Stakeholders are defined as the group without whose support an organisation will cease to exist. Given the extent of impact stakeholders could have on the successful operation of an organisation, it is highly recommended that they are effectively engaged with the provision of accurate and timely information that would guide their decision-making and choices. Indeed, it is believed that when stakeholders are properly engaged, they tend to develop a healthy association with the ideals of an organisation and eventually become advocates who champion their course.

In view of this, the PPA has since its inception found it necessary to develop a capacity development framework that will offer its varied stakeholders effective training on the requirements of Ghana’s Public Procurement Act, 2003 (Act 663). To date, over 10,000 stakeholders made up of Heads of Entities, Procurement Officers, Service Providers, Media, Civil Society Organisations and other Oversight Institutions have received training in Modules such as the Overview of Act 663, Procurement Planning, Procurement Structures, Procurement Methods, Sustainable Public Procurement etc. (we share with you in this edition some feedbacks from some of our participants)

Inspite of the success made in our capacity development efforts, it is worth noting that the achievements have not come cheap. The Authority has over the years obtained support from development partners like GTZ, World Bank, SECO, DfID and CIDA in order to organise these training programmes. However, owing to the dwindling support from these partners in recent times, Procurement Entities who call for training are being made to meet the cost half way so as to ensure sustainability of the capacity development process.

Additionally, to bridge the widening capacity gap among procurement practitioners, the Authority with support from the Millennium Development Authority (MiDA) have also developed curricula and modules for degree awarding programmes in Public Procurement among some selected tertiary institutions which is yielding much success.

Rhoda Appiah  
Chief Operations Officer - Public Affairs  
PPA
Online Activities

List of entities that have submitted their 2015 Procurement Plans online As At Jun 30, 2015

| 1. Accra Academy Senior High School | 56. Ghana Cocoa Board |
| 2. Accra Polytechnic | 57. Ghana Cocoa Board - Quality Control Division |
| 3. Afadzato South District Assembly | 58. Ghana College of Physicians and Surgeons |
| 5. Ahanlamten Senior High School | 60. Ghana Education Service |
| 6. Akim Oda Government Hospital | 61. Ghana Free Zones Board |
| 8. Akwapim North District Assembly | 63. Ghana Immigration Service |
| 9. Akwapim South Municipal Assembly | 64. Ghana Institute of Journalism |
| 10. Assesewa Hospital | 65. Ghana Institute of Management And Public Administration |
| 11. Atebubu College of Education | 66. Ghana Investment Fund For Electronic Communications |
| 14. Begoro Hospital | 69. Ghana National Fire Service |
| 15. Benkum Senior High School | 70. Ghana National Gas Company |
| 17. Bolgatanga Municipal | 72. Ghana Police Service |
| 18. Bolgatanga Polytechnic | 73. Ghana Ports And Harbours Authority |
| 19. Bulk Oil Storage and Transportation | 74. Ghana Railway Development Authority |
| 20. Cape Coast Nursing and Midwifery Training College | 75. Ghana Reinsurance Company Ltd |
| 21. Cape Coast Polytechnic | 76. Ghana Revenue Authority |
| 22. Cape Coast District Hospital | 77. Ghana School of Law |
| 23. Central- Regional Co-ordinating Council | 78. Ghana Standards Authority |
| 24. Centre For National Culture - Western Region | 79. Ghana Statistical Service |
| 25. Centre for Scientific Research Into Plant Medicine | 80. Ghana Tourist Board |
| 26. Christ The King Catholic School | 81. Ghana Water Company Limited |
| 27. Controller And Accountant General Dept | 82. Ghana-India Kofi Annan Center of Excellence |
| 28. Copyright Administration | 83. Grains And Legumes Development Board |
| 29. Council for Law Reporting | 84. Ho Municipal Assembly |
| 30. Council for Scientific and Industrial Research | 85. Ho Polytechnic |
| 32. Council of State | 87. Institute of Local Government Studies |
| 33. Daboase Senior Technical School | 88. Internal Audit Agency |
| 34. Dadease Agriculture Senior High School | 89. Jasikan District Assembly |
| 35. Department Of Urban Roads | 90. Jomoro District Assembly |
| 36. District Assembly Common fund | 91. Judicial Service |
| 37. Driver and Vehicle Licensing Authority | 92. Jukwa Senior High School |
| 38. Dunkwa Senior High Technical School | 93. Keta Business Senior High School |
| 39. East Akim Municipal Assembly | 94. Keta Senior High School |
| 40. Economic and Organised Crime Office | 95. Ketu District Hospital |
| 41. Ejisuaman Senior High School | 96. Ketu North District Assembly |
| 42. Encyclopedia Africa Project | 97. Koforidua General Hospital |
| 43. Energy Commission | 98. Komenda/ Edina/ Eguafo /Abirem District Assembly |
| 44. Environmental Protection Agency | 99. Komfo Anokye Teaching Hospital |
| 45. Export Development and Investment Fund | 100. Korle bu Teaching Hospital |
| 46. Fanteakwa District Assembly | 101. Krachi West District Hospital |
| 47. Foods and Drugs Authority | 102. Kumasi Polytechnic |
| 48. Forestry Commission | 103. Kwaebibirem District Health Directorate |
| 49. Ga East Municipal Assembly | 104. Kwaebirem District Assembly |
| 50. Ga South Municipal Assembly | 105. Kwahu West District Assembly |
| 51. Ghana Academy of Arts And Sciences | 106. Ledzokuku-Krowor Municipal Assembly |
| 52. Ghana Airports Company Limited | 107. LEKMA Hospital |
| 53. Ghana Audit Service | 108. Local Government Service Secretariat |
| 55. Ghana Civil Aviation Authority | |
Has Your Entity Submitted Its 2015 Procurement Plan—Using PPA’s Online Procurement Planning System?
The PPA publishes a bi-monthly e-procurement bulletin on its website. The July –August edition will seek to assess the level of its impact of training and capacity building programmes has had on your performance as far as public procurement is concern. Having participated in this training, we will appreciate your time to respond to the following questions.

