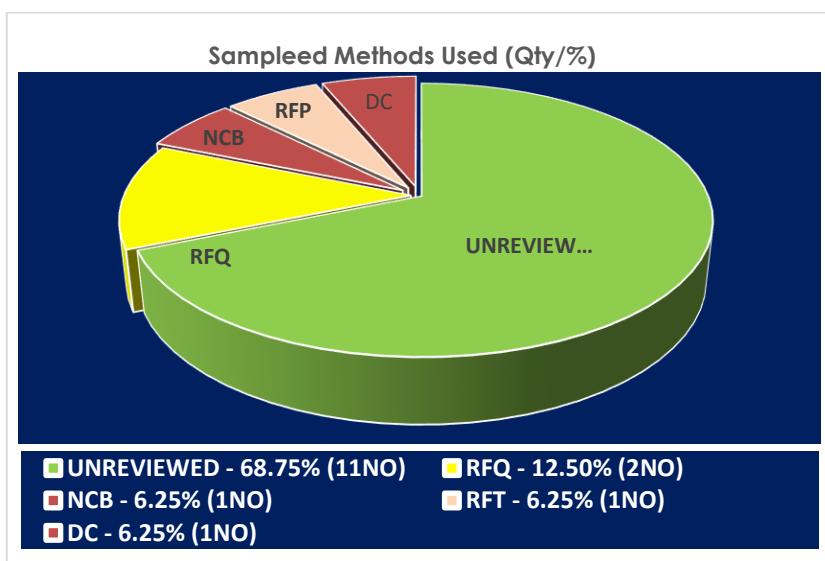


Figure 4





## 1.5 Findings

1. The Centre of Excellence in Reproductive Health (CERHI), University of Benin, used the University's procurement guideline and the Public Procurement Act (2007) as amended in the procurement activities.
2. CERHI stated that the sum of USD3,382,355.00 (about N1,393,530,260.00) has been earned since the commencement of the project to April 30, 2023.
3. The items procured are seen to have been provided in the procurement plan.
4. The Centre obtained "No Objection" approval to use selective tendering for the procurements of the contracts except for the Procurement of Equipment and Furniture in CERHI Extension Building.
5. Advertisement was placed in the Tender's Journal of December 26, 2022.
6. About 16 procurement activities were carried out by the Centre from inception of the ACE-Impact up to April 30, 2023. This excludes items in the general expenditure files (that contain other expenses classified as general recurrent, other capitals, and expenses on workshops, conferences, seminars, and trainings).
7. From the data collected from the Centre, the procured sixteen (16) activities have a gross amount of about N280,489,143.36 (about USD680,716.28) as at April 30, 2023.
8. The most used procurement method was the Request for Quotation (RFQ). National Competitive Bidding (NCB), Request for Tender (RFT) and Direct Contract (DC) were also used. The RFQ and RFT were by selection.
9. One of the procurements indicated an upward price review of about twelve (12%).

10. CERHI does not have proper package numbering for the contracts procured.
11. Standard Bidding Documents (SBD) were used for most of the procurements. For others, in-house models of Bills of Quantities and materials specifications for uniformity of bids and quotation were prepared for the respective lots.
12. Contracts were presented and approved by the appropriate University approval authority. The analysis and evaluation of tenders were not detailed.
13. The Centre has qualified procurement staff, but the major procurements were handled through the University's procurement department.
14. On the average, payments were seen to have been made within reasonable time from dates of application to the dates of payment.
15. Sixteen (16) contracts awards, were recorded within the period under review. They have a total contract sum of about N280,489,143.36. Five (5) were reviewed. Appendix 1. The five (5) reviewed contracts have a total value of N231,358,143.86, consisting of three (3) Goods, one (1) Work and one (1) Service.
16. The suppliers and contractors used by the Centre complied with the mandatory requirements. The database of these vendors is domiciled at the University's central procurement Department.
17. The average number of bids received or invited for the RFQ, RFT and RFP were three (3) each.
18. All the activities captured at CERHI during the field works are completed.

19. Provision of requested documents for the procurement audit was seamless. The documents were substantially well stored and easily retrieved.
20. Withholding Taxes (WHT) and Value Added Taxes (VAT) were deducted and evidently remitted to the relevant tax authorities.

### 1.6. Rating and Classification

The audit review opinion is classified and rated as shown on table 2 below

Table 2:

S/NO	GRADING (%)	CLASS	OPINION
1	75 - 100	Substantial	Satisfactory
2	50 – 74.99	Moderate	Need Improvement
3	0 – 49.99	Low	Unsatisfactory

### 1.7 Audit Opinion

Based on the compliant ratings as shown in table 3; which basically was interplay of the institutional guidelines, the Public Procurement Act 2007 and the WB general procurement principles, the CERHI, University of Benin procurement activities of ACE-Impact project **NEEDS IMPROVEMENT**. Assessment was at seventy (70%) mark.

Table 3

S/NO	ACTIVITY	BASIS	COMPLIANT RATE
1	Preparation of Procurement Plan	Based on WB Guideline	Good
2	Advertisements	Based on Institutional guideline and the PPA requirements	Good
3	Procurement Method	Based on Institutional guideline and the PPA requirements.	Good
4	Bidding Processes	Based on Institutional guideline and the PPA requirements.	Moderate
5	Bid Evaluation & Reporting	Adherence to criteria	Moderate
6	Contract Award	Meeting awards requirements	Good
7	Documentations	Quality, filing, ease of retrieval and assessment	Moderate
8	Competition and Equal opportunity	Based on WB Guideline	Moderate
9	Value for money (VFM)	Based on the PPA 2007 and WB requirements	Moderate
10	Transparency	Based on WB Guideline	Moderate
11	Economy	Based on Institutional guideline and the PPA 2007 and WB requirements.	Moderate
12	Efficiency	Based on the PPA 2007 and WB requirements.	Moderate
13	Contract Implementation, Monitoring and Evaluation	Based on Institutional guideline and the PPA requirements	Good

## 1.8 Recommendations

1. It is important that the use of institution's procurement guideline be reconsidered if certain processes with weaknesses and limited compliances are to be improved upon.
2. The quest to request for 'No Objection' to jettison advertisements for certain contracts should be reduced or be discouraged. It

limits competition, value for money and has limited economic advantage.

3. Agreements should be executed for every contract award.
4. The Centre should ensure that vendors are engaged based on current and approved procurement methods, with SBD. Thresholds and nature of contracts of goods, works and services
5. should be taken into consideration in choosing appropriate methods.
6. The average number of bids received or invited for the RFQ, RFT and RFP should be a minimum of five (5).
7. Incidents of variations should be avoided by ensuring that contracts documents are well prepared by qualified persons before such documents are used to make awards.
8. The Centre should ensure that the recommended Standard Bidding Document (SBD) are used for every procurement.
9. Contract package identification is very important in contract management and it should always be applied to all procurements.
10. Though Tenders Journal has wide spread, advertisement should also be placed in one or two other wide spread National Daily newspapers.
11. Continuous procurement training for staff of the Centre will improve the qualities of deliveries at every stage of the programme. This will enhance their understanding of general procurement guidelines and principles.

## **SECTION 2 – INTRODUCTION**

### **2.1 BACKGROUND**

Due to the need to promote regional specialization amongst Universities in the West and Central Africa sub-region within disciplines that address common regional challenges, the Africa Center of Excellence (ACE) Project aims at strengthening the capacities of these Universities to enable them deliver high quality training and applied research.

#### **1. Africa Centre of Excellence (ACE 1) Project**

The Africa Centre of Excellence (ACE 1) project was instituted in 2013 by the Government of Nigerian, Ghana, Benin Republic, Togo, Burkina Faso, Cameroun and Senegal with support from the World Bank.

The Federal Government of Nigeria (FGN) entered into a credit agreement (Credit Number 5415-NG) after securing US\$70.0 million with the International Development Agency (IDA) of the World Bank (WB) to finance the ACEs project in 10 Nigerian Universities.

#### **2. The Second Africa Higher Education Centres of Excellence for Development Impact (ACE- Impact) Project**

The Second Africa Higher Education Centres of Excellence for Development Impact (ACE- Impact) Projects resulted from the successes achieved with the ACE 1. ACE-Impact project has 43 Centres in the Africa sub-region, with 17 of them being run by Nigeria Universities.

ACE-Impact project (Credit Number 6510-NG) was designed to inject \$115 million to the Nigeria University System (NUS).

### **2.2. THE AFRICA CENTER OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI), UNIVERSITY OF BENIN.**

CERHI stated its goal as to “build capacity within West Africa's tertiary educational system for implementing high quality training and applied



research for reproductive health professions to tackle policies and programs for reducing the region's high burden of fertility, unsafe abortion, maternal mortality and HIV/AIDS".

The objective includes

(i) "Training of students and technical experts/policymakers through short courses on relevant fertility, maternal mortality, HIV/AIDS and reproductive health policy topics in the region".

(ii) "Masters in reproductive health, public health, health economics and nursing".

(iii) "PhDs in reproductive health, public health, and nursing".

(iv) "Develop regional laboratory capacity to support HIV/AIDS and other reproductive health related problems".

## 2.3 NATIONAL UNIVERSITIES COMMISSION (NUC)

The **National Universities Commission (NUC)** of Nigeria is a parastatal under the Federal Ministry of Education (FME). It was established in 1962 as an advisory agency in the Cabinet Office and became a statutory body in 1974. NUC is a regulatory agency acting as a catalyst for positive change and innovation for the delivery of quality University education in Nigeria.

