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NUC

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).

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## **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.

Data collection at the ACECERHI was carried out with the use of checklists. Appendix II.

### **1.3.2 Review Procedure**

The audit procurement procedure used at ACEMFS is based on the institutional guidelines and it also considered the levels of compliances with the guidelines and the achievement of the Bank's procurement principles.

However, the procurement process activities of ACE-FUELS are being implemented in consideration of section 15(1)a & b of the PPA 2007 Act as amended.

### **1.4 General Contract 'Packages**

1. ACE-CERHI procured twenty-seven (27 contracts) in 2023. This is made up of eighteen (18) goods contract and nine (9) works as shown in appendix 1 - Inventory of sampled and reviewed contracts. Most of the activities are minor procurements.
2. The appropriate procurement methods to use for every contract based on the threshold were also stated; alongside the methods used by the Centre. Appendix 1.

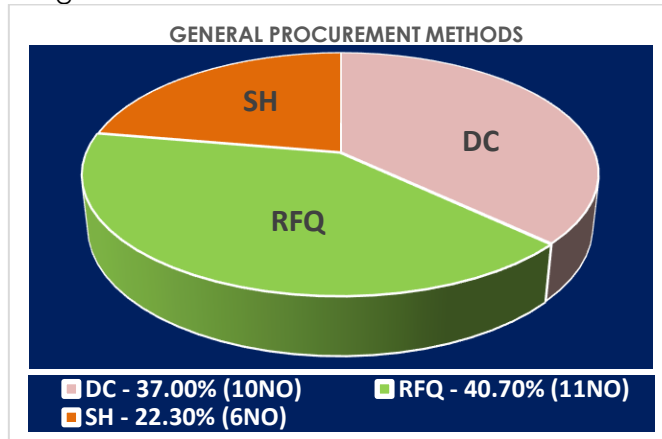
Table 1

<b><u>VALUES OF PROCUREMENT METHODS AND TYPES (AMOUNT/%)</u></b>						
<u>No</u>	<u>METHOD</u>			<u>TYPE</u>		
	<u>Method</u>	<u>Total Method Procured (N)</u>	<u>% of Procured Method</u>	<u>Type</u>	<u>Total Type Procured (N)</u>	<u>% of Procured Type</u>
<u>2</u>	<b><u>RFQ</u></b>	<u>185,112,886.42</u>	<u>91.60</u>	<b><u>GOODS</u></b>	<u>177,084,997.65</u>	<u>87.60</u>
<u>3</u>	<b><u>SH</u></b>	<u>11,652,381.00</u>	<u>5.70</u>	<b><u>WORKS</u></b>	<u>25,042,313.37</u>	<u>12.40</u>
<u>5</u>	<b><u>DC</u></b>	<u>5,362,043.60</u>	<u>2.70</u>			
<b><u>6</u></b>	<b><u>TOTAL</u></b>	<b><u>202,127,311.02</u></b>	<b><u>100%</u></b>	<b><u>TOTAL</u></b>	<b><u>202,127,311.02</u></b>	<b><u>100%</u></b>

#### **1.4.1 General Procurement Methods**

The procurement methods used by the Centre were the Request for Quotation (RFQ) that was used for eleven (11) contracts at 40.70%, Shopping was used for six (6) procurements at 22.30% while ten (10) procurements were made through Direct Contract (DC). This represents about 37.00% of the total contracts procured. Figure 1. Table 1 above shows the values of the procurement methods.

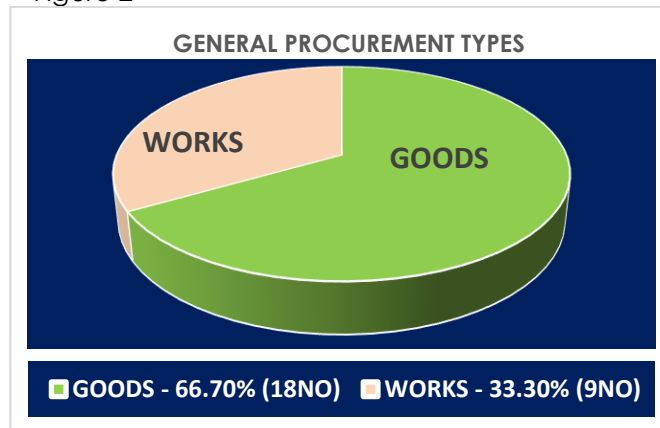
Figure 1



#### 1.4.2 General Procurement Types

The procurement types were, goods with eighteen (18) contracts at 66.70%, work has nine (9) contracts at 33.30% as illustrated with figure 2. Table 1 above shows the value representation of the procurement types.

Figure 2



#### 1.4.3 Sample Size

Random sampling was used to determine the audit sample size of 30% of the procured contracts. Eight (8) contracts were selected for review. The selection considered the various procurement methods used as well as the procurement types. The sample is made up of six (6) goods and two (2) work at about 75% and 25% respectively. All sample methods for the eight (8) contracts were the RFQ. Tables 3 & 4

TABLE 3 – FORM 3 - SELECTION OF REVIEW SAMPLE TYPES

	CONTRACTS	Goods	Works	Services	Total
		Post Review	Post Review	Post Review	Post Review
Reviewed		6	2	0	8
		out of	out of	out of	out of
Population		18	9	0	27

TABLE 4 – FORM 3 - SELECTION OF REVIEW SAMPLE METHODS

	CONTRACTS	RFQ	SH	DC	Total
		Post Review	Post Review	Post Review	Post Review
Reviewed		8	0	0	8
		out of	out of	out of	out of
Population		11	6	10	27

Table 2

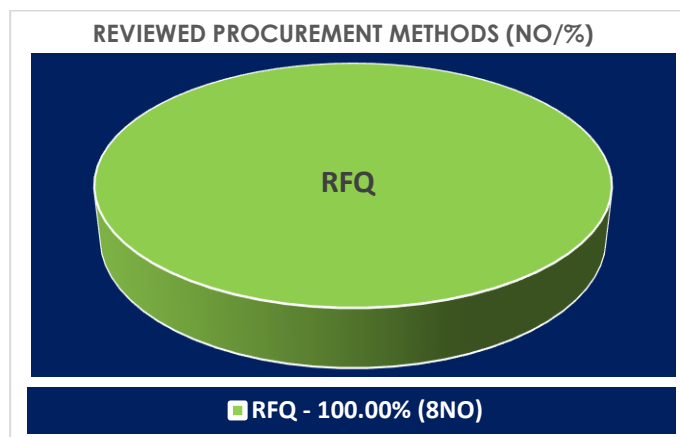
PROCURED/SAMPLE VALUES OF METHODS AND TYPES (AMOUNT/%)								
No	METHOD				TYPE			
	Method	Total Method Procured (N)	Reviewed Sample Method (N)	Review Sample (%)	Type	Total Type Procured (N)	Reviewed Sample Type (N)	Review Sample (%)
1	RFQ	185,112,886.42	170,264,010.92	100.00	GOODS	177,084,997.65	154,925,276.15	91.00
2	SH	11,652,381.00	0.00	0.00	WORKS	25,042,313.37	15,338,734.77	9.00
3	DC	5,362,043.60	0.00	0.00				
6	TOTAL	202,127,311.02	170,264,010.92	100.0%	TOTAL	202,127,311.02	170,264,010.92	100.00%

NOTE: REVIEW SAMPLES PERCENTAGES ARE THOSE OF THE REVIEWED CONTRACTS

### 1.4.3.1 Sample Method

All the eight (8) reviewed were procured using RFQ. This is 100% of the sampled procurements. Figure 3

Figure 3

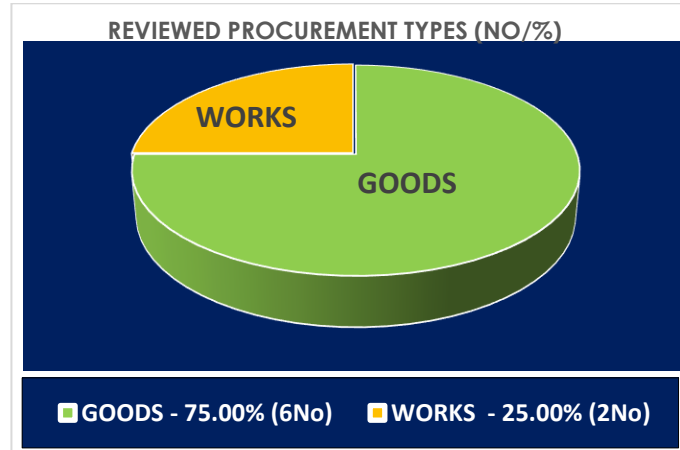




### 1.4.3.2 Sample Type

Six (6) sampled contracts representing about 75% were goods, while two (2), were works and it represent about 25% of the sampled procurements. Figure 4.

Figure 4



### 1.5 Findings

1. The Centre used the University's procurement guideline and the Public Procurement Act (2007) as amended in the procurement activities.
2. The items procured are in the procurement plan.
3. The contract for Procurement and Installation of CERHI Simulation Laboratory Equipment and Training of CERHI faculty members was not advertised. The contract was based on selection because the supplier had supplied similar products to the Centre before in 2022.
4. There is no evidence that the supplier of the Simulation Laboratory Equipment and Training is expected to pay taxes apart from VAT.
5. Twenty-seven procurement activities were presented as haven been awarded by the Centre in 2023.
6. Contract agreements were not sighted for most of the procurements.
7. CERHI does not have proper package numbering for the contracts procured.



8. For the Purchase of stationary for CERHI secretariat, the sum of N502,300.00 was added as handling fee.
9. Standard Bidding Documents (SBD) were not used for most of the procurements. Some bidders were issued sketches from where they prepared their quotation (eg. Contract for the Partitioning of CERHI Molecular Laboratory). Similar to the issue of the Contract for the Re-roofing of CERHI old Building where the bidders were allowed to take the measurement by themselves, producing different Bill of Quantities that have no uniformity with the submissions from the competing bidders.
10. Some contracts were presented and approved by the appropriate University Tenders' Board while some were approved by the Bursar.
11. The Centre has qualified procurement staff, but the major procurements were handled through the University's procurement department.
12. The mandatory compliance requirements of some of the bidders for some of the procurements were not presented. The Centre stated that these documents are normally updated by the bidders during renewal of registration but are domiciled at the University's central Procurement Department.
13. All the activities captured at CERHI during the field works are completed.
14. Provision of requested documents for the procurement audit was not seamless. Some were mixed up (on the Contract for the Partitioning of CERHI Molecular Laboratory-Payment voucher was raised 8/5/23 before agreement 15/5/23. This, according to the Centre was due to delayed response to request by the auditor for the copy of agreement.

15. Some payments were seen to have been delayed. An invoice issued on May 29, 2023 was paid on September 8, 2023 (on the Contract for the Partitioning of CERHI Molecular Laboratory).
16. Withholding Taxes (WHT) and Value Added Taxes (VAT) were deducted and evidently remitted to the relevant tax authorities. However, for some contracts, wrong deductions were made. (Contract for the Re-roofing of CERHI old Building where tax deduction was 5% instead of 10% - The contractor, Messrs Afkod Engineering Construction Co. is a business name).
17. Unsuccessful bidders were not debriefed.

### **1.6 Exit Meeting**

An exit meeting was held where communications on the preliminary findings were discussed with the Centre staff. This presented opportunities for the Centre to clarify issues raised, with explanations on the identified concerns. Issues of minor concerns were resolved through explanations on the weaknesses. The exit meeting data table is as in the attached appendix iv.

### **1.7 Infractions**

ACE-CERHI was notified of the identified infractions. These were extracted from findings and from the general issues raised with the ACE-CERHI staff during the exit meeting. They are based on unsatisfactory explanations by the ACE-CERHI staff. Appendix iv. The following are where the explanations were not satisfactory and may require further clarification by the Centre.

1. There is no evidence that the Boston Children Hospital (BCH) has met the requirement for being engaged to do government contract in Nigeria in terms of section 16(6) of the PPA 2007. The quotation and contract agreement did not show evidence that the company would pay the necessary taxes.
2. Mandatory compliance documents are the primary fulfilments before a bidder is considered responsive to bid for government contracts. Henceforth, the Centre must always show evidence of such compliances

and ensure that the documents are retrieved wherever that they are kept and presented as may be requested.

### 1.8 Procurement Process and Activities Assessment

The team considered the performance of the general procurement processes and activities to determine the level of exposure to perceived infractions and inconsistencies. The procurement activities were categorized into low, medium and high risks with percentages ranges of 0-39.99%, 40-59.99% and 60-100% respectively. Analysis of the specific contracts identified issues were carried out through the assessment matrix as shown in appendix iii, before the levels of risks were finally aggregated and determined as stated.

The performances of the procurement processes were put to test and categorized as “Poor” at a range of 0 - 49.99%, “Fair” at 50 – 69.99% and “Good” at 70 – 100%.

Overall, the **ACE-CERHI** has a **“MEDIUM”** risk grading and a **“FAIR”** procurement performance score.

### 1.9. 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	Good	Satisfactory
2	50 – 74.99	Fair	Need Improvement
3	0 – 49.99	Poor	Unsatisfactory

### 1.10. 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 is at sixty-five percent (65%) mark.

Table 3

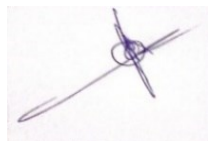
S/NO	ACTIVITY	BASIS	COMPLIANT RATE
1	Preparation of Procurement Plan	Based on WB Guideline	Good
2	Advertisements	Based on Institutional guideline and the PPA requirements	Fair
3	Procurement Method	Based on Institutional guideline and the PPA requirements.	Good
4	Bidding Processes	Based on Institutional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

### 1.11 Recommendations

1. It is important that the use of institution's procurement guideline and practices be reconsidered if certain processes with weaknesses and limited compliances are to be improved upon. For instance, invitation for RFQ should not be based only on the contractors that the University has used for previous contracts. Where more vendors are aware, the competition becomes more robust.
2. The Centre should ensure that the recommended Standard Bidding Document (SBD) are used for every procurement. It helps

to create a level playing ground for the procurement process exercise. It is a considerable risk to allow bidders prepare specifications and quantities by themselves. The varying quantities and specifications make bids evaluation and determination of the most responsive bid precarious.

3. There is nowhere in the Federal Government circular Ref.No.PROC/OSGF/BPP/709/85 dated January 19, 2022, that the Bursar has approving Authority.
4. Though some of these were retrieved and presented to the team, solicitation for mandatory compliances are means of generating revenue for government and should be considered very important during bids examinations and evaluations.
5. A bidder should not submit bid and at the summary page add certain lumpsum as handling charges. Such charges should be deducted during payment to the bidder.
6. Agreements should be executed for every contract award.
7. The Centre should ensure that vendors are engaged based on current and approved procurement methods. Thresholds and nature of contracts of goods, works and services should be taken into consideration in choosing the appropriate method.
8. Contract package identification is very important in contract management and administration. It should always be applied to all procurements.
9. The Centre should Conduct regular training programs for procurement department to enhance their understanding of procurement best practices, and compliance requirements.



QS. Okoye Ifeanacho N  
(Team Leader)

May 5, 2024

## **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 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.

## **2.8 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.

## **2.9 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.

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. The Center Leader.
  2. The accountant
  3. The 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**

CERHI presented the procurement plans and a list of twenty-seven (27) procured contracts. All the contract are completed.

Eight (8) of the procured contracts were selected for review. The selection was about 30.00% of the number of procured contracts and amount to about 82% of the value of contracts procured in 2023.

