



MILLENNIUM CHALLENGE ACCOUNT BENIN REGIONAL

RECRUITMENT OF EXTERNAL LEGAL COUNSEL

Ref : BENR 24-4008

MINUTES OF OFFERS OPENING

On November 29, 2024, the offers received for the Recruitment of a legal counsel for MCA-Benin Régional were opened in a public online meeting.

The following persons attended the meeting :

- o Mr. Miguel ADISSO, Procurement Specialist, DPM/MCA-Benin Regional;
- o Mr. Valeriu ROTARU, PAM/MCA-Benin Regional;
- o Ms. Clémentine AKAKPO, Procurement Specialist, PA/MCA-Benin Regional.

One (1) firm attended the offers opening session (cf. Offers opening Form attached as Appendix 1 to these Minutes):

- o The law firm of Charles BADOU and Partners, represented by Mr. Ulrich AVLESSI, Senior lawyer.

Mr. Martial TCHEOUBI, PA incoming Procurement Specialist, who will be leading the recruitment process from Monday, December 02, 2024, was also present as an observer.

The Request for Offers (RFO) was launched on October 23, 2024 with reference # BENR 24-4008. The Specific Procurement Notice (SPN) was published on UNDB, the MCA-Benin Regional website and in the LA NATION newspaper.

Seven firms expressed interest following publication of the SPN. The RFO was sent to all of them.

Initially scheduled for November 22, 2024 at 10:00 am - UTC+01:00, Offers submission deadline was extended to November 29, 2024 at 10:00 Cotonou time.

By the deadline for submission of Offers, only one Offer was submitted, in the form and within the time required by the RFO.

A second bidder submitted an Application for the positions of Head of the Legal Department. This request has nothing to do with the launched procurement.

After the introductions, Mr. Valeriu ROTARU, PA Manager read out the provisions of the RFO relating to the opening of offers and then proceeded to the opening the offers received in the order in which they were received. The table below presents information on the opening of offers.

The floor was then given to the various participants in the session, but no comments were made.

Offers opening session ended at 11:45 am.

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OFFERS OPENING FORM

Submission deadline: November 29, 2024 at 10:00 am - UTC+01 :00.

Official opening date: November 29, 2024 at 10:30 am, - UTC+01 :00

No	Name of Offeror	City, Country	Form TECH-1 Tech Offer present?	Financial Offer present?	Observations
1	Hyppolite Chimato TOHOUNDJI	Klouékanmé/Bénin	Not provided	Not provider	Offer submitted on 03/11/2024 at 9:06 am The submitted Application is for the position of Head of the Legal Department. This has nothing to do with the present procurement.
2	BADOU Charles and Partners	Cotonou/Bénin	YES, signed and stamped	Yes	Offer submitted on 28/11/2024 at 9 :29 pm

For: MCA-Benin Regional

Procurement Agent

For the

Miguel ADISSO
ROTARU

Valeriu