

# INVITATION FOR TENDERS

## NATIONAL COMPETITIVE TENDER (NCT) SUPPLY OF INFORMATION TECHNOLOGY (IT) EQUIPMENT

IFT No. GR/MIIF/GD/007/2023

1. The Minerals Income Investment Fund (MIIF) intends to apply part of its Internally Generated Funds (IGF) to fund eligible payments under the contract for the supply of Information Technology (IT) Equipment (the "Goods"). Details of the Goods are provided in the Tender Document.
2. The MIIF now invites sealed Tenders from eligible Suppliers for the supply of the Information Technology (IT) Equipment. Tendering will be conducted through the National Competitive Tendering (NCT) procedures specified in the **Public Procurement Act, 2003 (Act 663)** as amended, and in accordance with the guidelines issued by the Public Procurement Authority (PPA) of the Republic of Ghana.
3. Interested eligible Tenderers may obtain further information from the Head of Procurement, MIIF at [theresa.gyasi-antwi@miif.gov.gh](mailto:theresa.gyasi-antwi@miif.gov.gh) or the Procurement Department and inspect the Tender Document at the address given below from **8:30 a.m. – 5:00 p.m.** each working day.
4. A complete set of Tender documents in English may be purchased by interested Tenderers upon payment of a non-refundable fee of **Two Hundred Ghana Cedis (GH¢200.00)**. The method of payment shall be by bankers draft issued in the name of the MIIF.
5. Tenders must be delivered in a sealed envelope to the address below **at or before 10:00 a.m. on Thursday, 24th March, 2023**. Tenders shall be **valid for a period of Ninety (90) days** after the deadline for Tender submission. All Tenders must be accompanied by a Tender security of two percent (2%) of the total Tender price as per the details stated in the tender document.
6. Late Tenders will not be accepted and will be returned unopened to the Tenderer. Tenders will be opened in the presence of Tenderers' representatives who choose to attend at the address below at the time and date as stated in the Tender Document.
7. It is mandatory that Tenderers include in their Tender the underlisted statutory requirements.
  - i. Valid Ghana Revenue Authority (GRA) Tax Clearance Certificates;
  - ii. Valid Social Security and National Insurance Trust (SSNIT) Clearance Certificates;
  - iii. Valid Value Added Tax (VAT) Registration Certificate (if applicable);
  - iv. Valid Business Registration Certificate;
  - v. Valid Certificate of Incorporation;
  - vi. Valid Certificate of Commencement; and
  - vii. Valid Public Procurement Authority (PPA) Registration Certificate.

**SIGNED:**

**Chief Executive Officer**

Minerals Income Investment Fund (MIIF)

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