

# Invitation for Tenders

Name of Project: [Supply of Office Consumables For 2024](#)

Contract Identification No.: [NR/UDS/GD/FWA/0002/2024](#)

1. The [UNIVERSITY FOR DEVELOPMENT STUDIES](#), the Purchaser, intends to apply part of its budgetary allocation to fund eligible payments under the contract for [Supply of Office Consumables for 2024](#) towards the realization of the above cited project.

BRIEF DESCRIPTION OF GOODS:

[A4 Paper Envelopes Staples pins flat files and many others](#)

2. The [UNIVERSITY FOR DEVELOPMENT STUDIES](#) invites sealed tenders from eligible suppliers, manufacturers or their authorized representatives for the procurement of [A4 Paper Envelopes Staples pins flat files and many others](#).

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 [UNIVERSITY FOR DEVELOPMENT STUDIES](#) and inspect the tender documents at the address given below [NT-0272-1654](#) 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 [01/03/2024, 14:00](#). Tenders shall be valid for a period of [90](#) after the deadline of Tender submission. All Tenders must be accompanied by a Tender Security in the form and amount specified in the Tender Documents.

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 [300.00 GHS](#). The method of payment will be through the Government Electronic Payment Portal.

[UNIVERSITY FOR DEVELOPMENT STUDIES](#)

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