The NUC aims to: achieve a stable and crisis-free University System; upgrade and maintain physical facilities in the Nigerian University System for delivery of quality university education and match university graduate output with national manpower needs; work with Nigerian Universities to achieve full accreditation status for at least 80% of the academic programmes; foster partnership between the Nigerian University System and the private sector.

The National Coordination of the ACE projects is domiciled at the National Universities Commission (NUC). It is responsible for the National Project facilitation, training, and supervision in fiduciary aspects as well as



national Monitoring and Evaluation (M&E) and minor Technical Assistance (TA) in Nigeria.

## **2.4 WORLD BANK PROCUREMENT GUIDELINE**

The WB guideline has set rules guiding the procurement processes to be followed for procurement of good, works, consulting and non-consulting services being financed with loans from the WB. It covers the consideration of the WB core procurement principles in every contract.

Notwithstanding the established procurement guidelines, the FG/NUC and the WB have agreed to allow the ACEs Centres to use the various institutions guidelines for the implementation of the projects.

## **2.5 PUBLIC PROCUREMENT ACT (PPA) 2007**

The Public Procurement Act 2007 as amended guides all procurement activities of the Ministries Departments and Agencies (MDAs) in Nigeria. The PPA is regulated by the Bureau of Public Procurement (BPP). One of BPP's functions is to regulate and ensure the reduction of infractions, weaknesses and non-compliances aimed at reducing corruption in public procurement. It also aims to ensure value for money, economy, transparency, competition, fairness, integrity and accountability in public procurement activities; improved professionalism and enhanced service delivery.

The PPA Act 2007 as amended provides the basic framework for the award and execution of contracts in Nigeria and promotes freedom of information that mandates all unclassified procurement records to be made available to appropriate public for inspection.

## **2.6 PROCUREMENT PROCESS AUDIT OF ACES**

The purpose of the Procurement Audit of ACES is to study, verify, interpret, and critically analyze all data, documents and Procurement statement collected/received and form true, fair and independent opinion on the



Procurement Statements of the Procurement operation of ACE (Nigeria) for the period under review and to report findings to the National Universities Commission (NUC).

## **2.7 OBJECTIVES OF THE ACE-IMPACT PROJECT PROCUREMENT PROCESS AUDIT**

This Procurement Audit is to identify and report on negligence in procurement management operations and decisions. It is also structured to bring to light all fraudulent acts, weaknesses, deficiencies and non-compliances that negatively affect procurement activities and recommend deterrents and corrective actions to ensure improved processes.

The Procurement audit gave objective assessments of the procedures specified in the Credit Agreement and determine the levels of compliances with institutional guidelines with respect to the considerations of the World Bank guiding principles.

## **2.8 ENGAGEMENT OF COSSET CONSULTANTS**

The NUC engaged Cosset Consultants to carry out post review of procurement activities of the 17 ACE-Impact Centres in fourteen (14) Nigeria Universities, including the ACE-CERHI, University of Benin, Edo State, Nigeria.

## **2.9 METHODOLOGY**

1. The methodology adopted for this assignment is generally concerned with investigations, inquiry, assertions, reasoning and research. The approach is objective, verifiable, and quantifiable. Interactions and interviews were held with officers of CERHI that were involved in the various stages of the procurement process/activities. The opinions and clarifications from the CERHI staff are considered and addressed in the report.

2. Contract data forms are used to collect the information that were analyzed. The contents of the form include information on general contracts, procurement and contracting, costs, time, contract administration, disbursement and deliverables. The documents made available to the consultant from which the data were collected include:

1. Procurement Plan.
2. Institution guideline.
3. Solicitation documents used before award.
4. Contract files.
5. Payment Vouchers.
6. Finance Agreement.

3. Visits to selected project site was undertaken to determine the quality of materials and labour deployed to the work by the contractor. It also helps to determine the level of supervision from the CERHI procurement staff.

4. This data analyzed enabled the determination of the following critical success factors;

1. Compliance with the provisions of the World Bank Procurement Guideline.
2. Compliance with the provisions of the Public Procurement Act 2007 (examine the Management Control Framework in place to monitor procurement and contracting activities within CERHI PIU).
3. Compliance with the use of standard bidding documents (examine procurement documents and contracts files issued between the stipulated periods).
4. Compliance with the Code of Conduct for Public Officers involved in Procurement (review the processes undertaken by personnel of the CERHI Project who are directly involved in procurement and contracting activities).
5. Optimized commercial performance and value for money (review related procurement procedures, guidelines and processes and determine the level to which value for money was achieved).

5. Exit meeting was held with the procurement staff of the Centre. The observed key weaknesses and non-compliances were brought to their notice. The explanation given by the Centre staff are considered in the report.



6. The personnel interacted with at the ACE-CERHI during the field works were:

1. Center Leader.
2. Accountant
3. Procurement Officer.

## **SECTION 3 – SCOPE AND REVIEW SAMPLES**

### **3.1 AUDIT SCOPE**

The procurement audit covers the review of all the procurement transactions, limited to the samples selected for audit, including prices reviews and compares of similar rates as at the time of award. Selected project site and inspection of procured goods, works and services are expected to be taken into consideration. The scope includes determining the following:

1. Whether the procurement statements from the CERHI procurement unit conform to accepted procurement principles in accordance with the NUC/WB guidelines.
2. Whether they fairly represent the financial position of the CERHI activities
3. Whether the result of operations for a given period are accurately represented.
4. Whether the procurement statements have been altered.

### **3.2 REVIEW SAMPLE**

During the field work, CERHI presented their procurement plan with a list of Sixteen (16) procured items. All were completed.

Five (5) procurements items were selected for review. The selection was about 31.25% of the procured items and amount to about 82% of value of procured contracts.

The field work at the CERHI, was based on data sourced from available documents and information received from the Center procurement unit.

Table 6– ANALYSIS OF COMPLETED/UNCOMPLETED CONTRACTS

S/NO	DESCRIPTION	NO OF PROJECTS COMPLETED	NO OF PROJECTS ON-GOING	TOTAL
1	October 2021 to April. 2023	16	0	16
	<b>TOTAL</b>	16	0	16

Table 7 – ANALYSIS OF COMPLETED/UNCOMPLETED CONTRACTS

S/NO	DESCRIPTION	PERCENTAGE
1	Completed (16No)	100%
2	Uncompleted (0No)	0%
	<b>TOTAL</b>	100%

Table 8 – ANALYSIS OF COMPLETED/UNCOMPLETED CONTRACTS

S/NO	DESCRIPTION	VALUE (N)	TOTAL (N)
1	Completed (16No)	280,489,143.36	280,489,143.36
2	Uncompleted (0No)	0	0
	<b>TOTAL</b>	<b>280,489,143.36</b>	<b>280,489,143.36</b>

This audit review was based on information extracted from the Center's Procurement Plan, as well as other documents made available to the Consultant by the CERHI staff. There was also interviews and interactions with key personnel. The value of the sixteen contracts was N280,489,143.

## **SECTION 4 – SPECIFIC PROJECTS DETAILS**

### **4.1 CONSTRUCTION OF CENTRE OF EXCELLENCE FOR REPRODUCTIVE INNOVATION (CERHI) EXTENSION BUILDING.**

#### **4.1.1 Introduction**

The contract was procured through National Shopping (NS) because the Centre obtained a “No Objection” approval from the Bureau of Public Procurement (BPP). The award was made to MESSRS SWITCH TECH MEGA SOLUTION LTD with an award letter dated February 21, 2022 at an initial contract amount of N118,582,775.17) (One Hundred and eighteen million, five hundred and eighty-two thousand, seven hundred and seventy-five-naira, seventeen kobo) as the lowest of the five (5) bidders.

The contract was initiated because the existing CERHI building was not enough to accommodate the staff of the Centre, for enhanced operations.

#### **4.1.2 Observations/ Findings**

1. THE contract was reviewed from the initial award of N118,582,775.17 to N135,249,532.27. This was due to the remeasurement of the substructure and the defects with the preparation of the roof components of the Bill of Quantities (BOQ).
2. The effect of the remeasurements was the additional increase of N16,666,757.10 made to the contract sum.
3. The contractor submitted an Advance Payment Guarantee (APG) from Wema Bank Plc before mobilization of 30% of the contract sum was released.
4. The procurement and award process were completed in 36 Days.
5. Formal contract agreement was signed for the award. It was executed 3 days after the award letter was issued.

6. The bid validity period was 90 days.

7. Withholding (WHT) Tax of 5% and 7.5% VAT were seen to have been deducted.

#### **4.1.2.1 Procurement Planning**

This contract was in the Centre's procurement plan.

#### **4.1.2.2 Advertisement**

Advertisement was not carried out because selective tendering was used based on approval from the BPP.

#### **4.1.2.3 Pre/Post Qualification**

The contract amount is within the threshold for prequalification. Bidders were pre-qualified before proceeding to financial bids. Opening.

#### **4.1.2.4 Competition**

There was appreciable competition in the process.

#### **4.1.2.5 Bid Opening**

The bids were opened publicly in the presence of the Procurement Committee and some independent observers.

#### **4.1.2.6 Bidding Documents**

Standard bidding documents were not used.

