

VOLTA RIVER AUTHORITY
REQUEST FOR EXPRESSION OF INTEREST (EOI)
SUPPLY OF SECURITY SERVICES

The Volta River Authority (VRA) intends to apply part of its budgetary allocation for payment for the supply of man guarding services at Volta River Authority premises at Aboadze, Accra, Ada, Akosombo, Akuse, Kpone and Tema.

The VRA now invites eligible local service providers, companies or organisations to indicate their interest in providing the following services:

The services required include provision of man guarding services at the following areas:

- Power installation sites
- Educational facilities
- Health facilities
- Institutional premises
- Vehicle parking lots
- Guest houses
- Procurement and Supply sites
- Dredging sites

The service will require working under the supervision of, and in cooperation with in-house security staff.

Other Requirements

VRA now invites local firms to indicate their interest in providing the services. Interested firms must show proof that they are qualified to perform the services including providing information and evidence of similar assignments executed in the last five (5) years,

availability of appropriate skills among staff, availability of equipment to undertake the task, Financial capability, 3 years Audited Financial Statements etc.

In addition to the above, interested firms should provide as part of their Expression of interest.

- Legal status of firm
- Signed Curriculum Vitae (CV) of management staff of the company (Key staff competencies and experience)
- Provide valid copies of Business Registration Certificates, valid SSNIT Certificate, valid Ministry of Interior Certificate, valid Ghana Revenue Authority (GRA) Tax Clearance and VAT Certificates
- Proof of having a local office in Accra.

Firms will be selected in accordance with the procedures set out in the Public Procurement Act, 2003 (Act 663) as amended

Applicants are to submit One (1) original and Two (2) duplicate copies of proposals.

Interested firms may obtain further information from the office of the **Director, Procurement Department, Volta River Authority, Tema from November 28 to December 21, 2017 between 8.00 a.m. – 3.00 p.m.** Monday to Friday.

Expression of Interest and supplementary documents all in **ENGLISH** should be placed in a sealed envelope clearly marked **“EXPRESSION OF INTEREST FOR THE SUPPLY OF SECURITY SERVICES”** and addressed to:

THE DIRECTOR OF PROCUREMENT
VOLTA RIVER AUTHORITY
P.O. BOX M77
TEMA

All documents must be **deposited in a Tender Box** at the address below on or before Thursday **January 11, 2018 by 10:00 a.m.**

Procurement Department
Volta River Authority
Tema

Telephone numbers – 0303-936162

Email: dmmd@vra.com

Only shortlisted firms shall be issued with **“Request for Proposals” (RFP)** Document(s).

Late submission will not be accepted.



**VOLTA
RIVER
AUTHORITY**