National Theatre

Q. Name
A. Evelyn Narkie Anikpi

Q. Organization
A. National Theatre of Ghana

Q. Designation
A. Head of Procurement

Q. When did you attend the training programme
A. February, 2015.

Q. Duration
A. 2-3 days

Q. What has been the level of impact of the training programme on your performance?

A. I have a good understanding of the Act and have applied it very well

A. There has never been any complaint hence I have never put it into practice even though I have the knowledge of it.

Understanding of the Appeals & Complaints processes as per Act 663

Tender documentation e.g. Preparation of tender documents

Evaluation and reporting

A. The training has enhanced my skills in terms of evaluation and reporting as per the standard set by the PPA.

Development of Specifications

A. With the knowledge gained I am always able to developed the right specifications with cooperation from the user departments

Procurement planning

A. The training gave me in-depth understanding to how to prepare the procurement plan. This I have been able to do including posting it on PPA’s website

Others

A. Made me aware of new developments in the Procurement Act as well new policies being introduced by the PPA

Q. What are your challenges with the implementation of the Public Procurement Act 663

A. The lack of understanding of the Public Procurement Act by the staff and management makes it application or implementation very difficult.

Q. What are some of the areas/content that was not covered under this training but are considered to be essential for the training of procurement Practitioners

A. Application of the procurement method for services and International Competitive Tendering

Q. Any suggestions for the next training
A. Duration... It should be at least a week so that a lot can be covered

Evelyn Narkie Anikpi
National Theatre of Ghana
Has Your Entity Submitted Its 2015 Procurement Plan—Using PPA’s Online Procurement Planning System?

Development of Specifications

A. The development of specifications are done in conjunction with the user departments to meet the standards required

Procurement Planning

A. It is drawn from the budget with further inputs from user departments and management. We are also able to post the plans on PPA’s website after sending a hard copy to the PPA.