#### **4.1.2.7 Evaluation of Bids/ Proposals**

The bids were evaluated and analysed by the bid evaluation committee. There was approval by the University Tenders Board before award letter was issued to the successful bidder.

#### **4.1.2.8 Award of Contract**

Notification of award was issued to Messrs Switch Tech Mega Solution Ltd with an award letter dated February 4, 2022. Acceptance was made on February 21, 2022.

#### **4.1.2.9 Contract Documents**

Contract drawings and Bills of Quantities were sighted. Contract Agreement was executed on February 25, 2022.

#### **4.1.2.10 Procurement Duration**

The procurement processes leading up to then signing of contract was completed in 36 days.

#### **4.1.2.11 Contract Implementation**

The building has been completed before the team was at the Centre. However, the structure was good and in use.

#### **4.1.2.12 Payments**

The total sum of N114,884,436.32 was captured as having been made to the contractor; broken down as follows:

1. N35,574,832.54 - PV/2022/UNIBEN-2/000000170? – OF APRIL 11, 2022
2. N47,529,891.57 – PV/2022/UNIBEN-2/000000206 – OF MAY 11, 2022.
3. N10,367,183.03 – PV/2022/UNIBEN-2/000000387 – OF SEPTEMBER 5, 2022
4. N16,666,757.10 – PV/2022/UNIBEN-2/000000383 – OF SEPTEMBER 5, 2022
5. N4,745,772.08 – PV/2022/UNIBEN-2/000000494 – OF DECEMBER 19, 2022

#### **4.1.2.13 Physical Inspection**

Visit was made to the completed building and the procurement is commendable.

#### **4.1.3 Recommendation**

Based on the audit process field work at the CERHI, the following recommendations are here made;

1. CERHI should adopt to the use of the SBD in all procurements at the Centre.
2. The Centre should be mor detailed in the preparation of the bids evaluation reports.

#### **4.1.4 Conclusion**

CERHI is advised to strive toward adhering to the rules, regulations and principles guiding the Public Procurement Process.





## **4.2 PROCUREMENT OF COMPUTERS, PRINTERS, PHOTOCOPIERS AND OTHER OFFICE FACILITIES FOR ACCREDITATION FOR UNIVERSITY OF BENIN.**

### **4.2.1 Introduction**

This was a GOODS contract for the supply of computers, printers, photocopiers and other facilities (8 items) for accreditation at the University of Benin (sponsored by CERHI) procured through Request for Quotation (RFQ) using election. It was awarded to G.S.A. ASSOCIATES INTERNATIONAL LTD on February 21, 2022 at the contract sum of N31,936,100.00.

### **4.2.2 Observations/ Findings**

Contract Agreement not sighted.

#### **4.2.2.1 Procurement Planning**

The procurement is in the signed 2022 Procurement Plan.

#### **4.2.2.2 Advertisement**

A total of six (6) contractors responded and participated in the bidding process.

#### **4.2.2.3 Pre/Post Qualification**

The bidders were assessed based on their Technical Qualifications and eventually on their Financial submissions.

#### **4.2.2.4 Competition**

The process was reasonably competitive as six (6) independent bidders responded and submitted their individual quotations and the lowest was eventually awarded the contract.

#### **4.2.2.5 Bid Opening**

Four bids were opened, and quoted sums announced as sighted in the quotation score sheet but no date.

#### **4.2.2.6 Bidding Documents**

Standard Bidding Documents were not used for the procurement.

**4.2.2.7 Evaluation of Bids/ Proposals**

Bids were evaluated on February 17, 2022 and the lowest bidder was recommended for award.

**4.2.2.8 Awards of Contract**

Notification of Award Letter was issued to G.S.A. ASSOCIATES INTERNATIONAL LTD on February 21, 2022 at the sum of N31,936,100.00. Acceptance letter was received on February 23, 2022 but no Contract Agreement was sighted.

**4.2.2.9 Contract Documents**

Letter of Award and that of acceptance, together with the quotation were the contract documents sighted.

**4.2.2.10 Contract Implementation**

The implementation of the contract was reasonably credible as it was completed within three (3) days after award and as inspected, certified and verified and so received by the store on February 23, 2022.

**4.2.2.11 Payments**

Payment of the sum of N31,936,100.00 (inclusive of VAT, WHT) was made to the contractor on February 25, 2022 with PV/2022/UNIBEN-2/000000123.

**4.2.2.12 Physical Inspection**

Physical Inspection was not carried out because the computer have been distributed to the end users.

**4.2.3 Recommendation**

Going by the findings from the procurement audit exercise, the Procurement Unit need to ensure that bidders are always assessed in line the Public Procurement Act. They are to also ensure that adequate publicity is given, through advertisement for more bidders to partake in the tendering process.

- (ii) They are to always ensure that contract awards are accepted and, most importantly, signed as it constitutes part of the binding contract.



#### **4.2.4**

#### **Conclusion**

Based on the above observations and recommendations, the Center (Procurement Unit) should always ensure that all necessary things (especially signing agreements) are done to secure binding contracts in all procurement processes.

]

### **4.3 ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN (ESMP) FOR THE CONSTRUCTION OF CERHI BUILDING EXTENSION, UNIVERSITY OF BENIN.**

#### **4.3.1 Introduction**

This was a CONSULTANCY contract for Safeguard/Social Management Plan for the construction of Centre of Excellence for Reproductive Health Innovation Building Extension at the University of Benin, Benin City procured through Selection. This was awarded to ARGON ENVIRONMENTAL Ltd on March 31, 2022 at the contract sum of N1,666,250.00.

#### **4.3.2 Observations/ Findings**

The following were observed on this RFQ contract. By its value, the procurement should have attracted the use of shopping contract method.

##### **4.3.2.1 Procurement Planning**

The consultancy service was in the signed Procurement Plan.

##### **4.3.2.2 Advertisement**

No evidence of Advertisement and no formal invitation of consultants for Request for proposal (RFP) (no date).

##### **4.3.2.3 Expression of Interest/Request for Proposal**

No evidence of formal invitation of consultants for EOI/RFP was sighted

##### **4.3.2.4 Competition**

There was no clear competition as only one consultant eventually submitted quotation with no clear evidence of invitation

##### **4.3.2.5 Bid Opening**

Only one bid was received and opened.

##### **4.3.2.6 Bidding Documents**

Standard Bidding Documents were hardly sighted

##### **4.3.2.7 Evaluation of Bids/ Proposals**

There was no clear Evaluation Report as only one bid was received, opened, evaluated and eventually awarded the contract. and evaluated.

#### **4.3.2.8 Awards of Contract**

Notification of Award Letter was later issued to ARGON ENVIRONMENTAL LTD on March 31, 2022 at the sum of N1,666,250.00. Neither Acceptance letter nor Contract Agreement was sighted.

#### **4.3.2.9 Contract Documents**

Letter of Award, together with the quotation were the contract documents sighted.

#### **4.3.2.10 Contract Implementation**

The contract was implemented and paid for.

#### **4.3.2.11 Payments**

The contract was completed with no proven evidence and N1,666,250.00 (including VAT, WHT) was paid to the consultant on June 2, 2022 with PV/2022/UNIBEN-2/000000257.

#### **4.3.2.12 Physical Inspection**

Not applicable

### **4.3.3 RECOMMENDATION**

1. Adequate publicity should be given of any procurement for more bidders to avail themselves of the opportunities to partake in the tendering process.
2. To ensure a binding contract, there must always be a duly signed Contract Agreement.
3. Dates of critical activities during the procure must always be noted.

### **4.3.4 CONCLUSION**

The Procurement Unit should ensure adherence to the above recommendations, and open to further Trainings, Workshops etc for perfect procurement process.

#### **4.4 PROCUREMENT OF EQUIPMENT AND FURNITURE AT CERHI EXTENSION BUILDING, UNIVERSITY OF BENIN, BENIN CITY.**

##### **4.4.1 Introduction**

This was a GOODS contract for the supply of Equipment and Furniture (27 items) at Africa Centre of Excellence for Reproductive Health Innovations (CERHI) Centre extension building, University of Benin, Benin City procured through National Competitive Bidding (NCB). It was awarded to G.S.A. ASSOCIATES INTERNATIONAL LTD at the contract sum of N59,486,366.09.

##### **4.4.2 Observations/ Findings**

In line with procurements using NCB method, the following were observed

###### **4.4.2.1 Procurement Planning**

This procurement is in the 2022 approved Procurement Plan for the Center.

###### **4.4.2.2 Advertisement**

Advertisement was placed in the National Daily on December 26, 2022 inviting competent contractors to tender for the project.

###### **4.4.2.3 Pre/Post Qualification**

Procurement in this case was done through national competitive bidding (NCB) and so the bidders were assessed along their Technical and later their Financial submissions.

###### **4.4.2.4 Competition**

The procurement process was competitive as four (4) Contractors responded to the General Procurement Notice (GPN) advert and subsequently submitted their quotation tender figures.

###### **4.4.2.5 Bid Opening**

Bids received were opened after close of submissions on January 18, 2023.

**4.4.2.6 Bidding Documents**

Standard bidding documents were used throughout the procurement process.

**4.4.2.7 Evaluation of Bids/ Proposals**

Evaluation of the bids of the four contractors received, recommended G.S.A. Associates International Ltd for award, being the lowest bidder.

**4.4.2.8 Awards of Contract**

Contract Award Letter was issued to G.S.A. Associates International Ltd on February 16, 2023 at the sum of N59,486,366.09. Acceptance letter was received on February 20, 2023 but Contract Agreement was not sighted.