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

Table 6– ANALYSIS OF COMPLETED/UNCOMPLETED CONTRACTS

S/NO	DESCRIPTION	NO OF PROJECTS COMPLETED	NO OF PROJECTS ON-GOING	TOTAL
1	January 1, 2023 to December 31, 2023	27	0	27
	<b>TOTAL</b>	27	0	27

Table 7 – ANALYSIS OF COMPLETED/UNCOMPLETED CONTRACTS

S/NO	DESCRIPTION	PERCENTAGE
1	Completed (27No)	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 (27No)	280,489,143.36	280,489,143.36
2	Uncompleted (0No)	0	0
	<b>TOTAL</b>	<b>202,127,311.02</b>	<b>202,127,311.02</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 were also interviews and interactions with key personnel. The value of the twenty-seven contracts was N202,127,311.02

## SECTION 4 – SPECIFIC PROJECTS DETAILS

### 4.1 PROCUREMENT AND INSTALLATION OF CERHI SIMULATION LABORATORY EQUIPMENT AND TRAINING OF CERHI FACULTY MEMBERS.

#### 4.1.1 Introduction

By threshold, this is an NCB contract. However, the process adopted by CERHI for the procurement was RFQ, but based on selection. CERHI made a direct award to the Boston Children Hospital (BCH) of 300 Longwood Avenue, Boston MA 02115, USA. BCH was selected for this award without competition because CERHI has done similar business with them before when they supplied high-fidelity simulation equipment as well as trained some faculty in 2022. The meeting by the Centre's Project Management Committee where decision was taken to award the contract to BCH was held on November 3, 2023. The invitation for quotation issued to BCH was dated November 7, 2023 with a deadline date of November 21, 2023.

The Award was made to BCH in the contract sum of One Hundred and Forty-Three Thousand, Eight Hundred and Ninety-Five Dollars, Ninety-Seven Cents (\$143,895.97). This is about N118,692,590.85 at N824.85/\$. This amount is exclusive of tax but inclusive of Value Added Tax (VAT). The contract agreement was dated November 1, 2023. The goods have been supplied to CERHI but payment has not been made as at March 9, 2024. A letter from CERHI requesting the National Universities Commission (NUC) to make the payment on their behalf is dated February 20, 2024. This contract is about 2.88% of the Bank financing. The conflicting dates of November 1, 2023 and November 7, 2023 for Contract agreement and invitation for quotation respectively were said to be a mistake. However, the correction was not effected by the Centre before the submission of the report.

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

The following were observed in the procurement process of the goods.

##### **4.1.2.1 Procurement Planning**

This contract is in the Centre's 2023 procurement plan.

##### **4.1.2.2 Advertisement**

Award was based on selection because the Supplier has similar goods, they have supplied to CERHI that need not deviate in specification and standard with the present requirement.

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

The qualification was based on previous supply of similar equipment to CERHI.

##### **4.1.2.4 Competition**

The process was not competitive.

##### **4.1.2.5 Bid Opening**

This was not carried out as there was no need for such exercise.

##### **4.1.2.6 Bidding Documents**

Standard bidding documents were not used.

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

Bid examination and evaluation were done at the CERHI and there was approval by the University Tenders Board before award letter was issued to the supplier.

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

There was no letter and date that communicated the award to BCH.

##### **4.1.2.9 Contract Documents**

The quotation and the Contract Agreement were the contract documents.

##### **4.1.2.10 Procurement Duration**

The procurement processes duration leading up to the signing of the contract was inconclusive because certain dates of events were not sighted.

**4.1.2.11 Contract Implementation**

The goods have been supplied but the training of faculty members has not been completed.

**4.1.2.12 Payments**

Payment has not been made to the supplier. However, request from CERHI to NUC to make the payment on her behalf was seen and dated February 20, 2024.

**4.1.2.13 Physical Inspection**

The team undertook a physical inspection of the goods. The qualities are commendable.

**4.1.3 Recommendation**

CERHI is advised to ensure proper packaging of such procurement and adhere to the procurement rules and guidelines. There are procedure and requirements for such procurements in the PPA 2007 as amended.

**4.1.4 Conclusion**

The fact that the goods were supplied before payment is commendable. CERHI should ensure that the payment is made as soon as possible so as not to be seen to have abused the privilege.



## **4.2 CONTRACT FOR THE PARTITIONING OF CERHI MOLECULAR LABORATORY**

### **4.2.1 Introduction**

Three (3) bidders were invited to submit quotation on the Contract for the Partitioning of CERHI Molecular Laboratory. The invitations are dated April 3, 2023 and all the bidders returned their completed quotations on the same April 3, 2023. **Messrs Algodan & Alyanka International Ltd of No. 4 Agbonda Road, Adewole Housing Estate, Ilorin** offered the lowest bid and was awarded the contract in the sum of Nine Million, Nine Hundred and Six Thousand, Six Hundred Naira (N9,906,600.00) about USD, exclusive of VAT. The award was communicated with the successful bidder through an award letter dated May 15, 2023. The contract agreement was signed on May 17, 2023. The contract was completed on May 29, 2023. An advance payment of 50% was made to the contractor on May 8, 2023. However, the final balance of payment was not paid until September 8, 2023. The procurement process duration, up to the signing of the contract agreement was completed in forty-five (45) days. The initial bid offered by the contractor was not consummated because the 21 days bid validity period elapsed before the award was made, and this necessitated a requote by the bidder. The other bids were as follows, Messrs Centimore Nig. Ltd, N10,155,405.00 and Messrs Creative Furniture Industries Ltd, N15,730,875.00. This contract is about 0.44% of the Bank financing.

### **4.2.2 Observations/ Findings**

The following are the observed events and outcomes with the procurement.

#### **4.2.2.1 Procurement Planning**

The procurement is in the signed 2023 Procurement Plan.

#### **4.2.2.2 Advertisement**

No advertisement was placed anywhere including at CERHI notice board and website.



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

Prequalification was not required.

#### **4.2.2.4 Competition**

The procurement process was competitive to an extent in terms of prices comparison.

#### **4.2.2.5 Bid Opening**

The bids were opened by the procurement officer. The evidence of formal opening was not seen.

#### **4.2.2.6 Bidding Documents**

Standard Bidding Documents were not used for the procurement.

#### **4.2.2.7 Evaluation of Bids/ Proposals**

There is no evidence of bid evaluation and report.

#### **4.2.2.8 Awards of Contract**

Notification of Award Letter was issued to Messrs Algodan & Alyanka International Ltd on May 15, 2023 at the sum of N9,906,600.00. The acceptance letter was not made but the agreement was signed on May 17, 2023.

#### **4.2.2.9 Contract Documents**

The contract agreement, the letter of award and that of acceptance, together with the quotation were the contract documents and they were all well prepared.

#### **4.2.2.10 Contract Implementation**

The implementation of the contract was reasonably credible as it was completed within thirteen (13) days (as against 28 days projected by the contractor), after signing of agreement without claims from the contractor.

#### **4.2.2.11 Payments**

Payment was made twice to the contractor as follows:

1. N4,290,796.13 (net) being 50% advance payment with PV/2023/UNIBEN - 2/000000196 of May 8, 2023.



2. N4,290,796.13 (net) balance of final payment was with PV/2023/UNIBEN - 2/000000394 of September 8, 2023.

#### **4.2.2.12 Physical Inspection**

Physical Inspection was not undertaken.

#### **4.2.3 Recommendation**

1. The Center needs to ensure that the process is in line with the provisions of the Public Procurement Act 2007. They are also required to ensure that adequate publicity is given, through the appropriate channels for more bidders to participate in the bidding process.
2. Acceptance letters is one of the contract documents. The successful bidders should always be made to submit it after award.

#### **4.2.4 Conclusion**

It is a complimentary procurement process. However, more effort should be made by CERHI to ensure that the few observed weaknesses are avoided in future procurement processes.

## **4.3 CONTRACT FOR THE RE-ROOFING OF CERHI OLD BUILDING**

### **4.3.1 Introduction**

This contract for the Re-roofing of CERHI old Building is in the 2023 procurement plan. Requests for Quotations were issued to three (3) bidders on July 21, 2023. All the three invited bidders responded and returned their quotations on the same day, July 21, 2023. The quotations were evaluated and the lowest bidder was recommended for award. On this contract, the Centre disregarded the use of SBDs and standard specifications and allowed individual bidders to take measurements by themselves and came up with their quotations. Through the notification letter dated August 25, 2023, the contract was awarded to **Messrs Afkod Engineering Construction Co. of No 6, Uselu Lagos, Beside Total Filling Station** at the contract sum of N5,432,134.77 (about USD8,556.26) at N451.78/\$. There were no acceptance letter and signed contract agreement. The contract was completed on September 15, 2023. This contract is about 0.17% of the Bank financing.

### **4.3.2 Observations/ Findings**

The review showed the following observation regarding the process.

#### **4.3.2.1 Procurement Planning**

This contract is in the CERHI's 2023 procurement plan.

#### **4.3.2.2 Advertisement**

It was not advertised in the school notice boards and websites as it should.

#### **4.3.2.3 Pre/Post Qualification**

Pre-Qualification exercise does not apply to this procurement.

#### **4.3.2.4 Competition**

There was considerable competition with the process despite the fact that the bidders took their own individual measurements for the bid.

#### **4.3.2.5 Bid Opening**

There is no evidence of formal bid opening. So, the presence of bidders and independent observers could not be confirmed.

**4.3.2.6 Bidding Documents**

Standard bidding documents were not used for the procurement.

**4.3.2.7 Evaluation of Bids/ Proposals**

There is no evidence of bid evaluation and report.

**4.3.2.8 Award of Contract**

The award was made to the best and lowest responsive bidder, Messrs Afkod Engineering Construction Co. Notification of award letter is dated August 25, 2023. Acceptance letter and contract agreement were not sighted.

**4.3.2.9 Contract Documents**

The quotations and the award letter were the contract documents. The acceptance letter and signed contract agreement were not sighted.

**4.3.2.10 Procurement Duration**

The procurement process duration up to and including award date but excluding signing of contract agreement was completed within 35 days.

**4.3.2.11 Contract Implementation**

The contract implementation was moderate considering the period within which the contract was completed.

**4.3.2.12 Payments**

The payment of the sum of N4,705,586.74 (net) was made with PV/2023/UNIBEN - 2/000000442 of September 21, 2023.

**4.3.2.13 Physical Inspection**

The team carried out physical inspection of the contract.

**4.3.3 Recommendation**

1. Records of bid opening activities including bid return sheets and bid evaluation reports should always be prepared and kept for ease of retrieval for other purposes.
2. Ensure that all bidders have the current mandatory compliance documents. If they are exempted, evidence of the exemption must be attached.



3. Contract agreement should always be prepared and signed by both parties.
4. Subsistent procurement training for the CERHI staff is very necessary for effective understanding, execution and application of procurement rules and guidelines.

#### **4.3.4 Conclusion**

The primary attribute of good procurement depends on the levels of compliance with rules and guidelines. CERHI should always strive to achieve that.

## **4.4 PURCHASE OF 150KVA STAMFORD/LEROY SOMER COMPLETE ALTERNATOR COIL AND AVR FOR CERHI BUILDING GENERATOR OF SERVICING CERHI COMPLEX GENERATOR**

### **4.4.1 Introduction**

This contract for the SUPPLY OF ALTERNATOR COIL AND SERVING OF CERHI GENERATORS is not in the 2023 procurement plan of the Centre. The contract was procured through Shopping. However, there is no evidence of comparison with any other quotation.

The contract was awarded to Messrs. Wisetech Technical Company Nig. Ltd of 14, Catholic Church Road, Off Upper Ekenwan Road, Benin City, Edo State, at the sum of N3,865,550.00. The approval for the contract was made by the Bursar on January 11, 2023. This contract is about 0.17% of the Bank financing.

### **4.4.2 Observations/ Findings**

The review showed the following observation regarding the process;

#### **4.4.2.1 Procurement Planning**

This contract is not in the CERHI 2023 procurement plan.

#### **4.4.2.2 Advertisement**

It does not require advertisement.

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

Pre-Qualification exercise does not apply to this procurement.

#### **4.4.2.4 Competition**

There was no competition with the procurement process as only one quotation was obtained.

#### **4.4.2.5 Bid Opening**

Does not require bid opening and bid evaluation.

#### **4.4.2.6 Bidding Documents**

Standard bidding documents were not used.

#### **4.4.2.7 Evaluation of Bids/ Proposals**

There was no bid evaluation.

#### **4.4.2.8 Award of Contract**

The award was made to Messrs. Wisetech Technical Company Nig. Ltd base on approval by the Bursar.

#### **4.4.2.9 Contract Documents**

The only contract document was the quotations.

#### **4.4.2.10 Procurement Duration**

The procurement duration was seven (7) days (January 11, 2023 to January 18, 2023).

#### **4.4.2.11 Contract Implementation**

Apart from the weakness in the procurement process, The contract seem to have been completed without any contractual issues.

#### **4.4.2.12 Payments**

Payment of the Net amount of N3,348,532.69 was made on January 25, 2023 through PV/2023/UNIBN-2/000000037. This was 7 days after the contractor delivered and completed the items of the contract.

#### **4.4.2.13 Physical Inspection**

The physical inspection of this procurement was not done.

#### **4.4.3 Recommendation**

1. Shopping is a weak procurement method. It is made worse when there is no comparison of quotations. The Centre should always shop for comparable quotations especially when this does not fall under Section 42 of the PPA 2007 as amended.
2. Ensure that the intending bidders are compliant to section 16(6) of the PPA, 2007 as amended, or produce evidence of exemptions.
3. Ensure that proper contract agreement is drafted and signed by the parties.

#### **4.4.4 Conclusion**

It is still advised that the center must adhere to all the standard procedures as it applies to all contracts in accordance with their threshold. All necessary steps must be taken to ensure that there is complete compliance with the rules and guidelines.



## **4.5 PURCHASE OF CONSUMABLES FOR CERHI SIMULATION LABORATORY**

### **4.5.1 Introduction**

The Request for quotation for the Purchase of Consumables for CERHI Simulation Laboratory was issued to three (3) bidders on date that was not sighted. All the three invited bidders responded and returned their quotations on January 9, 2023. The quotations were evaluated and the lowest bidder was recommended for award. Through the notification letter dated May 24, 2023, the contract was awarded to Messrs Firstcareplus Ventures of NO. 46, Ugbowo-Lagos Road, Opp UBTH, Ugbowo, Benin City, Edo State at the contract sum of Eight Million, Nine Hundred and Six Thousand, One Hundred and Forty-Seven Naira, Fifty Kobo (N8,906,147.50). There were no acceptance letter and contract agreement. The contract was completed on January 18. At completion of contract, a net amount of N7,813,439.00 was paid to the contractor via PV/2023/UNIBN-2/000000083 of February 9, 2023. This contract is about 0.39% of the Bank financing.

### **4.5.2 Observations/ Findings**

The review showed the following observation regarding the process.

#### **4.5.2.1 Procurement Planning**

This contract is in the CERHI 2023 procurement plan.

#### **4.5.2.2 Advertisement**

It was not advertised, not even in the school notice boards and websites as it should. Quotations were extended to selected contractors that have been doing business with the University.

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

Pre-Qualification exercise does not apply to this procurement.

#### **4.5.2.4 Competition**

There was considerable competition with the process based on the price competitiveness of the individual bidders' items.

**4.5.2.5 Bid Opening**

The bids were opened but the presence of bidders and independent observers could not be ascertained because bids return sheets were not sighted.

**4.5.2.6 Bidding Documents**

Standard bidding documents for minor procurement of goods were used for the procurement.

**4.5.2.7 Evaluation of Bids/ Proposals**

The bids were evaluated and analysed by the procurement committee. Approval was made by the University's appropriate authority award letter was issued.

