

PUBLIC PROCUREMENT AUTHORITY
PRIVATE MAIL BAG 30
MINISTRIES – ACCRA



REPUBLIC OF GHANA

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Number and date of this
Letter should be quoted.

Website: www.ppa.gov.gh
www.ghaneps.gov.gh
Email: Info@ppaghana.org
secretariat@ghaneps.gov.gh

Our Ref. No.
PPA/GHANEPS/229/07/25

27th August 2025

Dear Sir / Madam,

Subject: Invitation to Training on the Ghana Electronic Procurement System (GHANEPS)

We are pleased to invite your esteemed association and its members to participate in a training program in Accra, Kumasi and Takoradi, on the Ghana Electronic Procurement System (GHANEPS). The implementation of GHANEPS is an initiative which is part of the Government of Ghana's commitment to enhancing transparency, efficiency, and accountability in the public procurement processes.

The Ministry of Finance has issued a directive that all government procurement must now be conducted through GHANEPS. This implies that, going forward, payments for services rendered or goods supplied to government entities will ONLY be processed if the procurement was initiated and concluded on the GHANEPS platform.

The GHANEPS platform is designed to streamline the entire procurement cycle, from tender publication to contract award, making it easier for Service Providers (Contractors, Consultants and Suppliers) to access and participate in government procurement related activities. This training will provide your members with a comprehensive understanding of the system's functionalities, enabling them to navigate the platform effectively and submit tenders seamlessly.

This training is for all members of your association who are current or prospective Service Providers to government agencies.

We believe active participation in this training will be highly beneficial for your members, equipping them with the essential skills to leverage the GHANEPS platform, thereby significantly expanding their opportunities to secure public contracts.

To ensure adequate arrangements and facilitate a smooth training experience, we kindly request that your association disseminate this invitation to your members and encourage them to register their participation early. Participants are encouraged to bring their **personal laptops** to enhance their hands-on training experience.

Training Cost: A fee of **GHC 600** per participant per day will apply - Payment can be made into bank account number **1138067419804** at NIB Bank, (Law Court Branch) and pay in slip submitted to PPA or in cash at our offices prior to the training or on the day of training at the venue.

Registration Process: Interested members should register via the following link: ppa.gov.gh/ghaneps OR by sending an email with their name, company name, and contact details to secretariat@ghaneps.gov.gh. For any inquiries regarding the training, please contact GHANEPS Secretariat on **0551858855/0551866668**.

We look forward to your association's enthusiastic participation and collaboration in making Ghana's public procurement system more efficient and inclusive. **Attached are the schedule for the training.**

Sincerely,



Theophilus Tetteh Chaie
Deputy Chief Executive

The Training Details are as follows:

Location	Duration	Time	Venue	Scheduled Dates	Registration Deadline
Accra	1 day	9:00am - 3:00 pm	Kofi Annan Centre of Excellence <i>Haile Selassie St., opp. Council of State</i>	1 st Session 9 th September 2025 Or 2 nd Session 10 th September 2025 Or 3 rd Session 11 th September 2025	5 th September 2025
Kumasi	1 day	9:00am - 3:00 pm	KNUST Impact Building. KNUST campus	1 st Session 16 th September 2025 Or 2 nd Session 17 th September 2025	12 th September 2025
Takoradi	1 day	9:00am - 3:00 pm	Akroma Plaza	1 st Session 23 rd September 2025 Or 2 nd Session 24 th September 2025	19 th September 2025
Tamale	1 day	9:00am - 3:00 pm	Global Dream Hotel	1 st Session 6 th October 2025 Or 2 nd Session 7 th October 2025	3 rd October 2025

Distribution List

1. The President,
Association of Ghana Industries (AGI)
Address: 42 Dr. Isert Street, North Ridge, Accra
2. The President,
Ghana Institution of Engineers (GhIE)
Address: 13 Continental Road, Roman Ridge, Accra
3. The President,
Ghana National Chamber of Commerce and Industry (GNCCI)
3 Norley Street, North Dzorwulu, Accra (near Fiesta Royale Hotel)
4. The Chairman,
Chamber of Construction Industry
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Ghana Institution of Surveyors
Shiashi, Accra
6. The President,
Ghana Institute of Architects (GIA)
ARB Apex Bank Building, Ridge, Accra
7. The President,
Pharmaceutical Society of Ghana (PSGH)
Off Victory Bible Junction, Spintex Road, Accra
8. The President,
Ghana Hotels Association (GHA)
79 Kojo Thompson Road, Accra
9. The President,
Food and Beverage Association of Ghana (FABAG)
The President, Food & Beverage Association of Ghana