



## UNIVERSITY OF CAPE COAST

### INVITATION FOR TENDER

### NATIONAL COMPETITIVE TENDERING (NCT)

1. As part of the Africa Centre of Excellence Impact Project (ACEIP), the World Bank and the Government of Ghana (GoG) is supporting a five-year capacity building program at the University of Cape Coast to promote coastal resilience within the West and Central African sub-regions. As part of achieving the broader objectives, the University of Cape Coast intends to apply part of the World Bank Funds for payments under the following contracts.

I/T No.	DESCRIPTION	QUANTITY
UCC/ACE/03/2021 (CR/UCC/GD/0015/2021)	Supply of 4 x 4 Cross Country Vehicle	1
UCC/ACE/07/2021 (CR/UCC/GD/0011/2021)	Supply of Laptop Computers Lot 1, 2 and 3	14

2. The University of Cape Coast invites sealed tenders from eligible suppliers for supply of the above goods. Tendering will be conducted through the National Competitive Tendering (NCT) procedures specified in the Public Procurement Act, 2003 (Act 663) as amended and the Guidelines of the Public Procurement Authority of the Republic of Ghana.

3. Interested eligible Tenderers may obtain further information from The Procurement Office, University of Cape Coast, Cape Coast, and inspect the bidding document at the address and location given from Monday-Friday, 9:00 am to 4:00 pm local time each day.

4. A complete set of tender documents in English may be purchased by interested Tenderers on the submission of a written application to the address

below and upon the payment of a non-refundable fee of **GHS250.00** each for the documents. The method of payment will be by cash, or bank draft to University of Cape Coast. The document will be obtained personally.

5. Tenders must be deposited in the Tender Box located at the Procurement Office, New Central Administration Building, New Site, on or before **11:00am, on Friday, 5<sup>th</sup> March, 2021**.

6. Tenders shall be valid for a period of 90 days after the deadline for tender submission. **All tenders must be accompanied by a Tender Security of not less than two percent (2%) of the Tender Price from a reputable Bank.** Late tenders will be rejected. Tenders will be opened in the presence of Tenderers' representatives who choose to attend in those marks at the Council Chamber located at the Top Floor of the New Administration Building, University of Cape Coast and at the time specified above.

7. **All tenders must be accompanied by:** Valid Business Registration Certificate, VAT Certificate, Valid Tax Clearance Certificate, valid SSNIT Clearance Certificate, Manufacturers Authorization, PPA Registration Certificate, etc.

8. Address for inspection and Purchase of Tender Documents

**Procurement Office**  
New Central Administration Block - New Site  
University of Cape Coast, Cape Coast, Ghana  
Telephone: 0243422871/0243579933  
Email: procurement@ucc.edu.gh/nampote@ucc.edu.gh



**UNIVERSITY OF GHANA**

## UNIVERSITY OF GHANA

### INVITATION FOR TENDERS

### NATIONAL COMPETITIVE TENDERING (NCT)

1. The University of Ghana intends to apply part of its budgetary allocation, Internally Generated and Project Funds to fund eligible payments under the following contracts:

PACKAGE NUMBER	DESCRIPTION	QUANTITY	TENDER CLOSING/ SUBMISSION
GR/UGG/CBAS/GD/001/2021	SUPPLY OF 4WD AUTOMATIC PICK-UP VEHICLE	3 units	4 <sup>th</sup> March, 2021  11:00 am.
	SUPPLY OF 7-SEATER 4WD SUV VEHICLE	1 unit	
GR/UGG/CBAS/GD/002/2021	SUPPLY OF 7-SEATER 4WD SUV VEHICLE	1 unit	
	SUPPLY OF TRACTOR	1 unit	
GR/UGG/GD/0009/2021	SUPPLY OF SUV/STATION WAGON	1 unit	

2. Tendering will be conducted through the National Competitive Tendering procedures specified in the Public Procurement Act, 2003 (Act 663) and the Public Procurement (Amendment) Act, 2016 (Act 914) of the Procurement Authority of the Republic of Ghana.

3. Interested eligible Tenderers may obtain further information from The Logistics Directorate, old WACCI office near Biotechnology Centre, Legon Campus and inspect the bidding documents at the address and location given from 9:00 am to 4:00pm local time from **Monday, 15<sup>th</sup> February 2021**, to the close of tender.

