



BANK OF GHANA

INVITATION FOR TENDERS NOTICE NO. BG/GOV/SEC/2024/26

NATIONAL COMPETITIVE TENDERING

1. **Bank of Ghana** (BoG) intends to apply part of its budgetary allocation to fund eligible payment under the under listed contract as indicated below:

BRIEF DESCRIPTION OF SERVICES

LOT	DESCRIPTION	PACKAGE NO.	LOCATION	TENDER SUBMISSION DATE
1	Provision of Disinfestation Services at Bank of Ghana offices and residences	GR/BOG/TS /0022/2024	Accra, Sunyani and Hohoe	14/11/2024

IFT Issued on: 22nd October 2204

2. **Bank of Ghana** invites sealed Tenders through **National Competitive Tendering** for the **Provision of Disinfestation Services at Bank of Ghana offices and residences at selected locations**. Tendering will be done in accordance with the **National Competitive Tendering Method (NCT)** procedures as specified in the Public Procurement Act, 2003 (Act 663) as amended and the guidelines of the PPA of the Republic of Ghana.
3. Interested eligible tenderers may obtain further information and inspect the Tender document at the address stated below in Clause 13 from **Monday to Friday** between the hours of **09:00am to 4:00pm** from **24th October 2024**. The Deadline for purchase of Tenders is **11th November 2024**. The deadline for submission of Tender is **14th November 2024 at 2:00pm**. All enquiries may be addressed to the email addresses stated below:

estates.tender@bog.gov.gh

4. Tenderers shall submit their tenders with the following eligibility documents.
 - i. **Ghana Revenue Authority (GRA) Tax Clearance Certificate;**
 - ii. **Social Security and National Insurance Trust (SSNIT) Clearance Certificates;**
 - iii. **Value Added Tax (VAT) Registration Certificate;**



- iv. **Business Registration Certificate (where applicable);**
- v. **Certificate of Incorporation;**
- vi. **Public Procurement Authority (PPA) Registration Certificate;**
- vii. **Tender Security**
- viii. **Power of Attorney, duly authorized by a Notary Public**

Please note that all documents shall be valid at the time of **tender opening**.

5. The tender document 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 **Five Hundred Ghana Cedis (GH¢500.00)** to the Bank of Ghana account details below:

Account Name:	Miscellaneous Income
Account Number:	PL 52078
Bank Branch:	Banking Hall of Bank of Ghana, Accra on One Thorpe Road or any of the Bank of Ghana branches in the country.

The pay-in-slip should be submitted with an introductory letter from eligible Service Providers to the **Estate Office Secretariat, CPC Building, General Services Complex, 1st Floor, Bank of Ghana, Spintex (Flowerpot), Accra.**

6. The number of copies of the Tender to be completed and returned shall be **ONE (1) ORIGINAL AND FOUR (4) COPIES.**
7. Tenders shall be valid for a period of one hundred and eighty (180) days after tender submission date.
8. All Tenders must be accompanied by a tender security of **Five Thousand Ghana Cedis (GH¢5,000.00)** and must be valid for a minimum of one hundred and eighty days (180) days after the date of the tender opening.
9. Tenders will be publicly opened **at 2:00pm** prompt in the presence of the Tenderers and or their representatives who choose to attend at **General Services Complex, First Floor Conference Room, Bank of Ghana, Spintex (Flowerpot near Palace Mall).**
10. **Late submission of Tenders will be rejected.**
11. **Site Inspections are scheduled as follows:**



a. Accra Offices and Residences:

Date: **31st October 2024 at 9:00am**
Location: **General Services Complex, Bank of Ghana,
Spintex (Flowerpot)**
Time: **9:00a.m.**

b. Hohoe Office and Residence:

Date: **5th November 2024**
Location: **Bank of Ghana, Hohoe Office**
Time: **10:00a.m.**

c. Sunyani Office and Residences:

Date: **6th November 2024**
Location: **Bank of Ghana, Sunyani Office**
Time: **10:00a.m.**

12. Pre-Tender Meeting is scheduled as follows:

Date: **1st November 2024 at 10:00am**
Venue: **Conference Room, CPC Building
General Services Complex, First Floor
Bank of Ghana, Spintex (Flowerpot)**

13. Address for Tender Submission:

**Corporate Management and Services Department
Estate Office Secretariat
Bank of Ghana, Spintex (Flowerpot)
Accra-Ghana
TEL: 0302-550500 EXT. 7231/7134/7228**

**(SGD.)
SANDRA THOMPSON (MS.)
THE SECRETARY**

21ST OCTOBER 2024