



VOLTA RIVER AUTHORITY

REGISTRATION AND RE-REGISTRATION OF SUPPLIERS, CONTRACTORS, SERVICE PROVIDERS AND CONSULTANCY SERVICES

The Volta River Authority is undertaking registration of vendors and updating of its vendor list, eligible suppliers, contractors, service providers and consultancy services are requested to submit applications for consideration with a brief profile of their company, track record and evidence of their qualification to do business with the Volta River Authority.

Interested vendors are required to submit the following documents with their applications:

Mandatory Requirements for all Categories

1. Business Registration Certificate
2. Certificate to Commerce Business
3. Valid Tax Clearance Certificate
4. Valid VAT Registration Certificate
5. Valid SSNIT Clearance Certificate

The following additional requirements are essential and mandatory

For Pharmaceuticals

- Pharmacy Council and Food & Drugs Board Certificate
- Licence for supply restricted drugs by wholesale from premises (Pharmacy Act, 1994 (Act 489) Sections 30 & 31

For Light Crude Oil (LCO)

- Authority to Sell Certificates

For Works Contractors

- Ministry of Works and Housing Construction Certificate of Classification
- Electrical Contractors' Licence (External or Interior Installation from Electricity Company of Ghana)

SERVICES

For Time Charter Vessel

- All Eligible Certificates: eg. Certificate of Fitness (Chemicals and Gas), International Ship Security Certificate (ISSC).

For Auctioneers

- Valid Auctioneers Licence
- Ministry of Interior Auctioneers Licence (Auction Sales, Act 2006/Act76)

For Scrap Dealers

- Valid Environmental Protection Agency Permit

For Plumbers

Plumbing Contractor's Certificate (Licence) from Ghana Water Co. Limited.

For Consultancy Service

- Company's Profile
- Curriculum Vitae (CV) of Facilitators

Registration covers all items. Interested vendors should apply on the firm's letterhead to the following address:

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

LOCATION:

**PROCUREMENT DEPARTMENT, TEMA, OFF THE TEMA MOTORWAY –AFLAO ROAD,
NEAR TEMA STEEL WORKS.**

TEL. NO: 00233-(021) 665073

FAX NO: 00233-(021) 668905

The category of registration should be stated in the application letter and also on the envelope. Registration is renewable every two (2) years.