



E-Bulletin



P u b l i c P r o c u r e m e n t A u t h o r i t y

CELEBRATING 10 YEARS OF THE PUBLIC PROCUREMENT AUTHORITY-THE WAY FORWARD

Inside this issue:

- ♦ **Editorial :**
Celebrating 10 Years of Public Procurement Authority—The Way Forward—Page 1
- ♦ **Online Activities :**
Page 2
- ♦ **Advancing The Role Of The Regulator In The Implementation Of Act 663, Using ICT -10 Years And Beyond -**
Page 5



Celebration of anniversaries often takes various forms and shades. While some may choose to make it grandiose and give it a bash others try to be modest and rather use it as an opportunity to soberly reflect on the past and draw strength for greater performance in the future.

PPA in celebrating its 10years of establishment has therefore chosen not to make a big jamboree but rather use this period to do what is popularly referred to in military

terms as “re-grouping and strategizing” for greater impact.

For us in PPA, this anniversary signifies new beginnings full of opportunities to launch into the deep. Not that we have not achieved much in the past years worth celebrating but like the apostle Paul, in his letter to the Philippians, “we forget what is behind and strive towards what is ahead” as we look with optimism to an even brighter future.

For instance, after operationalising the Public Procurement Act, 2003 (Act 663) for the past 10

(Continued on page 4)



Online Activities

List of entities that have submitted their 2014 Procurement Plans Online As At June 30, 2014

- | | |
|--|---|
| 1. Accra Academy Senior High School | 59. Ghana Cocoa Board |
| 2. Accra Polytechnic | 60. Ghana Cocoa Board - Quality Control Division |
| 3. Agona West Municipal Assembly | 61. Ghana College of Physicians and Surgeons |
| 4. Ahantaman Senior High School | 62. Ghana Education Service |
| 5. Ajumako-Enyan-Essiam District Hospital | 63. Ghana Free Zones Board |
| 6. Akontombra Senior High School | 64. Ghana Grid Company Ltd. |
| 7. Akuse Government Hospital | 65. Ghana Highway Authority |
| 8. Akwapim South District Assembly | 66. Ghana Institute of Journalism |
| 9. Amenfi West District Assembly | 67. Ghana Institute of Management And Public Administration |
| 10. Amenfiman Senior High School | 68. Ghana Investment Fund For Electronic Communications |
| 11. Aowin Suaman District Assembly | 69. Ghana Library Board |
| 12. Apam Senior High School | 70. Ghana National Fire Service |
| 13. Atua Government Hospital | 71. Ghana National Petroleum Corporation |
| 14. Bank of Ghana | 72. Ghana National Senior High School |
| 15. Berekum College of Education | 73. Ghana News Agency |
| 16. Bibiani / Anhwiaso / Bekwai District Assembly | 74. Ghana Police Service |
| 17. Birim Cenral Municipal Assembly | 75. Ghana Ports And Harbours Authority |
| 18. Bolgatanga Municipal Assembly | 76. Ghana Prisons Service |
| 19. Bolgatanga Polytechnic | 77. Ghana Railway Development Authority |
| 20. Centre for Scientific Research Into Plant Medicine | 78. Ghana Railways Company Limited |
| 21. Cocoa Marketing Company (Ghana) Limited | 79. Ghana Reinsurance Company Ltd |
| 22. College of Health Sciences | 80. Ghana Revenue Authority |
| 23. Community Health Training School - Tanoso Sunyani | 81. Ghana School of Law |
| 24. Controller And Accountant General Dept | 82. Ghana Standards Authority |
| 25. Copyright Administration | 83. Ghana Statistical Service |
| 26. Council for Law Reporting | 84. Ghana Tourist Board |
| 27. Council for Scientific and Industrial Research | 85. Ghana Water Company Limited |
| 28. Council of State | 86. Ghana-India Kofi Annan Center of Excellence |
| 29. Daboase Senior High Technical School | 87. Gomoa Senior High Technical School |
| 30. Dental School | 88. Grains And Legumes Development Board |
| 31. District Assembly Common fund | 89. Half Assini Senior High School |
| 32. Driver and Vehicle Licensing Authority | 90. Health Assistant Training School - Lawra |
| 33. Dunkwa District Hospital | 91. Ho Polytechnic |
| 34. Dunkwa Nursing Training College | 92. Holy Child College of Education |
| 35. Dwamena Akenten Senior High School | 93. Internal Audit Agency |
| 36. East Akim Municipal Assembly | 94. Jasikan District Assembly |
| 37. Economic and Organised Crime Office | 95. Judicial Service |
| 38. Effa Nkwanta Regional Hospital | 96. Jukwa Senior High School |
| 39. Effutu Municipal Assembly | 97. Keta Business Senior High School |
| 40. Electoral Commission | 98. Keta Senior High School |
| 41. Ellembele District Assembly | 99. Ketu District District Hospital |
| 42. Encyclopaedia Africa Project | 100. Ketu North District Assembly |
| 43. Energy Commission | 101. Kikam Technical School |
| 44. Environmental Protection Agency | 102. Koforidua General Hospital |
| 45. Export Development and Investment Fund | 103. Komenda/ Edina/ Eguafo /Abirem District Assembly |
| 46. Financial and Intelligence Centre | 104. Komfo Anokye Teaching Hospital |
| 47. Foods and Drugs Board | 105. Korle bu Teaching Hospital |
| 48. Forestry Commission | 106. Krachi West District Hospital |
| 49. Ga East Municipal Assembly | 107. Kumasi Academy |
| 50. Ga South Municipal Assembly | 108. Kumasi Polytechnic |
| 51. Ga West Municipal Assembly | 109. Kumasi south Hopital |
| 52. Ghana Academy of Arts And Sciences | 110. Kwabre District Assembly |
| 53. Ghana Aids Commission | 111. Kwaebiiem District Assembly |
| 54. Ghana Airports Company Limited | 112. Kwahu West District Assembly |
| 55. Ghana Atomic Energy Commission | 113. La Polyclinic |
| 56. Ghana Audit Service | 114. Lands Commission |
| 57. Ghana Broadcasting Corporation | 115. Lawra district Hospital |
| 58. Ghana Civil Aviation Authority | 116. Lawra Senior High School |



