



GHANA NATIONAL PETROLEUM CORPORATION (GNPC) NATIONAL COMPETITIVE TENDERING

PRE-QUALIFICATION FOR THE PROVISION OF CATERING SERVICES FOR STAFF: REF No: GR/CAT/GNPC/TSERV/2023/32

BACKGROUND: The Ghana National Petroleum Corporation (GNPC) invites pre-qualification applications from qualified and experienced Caterers for the above listed contract package. Tendering will be conducted through the National Competitive Tendering (NCT) procedures specified in the Public Procurement Act, 2003 (Act 663) as amended (Act 914) and the Guidelines of the Public Procurement Authority of the Republic of Ghana.

Interested eligible tenderers may obtain further information and inspect the pre-qualification document at the Supply Chain Department of GNPC at the address indicated below from **Tuesday February 7, 2023** between the hours of **10:00am to 12:30pm and 1:30pm to 4:00pm**. on working days.

A complete set of the pre-qualification document in English may be purchased by interested tenderers upon submission of a written application to the address below and upon payment of a non-refundable fee of Five Hundred Ghana Cedis (**GH¢500**). The method of payment shall be Cash or Banker's Draft in the name of Ghana National Petroleum Corporation.

Tenderers should submit the following documents as part of their pre-qualification submission.

- a. Valid Certificate of Registration
- b. Valid GRA TAX Clearance Certificate
- c. Vat Registration Certificate
- d. Valid SSNIT Clearance Certificate
- e. Power of Attorney
- f. Valid PPA Registration Certificate.
- g. Audited financial Statement 2019-2021.
- h. Food and Drugs Authority Certificate
- i. Certificate in food safety and environmental hygiene and compliance to Health and Safety standard.

Tenders must be in a sealed envelope marked with package name and number. Tenders must be delivered to the address stated below on or before the time indicated ***in the pre-qualification document***.

Late tenders shall be rejected.

ADDRESS TENDERS TO:

THE CHIEF EXECUTIVE

Attn: HEAD OF SUPPLY CHAIN

GHANA NATIONAL PETROLEUM CORPORATION

PMB, PETROLEUM HOUSE

TEMA

ADDRESS FOR PURCHASE AND SUBMISSION OF TENDERS:

GHANA NATIONAL PETROLEUM CORPORATION

4th FLOOR, DENNIS HOUSE

TEMA.

TELEPHONE: +233 303 206020, +233 303 204654