**4.5.2.8 Award of Contract**

The award was made to the best and lowest responsive bidder. Award letter, with the contract price of One Hundred and Forty-Seven Naira, Fifty Kobo (N8,906,147.50) is dated May 24, 2023.

**4.5.2.9 Contract Documents**

The quotations, and the award letter constitute the contract document. There was no acceptance letter and no signed contract agreement.

**4.5.2.10 Procurement Duration**

The procurement duration could not be determined because some of the activity's commencement dates were not made available to the audit team.

**4.5.2.11 Contract Implementation**

The contract implementation was moderate considering the period within which the items were supplied to the Centre.

**4.5.2.12 Payments**

The net amount N7,813,439.00 was paid on February 9, 2023 through PV/2023/FUTO-1/000000331. This was 23 days after submission of invoice by the contractor. On January 17, 2023.

**4.5.2.13 Physical Inspection**

The audit team made physical inspection of the materials procured. Some are shown in the attached pictures. Appendix vii.

#### **4.5.3 Recommendation**

1. The records of bid opening process, including bid return sheets should always be used during bids openings and presented whenever required to authenticate the level of transparency of the process.
2. Ensure that all bidders have the mandatory compliance documents before their bids are considered for evaluation. Expired mandatory compliant documents should also not be evaluated. There should be evidence of exemption where applicable.

#### **4.5.4 Conclusion**

Based on the audit process field work at the CERHI, the Centre should strive to comply with the above recommendations to ensure smoother and more transparent procurement process.

## **4.6 PURCHASE OF STATIONARY FOR CERHI BUILDING**

### **4.6.1 Introduction**

This contract for the Purchase of Stationary for CERHI Building is not in the 2023 procurement plan of the Centre. The contract was procured through Direct Contract. There was no record of other bidders or the comparison with any other quotation.

The contract was awarded to **Messrs. A. A. Jomos Limited No. 1 Mission Road, Benin City, Edo State**, at the sum of Six Million, Two Hundred and Three Thousand, Four Hundred and Five Naira (N6,203,405.00). This was about USD 13,731.03. The approval for the contract was made on April 19, 2023. This contract is about 0.27% of the Bank financing.

### **4.6.2 Observations/ Findings**

The review showed the following observation regarding the process;

#### **4.6.2.1 Procurement Planning**

This contract is in the CERHI 2023 procurement plan.

#### **4.6.2.2 Advertisement**

It does not require advertisement.

#### **4.6.2.3 Pre/Post Qualification**

Pre-Qualification exercise does not apply to this procurement.

#### **4.6.2.4 Competition**

There was no competition with the procurement process as only one quotation was obtained.

#### **4.6.2.5 Bid Opening**

Because DC was used, it does not require formal bid opening and bid evaluation.

#### **4.6.2.6 Bidding Documents**

Standard bidding documents were not used.

#### **4.6.2.7 Evaluation of Bids/ Proposals**

There was no bid evaluation.

#### **4.6.2.8 Award of Contract**

The award was made to Messrs. A. A. Jomos Limited without formal contract award letter, but was based on the approval by the Bursar dated April 19, 2023.

#### **4.6.2.9 Contract Documents**

The only contract document was the quotations.

#### **4.6.2.10 Procurement Duration**

The procurement duration was twenty-nine (29) days (April 19, 2023 to May 18, 2023; being date of approval of contract to date of completion/submission of invoice for payment).

#### **4.6.2.11 Contract Implementation**

Apart from the weakness in the procurement process, the contract seems to have been completed without any contractual issues.

#### **4.6.2.12 Payments**

Payment of the Net amount of N5,373,699.58 was made with PV/2023/UNIBN-2/000000240 of July 13, 2023. This was 55 days after the contractor completed the contract and issued invoice for payment. This is very discouraging.

#### **4.6.2.13 Physical Inspection**

The physical inspection of this procurement was not done.

#### **4.6.3 Recommendation**

1. Single source selection is a weak procurement method. It is made worse when there is no comparison of quotations. The Centre should always invite other bidders for comparison of quotations, especially when this does not fall under Section 42 of the PPA 2007 as amended.
2. Ensure that the intending bidders are compliant to section 16(6) of the PPA, 2007 as amended, or produce evidence of exemptions.
3. Ensure that proper contract agreement is drafted and signed by the parties.
4. Payment to contractor should be made on time. It is part of robustness in public procurement.



#### **4.6.4 Conclusion**

It is still advised that the center must adhere to all the standard procedures as it applies to all contracts in accordance with their threshold. All necessary steps must be taken to ensure that there is reasonable compliance with the rules and guidelines.

## **4.7 PROCUREMENT AND INSTALLATION OF ELECTRICAL GENERATORS**

### **4.7.1 Introduction**

This contract for the Procurement and Installation of Electrical Generators is in the 2023 procurement plan. The Requests for Quotations (RFQ) were issued to three (3) bidders but the date was not provided. All the three invited bidders responded and returned their quotations before March 16, 2023. The quotations were evaluated and the lowest bidder, Messrs. Eternal Innovations of 65A Ogologo, Rumuigbo, Port-Harcourt, River state was recommended for award of the contract in the sum of Seven Million, Two Hundred and Sixty-Four Thousand, One Hundred and Twenty-Five Naira (N7,264,125.00). About USD 16,078.89. The approval for the award was made on March 31, 2023. There were no acceptance letter and signed contract agreement. The contract was completed on April 25, 2023. This contract is about 0.32% of the Bank financing.

### **4.7.2 Observations/ Findings**

The review showed the following observation regarding the process.

#### **4.7.2.1 Procurement Planning**

This contract is in the CERHI's 2023 procurement plan.

#### **4.7.2.2 Advertisement**

It was not advertised in the school notice boards and websites as it should.

#### **4.7.2.3 Pre/Post Qualification**

Pre-Qualification exercise does not apply to this procurement because of the threshold.

#### **4.7.2.4 Competition**

There was considerable competition with the process.

#### **4.7.2.5 Bid Opening**

There is no evidence of formal bid opening. So, the presence of bidders and independent observers could not be confirmed.

#### **4.7.2.6 Bidding Documents**

Standard bidding documents were not used for the procurement.

**4.3.2.7 Evaluation of Bids/ Proposals**

There is no evidence of bid evaluation and report.

**4.7.2.8 Award of Contract**

The award was made to the best and lowest responsive bidder, Messrs. Eternal Innovations. Approval for the award was made on March 31, 2023. Acceptance letter and contract agreement were not sighted.

**4.7.2.9 Contract Documents**

The quotations and the award letter were the contract documents. The acceptance letter and signed contract agreement were not sighted.

**4.7.2.10 Procurement Duration**

The procurement process duration up to and including award date but excluding signing of contract agreement was completed within 35 days.

The procurement duration was twenty-five (25) days (March 31, 2023 to April 25, 2023; being date of approval of contract to date of completion/submission of invoice for payment).

**4.7.2.11 Contract Implementation**

The contract implementation was moderate considering the period within which the contract was completed.

**4.7.2.12 Payments**

The payment of the sum of N6, 352,477.31 (Net) was made through Voucher no. PV/2023/UNIBN-2/000000210 of May 9, 2023.

**4.7.2.13 Physical Inspection**

Physical inspection of the contract was not carried out.

**4.7.3 Recommendation**

1. Records of bid opening activities including bid return sheets and bid evaluation reports should always be prepared and kept for ease of retrieval for other purposes.
2. Ensure that all bidders have the current mandatory compliance documents. If they are exempted, evidence of the exemption must be attached.





3. Contract agreement should always be prepared and signed by both parties.
4. Subsistent procurement training for the CERHI staff is very necessary for effective understanding, execution and application of procurement rules and guidelines.

#### **4.7.4 Conclusion**

The primary attribute of good procurement depends on the levels of compliance with rules and guidelines. CERHI should always strive to achieve that.

## **4.8 SUPPLY OF ACCESSORIES FOR CERHI SIMULATION LABORATORY**

### **4.8.1 Introduction**

Three (3) bidders were invited to submit quotation on the Contract for the Supply of Accessories for CERHI Simulation Laboratory. The dates of the invitations were not supplied by CERHI. All the bidders returned their completed quotations on the same within December 14, 2023 to December 20, 2023. Messrs FirstCareplus Ventures of No. 46, Ugbowo-Lagos Road, Opp UBTH, Ugbowo, Benin City, offered the lowest bid and was awarded the contract in the gross sum of Six Million, One Hundred and Eighty-Three Thousand, Six Hundred and Seventy-Two Naira, Fifty Kobo (N6,183,672.50). About USD13,687.35. No formal letter of award was issued but the approval by the Bursar on December 16, 2022 was seen. There was no acceptance letter and no contract agreement as well. The other bids were as follows, Messrs. NK Systems Limited, N11,642,193.80 and Messrs. Kings Sciencewares Nigeria Limited, N10,089,610.00. This contract is about 0.27% of the Bank financing.

### **4.8.2 Observations/ Findings**

The following are the observed events and outcomes with the procurement.

#### **4.8.2.1 Procurement Planning**

The procurement is in the signed 2023 CERHI procurement Plan.

#### **4.8.2.2 Advertisement**

No advertisement was made. Not even in the Centre's notice Board of website where it could have given opportunity for more bidders to bid for the contract.

#### **4.8.2.3 Pre/Post Qualification**

Pre-Qualification exercise does not apply to this procurement.

#### **4.8.2.4 Competition**

The procurement process was competitive but there were wide differences with the quotations in terms of overall bids comparison.

**4.8.2.5 Bid Opening**

The bids were opened by the procurement officer. The evidence of formal opening was not provided.

**4.8.2.6 Bidding Documents**

Standard Bidding Documents were not used for the procurement.

**4.8.2.7 Evaluation of Bids/ Proposals**

There is no evidence of bid evaluation and report.

**4.8.2.8 Awards of Contract**

Notification of Award Letter was based on the Bursars approval in response to the request made to the Vice Chancellor. The bidder did not issue an acceptance letter. There was no contract agreement.

**4.8.2.9 Contract Documents**

The only formal contract document was the quotation. All other documents were not prepared.

**4.8.2.10 Contract Implementation**

The implementation of the contract was reasonably good as it was completed within twenty-nine (29), from the date of submission of quotation to the date that the invoice was issued.

**4.8.2.11 Payments**

The sum of N5, 421,896.00 (Net) was paid to the contractor with PV/2023/UNIBN-2/000000077 of February 9, 2023.

**4.8.2.12 Physical Inspection**

The audit team undertook physical inspection of the materials procured. Some are shown in the attached pictures. Appendix vii.

**4.8.3 Recommendation**

1. The Center needs to ensure that the process is in line with the provisions of the Public Procurement Act 2007. They are also required to ensure that adequate publicity is given, through the appropriate channels for more bidders to participate in the bidding process.

2. Acceptance letters is one of the contract documents. The successful bidders should always be made to submit it after award.



#### **4.8.4 Conclusion**

It is a complimentary procurement process. However, more effort should be made by CERHI to ensure that the few observed weaknesses are avoided in future procurement processes.



## APPENDICES



## **APPENDIX 1**

### LIST OF PROCUREMENTS BY CERHI



**UNIVERSITY OF BENIN – ACECERHI**

**APPENDIX 1 -INVENTORY OF PROCURED ITEMS/SAMPLED & REVIEWED PROJECT**

S/NO	PACKAGE NO	DESCRIPTION	CONTRACTOR/ BENEFICIARY	AMOUNT (NAIRA)	DATE	TYPE	METHOD USED	APPROPRIATE METHOD	REVIEWED CONTRACTS	REMARKS
		<b>UNIBEN - CERHI</b>								
		<b>GOODS</b>								
1		INSTALLATION OF SECURITY LIGHTS AT CERHI BUILDING COMPLEX	MESSRS MICHRIELLA GLOBAL SERVICES LTD	1,270,554.00	AUGUST 15, 2023	GOODS	SH	SH		COMPLETED
2		PURCHASE OF OFFICE EQUIPMENTS TO NEW CERHI BUILDING	TINA CHRIS GLOBAL RESOURCES LIMITED	2,440,475.00	SEPTEMBER 19, 2023	GOODS	SH	SH		COMPLETED
3		PROVISION OF ADDITIONAL HISENSE AIR-CONDITIONERS, PUBLIC ADDRESS SYSTEM AND PODIUM IN CERHI RESTAURANT	TINA CHRIS GLOBAL RESOURCES LIMITED	3,018,340.00	AUGUST 22, 2023	GOODS	SH	SH		COMPLETED
4		PURCHASE OF OFFICE EXECUTIVE TABLE FOR O&G FACULTY MEMBER	GENEHI GLOBAL RESOURCES NIGERIA LIMITED	296,400.00	APRIL 13, 2023	GOODS	DC	DC		COMPLETED
5		ELECTRICAL MATERIALS FOR EXTENSION POINTS FOR AIR CONDITIONERS IN THE NEW CERHI BUILDING EXTENSION	TINA CHRIS GLOBAL RESOURCES	583,550.00	JUNE 14, 2023	GOODS	DC	DC		COMPLETED
6		RECEPTION BAR AND 43'' HISENSE TV SET IN THE NEW CERHI BUILDING EXTENSION	TINA CHRIS GLOBAL RESOURCES	520,000.00	JUNE 14, 2023	GOODS	DC	DC		COMPLETED
7		ADDITIONAL 2HP HISENSE AIR CONDITIONERS IN THE NEW CERHI BUILDING EXTENSION (RESTAURANT)	TINA CHRIS GLOBAL RESOURCES LIMITED	445,500.00	JUNE 14, 2023	GOODS	DC	DC		COMPLETED
8		SUPPLY OF STUDENTS' LECTURE TABLES AND CHAIRS AT CERHI BUILDING EXTENSION	ETERNAL INNOVATIONS	9,993,457.80	MAY 18, 2023	GOODS	RFQ	RFQ		COMPLETED
9		<b>PURCHASE OF STATIONERY IN CERHI BUILDING</b>	<b>A.A JOMOS LIMITED</b>	<b>6,203,405.00</b>	<b>19-Apr-23</b>	<b>GOODS</b>	<b>RFQ</b>	<b>RFQ</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
10		PURCHASE OF START-UP EQUIPMENT AND UTENSILS FOR CERHI RESTAURANT	ORANGE BAKERY AND CONFECTIONARIES	1,553,012.00	APRIL 4, 2023	GOODS	SH	SH		COMPLETED



