

# UNIVERSITY FOR DEVELOPMENT STUDIES



## CENTRAL TREASURY, TAMALE PAYMENT VOUCHER

PV NO: PV209015

ALLOCATION:

PAY:	DESCRIPTION	AMOUNT
Vesterline Co. Ltd		
<b>6/16/2021</b>	PAYMENT OF THE SUPPLY OF 1 NO. STATION WAGON-WACWISA	GHS
<u>PREPARED BY</u> <b>NAJIMU</b>		718,207.11
	AMT IN WORDS	SEVEN HUNDRED EIGHTEEN THOUSAND TWO HUNDRED SEVEN GHANA CEDIS, ELEVEN PESEWAS ONLY

I CERTIFY that the above amount is correct

DATE: **6/16/2021**

*[Signature]*  
Accountant

Invoice num: FO/21/0782

Authorised and passed for Payment: 718,207.11	DEBIT ACCOUNT CODE
Net Amount Payable 718,207.11	System Batch Details Batch: 4,958.00 Entry: 1.00
Director of Finance: <i>[Signature]</i>	Cheque Number: .....
Date: <b>17/06/2021</b>	Bank: <b>ECOBANK WACWISA ACCOUNT</b>
	Date: .....

Approved By \_\_\_\_\_

Verified by Internal Audit

Receive this 23 day of 06 20.... In respect of Payment  
 The Sum of Seven Hundred Eighteen Thousand Two Hundred Seven Ghana Cedis Eleven Pesewas  
 Ghana Cedis ..... Pesewas

*[Signature]*

Signature of Receiver

*George Kwame Tievinye*  
024441881

Name & Telephone of Receiver



**PAYMENT VOUCHER**

000063

Payee: Central Administration  
Vesterline Company Limited

Date			Description	Amount	
Day	Month	Year		GHC	GHP
14	06	2021	Payment for the Supply of INE Station Wagon - WACWISA	739,540.00	
Voucher prepared by: <u>Naji</u>					
			Amount in words: <u>Seven Hundred and thirty Nine Thousand five hundred and forty Ghana cedis only</u>	739,540.00	

I certify that the above amount is correct

Date: 14-06-2021

Muller  
Accountant

	CODE	DR		CR	
		GHC	GHP	GHC	GHP
Authorised and passed for payment		739,540.00			
Deductions <u>G.R.A</u>				21,332.89	
Amount Payable				718,207.11	
<b>Total</b>		739,540.00		739,540.00	

Director of Finance

Cheque  
No: .....  
Date: .....

Approved by

Verified by Internal Audit  
Signature & Stamp

Received this ..... day of ..... 20..... in payment of the  
above amount.

The sum of ..... Ghana cedis ..... Ghana pesewas



**PAYMENT VOUCHER**

Allocation: Central Administration  
Payee: Vesterline Company Limited

000063

Date			Description	Amount	
				GHC	GHP
Day	Month	Year			
14	06	2021	Payment for the Supply of IM2 Station Kagon - WACWISA	739,540.00	
Voucher prepared by:					
<u>Naji</u>					
			Amount in words: Seven hundred and thirty Nine thousand, five hundred and forty Ghana cedis only	739,540.00	

I certify that the above amount is correct

Date: 14-06-2021

Accountant

	CODE	DR		CR	
		GHC	GHP	GHC	GHP
Authorised and passed for payment		739,540.00	739,540.00		
Deductions G.R.A		21,332.89		21,332.89	
Amount Payable		718,207.11		718,207.11	
<b>Total</b>		<b>739,540.00</b>	<b>739,540.00</b>		

Cheque No: \_\_\_\_\_  
Date: \_\_\_\_\_

Director of Finance

Approved by

Verified by Internal Audit  
Signature & Stamp

Received this ..... day of ..... 20..... in payment of the  
above amount.

The sum of ..... Ghana cedis ..... Ghana pesewas

PV 209015

Fol/21/0782

# UNIVERSITY FOR DEVELOPMENT STUDIES

(Procurement Directorate)



## Memorandum

To : Vice-Chancellor

From : Director of Procurement

Date : June 10, 2021

**Subject: Payment for the Supply of 1No. Station Wagon - WACWISA**

I write for approval for the payment of an amount of **Seven Hundred and Thirty Nine Thousand, Five Hundred and Forty Ghana Cedis (Gh¢739,540.00)** to **Vesterline company Limited, Accra** for the supply of the above as per the VAT invoice and GRV numbered (21002) attached.