Online Activities

117. Ledzokuku-Krowor Municipal Assembly
118. Legal Aid Board
119. Mamprobi Polyclinic
120. Management Development And Productivity Institute
121. Mankesim Senior High Technical School
122. Margaret Mary High School
123. Medical School
124. Mfantisiman Girls Senior High School
125. Minerals Commission
126. Ministry of Defence
127. Ministry of Education
128. Ministry of Energy and Petroleum
129. Ministry of Environment Science and Technology
130. Ministry of Finance And Economic Planning
131. Ministry of Fisheries And Aquaculture Development
132. Ministry of Foreign Affairs And Regional Integration
133. Ministry of Health
134. Ministry of Justice And Attorney General
135. Ministry of Local Government And Rural Development
136. Ministry Of Roads And Highways
137. Ministry of Tourism Culture and Creative Arts
138. Ministry of Transport
139. Ministry of Youth and Sports
140. Mpohor District Assembly
141. Mpohor Wassa East District Assembly
142. Namong Senior High School
143. Nandom District Hospital
144. Narcotics Control Board
145. National Accreditation Board
146. National Board for Professional And Technical Examinations
147. National Cardiothoracic Centre
148. National Commission For Civic Education
149. National Communication Authority
150. National Council for Tertiary Education
151. National Development Planning Commission
152. National Disaster Management Organization
153. National Health Insurance Authority
154. National Insurance Commission
155. National Lottery Authority
156. National Peace Council
157. National Petroleum Authority
158. National Population Council
159. National Road Safety Commission
160. National Service Secretariat
161. National Theatre of Ghana
162. National Vocational Training Institute
163. New Juaben Municipal Assembly
164. New Tafo Hospital
165. Non Formal Education Division
166. Nursing and Midwifery Council of Ghana
167. Office of the Regional Health Directorate – Ashanti Region
168. Office of the Regional Health Directorate – Brong Ahafo Region
169. Office of the Regional Health Directorate – Central Region
170. Office of the Regional Health Directorate – Eastern Region
171. Office of the Regional Health Directorate – Greater Accra Region
172. Office of the Regional Health Directorate – Northern Region
173. Office of the Regional Health Directorate – Upper West Region
174. Offinso College of Education
175. Opoku Ware Senior High School
176. Parliament
177. Peki Senior High Technical School
178. Peki Training College
179. Pharmacy Council
180. Potsin T.I. Ahd. Senior High School
181. Precious Minerals Marketing Corporation
182. Prempeh College
183. Presby College of Education - Akropong
184. Psychiatric Nursing Training School
185. Public Procurement Authority
186. Public Service Commission
187. Public Utilities Regulatory Commission
188. Registrar Generals Department
189. S.D.A. College of Education Asokore
190. Savannah Accelerated Development Authority
191. School of Allied Health Sciences
192. School of Public Health
193. Sekondi Senior High School
194. Sekondi-Takoradi Metropolitan Assembly
195. Shama District Assembly
196. SIC Life Company Limited
197. Social Security and National Insurance Trust (SSNIT)
198. St. Augustine's College
199. St. Joseph's College of Education
200. St. Monica College of Education
201. St. Theresas Hospital - Nandom
202. Students Loan Trust Fund
203. Suhum Government Hospital
204. Suhum Municipal Assembly
205. Sunyani General Hospital
206. Sunyani Polytechnic
207. Swedru Senior High School
208. T.I. Ahmadiyya SHS-Fomena
209. Tain District Assembly
210. Takoradi Polytechnic
211. Tamale Polytechnic
212. Tarkwa Nsuaem Municipal Assembly
213. Tema Development Corporation
214. Tema Metropolitan Assembly
215. Tetteh Quarshie Memorial Hospital
216. University Ghana School of Pharmacy
217. University Of Cape Coast (UCC)
218. University of Energy and Natural Resource
219. University of Ghana Business School (UGBS)
220. University of Health and Allied Sciences
221. University of Mines -Tarkwa
222. University of Professional Studies Accra
223. University Of Science And Technology (KNUST)
224. University Practice Senior High School
225. Upper Denkyira East Municipal Assembly
226. Volta Regional Hospital
227. Volta River Authority
228. Wa General Hospital
229. Wa Polytechnic
230. Water Resources Commission
231. Wenchi East District Assembly
232. Wesley College of Education
233. Wesley Girls High School
234. West Mamprusi District Assembly
235. Yaa Asantewa Senior High School