4. A complete set of Tender Document in English may be purchased by interested Tenderers upon the payment of a non-refundable fee of Four Hundred Ghana Cedis (Gh400.00) for the document. The payment method shall be cash or Bankers draft in the name of University of Ghana. Tenderers may quote for all or any of the items.

5. It is mandatory that Tenderers include in their tender the underlisted statutory requirements:

- Valid GRA Tax Clearance Certificate. (Valid up to March 4, 2021)
- Valid SSNIT Clearance Certificate. (Valid up to: March 4, 2021)
- Valid VAT Registration Certificate.
- Valid Business Registration Certificate
- Valid Certificate of Incorporation
- Valid Certificate of Commencement.
- Valid Registration Certificate from PPA.

6. All Tenders must be accompanied by a Tender Security of 2% of the total tender price.

7. Late submission shall be refused and returned to tenderer(s) unopened.

8. Tenders clearly marked with the appropriate package number must be deposited in the Tender Box at the address stated below on or before the stated closing time. Tenders will be opened in the presence of the Tenderers' representatives who choose to attend. All COVID-19 protocols shall be observed.

9. **LOCATION OF BID SUBMISSION:**

**UNIVERSITY OF GHANA**  
**LOGISTICS DIRECTORATE,**  
**OLD WACCI OFFICE NEAR BIOTECHNOLOGY CENTRE**  
**LEGON CAMPUS**  
**TEL: 0205935512/ 0205935517**

**UNIVERSITY OF CAPE COAST**



**Tender Evaluation Report  
And  
Recommendation for Award of Contract**

**For**

**THE SUPPLY OF 4 X 4 CROSS COUNTRY VEHICLE**

**IFT No: CR/UCC/GD/0015/2021(UCC/ACE/03/2021)**

**MARCH, 2021**

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1.0 **INTRODUCTION**

1.1 The University of Cape Coast intends to apply part of its budgetary allocations and Internally Generated Funds to make Payments under the contract for the Supply of 4 X4 Cross Country Vehicle for office of the Vice-Chancellor for which an invitation for tender was issued on the 5<sup>th</sup> March, 2021 (Daily Graphic) (copies attached).

The University of Cape Coast issued the tender document through National Competitive Tendering under the guidelines of the Public Procurement Act, 2003 (Act 663) for Supply of the underlisted items:

Lot No.	Description	Quantity
1	Supply of 4 x4 Cross Country Vehicle (8)	1

1.3 The submission and closing of tenders was at 11.00am GMT on Friday 5<sup>th</sup> March, 2021.

1.4 Tenders were opened at 11.00am on Friday 5<sup>th</sup> March, 2021 at the Council Chamber New Administration, UCC in the presence of tenderer's representatives who chose to attend.

1.5 At the tender opening, total tender prices, availability of Tender Securities and other information on eligibility were announced as Shown in the attachments.

1.6 The list of tenders received is shown in **Table 1- Record of Tender Prices at Opening** for items being evaluated.

## 2.0 STANDARD EVALUATION FORMS

An Evaluation Panel was set up to evaluate and make recommendations for the award of contract. The Panel used the following **Standard Evaluation Forms**, as issued in the Public Procurement Act, 2003 (Act 663).

- a) **Table 1-** Record of Tender Prices at Opening
- b) **Table 2-** Preliminary Examination of Tenders
  - Table 2a-** Commercial Responsiveness
  - Table 2b-** Technical Responsiveness
- c) **Table 3-** Substantially Non-responsive Tenders-
- d) **Table 4-** Correction, Conversion and Adjustment of Tender Prices
- e) **Table 5-** Exchange Rate
- f) **Table 6A-** Currency Conversion (Multiple Currencies) **(Not Applicable)**
- g) **Table 6B-** Currency Conversion (Single Currency)
- h) **Table 7-** Additions, Unconditional Discounts
- i) **Table 8A-** Domestic Preference for Goods **(Not Applicable)**
- j) **Table 8B-** Domestic Preference for Works **(Not Applicable)**
- k) **Table 9-** Postqualification
- h) **Table 10-** Proposed Contract Award

### 3.0 METHOD OF EVALUATION

The Evaluation Panel adopted a two-stage evaluation method in identifying the lowest evaluated responsive tenderer. These were Preliminary Examination under **Table 2 (note Table 2 is a Summary of Table 2a and 2b)**, and Detailed Price Examination under **Tables 4 & 7**.