Others

Q. What are your challenges with the implementation of the Public Procurement Act 663

A. The thresholds for the various procurement methods are very low and would therefore suggest for the amendment of the Public Procurement Act to review the various thresholds.

Q. What are some of the areas/content that was not covered under this training but are considered to be essential for the training of procurement Practitioners

A. I will appreciate it if there is training on areas such as guidelines for the application of sustainable public procurement.

Q. Any suggestions for the next training

A. Duration ... Two weeks

Richard Dabri
Ghana Revenue Authority
**QUESTIONNAIRE FOR PROCUREMENT PRACTITIONERS—CONTD.**

**Road Safety Commission**

**Q.** Organization  
*National Road Safety Commission*

**Q.** Designation  
*Ag. Procurement Officer*

**Q.** When did you attend the training programme  
15th May, 2014.

**Q.** Duration Tick  
1 day

**Q.** What has been the level of impact of the training programme on your performance?  
Appreciation of the Public Procurement Act 663...it was very educative

*I am now abreast with the various provisions of the Procurement Act as I go about my procurement activities with little difficulty.*

Understanding of the Appeals & Complaints processes as per Act 663

*The training brought to management attention how disputes can be resolved in case it arises. However, we are yet to put it to test since my institution has not encountered one yet.*

Tender documentation e.g. Preparation of tender documents

*PPA standard tender documents for the various methods of procurement are being used.*

Evaluation and reporting

**Evaluation is done strictly as indicated in the tender documents**

Development of Specifications

*Detailed and comprehensive specification are developed and indicated in the tender documents.*

Procurement planning

*Timely preparation of the procurement plan consistent with the annual budget of the entity. A copy is sent to PPA and also posted on the PPA’s website as required by PPA.*

Others

**Q.** What are your challenges with the implementation of the Public Procurement Act 663  
*I think the threshold for the various procurement methods are very low and therefore it would be better if they are reviewed to meet current trends in the procurement process.*

**Q.** What are some of the areas/content that was not covered under this training but are considered to be essential for the training of procurement Practitioners?  
*Training in the area of Sustainable Public procurement, contract management as well as framework agreement.*

Any suggestions for the next training

*2 days or more would be better to cover a lot of areas.*

Joseph Obiri-Yeboah  
*National Road Safety Commission*
Q. Organization
A. Public Utility Regulatory Commission

Q. Designation
A. Director, Finance and Administration

Q. When did you attend the training programme
A. 2014

Q. Duration Tick
A. 5 days

Q. What has been the level of impact of the training programme on your performance?
A. The program helped me to know that the Act should not be overlooked when undertaking procurement activities in PURC

Understanding of the Appeals & Complaints processes as per Act 663
A. The program has helped me to know how to use the standard tender documents for our procurements.

Tender documentation e.g. Preparation of tender documents
A. The program has helped me to know how to use the standard tender documents for our procurements.

Evaluation and reporting
A. I know the basic requirement on evaluation and report on the evaluation

Development of Specifications
A. We are now able to develop the procurement plan and also post it on website of the PPA.

Procurement planning
A. We are now able to develop the procurement plan and also post it on website of the PPA.

Others
A. Aware of procurement audit and the functions of the PPA

Q. What are your challenges with the implementation of the Public Procurement Act 663
A. Deciding between the different methods of procurement. The use of threshold and its relevance in today’s business since the thresholds are very low. Distinguishing procurement of administrative goods and services. Thus routine administrative expenses should be spelt out clearly and made easy to procure for efficient and effective management of entities

Q. What are some of the areas/content that was not covered under this training but are considered to be essential for the training of procurement Practitioners?
A. Overview of the PPA Act 663 and refresh course on Sustainable Public Procurement

Q. Any suggestions for the next training
A. Duration...One Week

Emmanuel Kwadwo-Kissi-Boateng
Public Utility Regulatory Commission
IMPACT OF PPA’s CAPACITY BUILDING /TRAINING QUESTIONNAIRE FOR ENTITY TENDER COMMITTEE

The PPA publishes a bi-monthly e-procurement bulletin on its website. The July –August edition will seek to assess the level of its impact of training and capacity building programmes has had on your performance as far as public procurement is concern. Having participated in this training, we will appreciate your time to respond to the following questions.

