

NATIONAL COMPETITIVE TENDER



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

INVITATION TO TENDER FOR THE SUPPLY & FOR THE SUPPLY & INSTALLATION OF TRAINING FACILITY FURNITURE AND IT EQUIPMENT

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) intends to tender for the Supply and Installation of Furniture and IT Equipment

The GIZ Office Accra invites tenderers to submit, free of charge and without obligation on the part of GIZ, a tender based on the following terms and conditions. Non-conformity with all conditions mentioned could lead to the exclusion of the bid.

A) Conditions of the bid

- Tenders should be valid for a period of **three (3) months** after the deadline of Tender submission.
- Prices shall be fixed prices. Prices shall be free of VAT and other public charges. Prices shall be quoted in Ghana Cedis.**
- Bidders for Lot 1 shall provide clear pictures of all items offered.
- Bidders for Lot 2 shall specify the brand name and model of each item offered
- All interested suppliers are required to submit a letter, a company profile, and their quotes according to the specifications below:

B) Specifications

LOT 1 (Supply and Installation of Furniture)				
No.	Item	Specifications	Qty	Unit of Measure
1	Conference Room Chairs with Writing Arms	- Ergonomic design - Cushioned seat & backrest - Foldable writing arm - Durable laminated surface - Stackable for storage	100	Pieces
2	Training/ Meeting Room Chairs	4-Legs Dhara visitor chair - Polypropylene seat and backseat with arms - Structure color: Diamant grey - Shell color: Gray	20	Pieces
3	Training/ Meeting Room Chairs	- Black Color Visitors Chairs Mesh Back - Fixed armrest - Meeting chair style	10	Pieces
4	Training/ Meeting Room Tables	- Type: Conference table - Color: Grey - Dimensions: 2400Wx1200Dx750H	1	Piece
5	Training/ Meeting Room Tables	- Meta Steel folding table - Dimensions: 1600mm x 600mm x 740mm - Steel crossbeam, supports and metallic parts with casters ~75mm. - Rounded desktop corners: Straight - Top access: with white CONI box - Top access position: Frontal - Receptacle: Schuko UK - Connector/Support: Yes - Meta horizontal wire management trough - Color paint: Diamant grey - Desktop finish: Light lakeland Acacia (H-1277ST9) - Top access colour: Black - Weight/Volume: 28.8kg 0.095m - Connection between receptacles L=2000mm - Male - female endings - Weight/Volume: 0.2kg 0.0m² - Connection between receptacles L=3000 mm - Male - female endings: 3M 3G1	9	Pieces
LOT 2 (Supply & Installation of IT Equipment)				
1	65inch TV	- Screen Size: 65-inch - TV type: Smart TV - Built-in WiFi and Bluetooth - Connectivity: USB 2.0, HDMI, AV Video in/out, COAX, Ethernet - Power Consumption: 110 - 240 V, 65 W - Additional features: Screen Mirroring	1	Piece