#### 3.1 Preliminary Examination

3.1.1 The following details were verified to ascertain their correctness.

- i. Signed Tender Form
- ii. Delivery Period
- iii. CIP, Place UCC. Transport Stores
- iv. Responsiveness to the Technical Specifications
- v. Other conditions indicated in the Invitation to Tenders

3.1.2 The information available in each tender was verified to identify and eliminate those which were found to be incomplete, invalid or substantially non-responsive to the terms and conditions in the tender document.

3.1.3 The findings were summarised on **Table 2**. A "**Yes**" stands for tenders which have met the terms and conditions requested for in the tender document, while a "**No**" stands for non compliance.

3.1.4 Tenders with deviations from the minimum conditions were declared non responsive. (**Refer to Table 2, Table 2a and 2b**. Those tenders declared responsive in Table 2 were passed on to **Table 4 and 7-Detailed Examination**).

### **3.2 Detailed Examination**

3.2.1 Under detailed examination price verification was carried out to identify discrepancies between unit and total prices. Corrections were made accordingly on Table 4. Where additions are detected in the tenders, Table 7- Additions, Unconditional Discounts is applied.

### **4.0 RECOMMENDATION FOR AWARD OF CONTRACT**

On the basis of the evaluation (outlined in this Report), which was carried out in accordance with the Tender Document, we recommend accepting the tender for the lowest evaluated responsive tenderer, **KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED**, which has been determined as qualified and capable of performing the Contract below.

**Standard Tender Evaluation Forms**

**For**

**Supply of 4X4 Cross Country Vehicle (V8)**

## Summary Evaluation Data & Award Recommendations

1. Contract Name: Supply of 4X4 Cross Country Vehicle (V8)

Contract Number: IFT NO.: CR/UCC/GD/0015/2021

2. Tender Opening Date: 5<sup>th</sup> March, 2021 at 11.00 Hours GMT

### 3. TENDER EVALUATION SUMMARY

Lot	Tenderer	Read Out Tender Price	Converted To Common Currency GH¢	Substantially Responsive (Yes or No)	Evaluated Tender Price	Rank	Remarks
1	VESTERLINE COMPANY LIMITED	752,217.39	N/A	YES	752,217.39	N/A	Poor past delivery records
2	TOYOTA GHANA COMPANY LIMITED	833,922.00	N/A	YES	833,922.00	2	
3	KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED	732,000.00	N/A	YES	732,000.00	1	<b>Recommended</b>

The lowest evaluated tenderer has been determined to be qualified and capable of performing the contract. On the basis of the evaluation (outlined in the attached Report), which was carried out in accordance with the Tender Documents, we recommend accepting the tender of the lowest evaluated tenderer **KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED** which has been determined as qualified and capable of performing the Contract for the Supply of 1 No. Toyota Landcruiser 200 VX (V8) at a cost of **732,000.00** to be delivered within 90 days after contract signature.

Evaluation Panel

Name	Designation	Signature	Date
Frederick Baidoo	Head, Transport Section (Chairman)		10/03/2021
Patrick Prah	Deputy, Transport Section (Member)		10/03/2021
Prof. Denis W. Aheto	Director, ACECoR (Member)		10/03/2021
Dr. Precious Mattah	Deputy Director, ACECoR (Member)		10/03/2021
Nicholas Ampofo	Procurement Officer (Member)		10/03/2021

**FORM 1**

Contract: **Supply of 4X4 Cross Country Vehicle (V8)**

The following tenders were received by the tender closing deadline fixed at **11:00Hours GMT on 5<sup>th</sup> March, 2021** and were immediately opened thereafter.

