

[Legal Notice No. 22]

PACIFIC GAMES 2023 ACT 2017

PACIFIC GAMES 2023 PROCUREMENT INSTRUCTIONS 2019

Table of provisions

1	Citation	2
2	Planning and prioritising	2
3	Procurement activities to ensure prudent spending	2
4	Procurement Activity	2
5	Procurement bidding process	2
6	Procurement procedures and policies	3
7	Accounts to be managed by Accountable and Accounting Officers	3
8	Instructions to comply with other legislation	3
9	Games Tender Board	4

PACIFIC GAMES 2023 PROCUREMENT INSTRUCTIONS 2019

IN exercise of the powers conferred upon the Minister under section 46 and as read with section 47 of the *Pacific Games 2023 Act 2017*, the following instructions are made.

1 Citation

These Instructions may be cited as the Pacific Games 2023 Procurement Instructions 2019.

2 Planning and prioritising

The Authority shall be responsible for planning and prioritising procurement activities to ensure maximum value.

3 Procurement activities to ensure prudent spending

All procurement activities shall be conducted in a way or manner that ensure prudent spending.

4 Procurement Activity

Procurement activity must not:

- (a) undermine competitive purchasing;
- (b) give unfair advantage to any bidder;
- (c) falsify a quotation to a bidder; or
- (d) apportion a procurement transaction into parts in order to avoid fair bidding or procurement instructions.

5 Procurement bidding process

- (1) The Authority must
 - (a) ensure that procurement notices are published in the newspaper and other media outlets;
 - (b) invite bids, submission, set minimum bidding periods and that bidding documents are available to bidders in reasonable time;

- (c) ensure that proper bid opening and bid evaluation processes are conducted in a transparent and fair manner; and
 - (d) publish the bid award in the newspapers;
- (2) In addition to the above requirements the Authority must develop annual procurement plans and maintain procurement source documents to support the appropriateness of payments made.

6 Procurement procedures and policies

The procurement procedures and policies set out in these Instructions shall be applicable and extend to all procurement processes carried out for the purposes of the Games by the Organising Committee and the Facilities Committee as it applies to the Authority.

7 Accounts to be managed by Accountable and Accounting Officers

The Accountable and Accounting Officer appointed under rule 12 of the Pacific Games 2023 Sports Solomon Special Fund Rules 2019 shall:

- (a) manage, use and account for all resources under his or her custody with high degree of care in the prescribed manner;
- (b) record all stores and property under his or her custody in proper books of accounts and maintain a register in the prescribed format; and
- (c) comply with the prescribed procedure relating to the handling of resources in terms of requisition, ordering, accounting, custody, and disposal.

8 Instructions to comply with other legislation

- (1) These instructions shall not be construed as overriding the Authority's requirements to comply with:
 - (a) the provisions of the rules and regulations made under Part 9 of the Public Financial Management Act 2013;

- (b) the Solomon Islands Government's Internal Financial Instructions 2014;
 - (c) the Solomon Islands Government Procurement and Contract Administration Manual 2013; and
 - (d) Financial Instructions Chapter 7 Supply Chain Management.
- (2) The provisions referred to above may be adopted with modifications as necessary for the Pacific Games.

9 Games Tender Board

- (1) The subcommittee appointed by the Authority under section 12 of the Act to assess tender bids shall be the Games Tender Board to assess and consider tender bids in accordance with procurement procedures and policies as set out in these instructions.
- (2) In performing the functions as set out in paragraph (1), the Games Tender Board shall ensure that such practices are consistent with Central Tender Board practices and in compliance with the provisions of instruction 8.

MADE IN HONIARA this eighth day of March, 2019.

HON. RICK NELSON HOUENIPWELA, MP
PRIME MINISTER
