

Invitation for Tenders
The Republic of Ghana
(BANK OF GHANA)
NATIONAL COMPETITIVE TENDERING (NCT)
SUPPLY OF GOODS

1. The **Bank of Ghana** intends to apply part of its budget for 2018 to fund eligible payments under the contract for the supply of Computer Printer Toners & Cartridges and Office Stationery Items.
2. The **Bank of Ghana** now invites sealed Tenders from eligible suppliers or their authorized representatives for the supply of items in the table below:

PACKAGE NUMBER	DESCRIPTION	QTY.	COST OF TENDER DOCUMENT	TENDER SUBMISSION DATE
GR/BOG/GD/0036/2018	SUPPLY OF COMPUTER PRINTER TONERS & CARTRIDGES	VARIOUS	GH¢200.00	April 24, 2018
GR/BOG/GD/0009/2018	SUPPLY OF OFFICE STATIONERY ITEMS		GH¢200.00	

Tenderers may quote for one or all of the lots.

3. Tendering will be conducted through the National Competitive Tendering Method (NCT) procedures specified in the Public Procurement Act, 2003 (Act 663), as amended by the Public Procurement (Amendment) Act, 2016 (Act 914) and in accordance with the guidelines of the Procurement Authority of the Republic of Ghana.
4. A complete set of the Tender document may be obtained by interested eligible suppliers at the address below from Mondays to Fridays between the hours of **09:00am to 4:00p.m.** The document will be available from **April 04, 2018 to April 25, 2018** for inspection and purchase.
5. Tenders shall be valid for a period of 120 days after the deadline of Tender submission.

All Tenders must be accompanied by a Tender Security of Two (2%) of the Tender Price, **valid** GRA Clearance Certificate, VAT Registration Certificate,

Business Registration Certificate, and Certificate to Commence Business, SSNIT Clearance Certificate and Manufacturer's Authorization.

Tenders must be delivered to the address below on or before **10:00am Tuesday April 24, 2018**.

6. Tenders will be opened in the presence of the Tenderers' representatives, who choose to attend at the **Bank of Ghana Auditorium, 4th Floor** at **10.00am local time on Tuesday April 24, 2018**. Late Tenders will be rejected.

LOCATION FOR TENDER INSPECTION & PURCHASE:

**The Procurement Manager
Bank of Ghana
CPC Building
General Services Complex, Spintex Road,
Flowerpot Roundabout.
Procurement Office
Tel.: 0302-550500 ext. 7131/7138/7142**

LOCATION FOR TENDER SUBMISSION:

**The Secretary's Dept.
Bank of Ghana
4th Floor
Room No. 422
Tel.: 0302- 666902 ext. 4471**

**(Sgd.)
CAROLINE OTOO (MRS)
THE SECRETARY**

Date: 29th March, 2018