11		<b>SUPPLY OF STUDENTS' CHAIR AND TABLES AND OFFICE EQUIPMENT FOR DEPARTMENT OF COMMUNITY HEALTH</b>	<b>ETERNAL INNOVATIONS</b>	<b>7,264,125.00</b>	<b>MARCH 31, 2023</b>	<b>GOODS</b>	<b>RFQ</b>	<b>RFQ</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
12		PURCHASE FOR 20 FOLDING CHAIRS FOR CERHI SIMULATION LABORATORY	EXTRA TECH GLOBL RESOURCES	655,450.00	MARCH 2, 2023	GOODS	DC	DC		COMPLETED
13		<b>SUPPLY OF ALTERNATOR COIL AND SERVING OF CERHI GENERATORS</b>	<b>WISETECH TECHNICAL COMPANY</b>	<b>3,865,550.00</b>	<b>JANUARY 11, 2023</b>	<b>GOODS</b>	<b>RFQ</b>	<b>SH</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
14		<b>SUPPLY OF ACCESSORIES FOR CERHI SIMULATION LABORATORY</b>	<b>FIRST CARE PLUS VENTURES</b>	<b>6,183,672.50</b>	<b>DECEMBER 16, 2023</b>	<b>GOODS</b>	<b>RFQ</b>	<b>RFQ</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
15		<b>SUPPLY OF CONSUMABLES FOR CERHI SIMULATION LABORATORY</b>	<b>FIRST CARE PLUS VENTURES</b>	<b>8,906,147.50</b>	<b>DECEMBER 16, 2023.</b>	<b>GOODS</b>	<b>RFQ</b>	<b>RFQ</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
16		PURCHASE OF START-UP EQUIPMENT FOR CERHI RESTAURANT	ORANGE BAKERY AND CONFECTIONARIES	3,692,768.00	FEBRUARY 23, 2023	GOODS	RFQ	SH		COMPLETED
17		SUPPLY OF TEACHING MICROSCOPE FOR CERHI LABORATORY	FIRST CARE PLUS VENTURES	1,500,000.00	JUNE 14, 2023	GOODS	SH	SH		COMPLETED
18		<b>PROCUREMENT AND INSTALLATION OF CERHI SIMULATION LABORATORY EQUIPMENT AND TRAINING OF CERHI FACULTY MEMBERS</b>	<b>BOSTON CHILDREN HOSPITAL</b>	<b>118,692,590.85</b>	<b>Not supplied</b>	<b>GOODS</b>	<b>RFQ</b>	<b>NCB</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
		<b>WORKS</b>								
19		<b>PARTITIONING, CONSTRUCTION OF WORKBENCHES, PLUMBING AND ELECTRICAL INSTALLATION OOF CERHI MOLECULAR LABORATORY</b>	<b>AL-GODAN &amp; ANYANKA INT'L LTD</b>	<b>9,906,600.00</b>	<b>MAY 15, 2023</b>	<b>WORKS</b>	<b>RFQ</b>	<b>RFQ</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
20		ADDITIONAL ITEMS AS REQUESTED BY THE MOLECULAR GENETICIST TO MODIFY AND UPGRADE CERHI MOLECULAR LABORATORY	AL-GODAN & ANYANKA INT'L LTD	4,972,435.00	JULY 21, 2023	WORKS	RFQ	SH		COMPLETED
21		<b>RE-ROOFING OF CERHI OLD BUILDING</b>	<b>AFKOD ENGINEERING CONSTRUCTION CO.</b>	<b>5,432,134.77</b>	<b>AUGUST 22, 2023</b>	<b>WORKS</b>	<b>RFQ</b>	<b>RFQ</b>	<b>REVIEWED</b>	<b>COMPLETED</b>
22		RE-PAINTING OF THE CERHI BUILDING EXTENSION	DOUBLE ELEVATION NIGERIA LIMITED	398,143.00	AUGUST 15, 2023	WORKS	DC	DC		COMPLETED
23		CONSTRUCTION OF RAMP AT THE ENTRANCE OF NEW CERHI	DOUBLE ELEVATION NIGERIA LIMITED	465,150.60	SEPTEMBER 12, 2023	WORKS	DC	DC		COMPLETED





24		REHABILITATION OF SIDE CHAIN-LINKED FENCE OF CERHI COMPLEX BUILDING	DOUBLE ELEVATION NIGERIA LIMITED	399,850.00	SEPTEMBER 12, 2023	WORKS	DC	DC		COMPLETED
25		PARTITIONING OF THE CERHI SIMULTION LABORATORY.	DOUBLE ELEVATION NIGERIAN LIMITED	1,870,000.00	JANUARY 23, 2023	WORKS	SH	SH		COMPLETED
26		REPAINTING OF INTERNAL WALLS OF OLD CERHI BUIDING	DOUBLE ELEVATION NIGERIAN LIMITED	822,500.00	FEBRUARY 10, 2023	WORKS	DC	DC		COMPLETED
27		CONCRETE FLOOR CASTNG OF 1.2M WIDE ROUND THE OLD CERHI BUILDING	DOUBLE ELEVATION NIGERIAN LIMITED	775,500.00	JANUARY 11, 2023	WORKS	DC	DC		COMPLETED
		<b>SERVICES</b>								
				<b>202,127,311.02</b>					<b>30.80% REVIEW SAMPLE</b>	



**APPENDIX II**  
**CHECK LIST AND PROCUREMENT DURATION**



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

**UNIVERSITY OF BENIN, EDO STATE**

**GOODS**

1..

**CHECK LIST**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 9, 2024			
<b>CONTRACT DATA</b>				
<b>Contract Name &amp; Number:</b> Procurement and Installation of CERHI Simulation Laboratory Equipment and Training of CERHI faculty.	<b>Type of Contract: Lump Sum</b>			<b>Contract Amount:</b> <b>N</b>
	Goods <b>(X)</b>	Works ( )	Services ( )	118,692,590.85
<b>Contractor's Name &amp; Address:</b> Boston Children Hospital, 300 Longwood Avenue, Boston MA 02115, USA	<b>Notification of Award &amp; Date</b>			<b>Not sighted</b>
	<b>Acceptance Letter &amp; Date</b>			Not sighted
<b>No. of Bids Received:</b> One (1)	<b>Date of Contract Performance</b>			Not sighted
	<b>Date of Contract Agreement:</b>			November 1, 2023
<b>Location of Goods, Works or Service:</b>	CERHI, University of Benin, Edo State.			
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>			
<b>PRFOCUREMENT AND CONTRCTING</b>				
<b>Contract Package (Items &amp; Quantity)</b>	Procurement and Installation of CERHI Simulation Laboratory Equipment and Training of CERHI faculty.			
	Various goods			
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	Goods			
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	RFQ			
<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>COSTS</b>				
<b>USD Equivalent (\$)</b>	143,895.97			
<b>Exchange Rate/Date</b>	USD 824.85 (CBN November 15, 2023).			
<b>Price of Lowest Evaluated Bidder (N)</b>	118,692,590.85			
<b>Contract Value at Award (N)</b>	118,692,590.85			



<b>Contingencies in PAD</b>	N/A			
<b>Final Contract Price (N)</b>	118,692,590.85 (excluding TAXES but including VAT)			
<b>TIME (DATE)</b>				
<b>General Procurement Notice (GPN)</b>	Not Applicable			
<b>Request for Proposal (RFP)</b>	Not Applicable			
<b>Invitation for Prequalification</b>	Not Applicable			
<b>Invitation for Bids/Quotation</b>	November 7, 2023			
<b>Submission of Bids</b>	Not sighted			
<b>Contract Award Signature</b>	<b>Not sighted</b>			
<b>Date of Contract Performance</b>	Not Stated			
<b>Completion Period Offered by the Contractor</b>	Not Stated			
<b>Date of Contract Completion</b>	<b>Not sighted</b>			
<b>CONTRACT ADMINISTRATION:</b>				
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>	
	None	Not Applicable	Not Applicable	
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>	
	Procurement and Installation of CERHI Simulation Laboratory Equipment and Training of CERHI faculty	Not sighted	No payment yet	
<b>Total Payment</b>	Payment has not been made			
<b>DISBURSEMENT</b>				
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	2.88%			
<b>Disbursements: Amount &amp; Date:</b>	No disbursement has been made as at the date of field audit at CERHI			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/Completed</b>	<b>Remarks (Note any Discrepancies from Contract)</b>
	Procurement and Installation of CERHI Simulation Laboratory Equipment and Training of CERHI faculty	100%	Not sighted	None



AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**PROCUREMENT DURATION FORM**

**GOODS**

**Contract No:** Not Sighted

**Contract Name:** Procurement and Installation of CERHI Simulation Laboratory Equipment and Training of CERHI faculty Members

**Date General Procurement Notice (GPN):** Not Used

**Bid Validity Period:** Not Stated

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	November 7, 2023	0	0
10	Submission of bids	October 30, 2023	0	0
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	Not Sighted	0	0
15	Contract Signed	November 1, 2023	0	0
	<b>TOTAL DAYS</b>		DAYS	Xxxxx DAYS



AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**WORKS**

2..

**CHECK LIST**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 9, 2024		
<b>CONTRACT DATA</b>			
<b>Contract Name &amp; Number:</b> Contract for the Partitioning of CERHI Molecular Laboratory	<b>Type of Contract: Lump Sum</b>		<b>Contract Amount:</b> <b>N</b>
	Goods ( )	Works <b>(X)</b>	Services ( ) 9,906,600.00
<b>Contractor's Name &amp; Address:</b> Messrs Algodan & Alyanka International Ltd: No. 4 Agbonda Road, Adewole Housing Estate, Ilorin	<b>Notification of Award &amp; Date</b>		May 15, 2023
	<b>Acceptance Letter &amp; Date</b>		Not sighted
<b>No. of Bids Received:</b> Three (3)	<b>Date of Contract Performance</b>		Not sighted
	<b>Date of Contract Agreement:</b>		May 17, 2023
<b>Location of Goods, Works or Service:</b>	CERHI, University of Benin, Edo State.		
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>		
<b>PRFOCUREMENT AND CONTRCTING</b>			
<b>Contract Package (Items &amp; Quantity)</b>	Contract for the Partitioning of CERHI Molecular Laboratory		
	Various - 8 Items		
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	Works		
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	RFQ		
<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>COSTS</b>			
<b>USD Equivalent</b>	21,927.93		
<b>Exchange Rate/Date</b>	USD 451.78 (CBN Jan. – Oct. 23, 2023).		
<b>Price of Lowest Evaluated Bidder (N)</b>	9,906,600.00		
<b>Contract Value at Award (N)</b>	9,906,600.00		



<b>Contingencies in PAD</b>	N/A			
<b>Final Contract Price</b>	9,906,600.00 (gross) including TAX but excluding VAT			
<b>TIME (DATE)</b>				
<b>General Procurement Notice (GPN)</b>	Not Applicable			
<b>Request for Proposal (RFP)</b>	Not Applicable			
<b>Invitation for Prequalification</b>	Not Applicable			
<b>Invitation for Bids/Quotation</b>	April 3, 2023			
<b>Submission of Bids</b>	April 3, 2023			
<b>Contract Award Signature</b>	May 15, 2023			
<b>Date of Contract Performance</b>	Not sighted			
<b>Completion Period Offered by the Contractor</b>	28 Days			
<b>Date of Contract Completion</b>	May 29, 2023 (using delivery note)			
<b>CONTRACT ADMINISTRATION:</b>				
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>	
	None	Not Applicable	Not Applicable	
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>	
	Contract for the Partitioning of CERHI Molecular Laboratory	May 29, 2023	September 8, 2023	
<b>Total Payment</b>	9,906,600.00 (gross)			
<b>DISBURSEMENT</b>				
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	0.44%			
<b>Disbursements: Amount &amp; Date:</b>	i. N4,290,796.13 (net) being 50% upfront payment with PV/2023/UNIBEN - 2/000000196 of May 8, 2023. ii. N4,290,796.13 (net) balance of payment with PV/2023/UNIBEN - 2/000000394 of September 8, 2023.			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/Completed</b>	<b>Remarks (Note any Discrepancies from Contract)</b>
	Contract for the Partitioning of CERHI Molecular Laboratory	100%	May 29, 2023	None



AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**PROCUREMENT DURATION FORM**

**WORKS**

**Contract No:** Not Sighted

**Contract Name:** Contract for the Partitioning of CERHI Molecular Laboratory

**Date General Procurement Notice (GPN):** Not Used

**Bid Validity Period:** 21 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/BPP No Objection	None	0	0
9	Invitation for Bids issued	April 3, 2023	0	0
10	Submission of bids	April 3, 2023	1	1
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	May 15, 2023	42	42
15	Contract Signed	May 17, 2023	2	2
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>45 DAYS</b>





AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**WORKS**

**3..**

**CHECK LIST**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 9, 2024		
<b>CONTRACT DATA</b>			
<b>Contract Name &amp; Number:</b> Contract for the Re-roofing of CERHI old Building.	<b>Type of Contract: Lump Sum</b>		<b>Contract Amount:</b> <b>N</b>
	Goods ( )	Works <b>(X)</b>	Services ( ) 5,432,134.77
<b>Contractor's Name &amp; Address:</b> Messrs Afkod Engineering Construction Co: No 6, Uselu Lagos, Beside Total Filling Station	<b>Notification of Award &amp; Date</b>		August 25, 2023
	<b>Acceptance Letter &amp; Date</b>		Not sighted
<b>No. of Bids Received:</b> Three (3)	<b>Date of Contract Performance</b>		Not sighted
	<b>Date of Contract Agreement:</b>		Not sighted
<b>Location of Goods, Works or Service:</b>	CERHI, University of Benin, Edo State.		
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>		
<b>PRFOCUREMENT AND CONTRCTING</b>			
<b>Contract Package (Items &amp; Quantity)</b>	Contract for the Re-roofing of CERHI old Building		
	i.	0.45-gauge Longspan aluminum roofing sheet.	
ii.	0.45-gauge Longspan aluminum flat sheet.		
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	Works		
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	RFQ		
<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>COSTS</b>			
<b>USD Equivalent (\$)</b>	12,023.85		
<b>Exchange Rate/Date</b>	USD 451.78 (CBN Jan. – Oct. 23, 2023).		
<b>Price of Lowest Evaluated</b>	5,432,134.77		



<b>Bidder (N)</b>				
<b>Contract Value at Award (N)</b>	5,432,134.77			
<b>Contingencies in PAD</b>	N/A			
<b>Final Contract Price</b>	5,432,134.77 (gross) including TAX but excluding VAT			
<b>TIME (DATE)</b>				
<b>General Procurement Notice (GPN)</b>	Not Applicable			
<b>Request for Proposal (RFP)</b>	Not Applicable			
<b>Invitation for Prequalification</b>	Not Applicable			
<b>Invitation for Bids/Quotation</b>	July 21, 2023			
<b>Submission of Bids</b>	July 25, 2023			
<b>Contract Award Signature</b>	August 25, 2023 (date of approval of request to the VC)			
<b>Date of Contract Performance</b>	Not sighted			
<b>Completion Period Offered by the Contractor</b>	Not Stated			
<b>Date of Contract Completion</b>	September 15, 2023 (Based on invoice date)			
<b>CONTRACT ADMINISTRATION:</b>				
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>	
	None	Not Applicable	Not Applicable	
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>	
	Contract for the Re-roofing of CERHI old Building.	September 15, 2023	September 21, 2023	
<b>Total Payment</b>	5,432,134.77 (gross)			
<b>DISBURSEMENT</b>				
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	0.24%			
<b>Disbursements: Amount &amp; Date:</b>	N4,705,586.74 (net) payment with PV/2023/UNIBEN - 2/000000442 of September 21, 2023.			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/Completed</b>	<b>Remarks (Note any Discrepancies from Contract)</b>
	Contract for the Re-roofing of CERHI old Building.	100%	September 15, 2023	None



AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**PROCUREMENT DURATION FORM**

**WORKS**

**Contract No:** Not Sighted

**Contract Name:** Contract for the Re-roofing of CERHI old Building

**Date General Procurement Notice (GPN):** Not Used

**Bid Validity Period:** Not Stated

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	July 21, 2023	0	0
10	Submission of bids	July 21, 2023	1	1
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	August 25, 2023	34	34
15	Contract Signed	Not sighted	0	0
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>35 DAYS</b>



