



**BANK OF GHANA
INVITATION FOR TENDERS
NATIONAL COMPETITIVE TENDERING (NCT)**

NOTICE NO. BG/GOV/SEC/2021/08

1. **The Bank of Ghana** intends to apply part of its budget for 2021 to fund eligible payments under the contract for the supply of Information Technology items for the Bank in the table below:

Package number	DESCRIPTION	DELIVERY PERIOD
(GR/BOG/GD/0018/2021)	Laptops	Ninety (90) days

Tenderers may quote for one or all the lots

2. **The Bank of Ghana** invites sealed Tenders for the supply of the above-mentioned item. Tendering will be in accordance with the **National Competitive Tendering Method (NCT)** procedures as specified in the Public Procurement Act, 2003 (ACT 663) as Amended and the stated Guidelines of the Public Procurement Authority of the Republic of Ghana.
3. Tenderers shall quote for all quantities in the lot. Tenders not offering all quantities in the lot **shall be declared non-responsive.**
4. Interested eligible suppliers may obtain a complete set of Tender documents at the address below from **Monday to Friday** between the hours of **09:00 a.m. to 4:00 p.m.** The documents will be available from **May 20, 2021 to June 04, 2021** for inspection and purchase.
5. The documents shall be purchased in person on submission of a written application letter to the address below, and upon payment of a non-refundable fee of **Two Hundred Ghana Cedis (GH¢200.00)** to Account Name and Number: **Miscellaneous Income; PL 52078** at the **Banking Hall, Bank of Ghana** or at any of its branches in the country.

The pay-in-slip should be submitted with an introductory letter from eligible suppliers to the **Procurement and Transport Office, CPC Building, Complex, 1st Floor, Bank of Ghana, Spintex Road, Accra.**

6. All Tenders must be accompanied by a **Tender Security** of not less than **Seventy Thousand Ghana Cedis (GH¢ 70,000.00)** from a **Reputable Bank**. The Tender Security shall be in the currency of the tender.
7. Tenders will be opened in the presence of the Tenderers' representatives who choose to attend, at the **Bank of Ghana Auditorium, 4th Floor** at **10:30 a.m. local time on June 04, 2021. Late Tenders will be rejected.**

8. Tenderers shall submit their tenders with the following documents:

A Valid Certificate of Incorporation/Registration
A Valid Certificate to Commence Business (If any)
A Valid Tax Clearance Certificate
A Valid SSNIT Certificate
A Valid VAT Certificate
A Valid Public Procurement Authority Certificate

All documents shall be valid at the time of closure of the tender.

9. Tenders must be delivered to the address below on or before **10:30 a.m. June 04, 2021**. Completed Tender Documents sealed in an envelope, bearing the Package Number should be addressed as follows:

The Secretary's Department

4th Floor – Room No. 422
Bank of Ghana
Head Office
High Street
Tel: 0302 666902 ext. 4471

10. Tenders shall be valid for a period of **120 days** after the deadline for tender submission. **Late submissions shall be rejected.**

LOCATION FOR TENDER INSPECTION & PURCHASE:

The Head

Corporate Management and Services Department
Bank of Ghana
1st Floor, CPC Building
General Services
Spintex Road, Flower Pot Roundabout
Tel: 0302-550500 ext. 7130/7137/7142

LOCATION FOR TENDER SUBMISSION:

The Secretary's Department

4th Floor – Room No. 422
Bank of Ghana
Head Office
High Street
Tel: 0302 666902 ext. 4471

(SGD)

SANDRA THOMPSON (MS)
THE SECRETARY

14TH MAY 2021