



UNIVERSITY OF GHANA  
PROCUREMENT UNIT

P. O BOX LG 52 LEGON  
ACCRA, GHANA

Tel /Fax: [233]302-501380

Email: [procurement@ug.edu.gh](mailto:procurement@ug.edu.gh)

1<sup>st</sup> September, 2017

THE MANAGER  
ARCOA GHANA LIMITED  
P.O.BOX CT 9678  
CANTOMENTS-ACCRA

Dear Sir,

**AWARD NOTIFICATION: IFT NO. UG/W/ACE-WACCI/020132017**

This is to notify you that your Tender dated 4<sup>th</sup> July, 2017 for execution of the contract for the Supply & Installation of Seed Science Laboratory Equipment (Lot 6) for West Africa Centre for Crop Improvement – **UG/W/ACE-WACCI/02013/2017** in the amount of **(GHC 98,289.83) Ninety-Eight Thousand, Two Hundred and Eighty-Nine Ghana Cedis, Eighty-Three Pesewas.**

This Notification of Award will constitute the formation of Contract. However, until and unless you furnish **the Performance Security of GHC 9,828.98** and send it to us within 14 days of the receipt of this Notification of Award the contract shall not be deemed as active.

You are hereby instructed to proceed with the fulfillment of Performance Security and Signing of contract within fourteen (14) days of receipt of this letter. Failure to comply with the fulfillment of Performance Security and Signing of Contract within the time will constitute the failure of formation of contract and forfeiture of Tender Security.

You are hereby instructed to proceed with the necessary action for the execution of the said Procurement (assignment) **in accordance with the Contract document.**

With kind regards

Yours faithfully,

Angela Awere – Kyere (Mrs.)  
HEAD

Cc: Director (WACCI)



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THE MANAGER  
ARCOA GHANA LIMITED  
P.O.BOX CT 9678  
CANTOMENTS-ACCRA

Dear Sir,

**AWARD NOTIFICATION: IFT NO. UGW/ACE-WACCI/020132017**

This is to notify you that your Tender dated 4<sup>th</sup> July, 2017 for execution of the contract for the Supply & Installation of Seed Science Laboratory Equipment (Lot 2) for West Africa Centre for Crop Improvement – **UGW/ACE-WACCI/02013/2017** in the amount of **(GHC 26,437.50) Twenty-Six Thousand, Four Hundred and Thirty-Seven Ghana Cedis, Fifty Pesewas.**

This Notification of Award will constitute the formation of Contract. However, until and unless you furnish **the Performance Security of GHC 2,643.75** and send it to us within 14 days of the receipt of this Notification of Award the contract shall not be deemed as active.

You are hereby instructed to proceed with the fulfillment of Performance Security and Signing of contract within fourteen (14) days of receipt of this letter. Failure to comply with the fulfillment of Performance Security and Signing of Contract within the time will constitute the failure of formation of contract and forfeiture of Tender Security.

You are hereby instructed to proceed with the necessary action for the execution of the said Procurement (assignment) **in accordance with the Contract document.**

With kind regards

Yours faithfully,

A handwritten signature in blue ink, appearing to be 'Angela Awere'.

Angela Awere – Kyere (Mrs.)  
HEAD

Cc: Director (WACCI)



UNIVERSITY OF GHANA  
PROCUREMENT UNIT

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M E M O

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FROM: HEAD OF PROCUREMENT

TO: DIRECTOR - WACCI

DATE: OCTOBER 23, 2017

SUBJECT: PAYMENT FOR THE SUPPLY OF UPRIGHT FREEZER & PCR THERMOCYCLER

Please find attached official documents covering the supply and installation of Upright Freezer & PCR Thermocycler for West Africa Centre for Crop Improvement (WACCI).

Upright Freezer- **GH¢ 74,520.85**  
PCR Thermocycler - **GH¢ 26,437.50**  
**GH¢100,958.35**

Messrs **ARCOA GHANA LIMITED** was awarded Two contracts to supply One (1) Unit of Upright Freezer & One (1) Unit of PCR Thermocycler at a total sum of **GH¢ 100,958.35**

The items were delivered to the Centre.

Could you please authorise the release of the amount of **GH¢ 100,958.35** to Messrs **ARCOA GHANA LIMITED**

Submitted please

Angela Awere-Kyere (Mrs)



UNIVERSITY OF GHANA, LEGON  
CONTRACT AGREEMENT

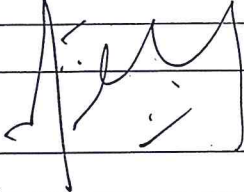
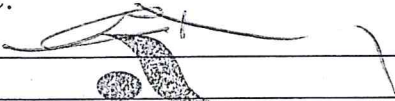
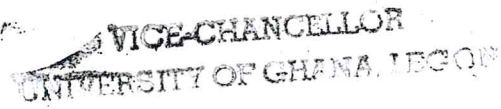
THIS AGREEMENT made the 11<sup>th</sup> day of **September, 2017** between **UNIVERSITY OF GHANA** (hereinafter called "the Purchaser") of the one part and **ARCOA GHANA LIMITED of ACCRA, GHANA** (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., **[SUPPLY & INSTALLATION OF SEED SCIENCE EQUIPMENT FOR WEST AFRICA CENTRE FOR CROP IMPROVEMENT (WACCI)~1 piece of Freeze Dryer (lot 6) ]** and has accepted a tender by the Supplier for the supply of those goods and services in the sum of **NINETY-EIGHT THOUSAND, TWO HUNDRED AND EIGHTY-NINE GHANA CEDIS, EIGHTY-THREE PESEWAS [GHC 98,289.83]** (hereinafter called "the Contract Price").

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.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - a. Tender Form and the Price Schedule submitted by the Supplier;
  - b. The Schedule of Requirements;
  - c. The Technical Specifications;
  - d. The Conditions of Contract; and
  - e. The Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such Other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract

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

On behalf of the Purchaser	On behalf of the Supplier
Name: <b>Professor Ebenezer Oduro Owusu</b>	Name: <i>Anne FUSZYNSKI</i>
Designation: <b>Vice-Chancellor, University of Ghana</b>	Designation: <i>DIRECTOR</i>
Signature: 	Signature: 
Seal: 	Seal: <b>ARCOA GHANA LTD.</b> P. O. Box CT 9678 Cantonments - Accra Tel: 0302-782203 Cell: 0540-122001 Email: annarcoa@gmail.com