**4.4.2.9 Contract Documents**

Letter of Award and that of acceptance, together with the quotation were the contract documents sighted.

**4.4.2.10 Procurement Duration**

Procurement Duration, from the advertisement to award of the contract took 52 days to complete.

**4.4.2.10 Contract Implementation**

The Equipment and Furniture were supplied without variations.

**4.4.2.11 Payments**

Payment for the supply was made once to G.S.A. Associates Int'l Ltd on March 22, 2023 (N59,486,366.09 inclusive of VAT, WHT) but PV not sighted.

**4.4.2.12 Physical Inspection**

Physical inspection was not carried out.

**4.4.3 Recommendation**

For better procurement process, it is recommended as follows:

1. The Procurement Unit should ensure that contracts are always signed.



2. They should also ensure that dates of critical activities are recorded
3. They should ensure that all indices indicating project completion are in place.

#### **4.4.4 Conclusion**

The issues raised above should be taken seriously in future procurement exercises to ensure a competitive process in line with Public Procurement Process Management.



#### **4.5 PROCUREMENT AND INSTALLATION OF 1NO. 30KVA PERKINS GENERATING SET FOR CERHI GUEST HOUSE, UNIVERSITY OF BENIN, BENIN CITY.**

##### **4.5.1 Introduction**

This was a GOODS contract for the supply of 1no. 30KVA Generating Set for CERHI Guest House procured using RFQ by Selection. It was awarded to M/S EXTRA TECH. GLOBAL RESOURCES on February 21, 2022 at the sum of N7,224,750.00.

##### **4.5.2 Observations/ Findings**

The following were observed with the contract procurement.

###### **4.5.2.1 Procurement Planning**

The procurement was in the signed 2022 Procurement Plan

###### **4.5.2.2 Advertisement**

No advertisement. Vendors were selected based on previous experience and good records of activities with the university.

###### **4.5.2.3 Pre/Post Qualification**

The Vendors were selected based on previous experience and good records of activities with the university

###### **4.5.2.4 Competition**

There was good competition as the three (3) invited bidders submitted their quotations and the lowest bidder was awarded the contract.

###### **4.5.2.5 Bid Opening**

Submission of bids ended on December 13, 2022 but they were opened on December 15, 2022.

###### **4.5.2.6 Bidding Documents**

Standard Bidding Documents were not seen to have been used for the procurement.

###### **4.5.2.7 Evaluation of Bids/ Proposals**

Evaluation Report of February 17, 2022 recommended the lowest bidder as the most responsive for the award.

**4.5.2.8 Awards of Contract**

Notification of Award Letter was issued to M/S EXTRA TECH GLOBAL RESOURCES on February 21, 2022 at the sum of N7,224,750.00. Acceptance letter was received on February 25 but no Contract Agreement was sighted.

**4.5.2.9 Contract Documents**

Letter of Award and that of acceptance, together with the quotation were the contract documents sighted.

**4.5.2.10 Contract Implementation**

The implementation of the contract was reasonably credible as it was completed on September 2, 2022, received by Store on August 1, 2022 and payment effected on September 7, 2022.

**4.5.2.11 Payments**

Payment of N7,224,750.00 (including VAT, WHT) was, on completion of the project, made to the contractor on September 7, 2022. PV not sighted.

**4.5.2.12 Physical Inspection**

Physical Inspection was not done.

**4.5.3 Recommendation**

1. Based on the procurement audit exercise, the Procurement Unit need to ensure that only Technically qualified bidders are selected when SELECTION method of procurement is adopted.
2. They are to always ensure that Contract Agreements are signed to have something to fall back on should dispute arise during the contract execution.
3. They should ensure that Procurement Durations are reduced to the barest minimum.

**4.5.4 Conclusion**

Based on the above observations and recommendations, the Center should ensure compliance to guarantee flawless and more transparent procurement process.



## APPENDIX



## **APPENDIX 1**

### LIST OF PROCUREMENTS BY ACETEL

### INVENTORY OF PROCURED ITEMS/SAMPLED & REVIEWED PROJECTS

S/NO	PACKAGE	DESCRIPTION	CONTRACTOR/ BENEFICIARY	AMOUNT (NAIRA)	DATE	TYPE	METHOD USED	APPROPRIATE METHOD	REVIEWED CONTRACTS	REMARKS
		<b>UNIBEN-CERHI</b>								
		<b>GOODS</b>								
1		SUPPLY OF ELECTRONICS FOR UNIBEN LAISON OFFICE	MESSRS RICH CHUKASSON LIMIED	2,425,200.00	MARCH 17, 2022	GOODS	RFQ	SH		COMPLETED
2		PROCUREMENT T FOR COMPUTERS & OTHER OFFICES FACILITIES FOR ACCREDITATION	G.S.A ASSOCIATE INTERNATIONAL LIMITED	31,936,100.00	APRILL 01, 2022	GOODS	RFQ	NCB	REVIEWED	COMPLETED
3		PURCHASE AND INSTALLATION OF 30KVA GENERATOR SET FOR THE CERHI GUEST HOUSE	EXTRA TECH GLOBAL RESOURCES	7,224,750.00	FEBRUARY 21, 2022	GOODS	RFQ	RFQ	REVIEWED	COMPLETED
4		SUPPLY OF 11 A/Cs IN NEW UNIEN COLLEGE LIBRARY	BINTEL TECH LTD	4,204,250.00	APRILL,5, 2022	GOODS	RFQ	SH		COMPLETED
5		FURNISHING OFFICE AND STUDENTS' LECTURE ROOM IN O&G DEPARTMENT	DAVE DANIEL GLOBAL RESOURSCES LTD	2,738,025.00	21-Dec-21	GOODS	RFQ	SH		COMPLETED
6		PURCHASES OF COMPUTER SYSTEM FOR CENTRE FOR DISTANCE LEARNING	ENG.SELE AND ASSOCIATE NIG. LTD	3,952,700.00	DECEMBER 12,2021	GOODS	RFQ	SH		COMPLETED
7		FUEING OF 15,000 LITRES OF DIESEL & 2 STORAGE TANKS FOR CERHI GENERATOR	KPMSEY ENERGY	6,384,950.00	DECEMBER 12,2021	GOODS	RFQ	RFQ		COMPLETED
8		PURCHASE OF LAPTOPS FOR CERHI TEAM MEMBERS	GOODLINKS INTRGRATED RESOURCES	6,965,400.00	DECEMBER 12,2021	GOODS	RFQ	RFQ		COMPLETED
9		SUPPLY OF 10,1000 LITRES OF DIESESL TO THE CENTRE	OKHIDE ELVIS	2,362,500.00	NOVEMBER 15,2019	GOODS	RFQ	SH		COMPLETED



10		PROCUREMENT OF FLOW CYMETER REAGENTS FOR CERHI	LIFESIGN HEALTH CARE LIMITED	2,196,000.00	JUNE 30 2022	GOODS	RFQ	SH		COMPLETED
11		PURCHASES OF LABORATORY/EQUIPMENT (ACE-1)	ANO AGU NEWLIFE COMPANY	1,914,250.00	FEBRUARY 11,2022	GOODS	RFQ	SH		COMPLETED
12		PURCHASE OF HENONLINE DATABASE SUBSCRIPTION	LITTLE MITE INVESTMENT	5,500,000.00	JANUARY 10,2022	GOODS	RFQ	RFQ		COMPLETED
13		SUPPLY OF COMPUTERS, ACCESSORIES AND OFFICE EQUIPMENT	TINA CHRIS GLOBAL RESOURCES LIMITED	6,282,870.00	APRILL 29, 2022	GOODS	RFQ	RFQ		COMPLETED
14		PROCUREMENT OF EQUIPMENT AND FURNITURE IN CERHI EXTENSION BUILDING	G.S.A. ASSOCIATES	59,486,366.09	FEBRUARY. 16, 2022	GOODS	NCB	NCB	REVIEWED	COMPLETED
		<b>WORKS</b>								
15		CONSTRUCTION OF CENTRE OF EXCELLENCE FOR REPRODUCTIVE INNOVATION (CERHI) EXTENSION BUILDING.	SWITCH TECH MEGA SOLUTION LTD	135,249,532.27	FEBRUARY. 21, 2022	WORKS	RFT	NCB	REVIEWED	COMPLETED
		<b>SERVICES</b>								
16		CONSULTANCY SERVICES FOR ESMP FOR CERHI BUILDING EXTENTION	ARGON ENVIRONMENTAL LIMITED	1,666,250.00	APRILL 12, 2022	SERVICES	DC	LCS	REVIEWED	COMPLETED
				280,489,143.36						31% REVIEW SAMPLE



## **APPENDIX 2**

### CHECK LIST AND PROCUREMENT DURATION

## UNIVERSITY OF BENIN

AFRICA CENTRE OF EXCELLENCE CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION  
(CERHI)