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN, BENIN CITY EDO STATE**

**CHECK LIST**

**4.. GOODS**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 09, 2024			
<b>CONTRACT DATA</b>				
<b>Contract Name &amp; Number:</b> Purchase of 150KVA Stamford/Leroy Somer complete Alternator Coil and AVR for CERHI Building Generator of Servicing CERHI Complex Generator	<b>Type of Contract: Lump Sum</b>			<b>Contract Amount: N</b>  N3,865,550.00
	Goods <b>(X)</b>	Work ( )	Services ( )	
<b>Contractor's Name &amp; Address:</b> Messrs. Wisetech Technical Company Nig. Ltd. 14, Catholic Church Road, Off Upper Ekenwan Road, Benin City, Edo State.	<b>Notification of Award &amp; Date</b>			January 11, 2023
	<b>Acceptance Letter &amp; Date</b>			Not sighted
<b>No. Of Bids Received:</b> One (1)	<b>Date of Contract Performance:</b>			Not sighted
	<b>Date of Contract Agreement:</b>			Not sighted
<b>Location of Goods, Works or Service:</b>	University of Benin, Benin City-Edo State			
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>			
<b>PRFOCUREMENT AND CONTRCTING</b>				
<b>Contract Package (Items &amp; Quantity)</b>	Contract package: Purchase of 150KVA Stamford/Leroy Somer complete Alternator Coil and AVR for CERHI Building Generator of Servicing CERHI Complex Generator			
	Quantities; 2 Items Complete 150KVA Alternator Coil and Original AVR			
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	Goods			
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	SHOPPING			
<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>	Post		
<b>COSTS</b>			
<b>USD Equivalent</b>	\$8,556.26		
<b>Exchange Rate/Date</b>	USD 451.78 (January to October, 2023)		
<b>Price of Lowest Evaluated Bidder (N)</b>	N3,865,550.00		
<b>Contract Value at Award (N)</b>	N3,865,550.00		
<b>Contingencies in PAD</b>	Not applicable		
<b>Final Contract Price</b>	N3,865,550.00		
<b>TIME (DATE)</b>			
<b>General Procurement Notice (GPN)</b>	Not applicable		
<b>Request for Proposal (RFP)</b>	Not applicable		
<b>Invitation for Prequalification</b>	No		
<b>Invitation for Bids</b>	Not applicable		
<b>Submission of Bids/Quotation</b>	Not applicable		
<b>Contract Award Signature</b>	Not sighted		
<b>Date of Contract Performance</b>	Not sighted		
<b>Completion Period Offered by the Contractor</b>	Not sighted		
<b>Date of Contract Completion</b>	January 18, 2023		
<b>CONTRACT ADMINISTRATION:</b>			
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>
	None	Not Applicable	Not Applicable
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>
	Supply of Alternator Coil & Servicing of CERHI Generator	January 18, 2023	January 25, 2023
<b>Total Payment</b>	N3,348,532.69 Net		
<b>DISBURSEMENT</b>			
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct		
<b>Percentage of Bank Financing (%)</b>	0.17%		



<b>Disbursements: Amount &amp; Date</b>	N3,348,532.69 – Payment for the Supply of Alternator Coil & Servicing of CERHI Generator – PV/2023/UNIBN-2/000000037 of January 25, 2023.			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/Completed</b>	<b>Remarks</b> <i>(Note any Discrepancies from Contract)</i>
	Purchase of 150KVA STAMFORD/LEROY SOMER complete Alternator Coil and AVR for CERHI Building Generator of Servicing CERHI Complex Generator	100%	January 25, 2023	



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION  
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**PROCUREMENT DURATION FORM**

**GOODS**

**Contract No:**

**Contract Name:** Purchase of 150KVA STAMFORD/LEROY SOMER complete Alternator Coil and AVR for servicing CERHI Building Generator

**Date General Procurement Notice (GPN):** Not Used

**Bid Validity Period:** Not stated

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	Not applicable	0	0
10	Submission of bids	Not applicable	0	0
11	Bid Evaluation Report preparation (financial)	Not applicable	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	January 11, 2023	0	0
15	Contract Signed	Not Sighted	0	0
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>0 DAYS</b>



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN, BENIN CITY EDO STATE**

**CHECK LIST**

**5.. GOODS**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 09, 2024			
<b>CONTRACT DATA</b>				
<b>Contract Name &amp; Number:</b> Purchase of Consumables for CERHI Simulation Laboratory	<b>Type of Contract: Lump Sum</b>			<b>Contract Amount: N</b>  N8,906,147.50
	Goods <b>(X)</b>	Work ( )	Services ( )	
<b>Contractor's Name &amp; Address:</b> Messrs FIRSTCAREPLUS VENTURES N0. 46, Ugbowo-Lagos Road, Opp UBTH, Ugbowo, Benin City, Edo State.	<b>Notification of Award &amp; Date</b>			Not Sighted
	<b>Acceptance Letter &amp; Date</b>			Not sighted
<b>No. Of Bids Received:</b> Three (3)	<b>Date of Contract Performance:</b>			Not sighted
	<b>Date of Contract Agreement:</b>			Not sighted
<b>Location of Goods, Works or Service:</b>	University of Benin, Benin City-Edo State			
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>			
<b>PRFOCUREMENT AND CONTRCTING</b>				
<b>Contract Package (Items &amp; Quantity)</b>	Contract package: Purchase of Consumables for CERHI Simulation Laboratory			
	Quantities; 20 Items 1 pack of Re-use Syringe size 1cc 1 pack of Re-use Syringe size 5cc 1 pack of Re-use Syringe size 10cc 1 pack of Re-use Syringe size 60cc 1 pack of Re-use Needles size 18 1 pack of Re-use Needles size 22 1 pack of Disposable alcohol wipes 1 pack of Disposable Blood Tubing/blood bags 1 pack of Tourniquets 1 pack each of Disposable Latex Gloves (S, M, L, XL) Re-use Surgical Gowns Re-use Apron (Whatever is used locally for deliveries) 2 Boxes of Nose Masks Re-use eye protection 1 box of Disposable Gauze			





	1 box of Disposable surgical Caps Automated Machine in Chemistry Hematology BA-A-120, BA-PA-120 Automated Machine in Hematology YSENMED Olympus Microscope Hematocrit Centrifuge Hawksley z207-h
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	Goods
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	RFQ
<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>	Post
<b>COSTS</b>	
<b>USD Equivalent</b>	\$19,713.46
<b>Exchange Rate/Date</b>	USD 451.78 (January to October, 2023)
<b>Price of Lowest Evaluated Bidder (N)</b>	N8,906,147.50
<b>Contract Value at Award (N)</b>	N8,906,147.50
<b>Contingencies in PAD</b>	Not applicable
<b>Final Contract Price</b>	N8,906,147.50
<b>TIME (DATE)</b>	
<b>General Procurement Notice (GPN)</b>	Not applicable
<b>Request for Proposal (RFP)</b>	Not applicable
<b>Invitation for Prequalification</b>	No
<b>Invitation for Bids</b>	Not sighted
<b>Submission of Bids/Quotation</b>	December 19, 2022 (various but this is the Date submitted by the contractor)
<b>Contract Award Signature</b>	Not sighted
<b>Date of Contract Performance</b>	Not sighted
<b>Completion Period Offered by the Contractor</b>	Not sighted
<b>Date of Contract Completion</b>	January 18, 2023
<b>CONTRACT ADMINISTRATION:</b>	



<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>	
	None	Not Applicable	Not Applicable	
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>	
	Supply of Consumables for CERHI Simulation Laboratory	January 17, 2023	February 9, 2023	
<b>Total Payment</b>	N7,813,439.00 Net			
<b>DISBURSEMENT</b>				
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	0.39%			
<b>Disbursements: Amount &amp; Date</b>	N7,813,439.00 – Payment for the Supply of Consumables for CERHI Simulation Laboratory – PV/2023/UNIBN-2/000000083 of February 9, 2023.			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/Completed</b>	<b>Remarks</b> <i>(Note any Discrepancies from Contract)</i>
	Purchase of Consumables for CERHI Simulation Laboratory	100%	January 25, 2023	



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**PROCUREMENT DURATION FORM**

**GOODS**

**Contract No:** Not sighted

**Contract Name:** Purchase of Consumables for CERHI Simulation Laboratory

**Date General Procurement Notice (GPN):** Not Used

**Bid Validity Period:** Not stated

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	Not sighted	0	0
10	Submission of bids	January 9, 2023	0	0
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	Not sighted	0	0
15	Contract Signed	Not Sighted	0	0
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>0 DAYS</b>



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

**6.. GOODS**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 09, 2024			
<b>CONTRACT DATA</b>				
<b>Contract Name &amp; Number:</b> Purchase of Stationary for CERHI Building	<b>Type of Contract: Lump Sum</b>			<b>Contract Amount: N</b>
	Goods <b>(X)</b>	Work ( )	Services ( )	N6,203,405.00
<b>Contractor's Name &amp; Address:</b> Messrs A. A. JOMOS LIMITED NO. 1 Mission Road, Benin City, Edo State.	<b>Notification of Award &amp; Date</b>			April 1, 2023
	<b>Acceptance Letter &amp; Date</b>			Not sighted
<b>No. Of Bids Received:</b> One (1)	<b>Date of Contract Performance:</b>			Not sighted
	<b>Date of Contract Agreement:</b>			Not sighted
<b>Location of Goods, Works or Service:</b>	University of Benin, Benin City-Edo State			
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>			
<b>PRFOCUREMENT AND CONTRCTING</b>				
<b>Contract Package (Items &amp; Quantity</b>	Contract package: Purchase of Stationary for CERHI Building			
	Quantities; 45 Items; 85 Cartons of A4 Papers 80 Grams; 8 Toner 26A; Toner 59A (With censor); 7 each Toner 650 (Black and Colored); 23 Extension Boxes; 53 Hardback Notebooks (Long); 50 Hardback Notebooks (Short); 20 Exercise Notebooks; 17 Flash Drive with OTG (32GB); 4 External Hard Disk (1TB); 2 Table Call Alarm; 11 packs of Tissue; 2 Cartons of Handwash (Zenon); 4 Cartons of Air freshener; 11 Cartons of Hypo (sachet); 10 Cartons of JIK 10 Cartons of WAW Detergent; 6 Packs of Ruler; 32 Hand Towel; 32 packets of Biro (Red, Black and Blue); 20 INK Pad; 30 Stapler; 50 packs of Staple Pins; 30 Top Gum (Large); 20 Sellotape; 20 Masking Tape; 1 pack of Correction Fluid; 20 Toner 59A (Without Censor) 5 Paper clip; 8 Printer cables (Long) – 10 Meters; 20 Staple Remover; 5 Packs of Permanent Marker; 55 Stick Notes 10 Heavy Duty Punch; 20 CD-RW; 20 Scissors; 42 Kaspersky Internet Security (3-Users); 7 Calculators (BIGS); 3 Drum for Dustin; 22 safety Adapter power surge; 20			



	Long broom; 50 Mop; 10 Chemical for Grass; 100 ARC Lever Files; 4 Waste Bin Basket.		
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	Goods		
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	RFQ		
<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>	Post		
<b>COSTS</b>			
<b>USD Equivalent</b>	\$13,731.03		
<b>Exchange Rate/Date</b>	USD 451.78 (January to October, 2023)		
<b>Price of Lowest Evaluated Bidder (N)</b>	N6,203,405.00		
<b>Contract Value at Award (N)</b>	N6,203,405.00		
<b>Contingencies in PAD</b>	Not applicable		
<b>Final Contract Price</b>	N6,203,405.00		
<b>TIME (DATE)</b>			
<b>General Procurement Notice (GPN)</b>	Not applicable		
<b>Request for Proposal (RFP)</b>	Not applicable		
<b>Invitation for Prequalification</b>	No		
<b>Invitation for Bids</b>	Not sighted		
<b>Submission of Bids/Quotation</b>	Not sighted		
<b>Contract Award Signature</b>	Not sighted		
<b>Date of Contract Performance</b>	Not sighted		
<b>Completion Period Offered by the Contractor</b>	Not sighted		
<b>Date of Contract Completion</b>	Not sighted		
<b>CONTRACT ADMINISTRATION:</b>			
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>
	None	Not Applicable	Not Applicable
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>
	Supply of Consumables for	May 18, 2023	July 13, 2023



	CERHI Simulation Laboratory			
<b>Total Payment</b>	N5,373,699.58 Net			
<b>DISBURSEMENT</b>				
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	0.27%			
<b>Disbursements: Amount &amp; Date</b>	N5,373,699.58 – Purchase of Stationary for CERHI Secretariat – PV/2023/UNIBN-2/000000240 of July 13, 2023.			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/ Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/ Completed</b>	<b>Remarks</b> <i>(Note any Discrepancies from Contract)</i>
	Purchase of Consumables for CERHI Simulation Laboratory	100%	May 18, 2023	



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION  
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UNIVERSITY OF BENIN, BENIN CITY EDO STATE**

**PROCUREMENT DURATION FORM**

**GOODS**

**Contract No:**

**Contract Name:** Purchase of Stationary for CERHI Building

**Date General Procurement Notice (GPN):** Not Used

**Bid Validity Period:** Not stated

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	Not sighted	0	0
10	Submission of bids	March 14, 2023	0	0
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	Not sighted	0	0
15	Contract Signed	Not Sighted	0	0
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>0 DAYS</b>

**CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH I NNOVATION (CERHI)  
UNIVERSITY OF BENIN**

**CHECK LIST**

**7..**

**GOODS**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 9, 2024			
<b>CONTRACT DATA</b>				
<b>Contract Name &amp; Number:</b> Supply of students' chairs and tables and office equipment for department of community health.	<b>Type of Contract: Lump Sum</b>			<b>Contract Amount: N</b>
	Goods <b>( X )</b>	Work <b>( )</b>	Services <b>( )</b>	7, 264,125.00
<b>Contractor's Name &amp; Address:</b> Eternal Innovations 65A Ogologo, Rumuigbo, Port-Harcourt, River state	<b>Notification of Award &amp; Date</b>			Not sighted
	<b>Acceptance Letter &amp; Date</b>			Not sighted
<b>No. Of Bids Received:</b> Three (3)	<b>Date of Contract Performance:</b>			Not sighted
	<b>Date of Contract Agreement:</b>			Not sighted
<b>Location of Goods, Works or Service:</b>	CERHI, University of Benin			
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>			
<b>PRFOCUREMENT AND CONTRCTING</b>				
<b>Contract Package (Items &amp; Quantity)</b>	Contract Package: Supply of students' chairs and tables and office equipment for department of community health.			
	Quantities 1. Student's adjustable reading tables and chairs – 80no. 2. Venetian blinds 6ft by 8ft – 6no. 3. Hisense 1.5hp inverter split air conditioning unit – 2no. 4. Hisense 2hp (2 ton) standing air conditioning unit – 1no.			
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	GOODS			
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	SHOPPING			
<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>COSTS</b>			
<b>USD Equivalent</b>	\$ 16,078.89		
<b>Exchange Rate/Date</b>	USD 451.78 (March 12, 2023)		
<b>Price of Lowest Evaluated Bidder (N)</b>	7, 264,125.00		
<b>Contract Value at Award (N)</b>	7, 264,125.00		
<b>Contingencies in PAD</b>	None		
<b>Final Contract Price</b>	7, 264,125.00		
<b>TIME (DATE)</b>			
<b>General Procurement Notice (GPN)</b>	Not Applicable		
<b>Request for Proposal (RFP)</b>	Not Applicable		
<b>Invitation for Prequalification</b>	Not Applicable		
<b>Invitation for Bids/Quotation</b>	Not Sighted		
<b>Submission of Bids/Quotation</b>	March 16, 2023		
<b>Contract Award Signature</b>	Not sighted		
<b>Date of Contract Performance</b>	Not sighted		
<b>Completion Period Offered by the Contractor</b>	Not sighted		
<b>Date of Contract Completion</b>	April 25, 2023		
<b>CONTRACT ADMINISTRATION:</b>			
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>
	None	Not Applicable	Not Applicable
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>
	Supply of students' chairs and tables and office equipment for department of community health.	April 25, 2023	May 9, 2023
<b>Total Payment</b>	N6, 352,477.31 (Net)		
<b>DISBURSEMENT</b>			