**Table 1. Record of Tender Prices (as read out) at Opening**

No 1	Tender Identification			Read-Out Tender Prices		Modifications or Comments or Discounts (g)
	Name (b)	Address (c)	Nationality (d)	Currency (e)	Amounts (f)	
	<b>Supply of 4X4 Cross Country Vehicle (V8) Qty.: 1 No.</b>					
1	VESTERLINE COMPANY LIMITED	P O BOX DS 1211, Dansoman, Accra	Ghanaian	GH¢	752,217.39	Nil
2	TOYOTA GHANA COMPANY LIMITED	P O BOX AT 1644, Accra-Ghana	Ghanaian	GH¢	833,922.00	Nil
3	KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED	P O BOX CT 9144, Accra-North	Ghanaian	GH¢	732,000.00	Nil

FORM 2  
Table 2. Preliminary Examination

No	Tenderer	Verification *	Eligibility**	Tender Security***	Completeness of Tender* ***	Substantial**** Responsiveness	Acceptance for Detailed Examination
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	VESTERLINE COMPANY LIMITED	YES	YES	YES	YES	YES	YES
2	TOYOTA GHANA COMPANY LIMITED	YES	YES	YES	YES	YES	YES
3	KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED	YES	YES	YES	YES	YES	YES

\* Signed Tender Form & Price Schedule; Power of Attorney; Manufacturer's Authorization

\*\* Valid Business Registration Certificate; Valid IRS Certificate; VAT Registration Certificate; Valid SSNIT Certificate; PPA certificate

\*\*\*2% of Total Price; from a recognized bank; valid 28 days beyond tender validity date

\*\*\*\* No partial tenders; No Erasures, additions or other changes not initiated; No missing pages in the original tender; Qualification Information provided

\*\*\*\*\*No price variation from original; No different specifications from original; No phasing of contract.

**FORM (2a)**  
**Table 2 (a). Preliminary Examination (Commercial Responsiveness)**

No.	Tenderer	Delivery Period	Payment Terms	Tender Validity Period	Audited Accounts	List of Supplies performed	INCOTERMS [Delivery to Site -CIP, UCC]	Commercially Responsive (YES/NO)	Acceptance for Detailed Examination
	(a)	90 days after contract award)	(full payment 30 days after delivery)	(90 Days)	(3 years)				
	(c)								
1	VESTERLINE COMPANY LIMITED	YES	YES	YES	YES	YES but tenderer performed poorly in previous contract	YES	YES	NO
2	TOYOTA GHANA COMPANY LIMITED	YES	YES	YES	YES	YES	YES	YES	YES
3	KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED	YES	YES	YES	YES	YES	YES	YES	YES



Fuel tank capacity: minimum 90L with 45L sub tank	Comply	Comply
Minimum dimensions: L5095 × W1980 × H1890	Comply	Comply
Long wheelbase: 2840mm	Comply	Comply
Displacement(min): 4460cc	Comply	Comply
Fuel pump (common rail type) (1VD-FTV) Heavy duty dry type air cleaner with replacement elements and square precleaner positive oil and fuel filtering systems with replacement elements dust proof crankcase breather and oil filler cap heavy duty, tropicalized engine cooling system with direct drive cooling fan	Comply	Comply
<b>Transmission, Transfer and Driveline</b> Automatic transmission (multi-model) Minimum 6 speed forward and 1 reverse all synchromesh and Floor – mounted shift lever Full-time 4×4 Automatic free running hubs Heavy duty full – floating axle	Comply	Comply
<b>Steering System</b> Left hand side control Power assisted steering Wood-Trimmed Steering Wheel Cruise Control	Comply	Comply
<b>Brake/Safety System</b> Dual circuit hydraulic system with vacuum booster, front brake: ventilated disc brake Rear brakes: ventilated disc, mechanical parking brake, ABS with brake assist and electric brake force distribution(EBD) Vehicle stability control (VSC) Hill start assist control (HAC) Sides/Curtain Airbags (Minimum 7)	Comply	Comply
<b>Suspension</b>	Comply	Comply