### CAPITAL- WORKS

### CHECK LIST

#### 1. CONTRACT NAME: CONSTRUCTION OF CENTRE OF EXCELLENCE FOR REPRODUCTIVE INNOVATION (CERHI) EXTENSION BUILDING.

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> June 26, 2023 to June 28, 2023		
<b>CONTRACT NAME &amp; NUMBER:</b> CONSTRUCTION OF CENTRE OF EXCELLENCE FOR REPRODUCTIVE INNOVATION (CERHI) EXTENSION BUILDING	<b>TYPE OF CONTRACT:</b> LUMP SUM	Goods () Works (X) Services ()	<b>CONTRACT AMOUNT:</b> N135,249,532.27 (INITIALLY N118,582,775.17)
<b>CONTRACTOR'S NAME &amp; ADDRESS:</b> 1. MESSRS SWITCH TECH MEGA SOLUTION LTD; NO. 199, UGBOWO LAGOS ROAD, BENIN CITY, EDO STATE	<b>DATE OF CONTRACT AWARD &amp; SIGNATURE:</b>  Notification of Award: <b>YES – 21/02/2022</b>  Acceptance Letter dated: <b>YES – 21/02/2022</b>  Contract Signature: <b>YES – 25/02/2022.</b>		
<b>NO. OF BIDS RECEIVED:</b> FIVE (5)	<b>DATE OF CONTRACT PERFORMANCE &amp; COMPLETION:</b> FEBRUARY 25, 2022 COMPLETION DATE = SEPTEMBER 5, 2022		
<b>LOCATION OF GOODS, WORKS OR SERVICE:</b>	UNIVERSITY OF BENIN, BENIN CITY		
<b>TOPIC:</b>	<b>COMMENTS &amp; FINDINGS:</b>		
<b>CONTRACT PACKAGE (ITEMS &amp; QUANTITY)</b>	CONSTRUCTION OF CENTRE OF EXCELLENCE FOR REPRODUCTIVE INNOVATION (CERHI) EXTENSION BUILDING - 1 ITEM		
<b>CONTRACT TYPE {GOODS, WORKS (S&amp;L) SERVICES}</b>	WORKS		
<b>PROCUREMENT METHOD (ICB, LIB, NCB, SHOPPING)</b>	SELECTION (NO OBJECTION OBTAINED FROM BPP)		
<b>PREQUALIFICATION (YES/NO)</b>	NO		
<b>SINGLE STAGE/TWO STAGE</b>	SINGLE STAGE		
<b>DOMESTIC PREFERENCE (YES/NO)</b>	NO		
<b>BANK REVIEW (PRIOR, POST, SOL)</b>	PRIOR		
<b>COST (USD EQUIVALENT)</b>	325,902.49		
<b>EXCHANGE RATE/DATE</b>	USD 415 (JANUARY 2022).		



PRICE OF LOWEST EVALUATED BIDDER	N118,582,775.17			
CONTRACT VALUE AT AWARD	N118,582,775.17			
CONTINGENCIES IN PAD	N/A			
FINAL CONTRACT PRICE	N135,249,532.27 (INCREASED BY N16,666,757.10 DUE TO SUBSTRUCTURE REMEASUREMENT/VARIATIONS			
TIME (DATE)				
GENERAL PROCUREMENT NOTICE (GPN)	NOT APPLICABLE (NO OBJECTION FROM BPP)			
REQUEST FOR PROPOSAL (RFP)	NOT APPLICABLE			
INVITATION FOR PREQUALIFICATION	NOT APPLICABLE			
INVITATION FOR BIDS	JANUARY 21, 2022			
SUBMISSION OF BIDS	JANUARY 28, 2022			
CONTRACT AWARD SIGNATURE	FEBRUARY 21, 2022			
DATE OF CONTRACT PERFORMANCE/COMPLETION	CONTRACT PERFORMANCE = 25/02/2022 COMPLETION= SEPTEMBER 5, 2022			
CONTRACT ADMINISTRATION:				
CHANGES TO CONTRACT	Number NO	Description NA	Date NA	Price impact NA
FINAL PAYMENT	Number	Description	Date of Invoice	Date of Payment
	N135,249,532.27	COMPLETION OF EXTENSION TO CERHI BUILDING	NA	NA
TOTAL PAYMENT	N135,249,532.27			
DISBURSEMENT				
DISBURSEMENT METHOD (DIRECT, SOE, SPECIAL ACCOUNT)	DIRECT			
PERCENTAGE OF BANK FINANCING (%)	6.50%			
DISBURSEMENTS: AMOUNT & DATE:	1. N35,574,832.54 - PV/2022/UNIBEN-2/000000170? – OF APRIL 11, 2022 2. N47,529,891.57 – PV/2022/UNIBEN-2/000000206 – OF MAY 11, 2022. 3. N10,367,183.03 – PV/2022/UNIBEN-2/000000387 – OF SEPTEMBER 5, 2022 4. N16,666,757.10 – PV/2022/UNIBEN-2/000000383 – OF SEPTEMBER 5, 2022 5. N4,745,772.08 – PV/2022/UNIBEN-2/000000494 – OF DECEMBER 19, 2022			

<b>DELIVERABLES:</b>				
<b>Number</b>	<b>Description</b>	<b>Quantity/% Completed</b>	<b>Date delivered/ Completed</b>	<b>Remarks (Note any discrepancies from Contract)</b>
FIRST	CONSTRUCTION OF EXTENSION TO CERHI BUILDING	ABOUT 100%	05/09/2022	YES, CONTRACT SUM INCREASED BY ABOUT N16,666,757.10

<b>PROCESS COMPLIANCE</b>	<b>REMARK</b>	<b>RATING</b>
<b>INVITATION FOR BIDS</b>	SELECTED CONTRACTORS WERE INVITED TO SUBMIT BIDS	GOOD
<b>BIDS SUBMISSION</b>	BIDS SUBMITTED WITHIN THE PERIOD SOLICITED	GOOD
<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>	CREDIBLE	GOOD
<b>NOTIFICATION OF AWARD OF CONTRACT /ACCEPTANCE</b>	NOTIFICATION OF AWARD LETTER WAS ON 21/02/2022 AND THE ACCEPTANCE WAS 21/02/2022	GOOD
<b>SIGNED CONTRACT/DATE</b>	CONTRACT SIGNED 25/02/2022.	GOOD
<b>CONTRACT AMENDMENTS, IF ANY</b>	AMMENDMENT DUE TO VARIATIONS RESULTING MAINLY FROM POOR PREPARATION OF BOQ	POOR
<b>STORE RECEIPT NOTE SIGHTED?</b>	NOT APPLICABLE	GOOD
<b>EVIDENCE OF DELIVERY/COMPLETION</b>	COMPLETION CERTIFICATE SIGHTED	FAIR
<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	SUBSTANTIAL	GOOD
<b>OVERALL RATING OF PROCUREMENT EFFICIENCY</b>	SATISFACTORY	GOOD

## UNIVERSITY OF BENIN

AFRICA CENTRE OF EXCELLENCE CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION  
(CERHI)

### CAPITAL- WORKS

### PROCUREMENT DURATION FORM

**Contract No:** NOT STATED

**Contract Name:** CONSTRUCTION OF CENTRE OF EXCELLENCE FOR REPRODUCTIVE  
INNOVATION (CERHI) EXTENSION BUILDING

**Date General Procurement Notice (GPN):** NO NOTICE

**Bid Validity Period:** 90 DAYS

S/No.	STEPS	DURATION (DAYS)		
		Actual Date	Between Events	Overall (No of Days)
1	Prequalification documents received by Bank	Not Applicable	0	0
2	Bank's No Objection	Not Applicable	0	0
3	Invitation for Prequalification issued	Not Applicable	0	0
4	Submission of Prequalification applications	Not Applicable	0	0
5	PQ Evaluation Report received by Bank	Not Applicable	0	0
6	Bank's No Objection	Not Applicable	0	0
7	Bid documents received by Bank	Not Applicable	0	0
8	Bank's No Objection	Not Applicable	0	0
9	Invitation for Bids	January 21, 2022	0	0
10	Submission of Bids	January 28, 2022	7	7
11	Bid Evaluation Report preparation	February 14, 2022	17	17
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	February 21, 2022	7	7
15	Contract Signed	February 25, 2022	4	4
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>36 DAYS</b>

## UNIVERSITY OF BENIN, BENIN CITY

AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

### GOODS-CAPITAL

#### CHECK LIST

2. CONTRACT NAME: PROCUREMENT OF COMPUTERS, PRINTERS, PHOTOCOPIERS AND OTHER OFFICE FACILITIES FOR ACCREDITATION (SPONSORED BY CERHI)

LOAN/CREDIT NO. 6510-NG	REVIEW DATE: JUNE 27, 2023		
CONTRACT NAME & NUMBER: PROCUREMENT OF COMPUTERS, PRINTERS, PHOTOCOPIERS & OTHER OFFICE FACILITIES: NO.: UNIBEN/GDS/01/01-01	TYPE OF CONTRACT:	Goods (X) Works () Service ()	CONTRACT AMOUNT: N31,936,100.00
CONTRACTOR'S NAME & ADDRESS: G.S.A ASSOCIATES INT'L LTD: No. 5, BISHOP AVENUE, OFF BENIN AGBOR RD., BENIN CITY	DATE OF CONTRACT AWARD & SIGNATURE:  NOTIFICATION OF AWARD: FEBRUARY 21, 2022  ACCEPTANCE: FEBRUARY 23, 2022  CONTRACT SIGNATURE: NOT SIGHTED		
NO. OF BIDS RECEIVED: SIX (6).	DATE OF CONTRACT PERFORMANCE & COMPLETION: FEBRUARY 23, 2022 (COMPLETION PERIOD—THREE (3) WEEKS)		
LOCATION OF GOODS, WORKS OR SERVICE:	UNIVERSITY OF BENIN, BENIN CITY		
TOPIC:	COMMENTS & FINDINGS:		
CONTRACT PACKAGE (ITEMS & QUANTITY)	ONE PACKAGE: EIGHT (8) ITEMS		
CONTRACT TYPE {GOODS, WORKS (S&L) SERVICES}	GOODS		
PROCUREMENT METHOD (ICB, LIB, NCB, SHOPPING)	SELECTION (INVITATION TO TENDER)-JANUARY 4, 2022		
PREQUALIFICATION (YES/NO)	NO		
SINGLE STAGE/TWO STAGE	SINGLE STAGE		
DOMESTIC PREFERENCE (YES/NO)	NO		
BANK REVIEW (PRIOR, POST, SOL)	POST		
COST (USD EQUIVALENT)	\$74,270.00		
EXCHANGE RATE/DATE	USD N430/\$		

