

# Invitation for Tenders

Name of Project: [Supply Of Office Equipment](#)

Contract Identification No.: [GR/OHLGS/GD/005/2021](#)

1. The [Office of the Head of the Local Government Services](#), the Purchaser, intends to apply part of its budgetary allocation to fund eligible payments under the contract for [Supply Of Office Equipment](#) towards the realization of the above cited project.

## BRIEF DESCRIPTION OF GOODS:

The [Office of the Head of the Local Government Service \(OHLGS\)](#) intends to apply part of its 2021 budgetary allocation to fund eligible payments under the contract for the Supply of the following as specified in the tender document

2. The [Office of the Head of the Local Government Services](#) invites sealed tenders from eligible suppliers, manufacturers or their authorized representatives for the procurement of [The Office of the Head of the Local Government Service \(OHLGS\)](#) intends to apply part of its 2021 budgetary allocation to fund eligible payments under the contract for the Supply of the following as specified in the tender document.

Tendering will be conducted through the [National Competitive Tendering](#) procedures specified in the Public Procurement Act, 2003 and in the Guidelines of the Public Procurement Authority of the Republic Ghana.

3. Interested eligible tenderers may obtain further information from [Office of the Head of the Local Government Services](#) and inspect the tender documents at the address given below [Gamel Abdul Nasser Avenue](#) from [08:00-17:00](#) or the e-GP portal (<https://www.ghaneps.gov.gh>).

4. A complete set of Tender Documents in English may be accessed by interested Tenderers through the e-GP portal (<https://www.ghaneps.gov.gh>).

5. Tenders must be submitted electronically through the e-GP portal (<https://www.ghaneps.gov.gh>) at or before [08/09/2021, 12:00](#). Tenders shall be valid for a period of [90](#) days after the deadline of Tender submission. All tenders must be accompanied by an tender security of [2.00](#) %

6. Late tenders will not be accepted and will not be opened. In order to submit a bid, interested Tenderers must pay a non-refundable participation fee of [200.00 GHS](#) The method of payment will be through the Government Electronic Payment Portal.

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