

INVITATION TO TENDER



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

PRINTING OF CASHEW FARMER BUSINESS SCHOOL TRAINING WORKBOOKS, GUIDES AND POSTERS

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH through the Market Oriented Value Chains for Jobs and Growth in The ECOWAS Region (MOVE) project invites **qualified service providers** to express their interest in the above consultancy work.

Background and Objectives

Market-Oriented Value Chains for Jobs & Growth in the ECOWAS Region (MOVE) is a combination of two well-established labels under one roof. These two well-established labels are ComCashew (Competitive Cashew Initiative) and CARI (Competitive African Rice Initiative). The main objective of this new program is to have Market-oriented and resilient value chains contribute to the creation of income and employment in the ECOWAS region. The MOVE Project is being implemented in Nigeria, Ghana, Burkina Faso, Cote d'Ivoire, and Sierra Leone

It has five (5) main output areas:

- Output 1: Increasing the value creation of processing in the ECOWAS region
- Output 2: Improve the economic /environmental sustainability of agricultural systems
- Output 3: Improving the marketing of regional products
- Output 4: Disseminating good practices in promoting inclusive business models
- Output 5: Strengthening public-private cooperation in policymaking

Following the review of the Farmer Business School (FBS) manual, posters, and workbooks, there is a need to print these training materials to support farmer-level trainings.

Farmer Business School is a training approach targeted at improving the economic and environmental resilience of smallholder farmers, a key output of the Production component.

The FBS workbooks and posters have already been designed with an appropriate layout according to the GIZ/MOVE design guidelines for online and print publications and are ready for printing.

Objective(s) for the Printing of Training books, Guides and Posters

- Both FBS training workbook and FBS trainer's guide are printed and bound (comb-binding), with gloss covers at the front and back.
- **1000 copies** of the FBS training workbook in English are printed according to the selected design and MOVE/GIZ publication guidelines.
- **100 copies** of the FBS trainers guide in English are printed according to the selected design and MOVE/GIZ publication guidelines.
- **250 sets (each set has 24 posters) of FBS posters** printed according to the selected design and MOVE/GIZ publication guidelines.
- Final copies of books in print formats have ISBN numbers.

PRINTING SPECIFICATIONS FOR THE CASHEW FARMER BUSINESS SCHOOL TRAINING WORKBOOK

DETAILS REQUIRED BY GIZ OFFICE	TO BE FILLED BY PROJECT
What needs to be printed? -Title of book	FARMER BUSINESS SCHOOL TRAINING WORKBOOK
Design & Print/Print Only	Design & Print
Number of colours (One, Two, or Full Colour)	Full colour
Single- or Double-sided printing	Double-sided printing with comb binding
Paper Size	A4
Total Number of pages incl. cover	89
-Number of Pages in One colour	-
-Number of Pages in Two color	-
-Number of Pages in full color	89
Type of paper to be used inside	Art paper
Type of paper to be used for cover	Art card paper, laminated gloss

Paper thickness for inside and cover pages	Inside: 130gsm Cover: 300gsm
Finishing	Glossy
Any additional information required	

PRINTING SPECIFICATIONS FOR THE FARMER BUSINESS SCHOOL (FBS) TRAINER'S GUIDE

DETAILS REQUIRED BY GIZ OFFICE	TO BE FILLED BY THE PROJECT
What needs to be printed? -Title of book	FARMER BUSINESS SCHOOL (FBS) TRAINER'S GUIDE
Design & Print/Print Only	Design & Print
Number of colours (One, Two, or Full Colour)	Full colour
Single- or Double-sided printing	Double-sided printing with comb binding
Paper Size	A4
Total Number of pages incl. cover	41
-Number of Pages in One colour	-
-Number of Pages in Two colour	-
-Number of Pages in full colour	41
Type of paper to be used inside	Art paper
Type of paper to be used for cover	Art card paper, Gloss lamination
Paper thickness for inside and cover pages	Inside: 130gsm Cover: 300gsm
Finishing	Glossy
Any additional information required	

PRINTING SPECIFICATIONS FOR THE FARMER BUSINESS SCHOOL (FBS) POSTERS

DETAILS REQUIRED BY GIZ OFFICE	TO BE FILLED BY THE PROJECT
What needs to be printed? -Title of book	FARMER BUSINESS SCHOOL (FBS) POSTER
Design & Print/Print Only	Design & Print
Number of colours (One, Two, or Full Colour)	Full colour
Single- or Double-sided printing	One-sided printing, Landscape and portrait
Paper Size	A0
Total Number of pages incl. cover	1 (150gsm)
-Number of Pages in One colour	-
-Number of Pages in Two colour	-
-Number of Pages in full colour	-
Type of paper to be used inside	-
Type of paper to be used for cover	Art card paper
Paper thickness for inside and cover pages	Inside: Cover:
Finishing	Glossy
Any additional information required	

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PRINTING OF CASHEW FARMER BUSINESS SCHOOL TRAINING WORKBOOKS, GUIDES AND POSTERS

Timelines

- **1000** FBS trainer's workbooks and **100 FBS** trainers file are delivered to MOVE/GIZ by 04.11.24.
- **250 sets (each set has 24 posters) of FBS posters** are delivered to MOVE/GIZ by 04.11.24.

Experience and Qualifications of the Printing Firm

The firm must have been in operation for at least five (5) Years with the following further requirements:

- At least 5 years' experience in
 - i. Design, format, typesetting and layout of book publication.
 - ii. Design, format and layout of poster/block images publication.
 - iii. Capacity to print the required number with ISBN numbers.
- The Printing firm must have the capacity to deliver within the stipulated timelines.

Interested **service providers** with proven experience in this area of work are kindly requested to express their interest for the above-mentioned project.

Please send a Letter of Interest (LoI) with the following documents:

- Official letter expressing interest
- Priced Quotation (to the Required Specification)
- Valid SSNIT Certificate

- Valid VAT Registration Certificate.
- Valid Tax Clearance Certificate.
- Valid Business Registration Certificate.
- Samples of workdone

All letters, including information and documents, should be sealed, and marked as "Expression of Interest for (91183751/21.2199.4-502.00), "PRINTING OF CASHEW FARMER BUSINESS SCHOOL TRAINING WORKBOOKS, GUIDES AND POSTERS".

To the following address:

The Procurement Unit
GIZ Ghana
No. 7 Volta Street, Airport Residential Area, Accra
P.O. Box KA 9698,
Accra

The deadline for submission of EOI is 21st October, 2024.