PRICE OF LOWEST EVALUATED BIDDER	N31,936,100.00			
CONTRACT VALUE AT AWARD	N31,936,100.00			
CONTINGENCIES IN PAD	NOT APPLICABLE			
FINAL CONTRACT PRICE	N31,936,100.00			
TIME (DATE)				
GENERAL PROCUREMENT NOTICE (GPN)	NOT APPLICABLE			
REQUEST FOR PROPOSAL (RFP)	JANUARY 4, 2022			
INVITATION FOR PREQUALIFICATION	NOT APPLICABLE			
INVITATION FOR BIDS	NOT AVAILABLE			
CONTRACT AWARD SIGNATURE	AGREEMENT NOT SIGNED			
DATE OF CONTRACT PERFORMANCE/COMPLETION	COMPLETION: FEBRUARY 23, 2022			
CONTRACT ADMINISTRATION:				
CHANGES TO CONTRACT	Number NO	Description NA	Date NA	Price impact NA
FINAL PAYMENT	Number	Description	Date of Invoice	Date of Payment
	ONE	PAYMT ON COMPLRTI ON	24/01/2022	25/02/2022
TOTAL PAYMENT	N31,936,100.00 (INCLUDING VAT, WHT) –PV/2022/UNIBEN-2/000000123			
DISBURSEMENT				
DISBURSEMENT METHOD (DIRECT, SOE, SPECIAL ACCOUNT)	DIRECT			
PERCENTAGE OF BANK FINANCING (%)	1.24%			
DISBURSEMENTS: AMOUNT & DATE:				
1.	1. N31,936,100.00 (INCLUDING VAT, WHT) – PV/2022/UNIBEN-2/000000123			
DELIVERABLES:				
Number	Description	Quantity/% Completed	Date delivered/ Completed	Remarks (Note any discrepancies from Contract)

ONE	ONE PAYMT ON COMPLETION	100%	23/02/2022	NONE
-----	-------------------------	------	------------	------

PROCESS COMPLIANCE	REMARK	RATING
INVITATION FOR BIDS	JANUARY 4, 2022	GOOD
BIDS SUBMISSION	JANUARY 26, 2022	GOOD
QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY	CREDIBLE –FEBRUARY 17, 2022	GOOD
NOTIFICATION OF AWARD OF CONTRACT /ACCEPTANCE	AWARD: FEBRUARY 21, 2022. ACCEPTANCE: FEBRUARY 23, 2022	GOOD
SIGNED CONTRACT/DATE	CONTRACT AGREEMENT: NOT SIGHTED	POOR
CONTRACT AMENDMENTS, IF ANY	NONE	NOT APPLICABLE
STORE RECEIPT NOTE SIGHTED?	INSPECTION/VERIFICATION CERTIFICATE OF FEBRUARY 21, 2022 SIGHTED	GOOD
EVIDENCE OF DELIVERY/COMPLETION	COMPLETION CERTIFICATE OF FEBRUARY 23, 2022 SEEN	GOOD
CONSULTANTS OPINION ON VALUE FOR MONEY	CREDIBLE	GOOD
OVERALL RATING OF PROCUREMENT EFFICIENCY	SATISFACTORY	GOOD



**UNIVERSITY OF BENIN, BENIN CITY**  
AFRICA CENTRE OF EXCELLENCE FOR REPRODUCTIVE HEALTH INNOVATIONS (CERHI)

**GOODS-CAPITAL**

**PROCUREMENT DURATION FORM**

**Contract No:**

**Contract Name: PROCUREMENT OF COMPUTERS, PRINTERS, PHOTOCOPIERS, AND OTHER OFFICE FACILITIES FOR ACCREDITATION (SPONSORED BY CERHI)**

**Date General Procurement Notice (GPN):** NOT APPLICABLE

**Bid Validity Period:** NA

S/No.	STEPS	DURATION (DAYS)		
		Actual Date	Between Events	Overall( No of Days)
1	Prequalification documents received by Bank	N/A	0	0
2	Bank's No Objection	N/A	0	0
3	Invitation for Prequalification issued	N/A	0	0
4	Submission of Prequalification applications	N/A	0	0
5	PQ Evaluation Report received by Bank	N/A	0	0
6	Bank's No Objection	N/A	0	0
7	Bid documents received by Bank	N/A	0	0
8	Bank's No Objection	N/A	0	0
9	Invitation for Bids issued	JANUARY 4, 2022	0	0
10	Submission of bids	JANUARY 26, 2022	22	22
11	Bid Evaluation Report received by Bank	N/A	0	0
12	Request for Clarification	N/A	0	0
13	Bank's No Objection	N/A	0	0
14	Contract Award Notice	FEBRUARY 21, 2022	26	26
15	Contract Signed	NOT AVAILABLE	0	0
	TOTAL DAYS		48 DAYS	<b>48 DAYS</b>

## UNIVERSITY OF BENIN, BENIN CITY

AFRICA CENTRE OF EXCELLENCE FOR REPRODUCTIVE HEALTH INNOVATIONS (CERHI)

### CONSULTANCY SERVICES

### CHECK LIST

3 CONTRACT NAME: CONSULTANCY SERVICES FOR ESMP FOR CERHI BUILDING EXTENSION

LOAN/CREDIT NO. 6510-NG	REVIEW DATE: JUNE 28, 2023		
CONTRACT NAME & NUMBER: CONSULTANCY FOR ESMP FOR CERHI BUILDG EXTENSION: No.	TYPE OF CONTRACT:	Goods () Works () Service (X)	CONTRACT AMOUNT: N1,666,250.00
CONTRACTOR'S NAME & ADDRESS: ARGON ENVIRONMENTAL LTD: No. 10, OBARUYI STREET, OFF OKHORO RD., BENIN CITY	DATE OF CONTRACT AWARD & SIGNATURE:  NOTIFICATION OF AWARD: MARCH 31, 2022  CONTRACT SIGNATURE: NOT SIGHTED		
NO. OF BIDS RECEIVED: ONE	DATE OF CONTRACT PERFORMANCE & COMPLETION: MAY 31, 2022		
LOCATION OF GOODS, WORKS OR SERVICE:	CERHI, UNIVERSITY OF BENIN, BENIN CITY.		
TOPIC:	COMMENTS & FINDINGS:		
CONTRACT PACKAGE (ITEMS & QUANTITY	ONE CONSULTANCY		
CONTRACT TYPE {GOODS, WORKS (S&L) SERVICES}	CONSULTANCY SERVICES		
PROCUREMENT METHOD (ICB, LIB, NCB, SHOPPING)	SH/SELECTION		
PREQUALIFICATION (YES/NO)	NO		
SINGLE STAGE/TWO STAGE	ONE STAGE		
DOMESTIC PREFERENCE (YES/NO)	NO		
BANK REVIEW (PRIOR, POST, SOL)	POST		
COST (USD EQUIVALENT)	\$3,875.00		
EXCHANGE RATE/DATE	USD N430/\$		
PRICE OF LOWEST EVALUATED BIDDER	N1,666,250.00		
CONTRACT VALUE AT AWARD	N1,666,250.00		



CONTINGENCIES IN PAD	N/A			
FINAL CONTRACT PRICE	N1,666,250.00			
TIME (DATE)				
GENERAL PROCUREMENT NOTICE (GPN)	NOT APPLICABLE			
REQUEST FOR PROPOSAL (RFP)	YES – DATE NOT AVAILABLE			
INVITATION FOR PREQUALIFICATION	NOT APPLICABLE			
INVITATION FOR BIDS	NOT AVAILABLE			
CONTRACT AWARD SIGNATURE	NOT AVAILABLE			
DATE OF CONTRACT PERFORMANCE/COMPLETION	COMPLETION: MAY 31,2022			
CONTRACT ADMINISTRATION:				
CHANGES TO CONTRACT	Number NO	Description NA	Date NA	Price impact NA
FINAL PAYMENT	Number	Description	Date of Invoice	Date of Payment
	ONE	PAYMT ON COMPLETION	31/05/2022	02/06/2022
TOTAL PAYMENT	N1,666,250.00 (INCLUDING VAT, WHT) PV/2022/UNIBEN-2/000000257			
DISBURSEMENT				
DISBURSEMENT METHOD (DIRECT, SOE, SPECIAL ACCOUNT)	DIRECT			
PERCENTAGE OF BANK FINANCING (%)	0.08%			
DISBURSEMENTS: AMOUNT & DATE:				
1.	1. N1,666,250.00 (INCLUDING VAT, WHT) PV/2022/UNIBEN-2/000000257			
DELIVERABLES:				
Number	Description	Quantity/% Completed	Date delivered/ Completed	Remarks (Note any discrepancies from Contract)
ONE	PAYMENT ON COMPLETION	100%	31/05/2022	NONE

