

# INVITATION TO TENDER



Implemented by:  
**giz** Deutsche Gesellschaft  
für Internationale  
Zusammenarbeit (GIZ) GmbH

## SUPPLY OF FURNITURE

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) intends to tender for the Supply of furniture and office use. The GIZ Office Accra now invites tenderers to submit, free of charge and without obligation on the part of GIZ, a tender based on the following terms and conditions. Non-conformity with all conditions mentioned could lead to the exclusion of the bid. Tenders should be valid for a period of three (3) months after the deadline of Tender submission. Prices shall be fixed prices. Prices shall be free of VAT and other public charges. Prices shall be quoted in Ghana Cedis. All interested suppliers are required to submit a letter, a company profile, and their quotes according to the specifications below, to the GIZ Office Accra to indicate their interest to participate in the tender not later than **30<sup>th</sup> October, 2024**.

Item	Description	Qty
Bunk Beds	<b>Black/Grey</b> L= 1.90m, W=0.71m H=1.40m	6
Lockers (64" x 72")	<b>Grey</b> L=1.25m, W=0.41m, H=2.01m	6
8" HD M/S Mattresses	<b>Leather Covered</b> L=0.685m, W=1.83m, H=0.02m	8
Storage Rack	<b>Black/Grey</b> L=1.60m, W=0.40m, H=2.0m	8
Front Desk Table	(L=2.75m, W=0.60m, H=1.05m) & (L=2.75m, W=0.30m, H=0.75m)	2
Office Chairs	Swivel Chair	16
Bench (4 in 1)	L=2.52m, W=0.89m, H=0.69m	7
4 Seater Work Station	L=2.77m, W=1.35m, H=1.12m	2
Office Desk type 1	L=1.4m, W=0.7m, H=0.75m	6
Office Desk type 2	L-Shaped L=2.01m & 1.85m, W=0.9m & 0.58m, H=0.75m	4
Office Cabinet	<b>24" by 48"</b> L=0.8m, W=0.4m, H=2.0m	5
Kitchenette	3.06m x 0.6m & 4.33m x 0.6m	1
6 Seater Dinning set	L=1.8m, W=0.92m, H=0.75m	1
High Chair with arm rest	L=0.45m, W=0.45m, H=1.0m	4
Visitors Chair		8

Tenderers will be required to provide the following:

- **Signed Letter of Bid and Company Profile**
- **Priced Quotation (to the Required Specification)**
- **Tax Clearance Certificate**
- **Business Registration Certificate with Form A attached**
- **VAT Registration Certificate**
- **SSNIT Clearance Certificate**
- **Data Sheet of equipment**
- **12 Months Warranty on items**

**Delivery period must be indicated**

**PLEASE NOTE: THE CURRENCY OF YOUR OFFER SHOULD BE IN GHANA CEDIS**

**Tenders should be sealed and marked as.**

**Tenders Number: 91183819 / 19.4933.8-001.00 / Supply of Furniture**

Tenders should be addressed according to the tender number.

The Procurement Unit  
GIZ Office  
Tender No.  
P.O. Box KA 9698  
Accra

Office Location: **No.7 Volta Street, Airport Residential Area, Accra**

**Not later than 30<sup>th</sup> October, 2024.**