National Road Safety Commission

Q. Organization
A. National Road Safety Commission

Q. Designation
A. Director, Research, Monitoring & Evaluation

Q. When did you attend the training programme
A. 15th May, 2014

Q. Duration
1 day

Q. What has been the level of impact of the training programme on your performance?

Appreciation of the Public Procurement Act 663
A. It was very insightful and has broaden my knowledge as to the various provisions stipulated in the Act.

Approval of Procurement Plans
A. Procurement Plans have been timeously Prepared and approved and submitted to PPA

Quarterly Review of Procurement plan
A. 2015 procurement plan has been reviewed. There were, however, no variations

Approval of Contracts
The Entity Tender Committee continuous to be mindful of the limits of its approving authority

Using of PPA’s Average Price Database
A. This was not brought up during the training programme. It could, however, be useful for value – for-money consideration. We will check on it.

Others

Q. What are your challenges with the implementation of the Public Procurement Act 663
A. The threshold continuous to appear to be low especially that of the Entity head’s approval

Q. What are some of the areas/content that was not covered under this training which you consider essential for the training of ETC Members.

1. Sensitization on the Average Price Database
2. Sensitization on Sustainable Public Procurement

Q. Any suggestions for the next training?
A. The duration for training programme should be at least 2 days or more, so that enough areas could be covered

Martin Owusu Afram
National Road Safety Commission
IMPACT OF PPA’s CAPACITY BUILDING /TRAINING QUESTIONNAIRE FOR SERVICE PROVIDER

The PPA publishes a bi-monthly e-procurement bulletin on its website. The July –August edition will seek to assess the level of impact its training and capacity building programmes has had on your performance as far as public procurement is concern. Having participated in our training, we will appreciate your time to respond to the following questions.

VISTA

Q. Name
A. Donald Humphery-Ackomey

Q. Organization
A. VISTA

Q. Designation
A. Partner

Q. When did you attend the training programme
A.

Q. Duration
A. 2-3 days

Q. What has been the level of impact of the training programme on your performance?

Appreciation of the Public Procurement Act 663
A. It is broad, covers a wide range of topics and therefore needs regular update

Understanding of the Appeals & Complaints processes as per Act 663.......
Q. Name
A. Charles Ebo Manson

Q. Organization
A. Pronet Limited

Q. Designation
A. Chief Executive Officer (CEO)

Q. When did you attend the training programme
A. 6th and 7th JUNE, 2013

Q. Duration
A. 2-3 days

Q. What has been the level of impact of the training programme on your performance? A. More Awareness To Tender Eligibility And Responsiveness

Appreciation of the Public Procurement Act 663
A. Very Much

Understanding of the Appeals &Complaints processes as per Act 663........
A. Appreciates But Not Yet Utilised To Evaluate It’s Effectiveness

Submission of Responsive Tenders

Understanding of product specification

Others

Q. What are some of the areas/content that were not covered under this training but considered to be essential for Service Providers
A. The training dwelt more on pre-contract processes and it will be very helpful if another session is held (at least for 3 days) to walk participants through the post-contract process of the procurement cycle with strong emphasis on contract administration for works procurement and the obligations, responsibilities as well as right and privileges of the parties to a contract in respect of the various provisions spelt out in the conditions of contract governing a public procurement.

Q. Any suggestions for the next training-
A. Duration should be Three Days.

Charles Ebo Manson
Pronet Limited
Procurement Humour

You seem to be doing well in tendering these days

Thanks to the training we had from PPA, I am able to submit responsive tenders.
Tendering and Contract Information for Periods Indicated

Tendering Opportunities for Jul - Aug 2015

Contracts Awarded for Jan - Dec 2015

Restricted Tender Awards Jan - Dec 2015

Expression of Interest Requests Jul - Aug 2015

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