  
**Duke A. Fredua**

cc: Director of Finance  
Director of Internal Audit  
File (PO)

② Head-AR  
Ak mg' ~~14/06/2021~~

② DoF/DoP  
Ms approved ha  
~~15/06/21~~



# GHANA REVENUE AUTHORITY

## VAT FLAT RATE SCHEME INVOICE

FRA NO V19/ 3074328

ORIGINAL (CUSTOMER)



From: Vesterline Co. Ltd Supplier's TIN 000016482581

Address: Accra

To: W&S - Tamale Customer's TIN..... Date: 07/06/21

QTY	DESCRIPTION	UNIT PRICE <small>(excluding VAT &amp; NHIL)</small>	AMOUNT
1	4x4 Station wagon Toyota Land Cruiser V8  (Inclusive)	739,540	739,540.00
SUB-TOTAL			739,540.00
VAT/NHIL FLAT RATE@ 3%			
TOTAL AMOUNT PAYABLE VAT & NHIL (INCLUSIVE)			739,540.00

Terms of payment: Credit

[Signature]  
Supplier's Signature



# UNIVERSITY FOR DEVELOPMENT STUDIES

## GOODS INSPECTION CERTIFICATES (GIC)

Name of Supplier Vestherone Company Ltd Date 09-06-21 NO 16914

Address Tamale Central Administration, WA Campus, Nyankpala Campus, Navrongo Campus, SMHS

as per Contact letter/ILPO/Order No NR/ADSI/CD/114/2020 Date 18th May, 2020

Invoice No: Supply of Info. Station Waybill No: \_\_\_\_\_ Date: \_\_\_\_\_

Brief description of Goods Wagon

Remarks: The goods have been delivered in good condition except the following that were found in the condition described below:

ITEM DESCRIPTION	QUANTITY	CONDITION
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Accepted  Reject  Other  Attachments: \_\_\_\_\_

RECOMMENDATION: - Tick appropriate box

We certify that, the above information is true.

Date of Inspection 09-06-2021

Inspection Team:

1. Signature <u>[Signature]</u>	Full Name <u>Aguel Anthony</u>	Position <u>Supplier</u>
2. Signature <u>[Signature]</u>	Full Name <u>Muhamm Shabach</u>	Position <u>Inspector</u>
3. Signature <u>[Signature]</u>	Full Name <u>Duke A. B. B. B.</u>	Position <u>Inspector</u>
4. Signature <u>[Signature]</u>	Full Name <u>John A. Azure</u>	Position <u>Aud</u>

Name of storekeeper/Recipient Teye Felix Signature [Signature]



NR/UDS/GD/114/2020



18<sup>th</sup> November, 2020

The Managing Director  
Vesterline Company Limited  
P.O. Box 55  
Accra

Dear Sir,

**NOTIFICATION OF AWARD**

This is to notify you that your Tender dated 16<sup>th</sup> October, 2020 for execution of the contract for the Supply of **1No. Station Wagon (Contract No: NR/UDS/GD/114/2020)**, in the amount **Seven Hundred and Thirty Nine Thousand, Five Hundred and Forty Ghana Cedis (GHs 739,540.00)** as corrected in accordance with the Instructions to Tenderers for delivery within Thirty (30) days is hereby accepted.

This Notification of Award will constitute the formation of contract. However, until and unless you furnish the Performance Security of **Seventy Three Thousand, Nine Hundred and Fifty Four Ghana Cedis (GHs 73,954.00)** and send it to us within fourteen (14) Days you receive this Notification of Award, the contract shall not be deemed active. You are hereby instructed to proceed with the fulfillment of performance security and signing of contract within fourteen (14) days of the receipt of this letter. Failure to comply with the fulfillment of performance security and signing of contract within the time will constitute 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 in accordance with the Tender and Contract documents.

Authorized Signature.....  
Name and Title of Signatory: **Prof. Gabriel A. Teye (Vice-Chancellor)**

Name of Agency: University for Development Studies  
Address for Correspondence: Post Office Box 1350  
Tamale, N/R  
Tel: 071-22078/26633/4

- cc: The Pro Vice Chancellor, UDS  
The Registrar, UDS  
The Director, WPD, UDS  
The Director of Finance, UDS  
The Secretary, Tender Committee, UDS  
The Director of Internal Audit, UDS  
The Director of Procurement, UDS  
The Director, WACWISA  
The Ag. Transport Officer, UDS  
The Head of Stores, UDS



**VESTERLINE  
COMPANY LIMITED**

Tender Form

October 15, 2020  
IFT No: NR/UDS/GD/114/2020

University for Development Studies  
P. O. Box 1350  
Tamale

Gentlemen and/or Ladies:

Having examined the Tender documents including *Addenda No.* the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver 1 unit of Station Wagon (**Toyota Land Cruiser V8 VXR 4.5L DSL A/T GCC) 2020 Model** in conformity with the said Tender documents for the sum of **GHC739,540.00 (Seven Hundred and Thirty Nine Thousand, Five Hundred and Forty Cedis only)** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.

