

INVITATION TO TENDER



Implemented by:

giz Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

PRINTING OF FBS AND SRP TRAINING MATERIALS

NATIONAL COMPETITIVE TENDER-CONSULTING FIRMS REQUIRED

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 of MOVE

The Market-Oriented Value Chains for Jobs and Growth in the ECOWAS Region (MOVE) project is commissioned by the Bundesministerium für wirtschaftliche Zusammenarbeit und Entwicklung (BMZ) and co-financed by the Bill and Melinda Gates Foundation (BMGF). The project is being implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. The overall (main) objective of MOVE is to build market-oriented and resilient value chains (rice and cashew) that 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

Justification

In March and April 2024, a training on Farmer Business School was conducted for both the rice and the cashew value chains. The objective was to train agricultural extension officers, on the Farmer Business School (FBS) approaches and to enable them to independently organize and conduct training on FBS for members of a community or farmer group. The FBS aims to develop the business management skills of farm entrepreneurs to improve income through good financial and agricultural planning. The Farmer Business School consists of 12 modules in each value chain, all the modules are designed to perfectly help farmers to achieve the above-mentioned skills.

Upon completion of the training, the trainers are expected to go back to their communities and conduct the roll out of the FBS training to respective value chain farmers. Logistics, training books, guides and posters for the roll out trainings are to be provided by GIZ,

On the other hand, the Sustainable Rice Platform ([SRP](#)) developed a standard for rice production which aims at improving the livelihoods of smallholder farmers, whilst ensuring a sustainable social and environmental aspect of the rice value chain.

Following the review and upgrade of training materials on rice to include all the aspects of sustainability (economic, social, and environmental), and subsequent validation of the material to include inputs from all stakeholders across the value chain as well as to create awareness on tools for driving SRP, there is a need to produce large quantities of the validated material to support farmer-level training and facilitate the adoption of the last mile to increase productivity, thus, the reason for the ToR.

The objectives are to:

- Print **3000 copies (1500 rice and 1500 cashew)** of the FBS training according to the selected design and MOVE/GIZ publication guidelines.
- Print **60 copies (30 rice and 30 cashew)** of the FBS trainer's guide (for practical guidance and time management) according to the selected design and MOVE/GIZ publication guidelines.
- Print **160 sets FBS posters** (80 sets for rice, 26 posters per set and 80 sets for cashew, 24 posters per set) (for training and simulation) according to the selected design and MOVE/GIZ publication guidelines.
- Print **30 copies** of the Sustainable Rice Production (SRP) manual are printed according to the selected design and GIZ publication guidelines.
- Print **1500 copies** of SRP posters
- Final copies of books in print formats have ISBN numbers.

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.

Tenderers will be required to provide the following:

- Company Profile
- Sample works done in the past
- Priced Quotation (to each Required Specification via the Link below)
- Valid Tax Clearance Certificate
- Business Registration Certificate
- VAT Registration Certificate
- Valid SSNIT Clearance Certificate
- Declaration of Business Ownership by General Manager (3) or (Inclusion of Form A for Sole Proprietorship or Form 3 for Limited Liability)
- **Bidders must submit two (2) Copies of the tender documents.**

PLEASE NOTE:

THE CURRENCY OF YOUR OFFER SHOULD BE IN GHANA CEDIS

ALL PROSPECTIVE **BIDDERS** ARE REQUIRED TO PERFORM **THEIR TAX OBLIGATIONS IN GHANA.**

NOTE:

- **Kindly Visit the link for Terms of Reference, Specifications and other documents to be used in preparing your Technical and Price Quotation for each Required Specifications)**
- **Kindly contact the email address indicated for procurement concerns.**

Link- www.giz.de/en/worldwide/115442.html

Delivery period must be indicated.

Tenders should be addressed according to the **Tender Number: 91188878/21.2199.4-105.00 "Printing of FBS and SRP Training Materials"** and submitted to:

The Procurement Unit

GIZ Office

P.O. Box KA 9698

Accra

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

To All Bidders:

- Bids must be submitted at the **GIZ Ghana Country Office Reception.**
- The deadline for submission is **22.07.2025 until 11:59 PM.**
- Documents should be submitted as early as possible before the deadline.
- Should the reception be closed, documents might exceptionally be dropped off at the guard's booth.
- The guards need to be told by the person submitting the documents that they are submitting tender documents.
- Always send a receipt with your documents stating the number of the tender.
- This receipt will be signed by the receptionist or a guard (in case of exceptional drop off at the guard's booth) to provide the bidder with a proof of delivery / submission.

"Please note that participating in a tendering process of GIZ is free of charge for bidders.

At no phase of the process is the bidder required to make any payment to GIZ or to one of its employees.

Kindly Note by sending in your offer, you are agreeing to the GIZ General Terms and giving us the consent to process your company data.