

**AFRICA CENTRE OF EXCELLENCE FOR NEGLECTED TROPICAL DISEASES AND
FORENSIC BIOTECHNOLOGY (ACENTDFB),
AHMADU BELLO UNIVERSITY, ZARIA.**

**MINUTES OF THE 16TH ACENTDFB PROCUREMENT MEETING HELD ON WEDNESDAY
21ST, NOVEMBER, 2018 IN THE CONFERENCE ROOM OF THE CENTRE FOR
BIOTECHNOLOGY RESEARCH AND TRAINING, A.B.U. ZARIA, NIGERIA.**

1.00	ATTENDANCE	ACTION
1.01	Prof. Y.K.E. Ibrahim - Centre Leader (Chairman)	
1.02	Prof. M. Mamman - Deputy Centre Leader	
1.03	Prof. J. Kabir - Project Coordinator	
1.04	Prof. I. S. Ndams - Principal Investigator, Filariasis	
1.05	Prof. H. M. Inuwa - Director, CBRT	
1.06	Mr. I. Nuhu - Procurement Officer	
1.07	Mr. Umar Abubakar - Project Auditor	
1.08	Mr. S. K. Yashim - Ag. Secretary	
2.00	APOLOGY	
2.01	Prof. J. K. P. Kwaga - Principal Investigator, Rabies	
2.02	Prof. H. J. Makun - Monitoring and Evaluation Officer	
2.03	Prof. S. Ibrahim - Safeguard Officer	
2.04	Prof. M. N. Shuaibu - Head, Biochemistry Department	
2.05	Mr. I. Salisu - Project Accountant	
4.00	OPENING REMARKS	
4.01	The Meeting began at 2.45 pm. The Chairman welcomed members to the 16 th	
4.02	Procurement Meetings and thanked them including those absence for successful	
4.03	winning the ACE III Proposal. The University also won additional project	
4.04	(Pedagogies Engineering). He disclosed the ACENTDFB contributed immensely	
4.05	that led to its success. In particular, the Vice Chancellor should be officially	
4.06	written by ACENTDFB to thank him for his tremendous efforts, commitments	
4.07	and assistances for ensuring the desired successes realized. The Centre Leader	
4.08	and the Project Coordinator were requested to write and thank the Vice	
4.09	Chancellor on behalf of ACENTDFB.	
	CONSIDERATION OF THE PREVIOUS MINUTES OF MEETING HELD ON 31ST OCTOBER, 2018	
	The following corrections were effected:	
	(i) Line 4.01 2.53 pm instead of 2.253	
	(ii) Line 4.04 add 'project' between 'the' and 'Proposal'	
	(iii) Line 5.01 delete the name 'Prof. Y. K. E. Ibrahim'.	
	(iv) Line 5.05 replaces 'fending' with 'fencing' and the capital letters for 'Landscaping' be changed to small letter 'l'.	
	(v) Line 5.06 separate 'becarried' and changed 'who' to 'which'.	
	(vi) Line 5.10 should read 'fencing' instead of 'fending'	
	(vii) Line 6.03 'Elisa' should be in capital letters. 'ELISA'	
	(viii) Line 8.00 should read 'PROVISION' instead of 'PROVIVISION'	
	(ix) Errors in number from 5.06 to the end should be renumbered.	
	Adoption of the Minutes	
	In the absence of any other corrections, Prof. Mamman moved for adoption of the minutes, and Prof. H. M. Inuwa seconded.	