<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	0.32%			
<b>Disbursements: Amount &amp; Date</b>	N6, 352,477.31 (Net) Payment through Voucher no. PV/2023/UNIBN-2/000000210 on May 9, 2023			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/ Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/ Completed</b>	<b>Remarks</b> <i>(Note any Discrepancies from Contract)</i>
Not sighted	Purchase of accessories for CERHI simulation laboratory	100%	April 25, 2023	None



**CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH I NNOVATION  
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UNIVERSITY OF BENIN**

**PROCUREMENT DURATION FORM**

**GOODS**

**Contract No:** Not sighted

**Contract Name:** Purchase of accessories for CERHI simulation laboratory

**Date General Procurement Notice (GPN):** Not used

**Bid Validity Period:** Not sighted

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	Not sighted	0	0
10	Submission of bids	March 12, 2023	0	0
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	Not sighted	0	0
15	Contract Signed	Not sighted	0	0
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>DAYS</b>

**CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN  
CHECK LIST**

**8.. GOODS**

<b>LOAN/CREDIT NO.6510-NG</b>	<b>REVIEW DATE:</b> March 9, 2024			
<b>CONTRACT DATA</b>				
<b>Contract Name &amp; Number:</b> Purchase of accessories for CERHI simulation laboratory.	<b>Type of Contract: Lump Sum</b>			<b>Contract Amount: N</b>
	Goods <b>( X )</b>	Work <b>( )</b>	Services <b>( )</b>	6, 183,672.50
<b>Contractor's Name &amp; Address:</b> FirstCAREPLUS VENTURES. No. 46, Ugbowo-Lagos Road, Opp UBTH, Ugbowo, Benin City.	<b>Notification of Award &amp; Date</b>			Not sighted
	<b>Acceptance Letter &amp; Date</b>			Not sighted
<b>No. Of Bids Received:</b> Three (3)	<b>Date of Contract Performance:</b>			Not sighted
	<b>Date of Contract Agreement:</b>			Not sighted
<b>Location of Goods, Works or Service:</b>	CERHI, University of Benin			
<b>TOPIC</b>	<b>COMMENTS &amp; FINDINGS:</b>			
<b>PRFOCUREMENT AND CONTRCTING</b>				
<b>Contract Package (Items &amp; Quantity</b>	Contract Package: Purchase of accessories for CERHI simulation laboratory			
	Quantities 1. Endotrachael Tubes (cuffed) – 3no. 2. Endotrachael Tubes (uncuffed) – 3no. 3. Stylettes Tubes – 6no. 4. Portable suction unit – 2no. 5. Suction tubing – 5no. 6. Infant suction catheter (10, 12, 14) – 5no. 7. IV catheter 18g – 1no. 8. IV catheter 20g – 1no. 9. IV catheter 22g – 1no. 10. IV catheter 24g – 1no. 11. IV tubing – 20no. 12. Medical tape/plaster – 1no. 13. Vicry sutures (1, 2,2/0,3/0) – 5no. 14. Hemostate – 1no. 15. Forceps thooted – 1no. 16. Sucture kits – 1no. 17. Defibilator – 1no.			

	<p>18. Trauma share – 1no.          19. BP cuff          20. BP cuff child – 1no.          21. SPO2 cable – 1no.          22. ECG cable – 1no.          23. Autoclave box – 1no.          24. Bolt auto clave – 1no.          25. Infant warmer – 1no.          26. Ambu bag 250ml – 5no.          27. Ambu bag 500ml – 5no.          28. Ambu bag mask infant – 5no.          29. Ambu bag mask child – 5no.          30. Ambu bag adult – 5no.          31. Oxygen face mask – 5no.          32. Non-rebreather mask – 5no.          33. Nebulizer set up – 5no.          34. Oral airway set – 5no.          35. Delivery bed – 1no.          36. Crash cart trolley – 2no.          37. Drip stand – 4no.</p>
<b>Contract Type {Goods, Works (S&amp;L) Services}</b>	GOODS
<b>Procurement Method (ICB, LIB, NCB, SHOPPING-RFQ/RFT)</b>	SHOPPING
<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>COSTS</b>	
<b>USD Equivalent</b>	\$ 13,687.35
<b>Exchange Rate/Date</b>	USD 451.78 (January 17, 2023)
<b>Price of Lowest Evaluated Bidder (N)</b>	6, 183,672.50
<b>Contract Value at Award (N)</b>	6, 183,672.50
<b>Contingencies in PAD</b>	None
<b>Final Contract Price</b>	6, 183,672.50
<b>TIME (DATE)</b>	
<b>General Procurement Notice (GPN)</b>	Not Applicable
<b>Request for Proposal (RFP)</b>	Not Applicable
<b>Invitation for Prequalification</b>	Not Applicable



<b>Invitation for Bids/Quotation</b>	Not Sighted			
<b>Submission of Bids/Quotation</b>	December 19, 2022			
<b>Contract Award Signature</b>	Not sighted			
<b>Date of Contract Performance</b>	Not sighted			
<b>Completion Period Offered by the Contractor</b>	Not sighted			
<b>Date of Contract Completion</b>	January 17, 2023			
<b>CONTRACT ADMINISTRATION:</b>				
<b>Changes to Contract</b>	<b>Description</b>	<b>Date</b>	<b>Price Impact</b>	
	None	Not Applicable	Not Applicable	
<b>Final Payment</b>	<b>Description</b>	<b>Date of Invoice</b>	<b>Date of Payment</b>	
	Purchase of accessories for CERHI simulation laboratory	January 17, 2023	February 9, 2023	
<b>Total Payment</b>	N5, 421,896.00 (Net)			
<b>DISBURSEMENT</b>				
<b>Disbursement Method (Direct, SOE, Special Account)</b>	Direct			
<b>Percentage of Bank Financing (%)</b>	0.27%			
<b>Disbursements: Amount &amp; Date</b>	Payment through Voucher no. PV/2023/UNIBN-2/000000077			
<b>DELIVERABLES:</b>				
<b>Contract Package</b>	<b>Reference/Description</b>	<b>Quantity/% Completed</b>	<b>Date Delivered/Completed</b>	<b>Remarks</b> <i>(Note any Discrepancies from Contract)</i>
Not sighted	Purchase of accessories for CERHI simulation laboratory	100%	January 17, 2023	None



**CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION  
(CERHI)  
UNIVERSITY OF BENIN**

**PROCUREMENT DURATION FORM**

**GOODS**

**Contract No:** Not sighted

**Contract Name:** Purchase of accessories for CERHI simulation laboratory

**Date General Procurement Notice (GPN):** Not used

**Bid Validity Period:** Not sighted

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/BPP No Objection	None	0	0
9	Invitation for Bids issued	Not sighted	0	0
10	Submission of bids	December 19, 2022	0	0
11	Bid Evaluation Report preparation (financial)	Not sighted	0	0
12	Request for Clarification	Not Applicable	0	0
13	Bank's No Objection	Not Applicable	0	0
14	Contract Award Notice	Not sighted	0	0
15	Contract Signed	Not sighted	0	0
	<b>TOTAL DAYS</b>		<b>DAYS</b>	<b>DAYS</b>



**APPENDIX III**  
**SPECIFIC PROCUREMENT PROCESS RISKS MATRIX**





AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**GOODS**

**PROCUREMENT AND INSTALLATION OF CERHI SIMULATION LABORATORY EQUIPMENT AND TRAINING OF CERHI FACULTY MEMBERS**

**1.. PROCESS/ACTIVITY PERFORMANCE RISK RANGE AND SCORE**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE (NA)	0% - 39.99% (L)	40%-59.99% (M)	60%-100% (H)	0%-49.99% (POOR)	50%-74.99% (FAIR)	75%-100% (GOOD)	OVERALL SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			RFQ was extended to the supplier
1	In the Procurement Plan		X							
2	Appropriate Advertisement				X					The threshold demands advert in national newspapers or Federal Tenders Journal. This was not done, neither was approval to use selection obtained from the BPP.
3	Standard Bidding Documents				X					SBD was Not Used
4	Specifications		X							
5	Appropriateness of Procurement Method and Threshold				X					
6	No. of Bids received				X					RFQ - selection
7	Bid Validity Period		X							



8	Compliance Documents received				X					None was sighted. Could not be ascertained. No evidence that they were solicited by the Centre.
<b>B</b>	<b>BIDS SUBMISSION</b>							<b>Good</b>		
1	Submission Made within Solicitation Period.		X							
2	No of Bids Received				X					One RFQ issued and one received.
3	Adequacy of time for Bid Submission		X							
4	Level of Compliance to Instructions				X					No compliance document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>							<b>Fair</b>		
1	Composition and Adequacy of Bid Evaluation Committee		X					<b>Good</b>		Considered and approved by the VC
2	Disqualification of Non-Responsive Bids	X								
3	Failure to Disqualify Non-Responsive Bids	X								
4	Timeliness of Evaluation of Bids	X								Examination and evaluation of the quotation could not be ascertained.
5	Similarities Between Competing Bids	X								



6	Detected Collusion of Bids	X								
7	Detected Falsification of Bids Documents	X								
8	Third Party Observer	X								No competition.
<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>							<b>Good</b>		
1	Period within which Award Letter was issued		X							Award made through email
2	Adequacy of Award Letter content		X							
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Timeliness of Award Acceptance				X					Acceptance not sighted
<b>F</b>	<b>SIGNED CONTRACT/DATE</b>							<b>Good</b>		
1	Signed Contract Agreement		X							
2	Timeliness of Signing of Agreement		X							
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>							<b>Good</b>		
1	No contract amendment		X							
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>							<b>Good</b>		
1	Appropriateness of Date of Receipt of Item	X								
2	Adequacy of representation of items	X								



	received									
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>							<b>Good</b>		
1	Completion Documentation		X							
2	Completion within Agreed Time Period			X						Training has not been completed
<b>K</b>	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Fair</b>								
<b>L</b>	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				Medium risk is adjudged because the Centre has had such contractual relationship with BCH before and fair efficiency were adjudged based on the assessment of the basic activities and processes respectively.
		Medium				Fair				



AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**WORKS**

**CONTRACT FOR THE PARTITIONING OF CERHI MOLECULAR LABORATORY**

2..

**PROCESS/ACTIVITY PERFORMANCE RISK RANGE AND SCORE**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE (NA)	0% - 39.99% (L)	40%-59.99% (M)	60%-100% (H)	0%-49.99% (POOR)	50%-74.99% (FAIR)	75%-100% (GOOD)	OVERALL SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			Adjudged fair because SBD was not used/poor detailed specifications
1	In the Procurement Plan		X							
2	Appropriate Advertisement				X					Advert should have been placed on the Centre's website and notice board.
3	Standard Bidding Documents				X					SBD Not Used
4	Specifications				X					No specification attached. Bidder prepared quotes based on their knowledge of the sketch drawings issued to them.
5	Appropriateness of Procurement Method and Threshold		X							
6	No. of Bids received		X							Three (3) quotations requested/issued



7	Bid Validity Period		X							21 Days
8	Compliance Documents received				X					None was sighted. Could not be ascertain what was solicited from the bidders
<b>B</b>	<b>BIDS SUBMISSION</b>						<b>Fair</b>			Adjudged fair because compliance documents were not sighted/requested.
1	Submission Made within Solicitation Period.		X							
2	No of Bids Received		X							Three (3) quotations received
3	Adequacy of Time for Bid Submission		X							
4	Level of Compliance to Instructions				X					No document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>						<b>Fair</b>			
1	Composition and Adequacy of Bid Evaluation Committee				X					No evidence of evaluation committee
2	Disqualification of Non-Responsive Bids	X								
3	Failure to Disqualify Non-Responsive Bids	X								
4	Timeliness of Evaluation of Bids				X					Evaluation report not sighted
5	Similarities Between Competing Bids		X							
6	Detected Collusion of		X							



	Bids									
7	Detected Falsification of Bids Documents		X							
8	Third Party Observer				X					No observer
<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>							<b>Good</b>		
1	Period within which Award Letter was issued		X							
2	Adequacy of Award Letter content		X							
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>							<b>Poor</b>		
1	Timeliness of Award Acceptance				X					Acceptance not sighted
<b>F</b>	<b>SIGNED CONTRACT/DATE</b>							<b>Good</b>		
1	Signed Contract Agreement		X							
2	Timeliness of Signing of Agreement		X							
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>							<b>Good</b>		
1	No contract amendment		X							
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>							<b>Good</b>		
1	Appropriateness of Date of Receipt of Item	X								
2	Adequacy of representation of items received	X								



<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>					<b>Poor</b>				
1	Completion Documentation		X							
2	Completion within Agreed Time Period				X					Completed 114 days as against 28 days offered. (May 29, 2023 - September 8, 2023)
<b>K</b>	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Fair</b>								
<b>L</b>	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				Medium risk and fair efficiency were adjudged based on the assessment of the basic activities and processes respectively.
		Medium				Fair				





AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)

**UNIVERSITY OF BENIN, EDO STATE**

**WORKS**

**CONTRACT FOR THE RE-ROOFING OF CERHI OLD BUILDING**

**3..**

**PROCESS/ACTIVITY PERFORMANCE RISK RANGE AND SCORE**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE (NA)	0% - 39.99% (L)	40%-59.99% (M)	60%-100% (H)	0%-49.99% (POOR)	50%-74.99% (FAIR)	75%-100% (GOOD)	OVERALL SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			Adjudged fair because SBD was not used. No Quantities and poor specifications
1	In the Procurement Plan		X							
2	Appropriate Advertisement				X					Though RFQ was used, Advert should have been placed on the Centre's website and notice board as well.
3	Standard Bidding Documents				X					SBD Not Used
4	Specifications			X						Specification was issued without quantities. (reason the 3 bidders had different quantities)
5	Appropriateness of Procurement Method and Threshold		X							
6	No. of Bids received		X							Three (3) quotations requested and



										received
7	Bid Validity Period				X					Not stated
8	Compliance Documents received				X					None was sighted. Could not be ascertained. No evidence that they were solicited by the Centre.
<b>B</b>	<b>BIDS SUBMISSION</b>						<b>Fair</b>			Adjudged fair because compliance documents were not sighted/requested.
1	Submission Made within Solicitation Period.		X							
2	No of Bids Received		X							Three (3) quotations received
3	Adequacy of time for Bid Submission		X							
4	Level of Compliance to Instructions				X					No document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>						<b>Fair</b>			
1	Composition and Adequacy of Bid Evaluation Committee				X					No evidence of evaluation committee
2	Disqualification of Non-Responsive Bids	X								
3	Failure to Disqualify Non-Responsive Bids	X								
4	Timeliness of Evaluation of Bids				X					Evaluation report not sighted



5	Similarities Between Competing Bids		X							
6	Detected Collusion of Bids		X							
7	Detected Falsification of Bids Documents		X							
8	Third Party Observer				X					No observer required
<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>							<b>Good</b>		
1	Period within which Award Letter was issued		X							
2	Adequacy of Award Letter content		X							
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Timeliness of Award Acceptance				X					Acceptance not sighted
<b>F</b>	<b>SIGNED CONTRACT/DATE</b>							<b>Poor</b>		
1	Signed Contract Agreement				X					Agreement not sighted
2	Timeliness of Signing of Agreement				X					Could not be determined because Agreement was not sighted.
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>							<b>Good</b>		
1	No contract amendment		X							
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>							<b>Good</b>		
1	Appropriateness of	X								



