

Request for Prequalification

Name of Project:[CONSULTANCY SERVICES - GHANA CLUB 100 AWARD](#)

Contract Identification No.:[GR/GIPC/TS/2026/056](#)

1. The [Ghana Investment Promotion Centre](#), the Purchaser, intends to apply part of its budgetary allocation to fund eligible payments under the contract for [GC100 EVENTS - ACTIVITIES](#) towards the realization of the above cited project.

BRIEF DESCRIPTION OF TECHNICAL SERVICES :

[Consultancy services for the 22nd edition of GC100 AWARD ACTIVITIES](#)

2. The [Ghana Investment Promotion Centre](#) invites sealed bids from eligible Applicants for the procurement of [Consultancy services for the 22nd edition of GC100 AWARD ACTIVITIES](#). Pre-qualification 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.

2.1. Eligible Applicants may participate in [One or more lots](#) as follows:

Lot No.	Lot Name	Description
1	RANKING CONSULTANCY	to review and restructure the Awards to better align with its mandate and global best practices.
2	EVENT ORGANISER	The event manager for the Ghana Club 100 awards shall be responsible for the overall production and execution of the event.
3	CORPORATE SOCIAL RESPONSIBILITY	to recognize and award firms with outstanding CSR efforts in the year under review during the upcoming Ghana Club 100 Awards
4	AWARD PLAQUES	to deliver executive-grade award plaques and trophies, as specified, in time for the upcoming GC100 Awards ceremony.

3. Interested eligible Applicants may obtain further information from [Ghana Investment Promotion Centre](#) and inspect the Pre-qualification documents at the address given below [Finance Drive](#) from [08:30-16:30](#) or the e-GP portal (<https://www.ghaneps.gov.gh>).

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

5. Applications must be submitted electronically through the e-GP portal (<https://www.ghaneps.gov.gh>) at or before [15/05/2026, 11:00](#). Applications shall be valid for a period of **90** days after the deadline of Pre-qualification submission. All bids must be accompanied by an Pre-qualification security of **2.00** %

6. Late Applications will not be accepted and will not be opened. In order to submit a bid, interested Applicants must pay a non-refundable participation fee of [500.00 GHS](#) The method of payment will be through the Government Electronic Payment Portal.

[Ghana Investment Promotion Centre](#)

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