<p>Front: heavy duty double wishbone suspension with coil spring and double acting, telescopic shock absorbers</p> <p>Rear : heavy duty 4- link coil rigid suspension with lateral and double acting, telescopic shock absorbers</p>		Comply
<p><b>Tyre and Wheels</b>  Radial tyres  Tyre size 265/70R20 alloyed wheel  Floor mounted spare tyre mounted under with security lock</p>		Comply
<p><b>Electricals and Ancillaries</b>  12 volts. All electrical components tropicalized  Heavy duty alternator  Heavy duty battery  Exterior lights and indicators to conform to Ghanaian regulations  Manual Headlight Leveling Led Headlights with DRL's  Hazard warning light  Head  Lamp aiming  Rear wiper with washer  Fog lamp (Rear &amp; Front)  Smart start with smart entry</p>		Comply
<p><b>Instruments Monitors and Warning Devices</b>  all calibrations on gauge/ meters in metric unites  speedometer, odometer, tripmeter,  engine coolant temperature gauge and temperature warning light  engine oil pressure gauge and/ or low pressure warning light  battery charging warning light  fuel level gauge and low fuel warning light</p>		Comply
<p><b>Cab and Accessories</b>  Leather upholstered seats (DIAMOND STITCHING)  Push Start Button  Wood Grain Interior Package  Separate bucket seats for driver and front passenger  Head restraints on all seats</p>		Comply

<p>Driver and passenger sun visor: assist grip for all seats  ELR seatbelt on all seats  Side step with cover  Full tropicalized ventilation and air conditioning system  Digital clock  Door -mounted rear view mirrors (left and right)  Central lock system  Power window  Wireless door lock (smart entry)  Remote engine starter  Heavy duty front grill guard  All around view monitor system (360-degree view)  Center Console Cooler Box  Power outer mirror  Dual rear seat entertainment system with monitor</p>		
<p><b>Body Exterior</b>  Laminated windshield and safety glass throughout  Intermittent wiper  Horizontal opening (swing- type) rear doors  Camera outside rear view mirror (360°) 3D (4 CAMERAS)  Rear glass wiper  Rear step bumper  Auto Dimming Rear View Mirror  Retractable Door Mirrors  Rear Parking Sensors  Sunroof  Fuel tank with security lock and keys</p>	Comply	Comply
<p><b>Audio/Entertainment Accessories</b>  AM/FM radio stereo with DVD Player with 6 speakers, automatic antenna, MP3  Wireless phone charger  USB and AUX port  Android interface</p>	Comply	Comply

<p>Navigation Bluetooth Wi-Fi connectivity +EMV Navigation + Bluetooth, USB/IPod port +14 speakers Dual rear seat entertainment with 11.6 inch monitors Passenger head rest entertainment system Rear view camera Cool box</p>		
<p><b>Miscellaneous</b> Fire extinguisher Warning triangle First aid kit Heavy duty vehicle jack, wheel spanner and all accessories Makers standard toolkit</p>	Comply	Comply
<p>Anti-Lock Brake System Brake Assist Electronic Brake Force Distribution Active Traction Control Hill start Assist Control Crawl Control Multi Terrain Selector</p>	Comply	Comply
<p>OUTSIDE REAR VIEW MIRROR- Power OUTSIDE REAR VIEW MIRROR - Power Retract OUTSIDE REAR VIEW MIRROR - Electrochromic OUTSIDE REAR VIEW MIRROR - Camera OUTSIDE REAR VIEW MIRROR - Chrome accented plated OUTSIDE REAR VIEW MIRROR -Heater OUTSIDE REAR VIEW MIRROR - Memory Front and Rear Seat D: Power / Memory for Driver + P Electronic Tilt + Telescopic with Memory CHILD RESTRAINT SYSTEM - With</p>	Comply	Comply
<b>Protection Against Corrosion</b>	Comply	Comply

Optimum and guaranteed protection		
<b>Manuals (In English)</b> One operator's maintenance manual with lubrication chart Operating manual in English	Comply	Comply
<b>Warranty: 36- months 100,000-km warranty</b>	Comply	Comply
<i>Deviations From Minimum Technical Specifications</i>	No	No
<i>Acceptance For Detailed Examination</i>	Yes	Yes

# FORM 3

## Table 3. Substantially Non-responsive Tenders

No	Tender	Reasons for Rejection
1	VESTERLINE COMPANY LIMITED	Poor past performance records with UCC