years, the Authority has proposed a number of amendments to the Act 663, which is anticipated to usher Ghana's public procurement system into a new era of reforms.

Although the PPA has over the years trained over 20,000 functionaries in public procurement in its capacity building efforts, the Authority in planning forward, will soon be reviewing its training modules and introducing special modules on some of the critical areas of public procurement management such as Contract Management and Records Management which will aid in correcting some of the short-falls in the system.

In order to keep up with rest of the world and utilize technologies for competitive advantage, the PPA intends to intensify its quest to improve on the practice of public procurement through the use of ICT tools and applications. Thus, in addition to its current public procurement planning software, PPA website and its web-based Public Procurement Model of Excellence (PPME) Tool for procurement assessments, the authority with support from government and the World Bank, looks forward to developing a comprehensive e-government procurement (e-gp) system which will

provide an end-to-end solution and enhance transparency and efficiency in public procurement.

Finally, as the sole regulator of public procurement in Ghana, our own assessments have shown a number of misgivings and dissatisfaction among stakeholders as far as corruption and efficiency in public procurement is concerned. Perhaps, its time, we together with our stakeholders begin to brainstorm on the possibilities of not just ensuring compliance to the law but also pay attention to the general performance and the total realization of the object of the Public Procurement Act, 2003 (Act 663) which is value for money. Thus, like the two faced god of Janus in Roman mythology which has special abilities to hold two perspectives-past and future, the PPA will leverage on its past achievements and look forward to introducing new policies and programmes in the coming years that will augment our efforts and better manage the expectations of our stakeholders in this regard. After all, "those who refuse to look ahead will be left behind".

Mrs. Rhoda Appiah

PPAO-PPA



ADVANCING THE ROLE OF THE REGULATOR IN THE IMPLEMENTATION OF ACT 663, USING ICT -10 YEARS AND BEYOND



Introduction

The public Procurement Authority since its establishment in 2004 has incorporated Information Communication and Technology (ICT) in support of its operational activities. The Management information Systems (MIS) Directorate of the Authority over the past years has developed and established systems and applications in support of procurement activities in furtherance of the objectives of the Authority as stipulated in Section 3 of the Procurement Act, Act 663

These include;

- ◆ A vibrant intranet for sharing internal information
- ◆ Website for disseminating and communication on procurement information
- ◆ Online Procurement Planning system
- ◆ Online Public Procurement Monitoring tool of Excellence (PPME) Tool

Beyond 10 years and with increasing new technologies, PPA is looking at leveraging on current ICT tools and applications to improve on the regulatory functions of the authority in order to increase transparency and accountability as far as public procurement is concerned.

Some areas of focus will include but not limited to;

Redesigned website

The PPA will redesign and launch its existing website www.ppaghana.org. The new website will have enhanced features. Some of these features will include;

- ◆ Mediated discussion forums, to enable the public ask questions bordering on public procurement.
- ◆ Public Procurement Practitioners Section
- ◆ Improved content management
- ◆ Quick picks for tender and contract information

Implementation of an e-GP System

Electronic Government Procurement (e-GP) is using the internet and other electronic means to conduct the procurement process. Due to the enormous benefits that an e-GP system offers, PPA with support from the World Bank is pursuing the establishment of e-GP in Ghana.