We undertake, if our Tender is accepted, to deliver the goods and services in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Tender is accepted, we will provide a Bank Guarantee acceptable to the Purchaser in a sum equivalent to Ten percent (10%) of the Contract Price for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this Tender for a period of 120 days from the date fixed for Deadline for Tender submission, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Tender, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Tender you may receive.

We certify/confirm that we comply with the eligibility requirements as per ITT Clause 2 of the Tender documents.

Dated this 15<sup>th</sup> day of October 2020

Anthony Acquah (*Managing Director*)

**VESTERLINE COMPANY LTD.**

Duly authorized to sign Tender and on behalf of VESTERLINE Company Limited

**P. O. BOX 091211  
DANSOMAN ESTATE  
ACCRA GHANA**



## Contract Form

THIS AGREEMENT made the .....<sup>9</sup>... day of ~~December~~, 2020, between **University for Development Studies (UDS) – Tamale** of Ghana (hereinafter called “the Purchaser”) of the one part and **Vesterline Company Limited, P. O. Box 55, Accra** of Ghana (hereinafter called “the Supplier”) of the other part:

WHEREAS the Purchaser invited Tenders for certain goods and ancillary services, viz. **Supply of 1 No. Station Wagon** and has accepted a Tender by the Supplier for the supply of those goods and services in the sum of **Seven Hundred and Thirty Nine Thousand, Five Hundred and Forty Ghana Cedis (GHs 739,540.00)** (hereafter called “the Contract Price”).

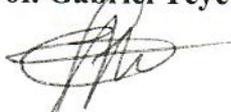
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

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) the Tender Form and the Price Schedule submitted by the Tenderer;
  - (b) the Schedule of Requirements;
  - (c) the Technical Specifications;
  - (d) the General Conditions of Contract;
  - (e) the Special Conditions of Contract;
  - (f) the Purchaser’s Notification of Award; and
  - (g) Contract Data Sheet
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 have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

**On behalf of the Purchaser**

Name: **Prof. Gabriel Teye**

Signature: 

Designation: **Vice-Chancellor**

Seal:  **THE VICE CHANCELLOR  
University for Development Studies  
P. O. Box TL 1350,  
Tamale.**

Date: **09-12-2020**

**Witnessed By:**

Name: **Ing. Samuel B. Abiko**

Signature: 

Designation: **Director, WPD**

Date: **09/12/2020**

**Director  
Works & Physical Development  
University For Dev. Studies  
P. O. Box 1350 Tamale**

**On behalf of the Supplier**

Name: **Evans Obery**

Signature: 

Designation: **STERILINE COMPANY LTD.**

Seal: **P. O. BOX DS 1211  
DANSOMAN - ESTATE**

Date: **18/01/2021**

**Witnessed by:**

Name: **Albert Kajo Bualye**

Signature: 

Designation: **Secretary**

Date: **18/01/21**

WEST AFRICAN CENTER FOR WATER, IRRIGATION AND SUSTAINABLE AGRICULTURE  
(WACWISA)

Tel: +233 (0) 372099728  
+233 (0) 244573657  
Email: wacwisa@uds.edu.gh  
Website: www.wacwisa.uds.edu.gh



University for Development Studies  
P. O. Box 111882  
Nyankpala - Campus  
Tamale, Ghana

Our Ref: .....

Your Ref: .....

Date: 9<sup>th</sup> September 2020

**Vice-Chancellor**  
University for Development Studies  
Tamale



Dear Sir,

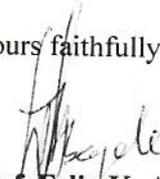
**REQUEST FOR PROCUREMENT OF A 1NO. 30 SEATER BUS AND 1 NO. 4X4 STATION WAGON**

I write to request for approval for the procurement of 1 No. 30 Seater Bus and 1 No. 4 x 4 Station Wagon for use by the Centre and the Office of the Director respectively.

Sir, budgetary allocations for these have been made in the Implementation Plan and approved accordingly.

Hope this will meet your kind consideration and approval, Sir.

Yours faithfully,

  
**Prof. Felix K. Abagale**  
Director, WACWISA-UDS

② DOP / D(WACWISA)  
1/1s approved for  
  
10/09/2020