FORM 4

Table 4 Corrections and Unconditional Discounts

Lot No.	Tenderer	Read-out Tender Price(s)		Corrections		Corrected Tender Price(s)	Unconditional Discounts <sup>2</sup>		Corrected/Dis counted Tender Price
		Currency	Amount	Computational Errors	Provisional Sums		%	Amount	
1	(a)	(b)	(c)	(d)	(e)	(f) = (c) + (d) - (e)	(g)	(h)	(i) = (f) - (h)
1	KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED	GH¢	732,000.00	N/A	N/A	732,000.00	N/A	N/A	732,000.00
2	TOYOTA GHANA COMPANY LIMITED	GH¢	833,922.00	N/A	N/A	833,922.00	N/A	N/A	833,922.00

**Table 5. Exchange Rates: N/A**

Currency Used for Tender Evaluation:

Effective Date of Exchange Rate:

Authority or Publication Specified for Exchange Rate:

**Note:** Attach copy of exchange rates provided by specified authority or publication

**Table 6A. Currency Conversion (Multiple Currencies)**

Specify Evaluation Currency:

N/A

Tenderer	Currency(ies) of Tender	Corrected/Discounted Tender Price(s)	Applicable Exchange Rate(s) <sup>1</sup>	Evaluation Currency	
				Tender Price(s) (e) = (c) x (d)	Total Tender Price <sup>2</sup> (f)
(a)	(b)	(c)	(d)		

**Table 6B. Currency Conversion (Single Currency)**

Specify Evaluation Currency:

N/A

Tenderer	Corrected/Discounted Tender Price (in specified currency)	Payment Composition <sup>1</sup>		Exchange Rate Used by Tenderer <sup>1</sup> (f)	Amounts in Currency of Payment (g) = (e) x (f)	Exchange Rate for Evaluation <sup>2</sup> (h)	Evaluation Currency	
		Currency of Payment (c)	Percent of Total Tender (d)				Tender Prices (i) = (g) x (h)	Total <sup>3</sup> (j)
(a)	(b)							

**Table 7. Additions, Adjustments, and Priced Deviations**

No.	Tenderer	Corrected/Discounted Tender Price <sup>1</sup>	Additions <sup>2</sup>	Adjustments <sup>2</sup>	Priced Deviations <sup>2</sup>	Total Price
	(a)	(b)	(c)	(d)	(e)	(f) = (b) + (c) + (d) + (e)
1	KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED	732,000.00	N/A	N/A	N/A	732,000.00
2	TOYOTA GHANA COMPANY LIMITED	833,922.00	N/A	N/A	N/A	833,922.00

**Table 8A. Domestic Preference for Goods**

Specify Evaluation Currency: \_\_\_\_\_

**N/A FOR THIS TENDER**

Tenderer	Domestic Preference Group <sup>1</sup>	Total Price <sup>2</sup>	Exclusions for Preference <sup>3</sup>	Revised Total	Prevailing Tariff (%) <sup>4</sup>	Domestic Preference (%) <sup>5</sup>	Preference Price <sup>6</sup>	Total Comparison Price
(a)	(b)	(c)	(d)	(e) = (c) - (d)	(f)	(g)	(h)	(i) = (c) + (h)

**Table 8B. Domestic Preference for Works**

Specify Evaluation Currency: \_\_\_\_\_

**N/A FOR THIS TENDER**

Tenderer	Domestic Preference Group <sup>1</sup>	Total Price <sup>2</sup>	Exclusions for Preference <sup>3</sup>	Revised Total	Preference 4	Total Comparison Price
(a)	(b)	(c)	(d)	(e) = (c) - (d)	f	(g) = (c) + (f)

**Table 9. Post qualification**

Tenderer	Constitution or legal status of Tenderer	Total annual volume of supplies made in the last two years in GHC:	Supplies performed as prime Supplier on works of similar nature and volume over the last two years.	Financial reports for the last 3 years	Names, addresses and telephone, telex, facsimile numbers and email addresses of banks that may provide references if contacted by the Purchaser.	Information on current litigation in which the Tenderer is involved	Substantially Responsive/ Non-Responsive <sup>12</sup> to Post qualification Criteria	Remarks
<b>KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED</b>	(a) 1. Constitution or legal status: <b>Attached</b> 2. Place of registration: <b>Accra</b> 3. Principal place of business: <b>Accra</b> 4. Power of attorney of signatory of Tenderer: <b>Attached and valid</b>	(b) <b>2019: GH¢</b> <b>2018: GH¢</b>	(c) YES List attached.	(d) YES Provided and valid	(e) YES Provided	(f) YES Not involved in any litigation	(g) Substantially Responsive to Post qualification Criteria	(h)

