



REPUBLIC OF GHANA

## MINISTRY OF FINANCE

In case of reply, the  
number and date of this  
letter should be quoted

Our Ref: INTPA/ACC/2021/EA-OP/0067

Your Ref:

Tel No: 030-2747197.Ext. 6122

### **Subject: Invitation to tender for Supply of IT Hardware, Training Equipment, E-Learning Platforms and Audit Management Information System for PFM Oversight Institutions in Ghana.**

Dear Madam/Sir,

This is an invitation to tender for the above-mentioned supply contract. Please find enclosed the following documents, which constitute the tender dossier:

- A. Instructions to tenderers + Annex 1 (List of documents to be submitted with the tender)
- B. Draft contract and special conditions, including annexes
  - 1. Draft contract
  - 2. Special conditions
  - 3. Annex I: general conditions
  - 4. Annex II + III: technical specifications + technical offer (to be tailored to the specific project) + CV of implementation team
  - 5. Annex IV: budget breakdown (model financial offer)
  - 6. Annex V: forms
- C. Further information
  - 1. Administrative compliance grid
  - 2. Evaluation grid
- D. Tender form for a supply contract
  - 1. Annex 1 - Declaration of honour on exclusion and selection criteria.....Form a.14

For full information about procurement procedures please consult the practical guide and its annexes, which can be downloaded from the following web page: <http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender and the accompanying tender guarantee which has to be sent or hand delivered no later than the submission deadline at the address specified in the instructions to tenderers.

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer.

If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely,

YVONNE QUANSAH  
DIRECTOR, ERMERD  
For: MINISTER