5.00 5.01 5.02 5.03 5.04 5.05 5.06 5.00 5.01 5.02 5.03 5.04 5.05 5.06 5.07	<p>MATTERS ARISING FROM THE PREVIOUS MINUTES</p> <p>Quotations for Additional Project (Run over Projects)</p> <p>Two quotations were received from Zasan Integrated Global Limited and A.B. Abubakar & Son Limited as follows:</p> <ol style="list-style-type: none"> 1. Zasan Integrated Global Limited's Quotation bid for fencing and landscaping of Sasakawa Foreign Students' Hostel: N11,989,066.50 less than the Project Consultant estimate budget of N13,616,914.40 2. A.B. Abubakar & Son Limited's Quotation bid for fencing and Landscaping of Animal House: N23,488,215.45 less than the Project Consultant's budget of N25,897,231.80 <p>Their quotations were accepted because they were less than the budget estimates submitted by the Project Consultant. Following the Meeting's approval, the Procurement Officer was asked to invite Zasan Integrated Global Limited and A.B. Abubakar & Son Limited for discussion on Friday, 23rd November in CBRT's Conference Room at 10:00 am in order to agree on acceptable time duration that the project could be executed. The 8-12 weeks durations as indicated in their quotations were not acceptable. The projects needed to be completed within a short time before the end of December, 2018.</p>	Procur. Officer
	<p>FEMIMAT LIMITD:</p> <p>A letter had been written to Fermimat compelling it to supply all outstanding equipment yet to be supplied; install the remaining equipment; and replacements of all items yet to be replaced within two (2) weeks. If it fails to do so as at 30th November, 2018 the contract would be terminated.</p>	Femimat
	<p>RESEARCH PROPOSAL/BUDGET TO SIGHTSAVERS</p> <p>The research proposal and budget to Sightsavers for collaboration had been submitted. The Director, Dr. Sunday Isiyaku responded on telephone called that a meeting had not been held in respect of the ACENTDFB's research proposal. He assured that as soon as decision is taken, it would be communicated to ACENTDFB.</p>	Sightsavers
	<p>APPLE LAPTOPS FOR ACENTDFB MEMBERS</p> <p>The procurement of Apple Laptops for members was in progress. The Chairman told the Meeting that the ICT Officer has already been instructed to ensure that the appropriate Apple Laptops were supplied.</p>	Procur. Officer & ICT Officer
	<p>PROVISION OF TWO BATTERIES FOR 250 KVA GENERATOR</p> <p>The Meeting was informed that the two (2) batteries requested for replacements by CBRT for its 250 Kva Generator had been purchased and installed for successful running of the ACENTDFB on-going training workshop.</p>	
	<p>ANY OTHER BUSINESS</p> <p>Instruction to Replace or Renew the Position of the Procurement Officer:</p> <p>The Chairman disclosed that he had received instruction from the Vice Chancellor to replace or renew the position of the current Procurement Officer on the grounds that ACENTDFB had violated the procurement procedures, which was a disappointment to the university. Following that development, the current Procurement Officer was requested to be replaced or his appointment be renewed based on the following reasons:</p> <ol style="list-style-type: none"> (i) He is not a trained procurement officer (ii) He was not recommended or appointed by the Head of University Public Procurement Officer. 	

	<p>The Meeting objected the request on the grounds that:</p> <ul style="list-style-type: none"> (i) the decision may place ACENTDFB in jeopardy under if the influence of Head of the University Public Procurement Officer is allowed. ACENTDFB would get into serious problems. (ii) Changing or replacing the current Procurement Officer at that stage was not the best. The current officer could equally be trained to acquire the knowledge. (iii) The current Procurement Officer is a professional accountant that had worked with the World Bank with tract records (iv) All procurement officers and accountants are under the Bursary Department, which are appointed by the Bursar. (v) The current procurement officer could as well be trained. (vi) The Chairman was requested to consult with the ACE National Coordinator Dr. Joshua Auta on the rules guiding the appointment of Procurement Officer. <p>The Meeting resolved that the Head of the University Public Procurement Officer should request to present an enlightenment programme to Project Management members of ACENTDFB on the Public Procurement Procedures. On that effect, the Secretary was asked to write and invite him to present a paper on the Public Procurement Procedures.</p> <p>2. Procurements of Additional Equipment: The Chairman disclosed that more equipment would be purchased. The list of equipment to be purchased would be sent to members for inputs.</p> <p>3. Prof. Kaiyama from Nagasaki, Japan was billed to be to arrived here 24th November, 2008. He would meet out the students.</p>	Secretary
	<p>ADJOURNMENT</p> <p>In the absence of any other business, Professor I. S. Ndams moved for adjournment of the Meeting and he was seconded by Mr. Umar Abubakar. The Meeting was adjourned at 5:27 pm.</p>	
	<p>Prof. Y. K. E. Ibrahim Chairman</p>	<p>Mr. S. K. Yashim Ag. Secretary</p>