

VOLTA RIVER AUTHORITY

REQUEST FOR EXPRESSION OF INTEREST

Business Model Review of VRA International Schools

The Volta River Authority (VRA) intends to apply part of its Internally Generated Funds (IGF) to make payments under the contract for Consultancy services for a Business Model Review of VRA International Schools.

The assignment is to re-define the business model of VRA International Schools in the current competitive environment as a viable business ensuring high quality of service delivery and financial self sustainability.

The scope of services includes but not limited to the following:

- i. The services cover the entire operations of VRA Schools (located at Akosombo, Akuse and Aboadze) as a Strategic Business Unit and its relationship with VRA as a Holding Company.
- ii. Develop a new business model to fit into the strategic direction for the VRA Schools as a business-oriented educational institution..
- iii. Develop a comprehensive implementation plan to ensure delivery of new business model considering key success factors.

Outputs of the consultancy assignment will include, a diagnosis of the current business model, business frameworks (options), proposed business model, a gap analysis and implementation plan.

A. The VRA now invites eligible consultants to indicate their interest in providing the service.

B. Interested firms/consultants must provide Expression of Interest (EOI) for the service with the following mandatory requirements and other additional information listed below :

Mandatory Requirements:

1. Name of Firm
2. Brief Profile of the Firm (to include general experience in management of services, strategy and financial management.)
3. Provide documentary evidence to support the following:

- a. Performance record of undertaking **similar assignments in the service industry during the last 10 years**. (Name of clients, scope of services, value of contract, year executed etc. to be stated).
- b. Performance record of undertaking **specific assignments in the educational sector during the last 5 years** (Name of clients, scope of services, value of contracts, year executed etc. to be stated).
- c. Availability and Experience of Key personnel (to include brief profile of at least 3 key personnel).

Additional Requirement for Local Firms include:

4. Valid business registration and incorporation certificates
5. Valid Tax clearance certificate
6. Valid SSNIT Clearance Certificate *

C. NOTES

1. Selection/shortlisting of consultant will be in accordance with the mandatory requirements and guided by the requirements of the Public Procurement Act 2003, (Act 663) as amended, of the Republic of Ghana.
2. One (1) original and three (3) printed copies of the EOI, plus one (1) electronic Portable Document Format (PDF) version in sealed envelope clearly marked with the right EOI Subject shall be submitted.
3. A submission form must be signed at the time an EOI is submitted by a representative of a company or organization
4. Only shortlisted entities will be invited for the second stage of the procurement process (Request for Proposal) leading to a final selection of the successful Company.

5. Interested Firms may obtain further information at the address below from 9.00 am to 3.00 pm each working day till the closing date for receiving proposals.

Tel No: 0302 744410; 0303 936162

Email: secprd@vra.com

6. Expression of Interest must be signed, sealed, and clearly marked "**EXPRESSION OF INTEREST – BUSINESS MODEL REVIEW OF VRA INTERNATIONAL SCHOOLS**"

" Package No. VRA/PD/EOI/VS/01/2018

The proposal must be addressed to the address below :

**THE DIRECTOR OF PROCUREMENT
PROCUREMENT DEPARTMENT
VOLTA RIVER AUTHORITY
TEMA**

And delivered to:

**THE OFFICE OF THE DIRECTOR, PROCUREMENT
ROOM # 001, PROCUREMENT DEPARTMENT
VOLTA RIVER AUTHORITY
TEMA**

(Located 2 Kilometres off Tema Motorway Roundabout to Aflao Road, (Close to the Tema Steel Works)

by 1200 hours GMT on Tuesday June 19, 2018.

7. Late Expressions of Interest shall not be accepted.

