

**SPECIFIC PROCUREMENT  
VOLTA RIVER AUTHORITY  
INVITATION TO TENDER**

Contract N<sup>o</sup>: VRA/HO/ RW-PU/001

1. The Volta River Authority of the Republic of Ghana intends to apply part of its budgetary allocation to fund eligible payments under the Contract for **Rehabilitation of Former MIS Hardware Office and Conversion of the Printing Unit to Washrooms at Accra**

The Works include but not limited to the demolition and alteration of sections of the existing buildings, re-partitioning of spaces and associated plumbing, electrical installations, joinery works and finishes.

2. The Volta River Authority invites sealed tenders from eligible Contractors who have registered with the Ministry of Works and Housing and with a minimum financial classification certificate of D2.
3. The estimated period for the completion of the project is **Six (6) months**.
4. Tendering will be conducted through the National Competitive Tendering procedures specified in the Public Procurement Act, 2003 (Act 663) and the Public Procurement (Amendment) Act, 2016 (Act 914) and is open to all tenderers as defined in the Guidelines of the Public Procurement Authority of the Republic of Ghana.
5. Interested eligible Tenderers may obtain the Tendering Document and further information and inspect the tendering documents at the address below during office hours from **09:00 to 15:00 hours GMT** each working day from **August 14 to September 5, 2017**.

The Director  
Engineering Services Department  
P.O. Box 77  
Akuse - Eastern Region

Tel: 03430 20705 Ext. 723211 / 723216  
E-mail: [dengsd@vra.com](mailto:dengsd@vra.com); [sesd@vra.com](mailto:sesd@vra.com)

6. A complete set of Tendering Document in English Language may be purchased by interested tenderers upon payment of a non-refundable fee of **One Hundred Ghana Cedis (GH¢100.00)** in cash or certified cheque in the name of Volta River Authority. Tendering Documents shall be available from **August 14 to September 5, 2017**.
7. Tenders shall be completed, sealed and marked **“TENDER – REHABILITATION OF FORMER MIS HARDWARE OFFICE AND CONVERSION OF THE PRINTING UNIT TO WASHROOMS AT ACCRA”** and delivered to the Engineering Services Department Conference Room, VRA – Akuse, in the Eastern Region at or before **13:00 hours GMT** on **September 12, 2017**. The Sealed Tender Document should be addressed as follows:

The Chief Executive  
Volta River Authority  
Electro-Volta House  
28<sup>th</sup> February Road  
P.O. Box MB 77,  
Accra - Ghana.

8. Sealed Tenders shall be delivered to the address below:

The Director  
Engineering Services Department  
P.O. Box 77,  
Akuse - Eastern Region.

Tel: 0343-020705 Ext. 723211 / 723216  
E-mail: [dengsd@vra.com](mailto:dengsd@vra.com); [sesd@vra.com](mailto:sesd@vra.com)

9. Tenders shall be valid up to **180 days** after the deadline of Tender submission. All Tenders must be accompanied by a Tender Security of **Ten Thousand Ghana Cedis (GH¢10,000.00)**. The Tender Security shall remain valid for 208 days from the date of Tender Submission.
10. All interested Tenderers who wish to visit the project site, at their own cost, shall meet in front of the EV Cafeteria at the VRA Head Office, Accra in the Greater Accra Region at **10:00 am on August 18, 2017**.
11. Tenders will be opened in the presence of representatives of Tenderers who choose to attend in person at the address (2) above immediately after **13:00 hours GMT on September 12, 2017**. **Late submissions shall be rejected.**