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17<sup>th</sup> February, 2020.

**The Minister,  
Ministry for Special Development Initiative  
Accra.**



Attn: Hon. Mavis Hawa Koomson

Dear Madam

**REQUEST FOR INFORMATION**

We write this letter pursuant to our client's fundamental Human Right to information enshrined in Article 21 (f) of the Constitution, 1992.

We act as solicitors for and on behalf of Kwame Asare Obeng, A.K.A A-Plus, a concerned citizen of the Republic of Ghana on whose instructions we write this letter.

We are also very mindful of the President, H.E Nana Akufo-Addo's admonishment to Ghanaians to be citizens and not spectators and this admonishment requires us to seek for the general well-being of Ghana.

We write to request for information in relation to the purchase and insurance of the 307 ambulances purchased by the Government of Ghana through your Ministry.

Our client has directed us to request as follows:

1. What was the procurement process used in procuring the 307 ambulances.
2. If the government resorted to single-source tendering, we would like to request for a copy of the approval from the Public Procurement Board pursuant to section 40(2) of the Public Procurement Act, 2003, Act 663 and also the bid tendered in by the company.
3. If the government resorted to sole-sourcing, we would also like to know the company which won the contract.



.. However, if the government resorted to competitive tendering, we would like to know the name of the companies and copies of their respective bids.

5. We would also like to know which process, if any was used during the pre-qualification process.

6. We would like to know if the 307 ambulances procured by the government have been insured.

7. If your answer to question 6 above is in the affirmative, we would like to request the name and address of the said insurance company. We are reliably informed that the insurer of the 307 ambulances is Enterprise insurance.

8. If your answer to question 7 above is in the affirmative, we would also like to know the procurement process the government used in selecting the insurance company.

9. However, if your answer to question 7 above is in the negative, we would like to request for the name and address of the insurance company.

10. If the government resorted to sole-sourcing in selecting the insurance company, we would like to also request for a copy of the approval from the Public Procurement Board pursuant section 40(2) of the Public Procurement Act, 2003, Act 663 and also a copy of the bid tendered in by the company which won the contract.

11. If the government resorted to competitive tendering, we would like to request for the names and copies of the bids tendered in by the various companies which bided.

12. We would also like to request for the cost of the insurance cover incurred by the State.

13. We would also like to request for the type of insurance and its duration.

14. We would like to request for the cost in insuring each of the 307 ambulances.

Pursuant to section 18(1)(c) and section 28 of the Right to Information Act, 2019 Act 989, we would prefer to be given a hardcopy of the agreement between your ministry acting on behalf of the Government of Ghana and the insurance company. Alternatively, the said document may be given on a flash drive. Our client is willing to bear the cost that will be incurred for the process.

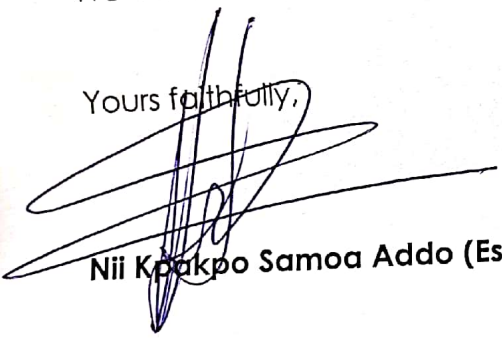
Section 23(1) of the Right to Information Act, 2019, Act 989 provides; "Where an application for access is received by a public institution, the information officer shall take a decision on the application and send a written notice to the applicant within fourteen days from the date of receipt of the application". Section 23(5) of Act 989 also provides; "Where an information officer fails to determine an application with fourteen days after the application is received by the public institution, the application is deemed to have been refused and the applicant has the right to seek redress under sections 31 to 39.

We will be grateful if you could furnish us with the requested information at your earliest convenience albeit with fourteen working days upon receipt of this letter.

We thank you.

We count on your co-operation.

Yours faithfully,



**Nii Kpakpo Samoa Addo (Esq.)**

**NII KPAKPO SAMOA ADDO  
BARRISTER & SOLICITOR  
P. O. BOX KW 534  
KWABENYA-ACCRA**

Cc:

Kwame Asare Obeng

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