2	TV stand	• TV stand with rolling cart/wheel for 65" TV	1	Piece
3	HDMI Cable	• 20m HDMI Cable	1	Pieces
4	Ethernet Cable	• 40m Cat 6 Ethernet cable	2	Pieces
5	Video Conference Camera (USB-C)	Camera - HD zoom (up to 5x) with motorized pan (+/-25°) and tilt (+/-15°) - Field of View: Diagonal 120°, Horizontal 113°, Vertical 80° - Video Resolution: - Up to 4K Ultra HD (3840 x 2160 @ 30 fps) Microphone - Integrated microphone array with beamforming technology - Pickup range: up to 4 m (extendable to 5 m with expansion mic) - Features: Acoustic Echo Cancellation (AEC), Voice Activity Detection (VAD), and noise suppression - Recommended participants: up to 6 (8 with expansion mic) Built-in Speaker - Output up to 95 dB SPL at 0.5 m - Frequency range: 200 Hz - 10 kHz - Low distortion - Anti-vibration enclosure for clear sound General - Bluetooth connectivity - USB-C Port - Ports for expansion microphones - RF remote control - Table/wall mounting options (TV mount optional) - Kensington security slot	1	Piece
6	Type C Multiport adapter	Type C 8-in-1 or 10-in-1 Multiport adapter with - RJ 45 Port - At least 2 USB A port - HDMI - Audio Jack	1	Piece
7	Video Conference System	Camera Specifications - Zoom: 15x HD zoom (5x optical + 3x digital) - Pan: 180° (±90°) - Tilt: 140° (+50° / -90°) - Field of View - Diagonal: 90° - Horizontal: 82° - Vertical: 52° - Resolutions @ 30fps: 4K Ultra HD, 1440p, 1080p, 900p, 720p, and SD - Resolutions @ 60fps: 1080p, 720p - Camera Features: Auto Framing of participants, Video Noise Reduction Microphone - Pickup Range: 23 ft (7m) diameter - Four omnidirectional microphones forming eight acoustic beams - AEC: Acoustic Echo Cancellation - VAD: Voice Activity Detector - Background noise suppression - Mute button with LED status indicator - Supports Daisy Chain Speaker - High-performance 3" (76mm) driver with rare-earth magnet - Patent-pending suspension system eliminates vibration-induced camera shake and audio interference - Mini XLR cable connects to Hub for both signal and power Connectivity and Control Hub - Connection to Main Hub: Single cable (minimum 5 meters included; must support longer cables up to 50 meters). - Audio Management: - Recognizes the active speaker based on sound input. - Supports input from multiple microphones.		

