



UNIVERSITY OF EDUCATION, WINNEBA PROCUREMENT UNIT

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INTERNAL MEMO



FROM : AG. HEAD OF PROCUREMENT UNIT

TO : REGISTRAR

DATE : 11TH AUGUST, 2016

SUBJECT: APPROVAL TO EVALUATE TENDER DOCUMENTS

Please the under-listed bids were opened on 22nd April, 2016 which the University seeks approval from Public Procurement Authority to use Selective Tendering, procurement method.

- Construction of GUSSS Hostel Block – Winneba Site 2
- Construction of GUSSS Hostel Block – Kumasi Site
- Construction of Lecturers' Office Complex – Winneba
- Construction of Commercial Center Phase 1
- Construction of GUSSS Hostel Block – Ajumako


I therefore seek for your approval for the underlisted members to participate in this exercise.

The members are as follows:

1. Mr. Maxwell Eaiden - Financial Management
2. Mr. Daniel Tetteh - Technical Skills
3. Ms. Joyce Mensah - Legal Expert
4. Ms. Susan Djokoto - Consultant (PPMC)
5. Mr. Samuel Aidoo - Procurement

Members are requested to complete their Evaluation Reports by Friday, 19th August, 2016.

However, Ms. Mary Dzimey would supervise the Committee to make sure that evaluation is done in accordance with Amendment Act, 2016 (Act 914). In addition Dr. C.Y. Akwaa-Mensah and Dr. Theophilus Senyo Ackorlie will play advisory roles to make sure the committee speed up their work to meet dead line.


Mary Dzimey

cc: Vice Chancellor
Finance Officer
Internal Auditor

(2) PO
Approved
15/8/16