



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

NOTICE NO. BG/GOV/SEC/2026/34

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

BRIEF DESCRIPTION OF ITEM

Package Number	Lot No.	Package Name	Quantity (Units)	Tender Deadline/ Opening Date and Time	Place of Submission
GR/BOG/GD/NCT/0071C/2026	1	Supply and Installation of Digital Printing Machine	1	Wednesday, 4 th November 2026 At 11:00am. prompt	The Bank of Ghana Bank Square 42 Castle Road. Tower Block, 8th Floor, Procurement and Transport Department
	2	Supply and Installation of Guillotine Machine	1		
	3	Supply and Installation of Jogging Machines	2		
	4	Supply and Installation of Folding Machines	2		
	5	Supply and Installation of Business Card Slitter	2		
	6	Supply and Installation of Creasing and Perforating Machine	1		
	7	Supply and Installation of Stitching Machines	2		
	8	Supply and Installation of UV Printer	1		
	9	Supply and Installation of Laminating Machine	1		
	10	Supply and Installation of Paper Cutter	2		
	11	Supply and Installation of Perfect Binding Machine	2		
	12	Supply and Installation of Electric Creaser	2		
	13	Supply and Installation of Die Cutting Machine	1		

IFT Date: 16th October 2026.



2. The Bank of Ghana invites sealed Tenders through National Competitive Tendering for the Procurement and Supply Operational Items for the Bank of Ghana. 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 **(i)** below from Monday to Friday (excluding holidays) between the hours of **09:00am to 4:00pm from 16th October 2026**.
4. Tenderers shall submit their tenders with the following eligibility documents.
 - i. Signed and Stamped Tender Form;
 - ii. Valid Business Registration Certificates/Certificate of incorporation;
 - iii. Valid Ghana Revenue Authority (GRA) Tax Clearance Certificate;
 - iv. Valid Social Security and National Insurance Trust (SSNIT) Clearance Certificate;
 - v. Value Added Tax (VAT) Registration Certificate;
 - vi. Valid Public Procurement Authority (PPA) Suppliers Registration Certificate;
 - vii. Two percent (2%) Tender Security in the right amount from a reputable Bank in Ghana;
 - viii. Form A or Form 3 (where applicable)
 - ix. Show evidence of experience in undertaking similar work/contract over the past 2 years. Attach award letters and/or client references;

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

5. Interested suppliers may obtain a complete set of tender documents by paying a non-refundable fee of **Five Hundred Ghana Cedis (GH¢500.00)** to **Account Name and Number; Miscellaneous Income PL 52078** at the Banking Hall of Bank of Ghana, Accra or any of its branches in the country.

The pay-in-slip should be submitted with an introductory letter from eligible Suppliers to: **The Head, Procurement and Transport Department, The Bank Square, 42 Castle Road, Accra.**



6. The number of copies of the Tender to be completed and returned shall be :
 - One (1) set of Tender Submission (original) and Two (2) copies in a sealed envelope.
 - All Tenders must be accompanied by Tender Security in the right amount as indicated above from a reputable bank in Ghana;
7. Tenders clearly marked with their package and lot number must be deposited in the tender box at the address below on or before the stated closing date and time. Tenders will be publicly opened in the presence of the Tenderers and or their representatives who choose to attend immediately after close of tender submission.
8. Tenders shall be valid for a period of 120 days after deadline for tender submission. **Tenderers shall quote for any or all lots.**
9. **Evaluation shall be done on lot basis.**
10. **Late Tenders will be rejected.**

(i) Address for Tender Inspection and Purchase:

Bank of Ghana
Procurement and Transport Department
8th Floor, Tower Block, Bank Square
42 Castle Road, Accra
Accra-Ghana

(ii) Address for Tender Submission:

Bank of Ghana
Procurement and Transport Department
8th Floor, Tower Block, Bank Square
42 Castle Road, Accra
Accra-Ghana

(SGD.)

**AIMEE VYDA QUASHIE (MS.)
THE SECRETARY OF THE BANK**

15TH OCTOBER 2026