continue to next page

NATIONAL COMPETITIVE TENDER



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

INVITATION TO TENDER

FOR THE SUPPLY & INSTALLATION OF TRAINING FACILITY FURNITURE AND IT EQUIPMENT

		- Ports: - Microphone port 2x HDMI passthrough - USB-C - USB-A - USB-B (connects to room PC) - RJ45 (reserved) - Power port Display Hub (Located near Display Screens) - Video Outputs: 2x HDMI ports to connect to room displays - Camera and PC Connections: - USB-C to camera - USB-B to PC - Audio Output: - Supports 2 speakers - Connection to Table Hub: via RJ45 or equivalent - Power Input: Must supply power to connected devices Remote Control - Technology: Wireless (RF) remote; does not require direct line of sight. - Battery: Uses replaceable coin battery (e.g., CR2032).	2	Pieces		
8	Interactive Display 86"	Display - Screen Size: 86 inches - Max Resolution: 4K UHD - Built-in smart height adjustment feature - Supports screen lock function System - Operating System: Compatible with major OS platforms (e.g., Windows 11 or equivalent; OPS module required) - Memory: Minimum 8 GB RAM - Storage: Minimum 64 GB internal storage Connectivity & Wireless - Wi-Fi 6 enabled for direct wireless projection - Supports dual-screen mirroring and control Interfaces: - Touch Input x 1 - HDMI In x 1 - HDMI Out x 1 - USB Type-A x 3 - USB Type-C x 1 - Audio Interface x 1				
		Camera 4K professional camera (minimum 8 megapixels) - Field of View: Horizontal 80°, Vertical 50°, Diagonal 87° - Supports intelligent tracking and framing Audio - Integrated microphone with pickup range up to 12 meters - Built-in speakers with total output power of 40 W - Acoustic baffle design for improved sound clarity Collaboration Features - Supports 1080p on-premises and cloud meetings - BYOM (Bring Your Own Meeting) functionality for flexible conferencing - Includes wireless sharing accessories (e.g., media transfer unit or sharing key) - Supports digital conference system integration (controller and hub included)	2	Pieces		
9	Compatible Stand	Compatible Stand for interactive display quoted above	2	Pieces		
10	AV Conference Room Solution	A. Speakers - Quantity 4pcs - Type: 2-Way Full-Range Loudspeaker - LF Driver: 10" Differential Drive® woofer - HF Driver: 1.5" annular polymer diaphragm neodymium compression driver - Power Handling: 300W (Continuous) - Coverage Pattern: 80° (H) x 70° (V) - Impedance: 8 Ohms - Enclosure Material: 15 mm plywood with black durable paint finish - Mounting Options: 15 x M10 suspension points, 4 x M10 bracket mounts, 35 mm pole socket				
		- Connectors: Dual Neutrik® NL4MP (input & loop-through) - high-frequency driver protection - Grille: 16-gauge steel with acoustic backing B. 12 Channel Mixer - Quantity 1pc - Channels: 12 input channels - Mic Preamps: 8 x "Ghost" low-noise preamps - EQ: 3-band per channel (HF, sweepable mid, LF) ±15 dB - Onboard Effects: Lexicon effects engine - USB Interface: 2-in / 2-out for recording/playback - Frequency Response (Mic/Line □ Output): ±1.5 dB, 20 Hz - 20 kHz - THD (typical): < 0.002 % (mono mic input) - Max Output Level (Mix): +21.5 dBu - Phantom Power: 48 V on all mic channels - Power Consumption: < 60 VA C. Speaker Cable (2x2) 1.5mm, Length: 100 yards - Quantity 2pcs D. NL4FC 4-Pole speakON Cable Connector - Quantities 12pcs E. Powered Speaker AMP - Quantity 1pc - Amplifier: 1300 W Class-D bi-amp with LF/HF limiters - Drivers: 12" woofer and 1.75" compression driver - Frequency Response: 62 Hz - 20 kHz (±3 dB) - DSP & Mixer: Built-in DSP with 3-channel mixer, 3-band EQ, and preset modes - Connectivity: 3 x XLR/¼" combo inputs, 1 x Mix Out, Bluetooth streaming/control - Enclosure: Durable plywood, cloth-backed steel grille, pole-mount socket - Design: Multi-angle for PA or monitor use, ergonomic handles for transport - Application: Ideal for portable PA, live sound, or stage monitoring - Example: Martin audio MP412 AMP F. Power Sequencer - Quantity 1pc - Number of outlets / channels: 8 (individually controlled) - Sequenced power on / off (delayed turn-on, reverse turn-off) - Maximum current per outlet: up to 30 A (relay outputs) - Input voltage range: AC 90 - 260 V, 50/60 Hz - Surge / overcurrent protection / circuit breaker built in - Enclosure / form factor: rack-mountable, 1U high G. Equalizer - Quantity 1pc - Channels: 2 - Bands: 15-band, 2/3-octave ISO standard frequencies - Controls: 20 mm faders for precise adjustments - Connectivity: Balanced XLR and ¼" TRS inputs/outputs - Grounding: Chassis/signal ground lift for hum isolation - Design: Rack-mountable (1U) - Application: Suitable for live sound, studio, and fixed installations H. Wall mounting brackets for speakers in A above - Quantity 4pcs I. Dual Channel Wireless Microphone System - Quantity 2pcs - System Type: Dual-channel UHF wireless microphone - Microphones: 2 x handheld transmitters with PG58 dynamic cardioid capsules - Receiver: BLX88 dual-channel tabletop receiver - Operating Range: Up to 90 m (line of sight) - Battery Life: Up to 14 hours (2 x AA batteries per transmitter) - Frequency Response: 50 Hz - 15 kHz - Outputs: Balanced XLR and ¼" TRS - RF Output Power: 10 mW - Dynamic Range: 100 dB (A-weighted) - Application: Ideal for live vocals, presentations, and events J. Amplifier rack box - Quantity 1pc K. Microphone Cable (Big) - Quantity 1pc L. XLR Female Connector - Quantity 12pcs M. NP2x BAG 6mm jack plug mono - Quantity 2pcs N. XLR Male connectors - Quantity 12pcs 3.5mm straight stereo jack - Quantity 1pc	1	Piece		

continue to next page

...CONTINUED FROM PREVIOUS PAGE

INVITATION TO
TENDERFOR THE SUPPLY & INSTALLATION
OF TRAINING FACILITY
FURNITURE AND IT EQUIPMENT

11	Retractable Projector Screen	Retractable Projector Screen	1	Piece
		120" electric motorized projector screen - Remote-controlled operation - Multi Aspect Ratio Function Max Size 120-inch Diag 4:3 + 110-inch Diag 16:9 - Home Theater 8K/4K Ultra HD Ready Projection		
12	Projector	Projector	1	Piece
		- UHD 4K Projector 3840 x 2160 display resolution - Up to 140 inches screen size - HDR 10 - Home Theater Smart Projector with google assistant and Alexa Built-In		
13	Projector Mount	Projector Mount	1	Piece
		- Adjustable Ceiling Projector Mount - Supports up to 13.6kg +15° to -15° tilt, +15° to -15° swivel, and 360° rotation		

