



UNIVERSITY OF GHANA
PROCUREMENT UNIT

P. O BOX LG 52 LEGON
ACCRA, GHANA

Tel /Fax: [233]302-501380

Email: procurement@ug.edu.gh

In case of reply please quote

My Ref No. UG/PU/PQ/WACCBIP/WKS/037/0017

Your Ref No.

1st February, 2018

KARFCOLD ENGINEERING LIMITED
P.O.BOX LG 296
LEGON-ACCRA

Dear Sir,

**AWARD NOTIFICATION LETTER
SUPPLY & INSTALLATION OF COLD ROOM EQUIPMENT (WACCBIP)**

The University of Ghana wishes to inform you that approval has been granted for the commencement of works of Supply & Installation of Cold Room Equipment (WACCBIP) at a contract price of **Eighty-Four Thousand, Three Hundred and Thirty-Nine Ghana Cedis, Twenty Pesewas (GHc 84,339.20)** You are required to complete the entire work within Four (4) weeks from date of taking possession of the site.

On receipt of this letter kindly contact **MR. CHARLES KOFINTI** of PDMSD, University of Ghana Legon who will assist you in the process of taking possession of the site and approval of your programme of works. The Client Coordinator for this project is Physical Development and Municipal Services Directorate (PDMSD) of the University Of Ghana, Legon.

Please note that you are required to complete the entire work within Four (4) weeks (Not later than March 9, 2018).

With kind regards

Yours faithfully,

Angela Awere - Kyere (Mrs)
HEAD
Cc: Director (PDMSD)
Project Management Team

*Received the original
copy of the award letter
Francis Adamsky
5/2/18*



UNIVERSITY OF GHANA, LEGON

WORKS CONTRACT AGREEMENT

THIS AGREEMENT is made on the 26th day of **January, 2018** between the **UNIVERSITY OF GHANA, Legon Accra**(hereinafter called “the **EMPLOYER**”) of the one part and **Messrs.’ KARFCOLD ENGINEERING LIMITED, P.O. Box LG 296, LEGON-ACCRA** (hereinafter called “ the **CONTRACTOR**”) of the other part.

WHEREAS the employer is desirous that certain works should be executed, viz **Supply & Installation of Cold Room Equipment (WACCBIP)** at the University of Ghana, Legon, **Accra** and has, by the award accepted bid by the contractor for the execution and completion of such works.

NOW THIS AGREEMENT WITNESSED as follows:

1. In this Agreement, word and expressions shall have the same meanings as are respectively assigned to them in the conditions of contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and constructed as part of the agreement, viz:
 - (a) the bid form
 - (b) the Contract Agreement
 - (c) The Conditions of Contract
 - (d) The Appendix to the Conditions of Contract
 - (e) The priced Bills of Quantities
3. The aforesaid documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities or discrepancies shall take precedence in the order set out above.

4. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the employer to execute, complete and maintain the works in conformity in all respects with the provisions of the Contract within **4 Weeks** from the commencement date.
5. The Employer hereby covenants to pay the Contractor in Consideration of the execution, completion and maintenance of the works the contract Price of **EIGHTY-FOUR THOUSAND, THREE HUNDRED AND THIRTY-NINE GHANA CEDIS, TWENTY PESEWAS (GH¢ 84,339.20)** at the times and in the manner prescribed by the contractor.

CONTRACT DATA

The following data shall also form part of the contract:

- 1.28 The Employer is **UNIVERSITY OF GHANA** represented by the **PDMSD PROJECT TEAM, LEGON, ACCRA**

The source of funds is from **IGF**

The intended Completion Date for the whole of the works shall be **Four Weeks (4Weeks)** calculated from the start date.

The Client Coordinator is:

Name: **PDMSD (MR. CHARLES KOFINTI), LEGON ACCRA**

Address: **UNIVERSITY OF GHANA**

P.O.Box LG 52

Legon, Accra

Name of authorized Representative: **The Director**

PDMSD

University of Ghana

Legon Accra

The site is located at the **University of Ghana Campus, Legon Accra** and will be shown to the Contractor by the PDMSD Representatives.

The **Start Date** shall be **5 days after site handling over/site possession**

The **Works** consist of Supply & Installation of Cold Room Equipment (WACCBIP)

2.0 The language of the contract document is **ENGLISH**

The law that applies to the contract is the law of **GHANA**.

3.0 The Contractor shall provide the **CONTRACTOR'S ALL RISK** Insurance policy for works with a minimum insurance cover of **1% of the contract sum**. The number of occurrences shall be unlimited

4.0 The Consultant will clarify queries on the Contract Data.

5.0 The Site Possession Date shall be **as arranged with the Project Management Team**.

6.0 The Adjudicator shall be paid at the **Government approved hourly rates of fees**, plus Reimbursable expenses covering travelling, hotel accommodation and lithographic charges.

6.1 Institution whose arbitration procedures shall be used: **Ghana Institute of Surveyors**

6.2 Appointing Authority for the Adjudicator shall be the President, **Ghana Institute of Surveyors**.

7.0 The Defects Liability Period is 90 Days including a period of one rainy season after Completion

8.0 The currency of the contract shall be the **Ghanaian CEDI**

9.0 The Contract is subject to 10% price adjustment in accordance with clause 47 of the Conditions of Contract and information regarding coefficients of $P_c = A_c + B_c I_{mc}/I_{oc}$ shall not apply. The Contractor shall have allowed for fluctuations in the cost of labour and materials under preliminaries or elsewhere in the pricing of work items.

