

# TENDER FOR THE SUPPLY OF CORPORATE DIARIES AND CALENDARS

## NATIONAL COMPETITIVE TENDERING (NCT)

The Volta River Authority (VRA) of the Republic of Ghana invites sealed tenders for the supply of Corporate Diaries and Calendars.

Details of the proposed supplies are:

IFT NO.	CONTRACT NAME	TENDER SALE PRICE	TENDER SECURITY	TENDER CLOSING DATE
VRA/NCT/63000	Supply of 2015 Corporate Diaries	GH¢50.00	GH¢2,500.00	<b>Thursday August 7, 2014 at 10. 00a.m.</b>
VRA/NCT/62000	Supply of 2015 Corporate Calendars	GH¢50.00	GH¢2,500.00	

1. Detailed specifications, schedules and quantities for the items are provided in the Tender documents.
2. Tendering is open to Domestic Suppliers, i.e. private, public or government-owned legal entities registered in Ghana, with Ghanaians as majority shareholders.
3. Tendering would be conducted through the National Competitive Tendering (NCT) procedures specified in the Public Procurement Act, 2003 (Act 663) of the Republic of Ghana.
4. Tendering documents in English may be purchased from the **PROCUREMENT DEPARTMENT, VOLTA RIVER AUTHORITY, LOCATED 2 KILOMETERS OFF TEMA MOTORWAY ROUNDABOUT TO AFLAO ROAD, (CLOSE TO TEMA STEEL WORKS)**. The method of payment would be by cash.
5. Tenders would be on sale between **0900 hrs to 1500 hrs local time** each working day from **Wednesday July 9, 2014 to Thursday August 7, 2014**.

6. Tenderers shall submit with each quotation a **Tender Security** as stated above in Ghana Cedis and in the form prescribed in the Tender document.
7. Completed Tenders must be addressed to:

**THE DIRECTOR,  
PROCUREMENT DEPARTMENT,  
VOLTA RIVER AUTHORITY,  
P. O. BOX MB 77,  
ACCRA, GHANA**

and delivered to the **OFFICE OF THE DIRECTOR, ROOM # 001, PROCUREMENT DEPARTMENT, VOLTA RIVER AUTHORITY, LOCATED 2 KILOMETERS OFF TEMA MOTORWAY ROUNDABOUT TO AFLAO ROAD, (CLOSE TO THE TEMA STEEL WORKS) by 10:00 am on August 7, 2014.**

Interested Tenderers may also obtain information from the address above and on:

**Telephone No.: +233-0289-546758**

**E-mail:secprd@vra.com**

8. Tenderers, if they so wish may be present at the public opening of the Tenders which would be held at the **Conference Room, Room # 002, Procurement Department, Tema Ghana** immediately after the close of Tendering on **Thursday, August 7, 2014.**