This project will be the major project to use ICT to regulate and achieve good governance in the areas of transparency and accountability.

Some benefits an e-GP system covers;

- ◆ Available Information on Public Procurement Function
- ◆ Available Information on Procurement Transactions
- ◆ Higher compliance levels
- ◆ Reduced Corruption
- ◆ Audit Trails on Procurement Transactions
- ◆ Improved quality of public procurement reporting, monitoring and management
- ◆ Online disclosure of procurement notices
- ◆ Online disclosure of awarded contracts
- ◆ Open and fair competition
- ◆ Increased compliance with procurement policy
- ◆ Public access to procurement information
- ◆ Less opportunity for corruptive, collusive, fraudulent and coercive practices
- ◆ Increased Price Transparency
- ◆ Increased Competition
- ◆ Lower Transaction Cost for Suppliers
- ◆ Private Business Activation
- ◆ Infrastructural Development
- ◆ Capacity Building
- ◆ Shorter order cycle time
- ◆ Lower inventories

The implementation of this system will bring a great transformation to the public procurement environment. As a nationwide system, it will involve both the training of back and front end staff, procurement offic-

ers, service providers and other interested parties such as civil societies. It will also involve change management in all public institutions as this system will bring a different approach in handling procurement activities.

Public Procurement Monitoring tool of Excellence (PPME) – Self Assessment

As a regulator the PPA is to monitor public entities' compliance with the Procurement Act, Act 663. To achieve this PPA conducts annual assessment of all public procuring entities using the PPME Tool. Going forward PPA envisages training all public procurement entities to conduct self-assessment using the PPME Tool. Afterwards PPA will validate and verify data submitted by entities using other systems. .

Procurement Planning System Enhancement

Beyond 10 years of PPA, the Authority hopes to interface the Procurement Planning System with other systems such as;

Ghana Integrated Financial Management Information System (GIFMIS)

PPME

The Procurement Planning System will be expected to hand off to GIFMIS, information that will allow GIFMIS to initiate and monitor payments to service providers and also ensure fiscal discipline.

Looking beyond 10 years, we will be working towards interfacing the Procurement Planning System with the PPME Tool such that the actual plans as captured by entities will populate the contract sheet in the system automatically with information necessary for the self-assessment.

Conclusion

In conclusion, PPA is determined to use ICT to manage and regulate public procurement in the country as it embarks on the next ten years of its establishment. It is therefore calling on all involved in public procurement to embrace these changes as they are rolled out, for all to benefit from the advantages that ICT brings, when applied to business processes.

Mrs. Emelia Nortey

Director , MIS –PPA



THE ROLE OF CAPACITY DEVELOPMENT IN THE IMPLEMENTATION OF THE PUBLIC PROCUREMENT ACT, ACT 663 – BEYOND TEN (10) YEARS



1.0 INTRODUCTION

The enactment of the Public Procurement Act 663 (2003) was in itself a step in the right direction for streamlining the Public Procurement System in Ghana. It provides a framework for the conduct of procurement in the Public Sector to guarantee best value for money in order to ensure judicious, economic and efficient use of Public Funds such that Public Procurement will be carried out in a fair, transparent and non-discriminatory manner.

The implementation of Act 663 to a large extent relies on Capacity Development. It enables public institutions to equip individuals with the needed expertise in order to achieve organizational goals. The Act behoves the Public Procurement Authority to build procurement capacity for all stakeholders in the Public Procurement system. Therefore, the Authority is mandated to develop, promote and support training and development of procurement practitioners and professionals in all procuring entities. It also seeks to equip all procurement entities with the needed capacity to comply with the Act. It has therefore, over the past decade not relented on its effort at ensuring the aforementioned.

In fulfilment of Section 3 (j) and (k) of the Public Procurement Act, Act 663 of 2003, the Authority has pursued various capacity development initiatives. It has

implemented various Capacity Development programmes with assistance from donor agencies such as Department for International Development (DFID), German Technical Cooperation Agency (GIZ), United Nations Development Programme (UNDP), World Bank, Millennium Development Authority (MiDA) and State Secretariat for Economic Affairs (SECO).