PROCESS COMPLIANCE	REMARK	RATING
INVITATION FOR BIDS	ACTUAL DATE NOT AVAILABLE	FAIR
BIDS SUBMISSION	NOT AVAILABLE	GOOD
QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY	NONE BECAUSE ONLY ONE BIDDER SELECTED	FAIR
NOTIFICATION OF AWARD OF CONTRACT /ACCEPTANCE	AWARD: SEPTEMBER 9 2022. ACCEPTANCE: NOT SIGHTED	FAIR
SIGNED CONTRACT/DATE	CONTRACT AGREEMENT: NONE SIGHTED	POOR
CONTRACT AMENDMENTS, IF ANY	NONE	N/A
STORE RECEIPT NOTE SIGHTED?	N/A	N/A
EVIDENCE OF DELIVERY/COMPLETION	MAY 31, 2022—PHYSICAL EXAMINATION REQUESTED BY THE PROGRAM MANAGER	GOOD
CONSULTANTS OPINION ON VALUE FOR MONEY	COMMENDABLE	GOOD
OVERALL RATING OF PROCUREMENT EFFICIENCY	GOOD	GOOD

**UNIVERSITY OF BENIN, BENIN CITY**  
**AFRICA CENTRE OF EXCELLENCE FOR REPRODUCTIVE HEALTH INNOVATION (CERHI)**

**CONSULTANCY SERVICES**  
**PROCUREMENT DURATION FORM**

**Contract No:**

**Contract Name: CONSULTANCY FOR ESMP FOR CERHI BUILDING EXTENSION**

**Date General Procurement Notice (GPN): NOT APPLICABLE**

**Bid Validity Period: NA**

S/No.	STEPS	DURATION (DAYS)		
		Actual Date	Between Events	Overall (No of Days)
1	Prequalification documents received by Bank	N/A	0	0
2	Bank's No Objection	N/A	0	0
3	Invitation for Prequalification issued	N/A	0	0
4	Submission of Prequalification applications	N/A	0	0
5	PQ Evaluation Report received by Bank	N/A	0	0
6	Bank's No Objection	N/A	0	0
7	Bid documents received by Bank	N/A	0	0
8	Bank's No Objection	N/A	0	0
9	Invitation for Bids issued	NOT AVAILABLE	0	0
10	Submission of bids	NOT AVAILABLE	0	0
11	Bid Evaluation Report received by Bank	N/A	0	0
12	Request for Clarification	N/A	0	0
13	Bank's No Objection	N/A	0	0
14	Contract Award Notice	MARCH 31, 2022	0	0
15	Contract Signed	NOT AVAILABLE	0	0
	<b>THE CONTRACT WAS NOTED TO HAVE BEEN DELIVERED ON MAY 30, 2022. THAT WAS ABOUT 8 WEEKS AFTER AWARD</b>			
	TOTAL DAYS		DAYS	DAYS

--	--	--	--	--

## UNIVERSITY OF BENIN, BENIN CITY

AFRICA CENTRE OF EXCELLENCE FOR REPRODUCTIVE HEALTH INNOVATIONS (CERHI)

### GOODS-CAPITAL

### CHECK LIST

4. CONTRACT NAME: PROCUREMENT OF EQUIPMENT AND FURNITURE IN CERHI EXTENSION BUILDING, UNIVERSITY OF BENIN.

<b>LOAN/CREDIT NO. 6510-NG</b>	<b>REVIEW DATE: JUNE 28, 2023</b>		
<b>CONTRACT NAME &amp; NUMBER:</b> PROCUREMENT OF EQUIPMENT & FURNITURE IN CERHI EXTENSION BUILDING, UNIVERSITY OF BENIN. No.: LOT: UNIBEN/GDS/22/12-01	<b>TYPE OF CONTRACT:</b>	Goods (X) Works () Service ()	<b>CONTRACT AMOUNT:</b> N59,486,366.09
<b>CONTRACTOR'S NAME &amp; ADDRESS:</b> G.S.A. ASSOCIATES INT'L LTD: No. 7, BISHOP AVENUE, IKPOBA HILL, BENIN CITY	<b>DATE OF CONTRACT AWARD &amp; SIGNATURE:</b>  NOTIFICATION OF AWARD: <b>FEBRUARY 16, 2023</b>  CONTRACT SIGNATURE: <b>NOT SIGHTED</b>		
<b>NO. OF BIDS RECEIVED:</b> FOUR (4.)	<b>DATE OF CONTRACT PERFORMANCE &amp; COMPLETION: ACTUAL DATE NOT SIGHTED</b>		
<b>LOCATION OF GOODS, WORKS OR SERVICE:</b>	CERHI EXTENSION BUILDING, UNIVERSITY OF BENIN.		
<b>TOPIC:</b>	<b>COMMENTS &amp; FINDINGS:</b>		
<b>CONTRACT PACKAGE (ITEMS &amp; QUANTITY)</b>	ONE PACKAGE: TWENTY-SEVEN (27) ITEMS		
<b>CONTRACT TYPE {GOODS, WORKS (S&amp;L) SERVICES}</b>	GOODS		
<b>PROCUREMENT METHOD (ICB, LIB, NCB, SHOPPING)</b>	NCB		
<b>PREQUALIFICATION (YES/NO)</b>	YES		
<b>SINGLE STAGE/TWO STAGE</b>	TWO STAGE		
<b>DOMESTIC PREFERENCE (YES/NO)</b>	NO		
<b>BANK REVIEW (PRIOR, POST, SOL)</b>	POST		
<b>COST (USD EQUIVALENT)</b>	\$129,318,18		

EXCHANGE RATE/DATE	USD N460/\$			
PRICE OF LOWEST EVALUATED BIDDER	N59,486,366.09			
CONTRACT VALUE AT AWARD	N59,486,366.09			
CONTINGENCIES IN PAD	N/A			
FINAL CONTRACT PRICE	N59,486,366.09			
TIME (DATE)				
GENERAL PROCUREMENT NOTICE (GPN)	DECEMBER 26, 2022			
REQUEST FOR PROPOSAL (RFP)	NOT APPLICABLE			
INVITATION FOR PREQUALIFICATION	DECEMBER26, 2022			
INVITATION FOR BIDS	DECEMBER 26, 2022			
CONTRACT AWARD SIGNATURE	AGREEMENT SIGNED: NOT SIGHTED			
DATE OF CONTRACT PERFORMANCE/COMPLETION	COMPLETION:			
CONTRACT ADMINISTRATION:				
CHANGES TO CONTRACT	Number NO	Description NA	Date NA	Price impact NA
FINAL PAYMENT	Number	Description	Date of Invoice	Date of Payment
	ONE	ONE PAYMENT	15/03/23	22/03/23
TOTAL PAYMENT	N59,486,366.09			
DISBURSEMENT				
DISBURSEMENT METHOD (DIRECT, SOE, SPECIAL ACCOUNT)	DIRECT			
PERCENTAGE OF BANK FINANCING (%)	2.16%%			
DISBURSEMENTS: AMOUNT & DATE:	1. N59,486,366.09 (INCLUDING VAT, WHT)			
DELIVERABLES:				
Number	Description	Quantity/% Completed	Date delivered/ Completed	Remarks (Note any discrepancies from Contract)
ONE	ONE PAYMENT	100%	NOT SIGHTED	NONE

PROCESS COMPLIANCE	REMARK	RATING
INVITATION FOR BIDS	DECEMBER 26, 2022	GOOD
BIDS SUBMISSION	JANUARY 18, 2023	GOOD
QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY	FEBRUARY 13, 2023 --CREDIBLE	GOOD
NOTIFICATION OF AWARD OF CONTRACT /ACCEPTANCE	AWARD: FEBRUARY 16, 2023. ACCEPTANCE: FEBRUARY 20, 2023.	GOOD
SIGNED CONTRACT/DATE	CONTRACT AGREEMENT: NOT SIGHTED	
CONTRACT AMENDMENTS, IF ANY	NONE	GOOD
STORE RECEIPT NOTE SIGHTED?	NOT SIGHTED	POOR
EVIDENCE OF DELIVERY/COMPLETION	NOT SIGHTED	POOR
CONSULTANTS OPINION ON VALUE FOR MONEY	FAIR	FAIR
OVERALL RATING OF PROCUREMENT EFFICIENCY	FAIR	FAIR

**UNIVERSITY OF BENIN, BENIN CITY**  
AFRICA CENTRE OF EXCELLENCE FOR REPRODUCTIVE HEALTH INNOVATION (CERHI)

**GOODS-CAPITAL**  
**PROCUREMENT DURATION FORM**

**Contract No:**

**Contract Name: PROCUREMENT OF EQUIPMENT AND FURNITURE IN CERHI EXTENSION BUILDING, UNIVERSITY OF BENIN.**

**Date General Procurement Notice (GPN): DECEMBER 26, 2022**

**Bid Validity Period: NA**

S/No.	STEPS	DURATION (DAYS)		
		Actual Date	Between Events	Overall (No of Days)
1	Prequalification documents received by Bank	N/A	0	0
2	Bank's No Objection	N/A	0	0
3	Invitation for Prequalification issued	N/A	0	0
4	Submission of Prequalification applications	N/A	0	0
5	PQ Evaluation Report received by Bank	N/A	0	0
6	Bank's No Objection	N/A	0	0
7	Bid documents received by Bank	N/A	0	0
8	Bank's No Objection	N/A	0	0
9	Invitation for Bids issued	DECEMBER 26, 2022	0	0
10	Submission of bids	JANUARY 18, 2023	23	23
11	Bid Evaluation Report received by Bank	N/A	0	0
12	Request for Clarification	N/A	0	0
13	Bank's No Objection	N/A	0	0
14	Contract Award Notice	FEBRUARY 16, 2023	29	29
15	Contract Signed	NOT SIGHTED	0	0
	TOTAL DAYS		52 DAYS	<b>52 DAYS</b>