	Date of Receipt of Item									
2	Adequacy of representation of items received	X								
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>					<b>Poor</b>				
1	Completion Documentation		X							
2	Completion within Agreed Time Period		X							Completed 55 days. (July 21, 2023 - September 15, 2023). No offer was sighted.
<b>K</b>	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Fair</b>								
<b>L</b>	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				Medium risk and fair efficiency were adjudged based on the assessment of the basic activities and processes respectively.
		Medium				Fair				



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN, BENIN CITY EDO STATE**

**PURCHASE OF 150KVA STAMFORD/LEROY SOMER COMPLETE ALTERNATOR COIL AND AVR FOR SERVICING OF CERHI BUILDING  
COMPLEX GENERATOR**

**4.. PROCESS/ACTIVITY PERFORMANCE RISK RANGE AND SCORE**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE NA	0% - 39.99% (L)	40%- 59.99% (M)	60%- 100% (H)	0%- 49.99% (POOR)	50%- 74.99% (FAIR)	75%- 100% (GOOD)	OVERAL L SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			Adjudged fair because SBD was not used/poor detailed specifications
1	In the Procurement Plan				X					Not sighted
2	Appropriate Advertisement	X								
3	Standard Bidding Documents				X					SBD Not used
4	Specifications				X					No specification attached. Bidder prepared quotes based on their knowledge of the sketch drawings issued to them.
5	Appropriateness of Procurement Method and Threshold		X							
6	No. of Invited Vendors				X					One (1) quotation requested from the existing contractor



7	Bid Validity Period	X								Not stated
8	Compliance Documents received				X					None was sighted. Could not ascertain what was solicited from the bidders
<b>B</b>	<b>BIDS SUBMISSION</b>					<b>Poor</b>				
1	Submission Made Within Solicitation Period.	X								None was sighted. Could not ascertain what was solicited from the bidders
2	No of Bids Received				X					Request from the existing contractor
3	Adequacy of Time for Bid Submission	X								
4	Level of Compliance to Instructions				X					No document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>						<b>Fair</b>			Adjudged poor based on the lack of evidence to show quality and transparency
1	Composition and Adequacy of Bid Evaluation Committee				X					No evidence of evaluation committee
2	Disqualification of Responsive Bids	X								
3	Failure to Disqualify Non-Responsive Bids	X								
4	Timeliness of Evaluation of Bids		X							Evaluation report not sighted
5	Similarities Between Competing Bids		X							
6	Collusion of Bids		X							
7	Falsification of Bids Documents				X					TCCs not sighted
8	Third Party Observer				X					No evidence of third-party observer



<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Period within which Award Letter was issued				X					The award letter was not sighted
2	Adequacy of Award Letter content				X					Award letter not sighted
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Timeliness of Award Acceptance				X					The acceptance letter was not sighted
<b>F</b>	<b>SIGNED CONTRACT/DATE</b>					<b>Poor</b>				
1	Signed Contract Agreement				X					Not Sighted
2	Timeliness of Signing of Agreement				X					Not Sighted
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>									
1	Any Amendments									None
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>							<b>Good</b>		
1	Appropriateness of Date of Receipt of Item		X							Store receipt was not sighted but there was a letter of instruction to confirm the items on the invoice
2	Adequacy of Representation of items Received		X							
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>						<b>Fair</b>			
1	Completion Documentation		X							The physical Verification was done and approved for payment



2	Completion within Agreed Time Period				X					Award letter and contract agreement were not sighted therefore it is difficult to ascertain the Agreed completion period.
K	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Fair</b>								Most of the important information about the procurement processes and documents were not sighted.
L	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				Medium risk is adjudged because only one quotation was collected and used without comparison, the contract was approved by the Bursar. Agreement was not sighted. The efficiency was adjudged "fair" because of Store receipt and the evidence of contract completion and documentation
		<b>Medium</b>				<b>Fair</b>				





**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN, BENIN CITY EDO STATE  
PURCHASE OF CONSUMABLES FOR CERHI SIMULATION LABORATORY  
5.. PROCESS/ACTIVITY PERFORMANCE RISK MATRIX**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE NA	0% - 39.99% (L)	40%- 59.99% (M)	60%- 100% (H)	0%- 49.99% (POOR)	50%- 74.99% (FAIR)	75%- 100% (GOOD)	OVERAL L SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			Adjudged fair because SBD was not used/poor detailed specifications
1	In the Procurement Plan		X							
2	Appropriate Advertisement				X					
3	Standard Bidding Documents				X					SBD Not used
4	Specifications		X							
5	Appropriateness of Procurement Method and Threshold		X							
6	No. of Invited Vendors		X							Three (3) quotations requested from the existing contractor
7	Bid Validity Period				X					Not stated
<b>B</b>	<b>BIDS SUBMISSION</b>						<b>Poor</b>			
1	Submission Made Within Solicitation Period.				X					None was sighted. Could not be ascertained what was solicited from the



										bidders
2	No of Bids Received		X							Three (3) from the existing contractors
3	Adequacy of Time for Bid Submission				X					
4	Level of Compliance to Instructions				X					No document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>						<b>Fair</b>			Adjudged poor based on the lack of evidence to show quality and transparency
1	Composition and Adequacy of Bid Evaluation Committee				X					No evidence of evaluation committee
2	Disqualification of Responsive Bids		X							
3	Failure to Disqualify Non-Responsive Bids		X							
4	Timeliness of Evaluation of Bids		X							Evaluation report not sighted
5	Similarities Between Competing Bids		X							
6	Collusion of Bids		X							
7	Falsification of Bids Documents				X					TCCs not sighted
8	Third Party Observer				X					No evidence of third-party observer
<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>						<b>Poor</b>			
1	Period within which Award Letter was issued				X					The award letter was not sighted
2	Adequacy of Award Letter content				X					Award letter not sighted



<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Timeliness of Award Acceptance				X					The acceptance letter was not sighted
<b>F</b>	<b>SIGNED CONTRACT/DATE</b>					<b>Poor</b>				
1	Signed Contract Agreement				X					Not Sighted
2	Timeliness of Signing of Agreement				X					Not Sighted
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>									
1	Any Amendments									None
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>						<b>Fair</b>			
1	Appropriateness of Date of Receipt of Item			X						Store receipt was not sighted but there was a letter of instruction to confirm the items on the invoice
2	Adequacy of Representation of items Received			X						
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>						<b>Fair</b>			
1	Completion Documentation		X							The physical Verification was done and approved for payment
2	Completion within Agreed Time Period				X					Award letter and contract agreement were not sighted therefore it is difficult to ascertain the Agreed completion period.
<b>K</b>	<b>CONSULTANTS OPINION</b>	<b>Poor</b>								Most of the important information about the procurement



	<b>ON VALUE FOR MONEY</b>			processes and documents were not sighted.
<b>L</b>	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>	<b>Efficiency</b>	High risk was adjudged because, there was no bid evaluation, the contract award and contract Agreement were not sighted. The efficiency was adjudged "fair" because of Store receipt and the evidence of contract completion and documentation
		<b>High</b>	<b>Fair</b>	



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN, BENIN CITY EDO STATE  
PURCHASE OF STATIONARY FOR CERHI BUILDING  
PROCESS/ACTIVITY PERFORMANCE RISK MATRIX**

**6.**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE NA	0% - 39.99% (L)	40%- 59.99% (M)	60%- 100% (H)	0%- 49.99% (POOR)	50%- 74.99% (FAIR)	75%- 100% (GOOD)	OVERAL L SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			Adjudged fair because SBD was not used/poor detailed specifications
1	In the Procurement Plan		X							
2	Appropriate Advertisement				X					Appropriate Advertisement should have been placed in the school websites and Notice boards
3	Standard Bidding Documents				X					SBD Not used
4	Specifications		X							
5	Appropriateness of Procurement Method and Threshold				X					Shopping was used instead of request for quotation
6	No. of Invited Vendors				X					One (1) quotation requested from the existing contractor
7	Bid Validity Period				X					Not stated
<b>B</b>	<b>BIDS SUBMISSION</b>					<b>Poor</b>				
1	Submission Made				X					None was sighted. Could not be



	Within Solicitation Period.									ascertained what was solicited from the bidders
2	No of Bids Received				X					Only a list of items to be procured was sighted
3	Adequacy of Time for Bid Submission				X					Invitation for bid was not sighted therefore it is difficult to ascertain the solicitation of bid period
4	Level of Compliance to Instructions				X					None was sighted. Could not be ascertained what was solicited from the bidders
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>					<b>Poor</b>				Adjudged poor based on the lack of evidence to show quality and transparency
1	Composition and Adequacy of Bid Evaluation Committee				X					No evidence of evaluation committee
2	Disqualification of Responsive Bids		X							
3	Failure to Disqualify Non-Responsive Bids		X							
4	Timeliness of Evaluation of Bids				X					Evaluation report not sighted
5	Similarities Between Competing Bids	X								Only one bid was sighted
6	Collusion of Bids		X							
7	Falsification of Bids Documents		X							
8	Third Party Observer				X					No evidence of third-party observer



<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Period within which Award Letter was issued				X					The award letter was not sighted
2	Adequacy of Award Letter content				X					Award letter not sighted
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>					<b>Poor</b>				
1	Timeliness of Award Acceptance				X					The acceptance letter was not sighted
<b>F</b>	<b>SIGNED CONTRACT/DATE</b>					<b>Poor</b>				
1	Signed Contract Agreement				X					Not Sighted
2	Timeliness of Signing of Agreement				X					Not Sighted
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>									
1	Any Amendments									None
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>						<b>Fair</b>			
1	Appropriateness of Date of Receipt of Item			X						Store receipt was not sighted but there was a letter of instruction to confirm the items on the invoice
2	Adequacy of Representation of items Received			X						
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>						<b>Fair</b>			
1	Completion Documentation		X							The physical Verification was done and approved for



										payment
2	Completion within Agreed Time Period				X					Award letter and contract agreement were not sighted therefore it is difficult to ascertain the Agreed completion period.
K	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Poor</b>								Most of the important information about the procurement processes and documents were not sighted.
L	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				High risk was adjudged because there was no bid evaluation, the contract award and contract Agreement were not sighted. The efficiency was adjudged "Poor" for the same reason
		<b>High</b>				<b>Poor</b>				





**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)  
UNIVERSITY OF BENIN, BENIN CITY EDO STATE  
PURCHASE OF ACCESSORIES FOR CERHI SIMULATION LABORATORY  
PROCESS/ACTIVITY PERFORMANCE RISK MATRIX**

**7.**

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE NA	0%-39.99% (L)	40%-59.99% (M)	60%-100% (H)	0%-49.99% (POOR)	50%-74.99% (FAIR)	75%-100% (GOOD)	OVERALL SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			
1	In the Procurement Plan		X							
2	Appropriate Advertisement				X					
3	Standard Bidding Documents				X					Standard bidding documents were not used for this contract
4	Specifications		X							
5	Appropriateness of Procurement Method and Threshold		X							
6	No. of Invited Vendors		X							Three (3)
7	Bid Validity Period				X					Not sighted
<b>B</b>	<b>BIDS SUBMISSION</b>					<b>Poor</b>				
1	Submission Made Within Solicitation Period.				X					Date for submission was not sighted because there was no letter of invitation to bids.
2	No of Bids Received		X							Three (3) quotations received.
3	Adequacy of Time for Bid Submission				X					Time of submission could not be ascertained because there was invitation



										letter.
4	Level of Compliance to Instructions				X					No document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>						<b>Fair</b>			
1	Composition and Adequacy of Bid Evaluation Committee				X					No evidence of evaluation committee
2	Disqualification of Responsive Bids		X							
3	Failure to Disqualify Non-Responsive Bids		X							
4	Timeliness of Evaluation of Bids				X					Evaluation report not sighted
5	Similarities Between Competing Bids		X							
6	Collusion of Bids		X							
7	Falsification of Bids Documents		X							
8	Third Party Observer				X					No observer
<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>						<b>Poor</b>			
1	Period within which Award Letter was issued				X					Award letter not sighted
2	Adequacy of Award Letter content				X					No content was sighted because award letter was not issued.
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>						<b>Poor</b>			
1	Timeliness of Award Acceptance				X					Acceptance not sighted



<b>F</b>	<b>SIGNED CONTRACT/DATE</b>					<b>Poor</b>				
1	Signed Contract Agreement				X					Contract agreement not sighted
2	Timeliness of Signing of Agreement				X					Date of contract signing not sighted.
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>							<b>Good</b>		
1	No contract amendment		X							
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>							<b>Good</b>		
1	Appropriateness of Date of Receipt of Item		X							
2	Adequacy of Representation of items Received		X							
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>							<b>Fair</b>		
1	Completion Documentation		X							
2	Completion within Agreed Time Period				X					Completion period could not be ascertained because award letter was not sighted.
<b>K</b>	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Fair</b>								
<b>L</b>	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				Medium risk and fair efficiency were adjudged based on the assessment of the basic activities and processes respectively.
		<b>Medium</b>				<b>Fair</b>				



**AFRICA CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION (CERHI)**  
**UNIVERSITY OF BENIN, BENIN CITY EDO STATE**  
**PURCHASE OF ACCESSORIES FOR CERHI SIMULATION LABORATORY**  
**PROCESS/ACTIVITY PERFORMANCE RISK MATRIX**

8.

S/NO	PROCESS/ACTIVITY	PROCESS/ACTIVITY PERFORMANCE RISK				PROCESS EVALUATION SCORE				REMARK
		NOT APPLICABLE NA	0%-39.99% (L)	40%-59.99% (M)	60%-100% (H)	0%-49.99% (POOR)	50%-74.99% (FAIR)	75%-100% (GOOD)	OVERALL SCORE	
<b>A</b>	<b>INVITATION FOR BIDS</b>						<b>Fair</b>			
1	In the Procurement Plan		X							
2	Appropriate Advertisement			X						Advert should have been placed on the Centre's website and notice board.
3	Standard Bidding Documents				X					SBD Not Used
4	Specifications		X							
5	Appropriateness of Procurement Method and Threshold		X							
6	No. of Invited Vendors		X							Three (3)
7	Bid Validity Period				X					Not sighted
8	Compliance Documents received				X					None was sighted. Could not ascertain details of what was solicited from the bidders
<b>B</b>	<b>BIDS SUBMISSION</b>					<b>Poor</b>				
1	Submission Made Within Solicitation Period.				X					Date for submission was not sighted because there was no letter of invitation to bids.
2	No of Bids Received		X							Three (3) quotations received
3	Adequacy of time for Bid				X					Time of submission could



	Submission									not be ascertained because there was no invitation letter.
4	Level of Compliance to Instructions				X					No document was sighted or seen to have been solicited
<b>C</b>	<b>QUALITY OF BID EVALUATION PROCEDURE, BID EVALUATION REPORT AND TRANSPARENCY</b>						<b>Fair</b>			
1	Composition and Adequacy of Bid Evaluation Committee				X					Bid evaluation report not sighted
2	Disqualification of Responsive Bids	X								
3	Failure to Disqualify Non-Responsive Bids	X								
4	Timeliness of Evaluation of Bids				X					Evaluation report not sighted
5	Similarities Between Competing Bids	X								
6	Collusion of Bids	X								
7	Falsification of Bids Documents	X								
8	Third Party Observer				X					No observer
<b>D</b>	<b>NOTIFICATION OF AWARD OF CONTRACT</b>						<b>Poor</b>			
1	Period within which Award Letter was issued				X					Award letter not sighted
2	Adequacy of Award Letter content				X					No content was sighted because award letter was not issued.
<b>E</b>	<b>ACCEPTANCE OF AWARD OF CONTRACT</b>						<b>Poor</b>			
1	Timeliness of Award Acceptance				X					Acceptance letter not sighted