2.0 INITIATIVES

2.1 Short Term Training Programme

With the passage of the Public Procurement Act (Act 663), the PPA instituted a Short Term Training Programmes for its stakeholders. The objective of the programme was to ensure that all stakeholders had a basic understanding of the provisions of the Act. Under the programme, between two and five days training sessions were organized for targeted groups such as Entity Tender Committee, Procurement Practitioners, Service Providers and Oversight Institutions among others.

Twenty five training modules were developed for the programme which has been on-going since 2007. About 15,000 Participants have been trained to date.

2.2 Medium/Long Term Training Programme

In order to attract and retain qualified procurement professionals in the Public Service, the Authority, as

part of its medium/long term capacity development program received support from the Millennium Development Authority (MiDA) to develop Curricula and Modules as well as lecture notes and Case Studies on procurement. Currently, under the programme, some tertiary institutions such as Ghana Institute of Management and Public Administration (GIMPA), Ghana Technology University College (GTUC), Kwame Nkrumah University of Science and Technology (KNUST) and Concord Business College are running the Certificate courses for Procurement Practitioners and Professionals who do not have the requisite skills and procurement qualifications to enable them carry out their duties effectively.

The programme is targeted at the following:

- ♦ Procurement Practitioners who do not have any training in procurement at all;
- ♦ HND graduates in Purchasing and Supply who want to acquire Bachelor's degrees in Public Procurement and;
- ♦ SHS graduates who wish to pursue procurement as a career at the degree level.

2.3 Internship Programmes

Spanning the period 2009 to 2012 the Authority, with support from MiDA instituted an eight week internship programme for students pursuing HND Purchasing and Supply and other Degree programmes in Procurement. To ensure that these students acquired hands on procurement experiences as well as build essential skills and competencies that were needed by the nation's procurement system, they were attached to various Public and Private Institutions. A total number of 1,336 students including 6 lecturers from Accra, Kumasi, Takoradi and Koforidua Polytechnics as well as GIMPA benefitted from the Internship programmes.

2.4 Establishment of Career Path

The PPA initiated a process for the establishment of the Career path for procurement Practitioners in the Public Service in collaboration with the Office of Head of Civil Service, Local Government Service, Ministry of Finance and the Public Services Commission. The initiative resulted in the establishment of a Career Progression Path for procurement practitioners and professionals holding varied levels of procurement qualifications in the public service. Products of the medium and long term training are expected to fit into the Career Path System.

3.0 WAY FORWARD

The Public Procurement Act has faced some implementation challenges. The various Capacity Development initiatives that the Authority had carried out over the past decade have helped in improving the skills and competences of procurement professionals and practitioners. In the pursuit of its Capacity Development initiatives PPA intends to focus on the following areas among others:

3.1 Training On Contract Management

A very critical aspect of the procurement process where the Entities lack the requisite capacity is Contract Management. The Capacity Development Directorate therefore, intends to roll out a nation-wide training programme on Contract Management for the Entities this year with support from the African Development Bank. The Directorate is putting together the necessary documentation (training guides, manuals and modules) which will cover Goods, Works and Service Procurements.

3.2 Specialised Training

The Capacity Development Directorate will continue to pursue the Specialized Training initiative. Under this programme the Directorate will organize tailor-made sessions for Entities upon request to address their peculiar needs.

3.3 Continuous Professional Education

The Directorate will liaise with professional bodies such as the Institutes of Engineers, Chartered Accountants, Surveyors etc. to organize training programmes for their members to enable them acquire the necessary knowledge on the Act 663 and the relevant procedures and guidelines.

3.4 Academic Support Programmes

The CD Directorate will extend its training programme to cover students pursuing procurement courses at the Polytechnics and other Tertiary Institutions. The objective is to introduce Public Procurement Modules to the HND Purchasing and Supply programme, the Bachelor of Technology (Procurement) and other first degree programmes in Procurement or Supply Chain Management.

Mr. David Bennin

Director, CD

PPA



Tendering and Contract Information for Periods Indicated

[Tendering Opportunities for Jul - Aug 2014](#)

[Contracts Awarded for Jan - Dec 2014](#)

[Restricted Tender Awards Jan - Dec 2014](#)

[Expression of Interest Requests Jul - Aug 2014](#)

The links above will take you directly to the PPA Website Reports for the months of period indicated.



Editorial Team

Emelia Northey—Director, MIS

Yvonne Vanderpuye—Chief Operations Officer—HR&A

Rhoda E. Appiah—Principal Public Affairs Officer

Thomas K. Bondzi—Principal IT Specialist

P u b l i c
P r o c u r e m e n t
A u t h o r i t y

PMB 30
Ministries
ACCRA

Phone: 0302 - 765641-2
Fax : 0302—765643