10.0 The liquidated damages for the whole of the works shall be 0.05% of the Contract Price per week.

The maximum amount of liquidated damages for the whole of the works is **5 % of the contract sum**

11.0 The percentage to apply to the value of work not completed representing the Employer's additional cost for completing the works shall be **ten (10) percent**

11.0 The percentage to apply to the value of work not completed representing the Employer's additional cost for completing the works shall be **ten (10) percent**

In **WITNESS WHEREOF** the parties thereto have caused their respective common seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day and the year first above

SIGNED, SEALED AND DELIVERED

BY THE SAID

BY THE SAID

On behalf of the Contractor

On behalf of the Employer

Signature:.....

Signature:.....

Name: *Francis Adomitye*

Name: **Prof. S. K. Offei**

Designation: *Director*

Designation: **Ag. Vice-Chancellor**

Address: *Box 296 Legon*

Address: **University of Ghana**

Stamped & Sealed

Stamped & Sealed



On behalf of the Contractor

On behalf of the Employer

In the presence of:.....

In the presence of:.....

Signature: *Emmanuel S. Aman*

Signature:.....

Name: *Emmanuel S Aman*

Name: *CHARLES KOFINTI*

Designation: *Project Manager*

Designation: **Director**

Address: *Box 296 Legon*

Address: **PDMSD
University of Ghana
Legon**



UNIVERSITY OF GHANA
PHYSICAL DEVELOPMENT & MUNICIPAL SERVICES DIRECTORATE

INTERIM/FINAL PAYMENT CERTIFICATE (INTERNAL)

FOR THE PERIOD ENDING: 13th April, 2018

CONTRACT NO:

CONTRACT: Supply and Installation of Cold Room Equipment at WACCBIP -University of Ghana, Legon

CONTRACTOR: M/S. KarfCold Engineering Limited

CERT NO: 1

VALUE OF CONTRACT:	GH¢84,339.20
Contractor's Work Executed	GH¢40,700.00
Contractor's unfixed materials on site.	GH¢ - -
Contractor's unfixed materials in transit	GH¢ - -
Additional Works	GH¢- -
Fluctuation	GH¢ - -
TOTAL TO DATE	GH¢40,700.00
Retention (10%)	GH¢4,070.00
Final Valuation	GH¢36,630.00
Less Mobilisation	GH¢ - -
Interim/Final Valuation	GH¢36,630.00
Less amount previously certified	GH¢- -
Interim/Final Amount to be Certified	GH¢36,630.00

Approved for Payment


(Arc. Charles Kofinti)
Director

THE DIRECTOR
WACCBIP
UNIVERSITY OF GHANA
LEGON

cc: -

Registrar (S.A.R. (G))
Contractor

Date: 13th April, 2018



UNIVERSITY OF GHANA
PHYSICAL DEVELOPMENT AND
MUNICIPAL SERVICES DIRECTORATE

Ref. No.:.....

April 24, 2018.

The Director,
West Africa Centre for Cell Biology of
Infectious Pathogens, (WACCBIP),
University of Ghana,
Legon.

Dear Sir,

**SUPPLY AND INSTALLATION OF COLD ROOM EQUIPMENT AT WEST AFRICA
CENTRE FOR CELL BIOLOGY OF INFECTIOUS PATHOGENS (WACCBIP) –
UNIVERSITY OF GHANA, LEGON**

I enclose herewith there (3) copies of payment certificate number one (1) in the sum of **Thirty-Six Thousand, Six Hundred and Thirty Ghana Cedis (GH¢36,630.00)** in favour of **Messrs. KarfCold Engineering Limited** in respect of the above-mentioned project for work done.

With kind regards.

Yours faithfully,


(Charles Kofinti)
Director

- cc: Vice Chancellor.
Registrar.
Director of Finance.
Provost (CBAS).
Messrs. KarfCold Engineering Limited.

encl.



UNIVERSITY OF GHANA

West African Centre for Cell Biology of Infectious Pathogens

African Centre of Excellence for Higher Education
College of Basic and Applied Sciences



May 2, 2018

The Accountant
ORID
University of Ghana
Legon

Dear Mr. Amofah,

REQUEST FOR PAYMENT (WACCBIP-WORLD BANK - RE 18)

Kindly write a cheque of **Thirty Six Thousand, Six Hundred and Thirty Ghana Cedis (GHS 36,630.00)** only to **KarfCold Engineering Limited** as payment for the supply and installation of cold room equipment for the new WACCBIP building.

Please find Engineer's certificate and procurement documentation attached. Kindly charge the requested amount to the '**Provision of new lecture & seminar rooms, conference room, and offices**' budget line.

Thank you.

Sincerely,

Prof. Gordon A. Awandare
Director
0543 717 697

P. O. Box LG 54, Legon, Accra, Ghana | Tel: +233-303-933223

Emails: Secretariat: waacbipadmin@ug.edu.gh | Centre Leader: waccbipleader@ug.edu.gh

Mission: Improving diagnosis, prevention and treatment of infectious disease through advance training and research excellence