**Table 10: Proposed Contract Award**

**Supply of 4X4 Cross Country Vehicle (V8)**

**QTY: 1 No.**

<p>1. Lowest evaluated responsive Tenderer (proposed for contract award). (a) name (b) address</p>	<p><b>KLATAA ENGINEERING SOLUTIONS COMPANY LIMITED P O BOX CT 9144 Accra-North</b></p>	
<p>2. If Tender submitted by agent, list actual supplier. (a) name (b) address</p>	<p>Not Applicable</p>	
<p>3. If Tender from joint venture, list all partners, nationalities, and estimated shares of contract.</p>	<p>Not Applicable</p>	
<p>4. Principal country of origin of goods/materials.</p>	<p><b>UAE</b></p>	
<p>5. Estimated date (month, year) of contract signing.</p>	<p><b>March, 2021</b></p>	
<p>6. Estimated delivery to project site/completion period.</p>	<p><b>90 Days</b></p>	
<p>7. Tender Price(s) (Read-out)</p>	<p><b>Currency</b></p>	<p><b>Amount</b></p>
	<p><b>GH¢</b></p>	<p><b>732,000.00</b></p>
<p>8. Corrections</p>	<p><b>Nil</b></p>	<p><b>Nil</b></p>
<p>9. Discounts</p>	<p><b>Nil</b></p>	<p><b>Nil</b></p>
<p>10. Other Adjustments</p>	<p><b>Nil</b></p>	<p><b>Nil</b></p>
<p><b>11. Proposed Award for Supply of 4X4 Toyota Land Cruiser 200 VX</b></p>	<p><b>GH¢</b></p>	<p><b>732,000.00</b></p>

# ANNEXES

- A. TENDER OPENING RECORD FORM
- B. TENDER OPENING MINUTES
- C. ATTENDANCE REGISTER—TENDERERS'  
REPRESENTATIVES
- D. ATTENDANCE REGISTER—PURCHASER'S  
REPRESENTATIVES
- E. REGISTER OF PURCHASE OF TENDER  
DOCUMENTS
- F. COPY OF ADVERT
- G. OTHERS

UCC/ACE/003/2021/CR/UCC/GD/0015/2021

**CONTRACT FOR THE SUPPLY OF 4 x 4 TOYOTA  
LAND CRUISER V. 8 CROSS COUNTRY VEHICLE**

**BETWEEN**

**KLATAA ENGINEERING SOLUTIONS COMPANY  
LIMITED**

**AND**

**UNIVERSITY OF CAPE COAST  
FOR THE BENEFIT OF ACECoR**

*Handwritten:*  
@ Ham  
pls file  
28/10/2021

*Handwritten:*  
11/10/2021

*Handwritten:*  
10/10/2021

UNIVERSITY OF CAPE COAST  
CAPE COAST, GHANA

**OFFICE OF THE VICE-CHANCELLOR**

Telephone: 233-3321-32378 Direct: 03321-32050  
Telex: 2552. UCC, GH.  
Fax: 233-3321-32485  
E-mail: vc@ucc.edu.gh



Telegrams & Cables:  
UNIVERSITY, CAPE COAST

11<sup>th</sup> October, 2021

Our Ref: **UCC/ACE/003/2021/CR/UCC/GD/0015/2021**

Your Ref:

THIS CONTRACT AGREEMENT is made this 11<sup>th</sup> day of October, 2021 BETWEEN **University of Cape Coast** of Ghana (hereinafter called "the Purchaser") of the one part AND **Messrs Klataa Engineering Solutions Limited** of Accra, Ghana (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited Tenders for certain goods and ancillary services, viz, Supply of 4x4 Cross Country Vehicle (**UCC/ACE/003/2021/CR/UCC/GD/0015/2021**) and has accepted a Tender by the Supplier for the supply of those goods.