C) Bid documents

Tenderers will be required to provide the following:

- Signed letter of bid with
 - priced quotation to the **required specification and conditions**
 - indication of **delivery period**
- Company profile, max. 5 pages A4
- Commercial qualification**
 - Valid Tax Clearance Certificate,
 - Business Registration Certificate,
 - VAT Registration Certificate,
 - Valid SSNIT Clearance Certificate
 - Declaration of Business Ownership by General Manager (Inclusion of Form A for Sole Proprietorship or Form 3 for Limited Liability)

PLEASE NOTE:

THE CURRENCY OF YOUR OFFER SHOULD BE IN GHANA CEDIS**ALL PROSPECTIVE BIDDERS ARE REQUIRED TO PERFORM THEIR TAX OBLIGATIONS IN GHANA.**

Tenders should be sealed and marked as:

Lot 1: 10042068 / G-012413-001 "Supply and Installation of Furniture"

Lot 2: 10042211 / G-012413-001 "Supply & Installation of IT Equipment"

Tenders should be sent to the following address:

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

To All Bidders:

- Bids must be submitted at the GIZ Ghana Country Office Reception.
- The deadline for submission is 17.08.2026 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 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.

ONLY SHORTLISTED FIRMS WILL BE CONTACTED

INVITATION TO
TENDERImplemented by:
GIZCONSULTANCY TO DESIGN PUBLIC RELATION AND
PUBLICATIONS MATERIALS FOR GIZ GHANA.

NATIONAL COMPETITIVE TENDER-CONSULTING FIRMS REQUIRED

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH through the GIZ Country Office Accra, invites qualified Consultancy firms / Agencies to express their interest for the above consultancy.

The scope of works includes:

- Design of PR materials (e.g. fact sheets, press folders, brochures, posters, print and electronic banners, Christmas cards, incentives and giveaways) and templates for the GIZ Country Office in Accra.
- Development of corporate designs (CD) for individual programmes and projects of GIZ Ghana and their relevant partners, and implementation on a range of information, education and communication (IEC) material (e.g. fact sheets, folders, letterheads, press release, fax, memo, invite forms, business cards, PowerPoint presentations, posters, banners).
- Design of professional publication (e.g. reports, research results, manuals, workshop documentations).
- Design of merchandising materials.
- Design for GIZ's participation in exhibitions and fairs (e.g. pull-up banner, back drops, etc).
- Other related tasks.

How to apply:

Interested consultancy firms / agencies with proven experience in this area of work are kindly requested to express their interest for the above-mentioned project.

Tenderers will be required to provide the following:

A. Technical Proposal (indicating the relevant experience in this area and qualifications)

- Official letter expressing interest
- CV/portfolio of the lead person and (3) other supporting staff
- Proven experience in graphic design
- Proven experience of working with international development companies.
- Samples of previous work, such as PR material designs, brochures, booklets, etc.

B. COMMERCIAL DOCUMENTS

- Company Profile
- 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)

C. Financial Proposal in Cedis.

- 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- <https://www.giz.de/en/regions/africa/ghana/tenders>

Delivery period must be indicated.

The (a) Expression of Interest including required documents), (b) Technical) and (c) Financial Proposals) mentioned above should be sealed in Three (3) Separate Envelopes and enclosed them in one Bigger envelop, marked as **Tender Number: 7000013190/B-100023 "Consultancy to Design Public Relation and Publications Materials for GIZ Ghana"** 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 24.08.2026 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

ONLY SHORTLISTED FIRMS WILL BE CONTACTED