



GHANA COMMUNICATION TECHNOLOGY UNIVERSITY

(FORMERLY GHANA TELECOM UNIVERSITY COLLEGE)

A PUBLIC UNIVERSITY ACCREDITED BY THE GHANA TERTIARY EDUCATION COMMISSION (GTEC)

NATIONAL COMPETITIVE TENDER - INVITATION FOR TENDERS

1. The Ghana Communication Technology University (GCTU) intends to utilize part of its budgetary allocation of the Internal Generated Fund (IGF) for eligible payments under the contract for the procurement of the under-listed items:

No.	Description of Equipment	Quantity	Amount of Tender Security (GH¢)	Delivery Period	Closure of Tenders
1.	Supply and Installation of 2.5hp Inverter Air Conditioners	50	2%	Within 30 days after Contract Signature	11:00 a.m.
2.	Procurement of Answer Booklets	60,000	2%	Within 21 days after Contract Signature	12:00 noon

2. GCTU now invites sealed Tenders from interested and eligible suppliers for the procurement of the above-mentioned equipment.

3. Detailed specifications, quantities and schedules are provided in the Tender Documents. Tenderers may quote for any.

4. Tendering will be conducted through the National Competitive Tendering (NCT) procedures specified in the Public Procurement Act, 2003 (Act 663) as amended, and in accordance with the guidelines issued by the Public Procurement Authority (PPA) of the Republic of Ghana.

5. Prospective Tenderers interested in submitting a Tender may inspect the tender document at the Procurement Unit of the University at the address below *from 9:00 a.m. to 5:00 p.m., Monday to Friday.*

6. A complete set of Tender documents may be purchased by interested Tenderers upon payment of a non-refundable fee of *Five Hundred Ghana Cedis (GH¢500.00)* at the Finance Department, of the University, at the address below. The method of payment shall be by Cheque into Ghana Communication Technology University Account (*ECOBANK 1441000286803 TESANO BRANCH*).

7. Tenders shall be valid for *Ninety (90) days* after the deadline of Tender submission.

8. Tenders must be delivered in a sealed envelope, clearly marked "*Tender for the Supply and Installation of Air Conditioners*" or "*Tender for Procurement of Answer Booklets*" and addressed as below;

9. All Tenders shall be accompanied by the following documents:

- i. Business Registration Certificate (Certificate of Incorporation)*
- ii. VAT Registration Certificate;*
- iii. Valid SSNIT Clearance Certificate;*
- iv. Valid GRA Tax Clearance Certificate;*
- v. Public Procurement Authority Certificate;*
- vi. Power Attorney; and*
- vii. Financial statement.*

10. Tenders must be deposited in the Tender Box located at the Reception of the University at the address below at or *before 11:00 a.m. on Tuesday, 18th April, 2023* Late Tenders will be rejected. Tenders shall be valid for *90 days* after the deadline of Tender submission.

11. Tenders will be opened in the presence of Tenderers or their representatives who choose to attend at the address below *on Tuesday, 18th April, 2023* immediately after closure.

SIGNED:

REGISTRAR

GHANA COMMUNICATION TECHNOLOGY UNIVERSITY

PMB 100

ACCRA NORTH

ACCRA – GHANA



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A PUBLIC UNIVERSITY ACCREDITED BY THE GHANA TERTIARY EDUCATION COMMISSION (GTEC)

NATIONAL COMPETITIVE TENDER - INVITATION FOR TENDERS

1. The Ghana Communication Technology University (GCTU) intends to utilize part of its budgetary allocation of the Internal Generated Fund (IGF) for eligible payments under the contract for the procurement of the under listed items:

No.	Description of Equipment	Quantity	Amount of Tender Security (GH¢)	Delivery Period after Contract Signing	Closure of Tenders
1.	Printing and Supply of Answer Booklet	100,000	2%	30 days	10:30 a.m.
2.	Procurement of Air Condition Accessories	Various	2%	14 days	11:00 am
3.	Procurement of Electrical Items	Various	2%	14 days	11:30 am
4.	Procurement of Carpentry Items	Various	2%	14 days	12 noon
5.	Procurement of Plumbing Items	Various	2%	14 days	12:30 pm
6.	Procurement of Sundry Items	Various	2%	14 days	1:00 pm
7.	Procurement of A4 Sheets	400	2%	14 days	1:30 pm

2. GCTU now invites sealed Tenders from interested and eligible suppliers for the procurement of the above-mentioned equipment.

3. Detailed specifications, quantities and schedules are provided in the Tender Documents. Tenderers may quote for any or all the Lots.

4. Tendering will be conducted through the National Competitive Tendering (NCT) procedures specified in the Public Procurement Act, 2003 (Act 663) as amended, and in accordance with the guidelines issued by the Public Procurement Authority (PPA) of the Republic of Ghana.

5. Prospective Tenderers interested in submitting a Tender may inspect the tender document at the Procurement Unit of the University at the address below *from 9:00 a.m. to 5:00 p.m., Monday to Friday.*

6. A complete set of Tender documents may be purchased by interested Tenderers upon payment of a non-refundable fee of *Three Hundred Ghana Cedis (GH¢300.00)* at the Finance Department, of the University, at the address below. The method of payment shall be by payment into *Ghana Communication Technology University account (Ecobank 1441000286803 Tesano Branch).*

7. Tenders shall be valid for *Ninety (90) days* after the deadline of Tender submission.

8. Tenders must be delivered in a sealed envelope, clearly marked and addressed as below;

9. All Tenders shall be accompanied by the following documents:

i. Business Registration Certificate (Certificate of Incorporation)

ii. VAT Registration Certificate;

iii. Valid SSNIT Clearance Certificate; and

iv. Valid GRA Tax Clearance Certificate.

v. Proof of Registration with the Public Procurement Authority

vi. Financial statement

10. Tenders must be deposited in the Tender Box located at the Reception of the University at the address below *at or before 10:30 a.m. on Monday, 18th March, 2024.* Late Tenders will be rejected. Tenders shall be valid for *90 days* after the deadline of Tender submission.

11. Tenders will be opened in the presence of Tenderers' or their representatives who choose to attend at the address below on *Monday, 18th March, 2024 immediately after closure.*

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