<b>F</b>	<b>SIGNED CONTRACT/DATE</b>					<b>Poor</b>				
1	Signed Contract Agreement				X					Contract agreement not sighted
2	Timeliness of Signing of Agreement				X					Acceptance not sighted
<b>G</b>	<b>CONTRACT AMENDMENTS, IF ANY</b>							<b>Good</b>		
1	Variations	X								
<b>H</b>	<b>STORE RECEIPT DOCUMENT</b>							<b>Good</b>		
1	Appropriateness of Date of Receipt of Item		X							
2	Adequacy of Representation of items Received		X							
<b>J</b>	<b>EVIDENCE OF DELIVERY/COMPLETION</b>						<b>Fair</b>			
1	Completion Documentation		X							Verified and payment was approved by the bursar.
2	Completion within Agreed Time Period				X					Completion period could not be ascertained because award letter was not sighted.
<b>K</b>	<b>CONSULTANTS OPINION ON VALUE FOR MONEY</b>	<b>Fair</b>								
<b>L</b>	<b>OVERALL RATING OF PROCUREMENT RISK AND EFFICIENCY</b>	<b>Risk</b>				<b>Efficiency</b>				Medium risk and fair efficiency were adjudged based on the assessment of the basic activities and processes respectively.
		<b>Medium</b>				<b>Fair</b>				



**APPENDIX IV**  
**EXIT MEETING ISSUES**

## UNIVERSITY OF BENIN, EDO STATE

### ISSUES AND EXIT CONFERENCE – WITH CENTRE RESPONSES

S/NO	ISSUES RECORDED/CLAUSES	CLAUSE	NATURE OF INFRACTION	CENTRE RESPONSE	REMARK 58.5(a & b); 58.6 (a&b); 58.7
1	Not in the Procurement Plan	18(a-g)			
2	Debriefing	19(e)	The unsuccessful bidders were not debriefed.		
3	Invitation to Bid	25.2(ii)	No placement of advertisement on Centre notice board or website for all the procurements	The Centre acknowledged that and said that that would be done henceforth.	Though some of these procurements were RFQ, adverts would have been placed on center's notice board or website for more responses from interested vendors.
4	Mandatory Compliances	16(6)b	No mandatory compliance documents sighted for the new procurements – RFQ. For all procurements	1. The Centre said that they are not aware that mandatory compliance documents should be solicited for RFQs. 2. The Centre stated that these mandatory compliances are usually submitted to the University Procurement Department during renewal of registration by the bidders and would ensure that they are made available in subsequent procurements.	
5	Bids after deadline	27.5			
6	Bid opening register	30(d)			
7	Collusive Practice	58.4(a)			
8	Coercion and undue influence (Directly, indirectly or	58.4(b & c)			





	attempting to influence in any manner the procurement process)				
9	Contract Splitting	58.4(d)			
10	Bid Rigging	58.4(e); 58.10(a & b)	<p>1. Contract for Supply of consumables for CERHI Simulation Lab. was awarded to the second lowest bidder without reason. Awarded at N8,906,147.50 but lowest bidder was MESSRS KINGS SCIENCEWARES NIG. LTD offered N7,971,623.00.</p> <p>2. Contract for the Supply of Adjustable study tables and chairs was for CERHI Building Extension was not competed for; Messrs. Eternal Innovations seem to be the only bidder BECAUSE, (quotations from Messrs SKALLBERG AND MESSRS SAK DECALOG both for supply of Students chairs and office equipment for O&amp;G dept but were copied and inserted into the file for the Adjustable table and chair for the CERHI Building Extension contract file (as if they bid).</p>	<p>1. The Centre stated that due diligence was conducted and it was discovered that the lowest bidder brought inferior sample materials and so was not accepted.</p> <p>2. Regrettably it was an error in document handling and will not happen again.</p>	



11	Competition, transparency	24			
12	Observers	19(b)			
13	Refusal to provide Requested Document(s)	54.4(h)			
14	Non-remittance of Tax	40* Section 40 of the FIRS (Establishment) Act 2007	Generally, tax deduction for the majority of the contract was not applied properly (Sole proprietor by law should pay 10% tax while limited liability companies pay 5% as tax. It was observed that all deductions were 5% across board.	The Center did not know that the bidders were sole proprietors.	
15	Direct Procurement	42	<p>1. Contract for Purchase of stationary for CERHI secretariat does not fall under market Survey going by the threshold of over N5million. Despite the market survey indicating over N6,203,405.00, the Center still bought from one A.A JOMOS BOOKSHOP without competition and due diligence.</p> <p>2. For the same Purchase of stationary for CERHI secretariat, the sum of N502,300.00 was added as handling fee- WHY</p>	1. The Centre noted that such is the practice with some procurement by the University. However stated that it would not happen again for the Centre's procurements.	
16	Expression of	44			



	Interest				
17	Request for Quotation	41			
18	Request for Proposal	45			
19	Bid Validity Period	29			
20	Procurement Planning Committee	21			
21	Tenders Board	22			



**APPENDIX V**  
**PROCUREMENT PLAN**



PROCUREMENT PLAN – GOODS

Procurement Packages with Methods and Time Schedule		BASIC DATA							Bid Documents		Bidding Period		Bid Evaluation		Contract Award		Contract Implementation		DISBURSEMENT LINKED INDICATORS			
Description of Contract	Source of Funds	Estimated Amount (US\$)	Procurement Method	Pre-or Post Qualification	Dom/Reg. Preference (Y/N)	Prior or Post Review	Expected Date Issue of Bid Docs	Expected Bid closing Date	Plan vs. Actual	Trans mission Bid Docs Date	No-objection Date	Bid Invitation Date	Bid Closing-Opening	Bid Evaluation Report	No-objection Date	Contract Amount (US\$)	Contract Award Date	Contract Signature Date	Start Date	End Date	DLI/DLR	REMARKS
<b>LOT 1 STAND-BY GENERATOR</b>																						
Alternate power: generator, diesel tank, solar power with installation for international students' hostel	WB	30,000.00	SPM	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan Actual	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	30000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
<b>LOT 2 STATIONERY, LECTURE MATERIALS</b>																						
Production of office administrative/academic materials, students' handbook, Stationeries, Internet Communication, bills, etc.	WB	20,000.00	SPM	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan Actual	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	20000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
Improving faculty teaching methods and faculty development (Equip participating departments with teaching and learning materials)	WB	25,000.00	SPM	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	25000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
Support the printing of hardcopies of the regional strategic plan	WB	5,000.00	SPM	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	5000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
<b>LOT 3 FURNISHING</b>																						
Furnishing and equipping of two theatre halls, offices, space for simulation laboratory and space for molecular laboratory	WB	200,000.00	SPM	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan Actual	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	200000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
Simulation equipment and technical support	WB	100,000.00	SPM	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan Actual	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	100000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
<b>LOT 4 ONLING SUBSCRIPTIONS</b>																						
Annual Subscription of NgREN		30,000.00	SSS	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan Actual	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	30000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
Annual subscription of EBSCOHOST		15,000.00	SSS	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan Actual	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	15000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
Annual subscription of Science-Direct		15,000.00	SSS	Post- Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan	N/A	N/A	9th-march-23	9th-April-23	17-May-23	N/A	15000	11th-June-23	11th-June-23	18th-June-23	18th-July-23		
<b>TOTAL</b>		<b>440,000.00</b>																				



**PROCUREMENT PLAN – WORKS**

Procurement Packages with Methods and Time Schedule		BASIC DATA								Bid Documents		Bidding Period		Bid Evaluation		Contract Award			Contract Implementation		DISBURSEMENT LINKED INDICATORS
Description of Contract	Source of Funds	Estimated Amount (US\$)	Procurement Method	Pre-or Post Qualification	Dom/Reg Preference (Y/N)	Prior or Post Review	Expected Date Issue of Bid Docs	Expected Bid closing Date	Plan vs. Actual	Transmission Bid Docs Date	Noobjection Date	Bid Invitation Date	Bid Closing-Opening	Bid Evaluation Report	Noobjection Date	Contract Amount (US\$)	Contract Award Date	Contract Signature Date	Start Date	End Date	DLI/DLR
Repair of CERHI complex roof	WB	\$ 20,000.00	SPM	Post-Qualification	N/A	Post Review	9th-Jan-23	7th-Feb-23	Plan	N/A	N/A	9th-march	9th-April	17-May-23	N/A	N/A	N/A	N/A	18th-Feb-23	18th-Sept-23	
									Actual												
<b>Total Cost</b>		<b>20,000.00</b>																			



**PROCUREMENT PLAN – CONSULTANCY SERVICES**

3. Procurement Packages with Methods and Time Schedule	Request for Expression of Interest							Request for Proposal & Short List		Proposals		Bid Evaluation Technical (T) & Financial (F)					Contract Award			Contract Implementation		DISBURSEMENT LINKED INDICATORS										
	Description of Assignment	Source of Funds	Estimated Amount (US\$)	Selection Method	Prior/Post Review	Lumpsum or Timed-Based	Plan vs. Actual	Submission Date	No-objection Date	Date Published	Submission Date	Plan vs. Actual	Submission Date	No-objection Date	Invitation Date	Submission/Opening Date	Submission Evaluation Report (T)	No-objection Evaluation Report (T)	Opening Financial Proposals	Submission on Eval Report (T) & (F)	Submission Negotiations Report		No-objection Award & Negotiations	Plan vs. Actual			Contract Amount (US\$)	Contract Award Date	Contract Signature Date	Start Date	End Date	DUJ/DLR
Plan and implement 2 short courses in reproductive health in UNIBEN and partner institutions	WB	60,000	CQS	Post Rev	Lumpsum	Plan	NA	NA	NA	NA	NA	NA	NA	NA	NA	8th-Jan-23	12th-Oct-23	N/A	N/A	N/A	N/A	N/A										
						Actual																										
<b>Total Cost</b>		<b>60,000.00</b>																														

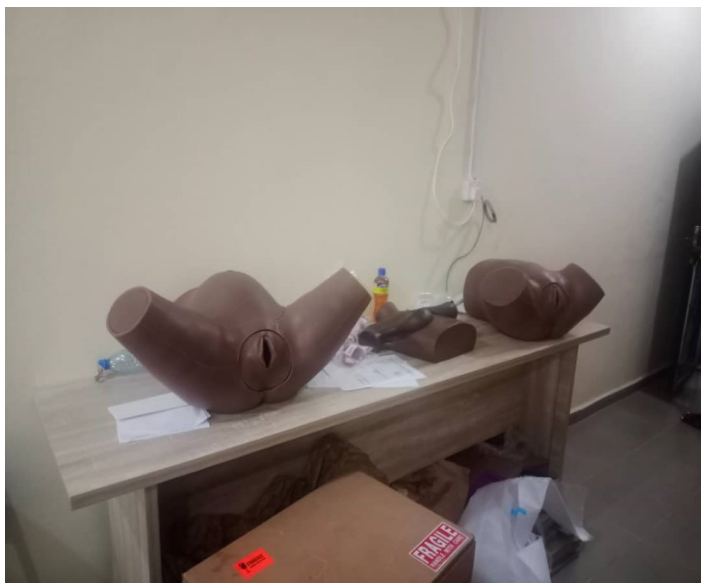
Note

Please note that the yellow cells do not require dates, as the project would not be required to. Project should replace the dates with Not Applicable "NA".

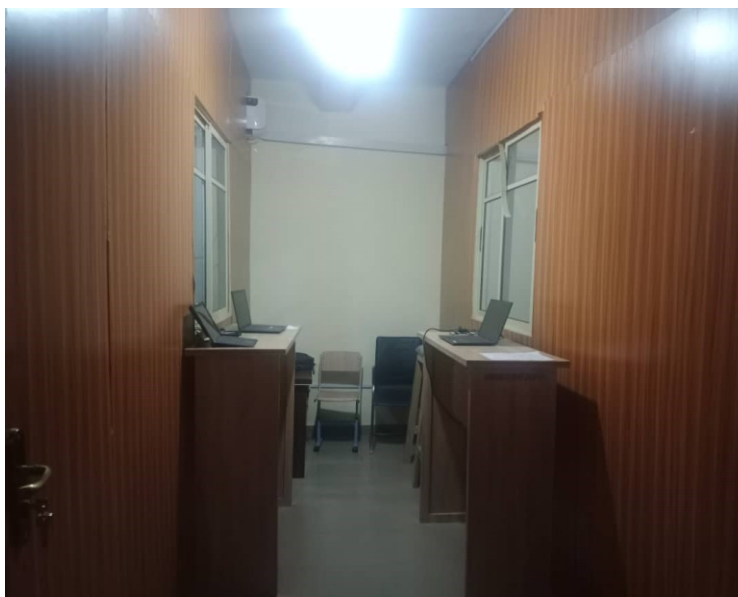


**APPENDIX VI**  
PICTURES







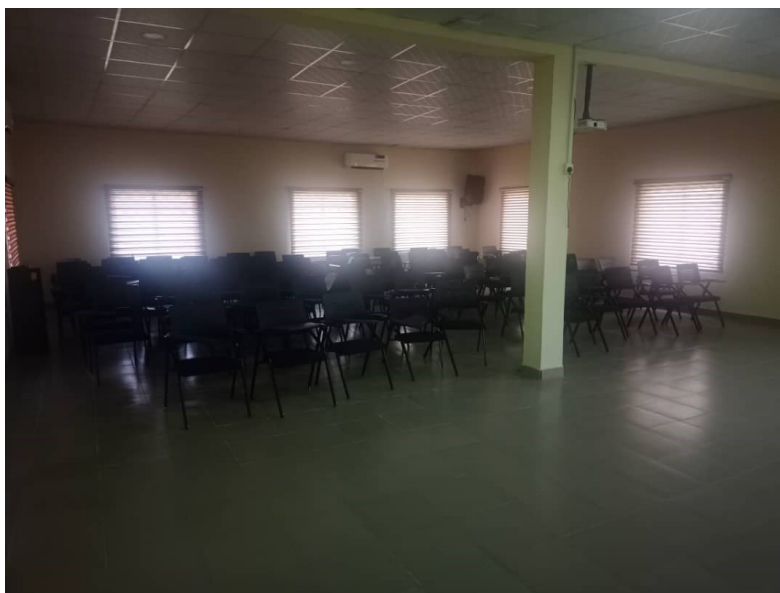


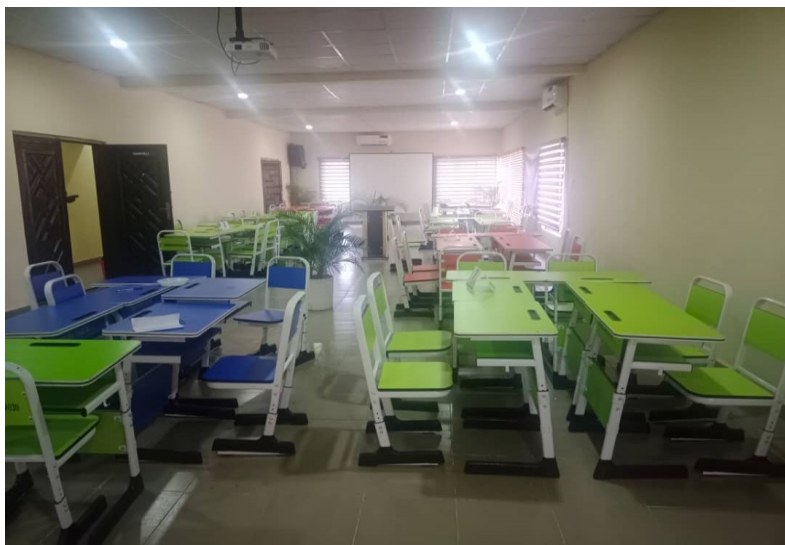


















**APPENDIX VII**  
TERMS OF REFERENCE

### 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;