

Invitation for Bids



MINISTRY OF HEALTH GHANA

Credit No. IDA54630

PRINTING OF HEALTHCARE SERVICE REGISTERS AND REPORTING FORMS

**PROJECT NAME: MATERNAL, CHILD HEALTH AND NUTRITION IMPROVEMENT
PROJECT (MCHNP)**

CONTRACT IDENTIFICATION NO.: MOH/2017/ICB/B.2.10/09

NATIONAL COMPETITIVE BIDDING

1. The Ministry of Health has received funds from the World Bank towards the cost of implementing the Maternal, Child Health and Nutrition Improvement Project (MCHNP) in Ghana and intends to apply part of these funds to payments under contracts for the Printing of Healthcare Service Registers and Reporting Forms for the above project.

2. The Ministry of Health invites sealed Bids from eligible and qualified Suppliers for the Printing of Healthcare Service Registers (Lot 1) and Healthcare Service Reporting Forms (Lot 2) as listed in the Schedule of Requirements shown in Table 1 below.

Table 1: Schedule of Requirements- Healthcare Service Registers and Reporting Forms

Lot No.	Item No	Description of Item	Quantity	Bid Security Amount Required (GHS)
1	Healthcare Service Registers			
	1	Consulting Room Register	60,000	119,400.00
	2	Outpatient Register	60,000	
	3	Admission & Discharge Register	40,000	
	4	General Ward Register	50,000	
	5	Laboratory Register	40,000	
	6	Health Worker Register for Health Promotion Activities	30,000	
	7	Volunteer Register for Health Promotion Activities	30,000	

Lot No.	Item No	Description of Item	Quantity	Bid Security Amount Required (GHS)
2	Healthcare Service Reporting Forms			
	1	Medical Cause of Death Certificate	8,000	14, 200.00
	2	Monthly Lab. Report Form	80,000	
	3	Haematology Data Form	80,000	
	4	Microbiology Data Form	60,000	
	5	Biochemistry Data Form	60,000	
	5	Quarterly Health Promotion Reporting Form	50,000	
	6	Midwifery Form A	120,000	
7	Monthly Returns on Surgical Operations	90,000		

3. Bidding will be conducted through National Competitive Bidding (NCB) procedures specified in the Public Procurement Act, 2003 and the Amended Act, 2016 (Act 914) as well as the World Bank's Guidelines: Procurement of Goods, Works and Non-Consulting Services under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011 Revised July 2014 ("Procurement Guidelines"), and is open to all eligible as defined in the Procurement Guidelines. In addition, please refer to paragraphs 1.6 and 1.7 setting forth the World Bank's policy on conflict of interest as well as provisions on matters pertaining to fraud and corruption as defined in paragraphs 1.14 and 1.16 of the Procurement Guidelines.

4. Bidders can quote for any number of lots. Evaluation would be conducted on lot-by-lot basis and must quote for the complete quantities (items) per lot. Delivery requirements shall be within 90 days after payment of mobilization. Providing discounts should be on Lot-by-Lot basis and NOT cross discounting over Lots.

5. Interested eligible may obtain further information: JOYCELYN AZEEZ (MRS.), THE PROCUREMENT UNIT (ROOM NO. 5) MINISTRY OF HEALTH, GHANA, ACCRA (email address: procurementmohghana@gmail.com) and inspect the Bidding Documents during office hours from **Tuesday, 5th December, 2017** 09:00 hours to 12:30 hours and 13:30 hours to 17:00 hours (local time) at the address given below.

6. A complete set of Bidding Documents in ENGLISH may be purchased by interested firms on the submission of a written application to the address below and upon payment of a non-refundable fee of **Two Hundred Ghana Cedis (GH¢200) or Fifty United States Dollars (USD \$50.00)** The method of payment shall be cash.

7. Sealed Bids must be delivered to the address below on or before 10.00am on **Tuesday 9th January, 2018.** A **Bid Security** of an amount as indicated in Table 1 under paragraph 2 must accompany all bids. Bid Security must be in the Form of a **Bank Guarantee or Insurance Bond**. Bids submitted without Bid Securities will be rejected as non-responsive.

8. Late bids will be rejected. Electronic bidding will not be permitted. Bids will be opened publicly in the presence of the bidders' representatives, who choose to attend at the address below at **10.00 AM**

on Tuesday 9th January, 2018. The address for purchase and submission of bidding documents is stated below:

THE PROCUREMENT UNIT: ROOM NO. 5
MINISTRY OF HEALTH
28TH FEBRUARY ROAD
NEAR DEPARTMENT OF NATIONAL LOTTERIES
P. O. BOX MB44
ACCRA

Tel. : +233 (0) 501228029/0501228051

E-mail : procurementmohghana@gmail.com (enquiries only)

KWAKU AGYEMAN-MANU (MP)
MINISTER FOR HEALTH