## UNIVERSITY OF BENIN

CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

### CAPITAL- WORKS

### CHECK LIST

#### 5. CONTRACT NAME: PROCUREMENT AND INSTALLATION OF 30KVA PERKINS GENERATOR SET FOR "CERHI" GUEST HOUSE

<b>LOAN/CREDIT NO.6510</b>	<b>REVIEW DATE: JUNE 27, 2023</b>		
<b>CONTRACT NAME &amp; NUMBER:</b> PROCUREMENT AND INSTALLATION OF 30KVA PERKINS GENERATOR SET FOR CERHI GUEST HOUSE	<b>TYPE OF CONTRACT:</b> <b>GOODS</b>	Goods (X) Works () Services ()	<b>CONTRACT AMOUNT:</b> N7,224,750.00
<b>CONTRACTOR'S NAME &amp; ADDRESS: AWARDED CONTRACTOR;</b> MESSRS EXTRA TECH GLOBAL RESOURCES.	<b>DATE OF CONTRACT AWARD &amp; SIGNATURE:</b>  Notification of Award: <b>YES –FEBRUARY 21, 2022</b>  Acceptance Letter dated: <b>YES – FEBRUARY 25, 2022</b>  Contract Signature: <b>NOT SIGHTED</b>		
<b>NO. OF BIDS RECEIVED:</b> FOURTEEN (14)	<b>DATE OF CONTRACT PERFORMANCE &amp; COMPLETION:</b> SEPTEMBER 02,2022		
<b>LOCATION OF GOODS, WORKS OR SERVICE:</b>	UNIVERSITY OF BENIN.		
<b>TOPIC:</b>	<b>COMMENTS &amp; FINDINGS:</b>		
<b>CONTRACT PACKAGE (ITEMS &amp; QUANTITY</b>	PROCUREMENT AND INSTALLATION OF 30KVA PERKINS GENERATOR SET FOR "CERHI" GUEST HOUSE		
<b>CONTRACT TYPE {GOODS, WORKS (S&amp;L) SERVICES}</b>	GOODS		
<b>PROCUREMENT METHOD (ICB, LIB, NCB, SHOPPING)</b>	SELECTIVE TENDERING		
<b>PREQUALIFICATION (YES/NO)</b>	N/A		
<b>SINGLE STAGE/TWO STAGE</b>	SINGLE STAGE		
<b>DOMESTIC PREFERENCE (YES/NO)</b>	NO		
<b>BANK REVIEW (PRIOR, POST, SOL)</b>	POST		
<b>COST (USD EQUIVALENT)</b>	\$ 19,012.50		
<b>EXCHANGE RATE/DATE</b>	USD380 (FEBRUARY 2022)		
<b>PRICE OF LOWEST EVALUATED BIDDER</b>	N7,418,000.00		
<b>CONTRACT VALUE AT AWARD</b>	N7,224,750.00		



CONTINGENCIES IN PAD	N/A			
FINAL CONTRACT PRICE	N7,224,750.00			
TIME (DATE)				
GENERAL PROCUREMENT NOTICE (GPN)	N/A			
INVITATION FOR PREQUALIFICATION	N/A			
INVITATION FOR BIDS	DECEMBER 08, 2021			
CONTRACT AWARD SIGNATURE	FEBRUARY 21,2022			
DATE OF CONTRACT PERFORMANCE/COMPLETION	SEPTEMBER 02, 2022			
CONTRACT ADMINISTRATION:				
CHANGES TO CONTRACT	Number NO	Description NA	Date NA	Price impact NA
FINAL PAYMENT	Number	Description	Date of Invoice	Date of Payment
N6, 360,514.88 (EXCLUSIVE OF VAT, WHT AND STAMP DUTY).	1	PROCUREMENT AND INSTALLATION OF 30KVA PERKINS GENERATOR SET FOR "CERHI "GUEST HOUSE	29/07/2022 PV. NO.0078	07/09/20122
TOTAL PAYMENT	N7,224,750.00			
DISBURSEMENT METHOD (DIRECT, SOE, SPECIAL ACCOUNT)	DIRECT			
PERCENTAGE OF BANK FINANCING (%)	0.003%			
DISBURSEMENTS: AMOUNT & DATE:	N7,224,750.00			
DELIVERABLES:				
Number	Description	Quantity/% Completed	Date delivered/ Completed	Remarks (Note any discrepancies from Contract)
YES	PROCUREMENT AND INSTALLATION OF 30KVA PERKINS GENERATOR SET FOR "CERHI"	100%	29/07/2022	NO

	GUEST HOUSE			
--	-------------	--	--	--

PROCESS COMPLIANCE	REMARK	RATING
INVITATION FOR BIDS	DECEMBER 8, 2021	GOOD
BIDS SUBMISSION	DECEMBER 13, 2021	GOOD
QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY	CREDIBLE	GOOD
NOTIFICATION OF AWARD OF CONTRACT /ACCEPTANCE	FEBRUARY 21, 2022	GOOD
SIGNED CONTRACT/DATE	N/A	POOR
CONTRACT AMENDMENTS, IF ANY	NONE	N/A
EVIDENCE OF DELIVERY/COMPLETION	JULY 29, 2022	GOOD
STORE RECEIPT: SIGHTED	AUGUST 01, 2022	GOOD
CONSULTANTS OPINION ON VALUE FOR MONEY	SUBSTANTIAL	GOOD
OVERALL RATING OF PROCUREMENT EFFICIENCY	SATISFACTORY	GOOD

# UNIVERSITY OF BENIN

CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

## CAPITAL- WORKS

### PROCUREMENT DURATION FORM

**Contract No:** N/A

**Contract Name:** PROCUREMENT AND INSTALLATION OF 30KVA PERKINS GENERATOR SET FOR CERHI GUEST HOUSE

**Date General Procurement Notice:** N/A

**Bid Validity Period:** 90 DAYS

S/No.	STEPS	DURATION (DAYS)		
		Actual Date	Between Events	Overall (No of Days)
1	Prequalification documents received by Bank	NOT APPLICABLE	0	0
2	Bank's No Objection	NOT APPLICABLE	0	0
3	Invitation for Prequalification issued	NOT APPLICABLE	0	0
4	Submission of Prequalification applications	NOT AVAILABLE	0	0
5	PQ Evaluation Report received by Bank	NOT APPLICABLE	0	0
6	Bank's No Objection	NOT APPLICABLE	0	0
7	Bid documents received by Bank	NOT APPLICABLE	0	0
8	Bank's No Objection	NOT APPLICABLE	0	0
9	Invitation for Bids issued	DECEMBER 08, 2021	0	0
10	Submission of bids	DECEMBER 13, 2021	5	5
11	Opening of financial proposals	DECEMBER 15, 2021	2	2
12	Bid Evaluation Report preparation	FEBRUARY 17, 2022	62	62
13	Request for Clarification	NOT APPLICABLE	0	0
14	Bank's No Objection	N/A	0	0
15	Contract Award Notice	FEBRUARY 21, 2022	4	4
16	Contract Signed	N/A	0	0
17	<b>TOTAL DAYS</b>		73 DAYS	<b>73 DAYS</b>



### **APPENDIX 3**

#### PROCUREMENT PLAN



## **APPENDIX 4**

### TERMS OF REFERENCE

### 3.1 TERMS OF REFERENCE

The Terms of Reference (TOR), the WB Procurement Guideline, the Public Procurement Act 2007 and the Public Service circular relating to the Procurement practice within the University is the guiding framework for the post procurement review. Key procurement processes were considered including:

- Client's Capacity, Adequacy of Staff; Role of Procurement Agents/Consultants; Implementation Arrangements;
- Procurement Plans and Monitoring;
- Advertising;
- Pre/Post-Qualification ;
- Bid Opening;
- Bidding Documents;
- Evaluation and Awards;
- Bid Validity Extensions;
- Signed Contracts;
- Contract Amendments and Change/Variation Orders;
- Actual Contract Payments vs. Contract Award Amount
- Securities (for Bid, Performance, Advances, Insurance, Liability, etc.);
- Contractors' Claims;
- Damages and Penalties for Delays, non-compliance with Functional Guarantees, etc.;
- Payment certificates, payments made (date and value), final price;
- Withdrawals from the Loan/Credit Agreement (date and value);
- Protests from Bidders/Contractors;
- Reasons for Slow Progress of Completion;
- Delays in Payments, Imports, Customs, etc. if any;
- Shipping documents
- Test certificates, quality certificates etc.
- List of deliverables and completion (date, description, quantity, location of goods or works);
- Contractual Disputes and their Resolution;
- Bank Comments/Reviews/Interventions at each stage; Turnaround time and Efficiency;