

VOLTA RIVER AUTHORITY

EXPRESSION OF INTEREST

PROVISION OF SECURITY SERVICES

The Volta River Authority intends to apply part of its Internally Generated Funds (IGF) for the procurement of Man Guard Security Services at the Volta River Authority's locations in Accra, Aboadze, Tema, Akosombo, Akuse, Ada and Navrongo.

The VRA now invites eligible local Security Service Providers, Companies or Organizations to indicate their interest in providing security services at the following VRA properties:

- Power Installation Sites
- Educational Facilities
- Health Facilities
- Institutional Premises
- Vehicle Parking Lots
- Guest Houses
- Procurement and Stores Sites
- Dredging Sites

These locations for which security services are to be provided have been zoned into three (3) as follows:

ZONE 1: Akosombo, Akuse & Ada

ZONE 2: Accra, Tema & Kpone

ZONE 3: Aboadze & Navrongo

- i. Interested Security Service Providers, Companies or Organizations are required to select and apply for one zone only. No firm shall be considered for more than one zone.
- ii. The service will require working under the supervision of, and in cooperation with the In-House VRA Security Staff.
- iii. Interested Firms, Service Providers, Companies must provide Expression of Interest (EOI) for the service with the following requirements listed below:

REQUIREMENTS:

- Valid Business Registration and Incorporation Certificates
- Valid Tax Clearance Certificates

- Valid SSNIT Clearance Certificates
- Valid Ministry of Interior License
- Documentary evidence of similar assignments executed in the last five years (Name of Client, of Services, Value of Contracts, Year Executed etc. to be stated).
- Technical and Managerial Ability of firm evidenced by summarised CVs of proposed staff.
- Availability of appropriate skill among staff.
- Availability of appropriate equipment to undertake the task.
- Proof of having a local office within the Zone selected

Notes:

- Selection/shortlisting of companies will be in accordance with the listed requirements and requirements of the Public Procurement Act 2003, (Act 663) as amended, of the Republic of Ghana.
- One (1) original and two (2) copies of each EOI, in sealed envelope clearly marked with the right EOI subject shall be submitted. A submission form must be signed at the time an EOI is submitted by a representative of a company or organization.
- 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 Service Provider.
- Interested firms may obtain further information from the Office of the **Director, Procurement Department, Volta River Authority, Tema** from 9:00am to 3:00pm from July 24, 2018 to August 21, 2018.

Tel No: 0302-744410/ 0303-963162

Email: secprd@vra.com

- Expression of Interest must be signed, sealed and clearly marked **“EXPRESSION OF INTEREST FOR THE SUPPLY OF SECURITY SERVICES”** and addressed to:

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

Telephone Nos.: 0302-744410/ 0303-963162

Email: secprd@vra.com

And delivered to:

The Office of the Director, Procurement Conference

**Room No. 001, Procurement Department
Volta River Authority**

**(located 2km off Tema Motorway
Roundabout to Aflao
Road, Close to the Tema Steel Works**

by 12:00 Noon on August 21, 2018.

- Late Expressions of Interest will be rejected.

