

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

MINUTES OF THE 4TH PROCUREMENT COMMITTEE MEETING HELD ON  
TUESDAY, 28<sup>th</sup> SEPTEMBER, 2017 IN THE CONFERENCE ROOM OF THE  
CENTRE FOR BIOTECHNOLOGY RESEARCH AND TRAINING (CBRT),  
AHMADU BELLO UNIVERSITY, ZARIA

<b>1.00</b>	<b>ATTENDANCE</b>	<b>ACTION</b>
1.01	Prof. Y.K.E. Ibrahim - Deputy Centre Leader (Chairman)	
1.02	Prof. J. K. P. Kwaga - Prin. Investigator ( Rabies Research Unit)	
1.03	Prof. J. Kabir - Project Coordinator	
1.04	Prof. H. M. Inuwa - CBRT Director	
1.05	Prof. M. Mamman - Prin. Investigation, Trypanosomiasis Res.	
1.06	Dr. Salihu Aliyu - Rep. of Head, Biochemistry Department	
1.07	Dr. I. Aimola - Asst. Monitoring & Evaluation Officer	
1.08	Mr. I. Nuhu - Procurement Officer	
1.09	Mr. Umar Abubakar - Project Auditor	
1.10	Mr. I. Salisu - Project Accountant	
1.11	Mr. S. K. Yashim - Secretary	
2.00	<b>APOLOGY</b>	
2.01	Prof. I. S. Ndams - Prin. Investigator, Filariasis	
2.02	Prof. M. Mamman - Dept. of Vet. Physiology/Pharmacology Dept	
3.00	<b>OPENING REMARKS</b>	
3.01	The Meeting began with prayers at 2.33 p.m. followed by individual prayers.	
3.02	He informed the Meeting that the World Bank Team was billed to arrive A.	
3.03	B. U. on 4 <sup>th</sup> – 5 <sup>th</sup> October, 2017. On Wednesday, 4 <sup>th</sup> October, 2017 the visiting	
3.04	team would be received at 1.00 p.m. at Senate Building by the Vice	
3.05	Chancellor. Members of ACENTDFB were requested to be available at the	
3.06	Senate Building before 1.00 p.m. The preferred hotel desired by the visitors	
3.07	had been booked for them. Immediately after the courtesy call on the Vice	
3.08	Chancellor, the World Bank team would hold a meeting with members of	
3.09	ACENTDRFB. Posters on paper presentations by members were requested to	
3.10	be produced and mounted at the venue of the meeting, Centre for	
3.11	Biotechnology Research & Training (CBRT).	
3.12	The purpose of the meeting was in respect of the Opening of Pre-qualification	
3.13	Documents and to agree on a date.	
4.00	<b>REPORT BY THE PROCUREMENT OFFICER</b>	
4.01	The Procurement Officer, Mr. I. Nuhu reported that the bidding submissions	
4.02	closed on Wednesday, 27 <sup>th</sup> September, 2017.) The date for the opening bids	
3.03	was supposed to have been conducted on the following day, being Thursday,	
3.04	28 <sup>th</sup> September, 2017, according to the advertisements on the two National	
4.05	Newspapers; Some of the bidders (tenderers) came for the opening of pre-	
4.06	qualifications documents and left except one. The Chairman tendered an	
4.07	apology on behalf of ACENTDFB. He apologised that some unavoidable	
4.08	circumstances made it impossible to conduct the opening bids on the date as	

