



UNIVERSITY OF ENERGY AND NATURAL RESOURCES (UENR)

Post Office Box 214, Sunyani. Tel: +233(0)352290380

Email: vc@uenr.edu.gh, Web: www.uenr.edu.gh

OFFICE OF THE VICE-CHANCELLOR

Ref No.: UENR/OVC/PROC/VOL.1/A506/01

December 17, 2019

**THE MANAGING DIRECTOR
FLEXMOND SERVICES LIMITED
ACCRA**

**NOTIFICATION OF AWARD
BA/UENR/CS/008/19
BA/UENR/RCEES/CS/002/19**

This comes to inform you that the Entity Tender Committee at its 8th Regular meeting held on December 17, 2019 has accepted the proposal you submitted and has awarded you the contract for the Consultancy Service to Design and Supervise Construction of the Regional Center for Energy and Environmental Sustainability (RCEES) at UENR.

The total contract sum of the award is **GH¢800,000.00**

The order is governed by the proposal submitted, minutes of meetings held, all correspondences and the following terms and conditions:

DOCUMENTS CONSTITUTING THE CONTRACT

1. Request for Proposal
2. The Technical and Financial Proposals submitted by your company
3. Minute of Negotiation held on December 9, 2019 at the School of Graduate Studies' Conference Room, UENR
4. Service Level Agreement (SLA)

PAYMENT TERMS

Payment will be effected for as follows;

- 10% payment of the total contract sum upon the signing of the contract
- 30% payment of the total contract sum upon the completion of the pre contracting stage
- The remaining 60% should be spread over the construction period.

OTHER TERMS AND CONDITIONS OF THE CONTRACT

Your firm will be required to undertake inspection and submission of Conditional/situational Reports.

This notification of award and other correspondences with you shall constitute the formation of contract until the signing of the contract.

You are to acknowledge your acceptance or otherwise of the terms and conditions of the award latest within five days after receipt of the award letter. We shall assume you have accepted the terms and conditions of the award if you do not acknowledge acceptance within the stipulated period.

You will be furnished with the Service Level Agreement for signing immediately you furnish us with your letter of acceptance.

In the execution of your function all correspondence shall be routed through the Procurement Office of UENR.

Authorized Signature..... 

Name and Title of Signatory: Prof. Harrison Kwame Dapaah, Vice-Chancellor

- cc: Pro Vice-Chancellor
- Registrar
- Director of Finance
- Ag. Director of Procurement
- Ag. Head of Audit
- Director, RCEES
- File

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