**Performance Obligations**

The Supplier agrees to sell and deliver, and the Purchaser agrees to receive and purchase, the Contract Quantity for the supply of 4x4 Cross Country Vehicle in accordance with the terms of this Contract.

**Description of goods**

- **1 No. 4x4 Toyota Land Cruiser V.8 Cross Country Vehicle**

**Contract Sum**

The Contract sum is **Seven Hundred and Thirty-Two Thousand Ghana Cedis (GH¢732,000.00)** hereinafter called "the Contract Price". The contract price is fixed. The University shall not entertain Contract Price variation.

**Performance Bond**

The Supplier shall provide an irrevocable and unconditional first demand **guarantee** or a standby **letter** of credit (jointly referred to as '**Performance Bond**') issued by a bank in the sum of 10% of the contract price. The issuing bank and the wording of the **guarantee** must be fully acceptable to the Purchaser. The Purchaser shall exercise his right to terminate the award of the contract if the Supplier fails to submit a valid, irrevocable and unconditional Performance Bond before the execution of this contract.

**Delivery**

The items shall be delivered to the Transport Section, University of Cape Coast, not later than **30 days from 11<sup>th</sup> October, 2021**. **Liquidated damages of 0.5% per week shall apply for every week of delay**

*[Handwritten signature]* 11/10/2021

### **Remedies for Breach of Supplier's Obligations**

The Supplier shall, comply with the terms specified under this Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall pay liquidated damages to the Purchaser with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.5% per week up to a maximum of 10% of contract price. The University of Cape Coast reserves the right to terminate the contract in the event of the Supplier's failure to deliver within the stipulated time and seek legal remedies.

### **Country of Origin**

The country of origin as offered by the Tenderer and accepted by the purchaser shall be **JAPAN (UAE)**

### **Warranty**

The warranty period shall be **3 years or 100, 000km** whichever comes first from the date of delivery and acceptance. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

- a. make such changes, modification, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4.1 or
- b. Pay liquidated damages to the Purchaser with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.5% per week up to a maximum of 10%.

### **Payment Terms**

Hundred percent (100%) of the Contract Price for Goods supplied shall be made to the Supplier within thirty (30) days after the date of receipt of claim letter supported by Store Receipt Vouchers and an acceptance certificate issued by the Purchaser.

The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods, the Contract Price or such other sum as may become payable under the provisions of this contract at the times and in the manner prescribed by this Contract.

### **Governing Law**

This contract is governed by the laws of Ghana and each party irrevocably and unconditionally submits to the exclusive jurisdiction of the Courts of Ghana.

### **Dispute Resolution**

Both parties will seek in good faith to resolve any dispute which may arise relating to this Contract amicably. If the dispute cannot be resolved through such negotiations the dispute or difference may be settled in accordance with the Alternative Dispute Resolution Act, 2010 (Act 795).

### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

*[Signature]* 1.1.2021

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- (a) The Tender Form and the Price Schedule submitted by the Tenderer;
- (b) The Schedule of Requirements;
- (c) The Technical Specifications;
- (d) The General Conditions of Contract;
- (e) The Special Conditions of Contract;
- (f) The Purchaser's Notification of Award; and
- (g) Contract Data Sheet (to be used only when there are corrections to the original price schedule submitted by the supplier).

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

**On behalf of the Purchaser**

Name: Prof. Johnson Nyarko Boampong

Signature: 

Designation: Vice - Chancellor

**VICE - CHANCELLOR**

Seal: **UNIVERSITY OF CAPE COAST**

Date: 11<sup>th</sup> October, 2021

**Witnessed By:**

Name: Prof. Denis W. Ahetu

Signature: 

Designation: Director

Date: 11<sup>th</sup> October, 2021

**On behalf of the Supplier**

Name: Kwaku Ameyan Aggrey

Signature: 

Designation: Managing Director

**KLATAA ENG. SOLUTION CO. LTD**

Seal:

Date: 11<sup>th</sup> October, 2021  
**MANAGING DIRECTOR**

**Witnessed by:**

Name: Daniel Ameyan Aggrey

Signature: 

Designation: Director

Date: 11<sup>th</sup> October, 2021