<p>4.09 4.10 4.11 4.12 4.13 4.14 4.15 4.16 4.17 4.18 4.19 4.20 4.21</p>	<p><i>advertised .The Meeting agreed to hold the opening bids on Tuesday, 3<sup>rd</sup> October, 2017 by 2.00 p.m. at the Conference Room of CBRT/A.B.U. Zaria. The Procurement Officer was asked to communicate to all the bidders and other relevant stakeholders, informing them the date, venue and time. He explained that the bids were in lots 1- 3. The lots were broken down as below:</i></p> <p><b>Project 1</b> Lot 1 - Procurement installation of ACENTDFB Laboratory Equipment - 4 submissions were received.</p> <p>Lot 2 - Procurement/installation of ACENTDFB Laboratory – 12 submission bids were received.</p> <p><b>Project 2</b> Lot 1 - Construction of Animal House, CBRT, ACENTDFB – 9 Submission bids were received.</p> <p><b>Project 3</b> Lot 1 - Renovation of CBRT – 8 submissions were received.</p>	<p>All Com. Members</p>
<p>5.00 5.01 5.02 5.03 5.04 5.05 5.06 5.07 5.08 5.09 5.10 5.11 5.12 5.13 5.14 5.15 5.16 5.17 5.18 5.19 5.20 5.21 5.22 5.23 5.24 5.25 5.26 5.27 5.28 5.29 5.30 5.31 5.32 5.33</p>	<p><b>ANY OTHER BUSINESS</b></p> <p><b>1. Procurement of 18 Seater Mini-Van</b></p> <p><i>The intention to procure a Toyota Mini-Van would be realized considering the high prices of Toyota Min-Van N29 million to N32 million. Other brands were being considered instead of the Toyota. The procurement Officer, Mr. Nuhu sought for permission to carry out a market survey in Abuja before considering other brands. His requested was granted.</i></p> <p><b>2. Memorandum of Understanding (MOU)</b></p> <p><i>The Chairman presented photocopies of Memorandum of Understanding (MOU) between Kumasi Centre for Collaboration Research in Tropical Medicine (KCCR), College of Health Sciences, Kwame Nkrumah University of Science and Technology (KNUST), Kumasi Ghana and Africa Centre of Excellence for Neglected Tropical Diseases and Forensic Biotechnology, Ahmadu Bello University, Zaria, Nigeria; which had been signed.</i></p> <p><b>3. Letters of Award of Contracts</b></p> <p>(i) <i>An Award Letter for supply of laboratory Reagents/Material was issued to Inqaba Biotechnology, West Africa, Oyo State, Nigeria.</i></p> <p>(ii) <i>Award Letter was also given to Giant Bridge Computers, Zaria for supply of gadgets for N3,700,000=00.</i></p> <p><b>4. 8<sup>th</sup> ACE Workshop</b></p> <p><i>The 8<sup>th</sup> ACE workshop comes up on 7<sup>th</sup> – 10<sup>th</sup> November, 2017 at Ghana.</i></p> <p><b>5. Sponsorship:</b></p> <p><i>Application for sponsorship was received from the Department of Veterinary Public Health &amp; Preventive Medicine, Ahmadu Bello University, Zaria for Rabies Innovation Control in Zaria - Hands on training campaign costing N2,358.000=00. The application was approved.</i></p> <p><b>6. Audit Report:</b> <i>The Chairman told the Meeting that no report had been received on the Internal Audit 2016. The Internal Audit, Mr. U. Abubakar responded that he had been making contacts to ensure that the report could be made available.</i></p> <p><b>7. Appointment Letters for Audit Committee Members:</b></p> <p><i>The Committee resolved to issue appointment letters to members of the Audit Committee. The Project Coordinator was requested to facilitate the issuance of the appointment letters to the 4-man committee. They included:</i></p>	<p>Project Coord.</p>

5.34	(i) Mr. H. A. Mshelia - Chairman (Audit Unit)	
5.35	(ii) Prof. T. Akenova - Member (Dept. of Biological Sciences)	
5.36	(iii) Dr. O. O. Olayinka - Member (Dept. of Pharm. Microbiology)	
5.37	(iv) Mr. Aliyu N. Onimisi - Member (Bursary Department).	
5.38	<i>Similarly, the Project Coordinator was reminded of the long awaited letters</i>	
5.39	<i>of appointment to the executive members of ACENTDFB.</i>	
<b>6.00</b>	<b>ADJOURNMENT</b>	
6.01	<i>In the absence of any other business, Professor J. Kabir moved for</i>	
6.02	<i>adjournment of meeting, and he was seconded by Mr. I. salisu. The Meeting</i>	
6.03	<i>ended at 4.41 pm.</i>	
	<i>Professor Y. K. E. Ibrahim</i>	<i>Mr. S. K. Yashim</i>
	<i>Chairman</i>	<i>Secretary</i>