

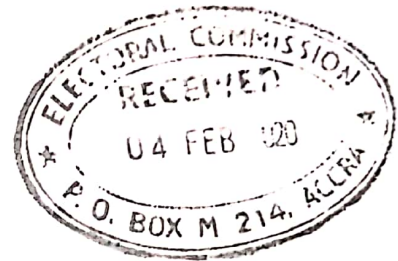
# MARTIN L. KPEBU, ESQ

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Our Ref: MLK/013/20      Your Ref:      3<sup>rd</sup> February, 2020.

THE ELECTORAL COMMISSIONER  
ELECTORAL COMMISSION OF GHANA  
EIGHTH AVENUE  
RIDGE - ACCRA



ATTN: MRS. JEAN ADUKWEI MENSA

Dear Madam,

## REQUEST FOR INFORMATION

1. I act as lawyer for Ernest Henry Norgbey (Honourable Member of Parliament for Ashiaman, hereinafter referred to as "my client").
2. I write on behalf of my client to request for information in relation to the procurement of the services of consultants by the Electoral Commission of Ghana.
3. My client desires to know in particular if the Electoral Commission of Ghana has procured the services of the following consultants;
  - i. Dr. Ofori-Adjei, IT Consultant and
  - ii. Mr. A. Akrofi, Procurement Consultant

3. In case your answer to the above question is in the affirmative, my client would want you to confirm if the procurement of the services of the said consultants was done in accordance with PART VI – METHODS AND PROCEDURES TO PROCURE CONSULTANTS - OF THE PUBLIC PROCUREMENT ACT, 2003 (ACT 663) (AS AMENDED).
4. My client humbly requests for a copy of the record of procurement proceedings for the procurement of the services of the said consultants as required by section 28 of Act 663 (as amended), if your answer to the enquiry in paragraph 3 is in the affirmative.
5. In consonance with section 18(1)(c) and section 28 of the Right to Information Act, 2019 (Act 989), my client would prefer to be given a hardcopy of the document containing the above information. Alternatively, the said information may be given on a flash drive. My client is willing to bear the cost that will be incurred for the process.
6. This request is made in exercise of my client's fundamental right to information as enshrined in article 21(f) of the Constitution, (1992) and further detailed in the Right to Information Act, 2019 (Act 989). Section 1 (1) of Right to Information Act, 2019 (Act 989) states

“A person has the right to information, subject to provisions of this Act.”
7. Section 1 (3) further states, “A person may apply for information without giving a reason for the application”.
8. According to section 23(1) of Right to Information Act, 2019 (Act 989), “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 further states, “Where an information officer fails to determine an application within 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”.

9. We will therefore be grateful if you could furnish us with the requested information at your earliest convenience albeit within fourteen (14) working days upon receipt of this letter.

10. The above requested information may be sent to the address below

**Martin L. Kpebu**  
**1<sup>st</sup> Floor, World Trade Centre**  
**Accra**

Anticipating your utmost assistance.

Yours truly,



**M. L. Kpebu.**

**Cc:**

Hon. Ernest Henry Norgbey  
(Honourable Member of Parliament for Ashiaman)  
Parliament House  
Accra