



# PPA e-BULLETIN

MARCH-APRIL 2022 EDITION

## IMPLEMENTATION OF THE GHANA'S ELECTRONIC PROCUREMENT SYSTEM (GHANEPS)



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THE ROLE OF THE PAPERLESS PROCUREMENT  
SYSTEM

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# e-Bulletin

*Theme for March-April 2022 Edition: Ghana Electronic Procurement System (GHANEPS)*

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## IMPLEMENTATION OF THE GHANA'S ELECTRONIC PROCUREMENT SYSTEM (GHANEPS)



In our bid to improve transparency, and efficiency as well as to reduce the cost of the public procurement process, Ghana is implementing an electronic Government Procurement System, known as the Ghana Electronic Procurement System (GHANEPS). The system was developed over two years and was launched on 30th April 2019 by Vice President Dr Mohammadu Bawumia. It then went live with a pilot phase for six (6) months. The roll-out phase was initiated immediately afterwards in November 2019 to be completed by the end of October 2023.

The roll-out will ensure that all Public Entities (Ministries, Departments and Agencies, Metropolitan, Municipal and District Assemblies, Public Tertiary Institutions, Public Hospitals, etc.), which are about 660 in number are onboarded to the system in a phased approach.

### Roll-Out Approach

Notwithstanding a few challenges and teething problems, which are to be expected of a project of this magnitude, and with the outbreak of the Corona Virus in 2020, the Roll-Out of GHANEPS is going on well. The statistics continue to show an increase in the level of adoption of the system by Procurement Entities.

*Continued on Pg. 5*

## ONLINE (GHANEPS) PROCUREMENT PLAN SUBMISSIONS AS AT 31ST MARCH, 2022

1	Ablekuma North Municipal Assembly	37	Ghana Health Service - Hq
2	Accra Metropolitan Assembly	38	Ghana Institute of Languages
3	Accra Psychiatric Hospital	39	Ghana Integrated Aluminium Development Corporation
4	Accra School of Hygiene Korle Bu	40	Ghana Investment Promotion Centre
5	Ada College of Education	41	Ghana Library Authority
6	Adabraka Polyclinic	42	Ghana Meteorological Agency
7	Akuapem South Municipal Assembly	43	Ghana National Service Scheme
8	Akuse Government Hospital	44	Ghana Prisons Service
9	Asesewa Government Hospital	45	Ghana Reinsurance Company Limited
10	Atiwa West District Assembly	46	Ghana Shippers' Authority
11	Atua Government Hospital	47	Ghana-India Kofi Annan Centre of Excellence In ICT
12	Audit Service	48	Greater Accra Regional Hospital
13	Bank of Ghana	49	Ho Technical University
14	Birim South District Assembly	50	Hohoe Municipal Hospital
15	Coastal Development Authority	51	Institute of Local Government Studies
16	Commission on Human Right and Administrative Justice	52	Kade Government Hospital
17	Controller and Accountant General Department	53	Kadjebi District Assembly
18	Council for Scientific and Industrial Research	54	Ketu South Municipal Hospital
19	Department of Social Welfare	55	Koforidua Technical University
20	District Hospital Begoro	56	Komfo Anokye Teaching Hospital
21	Eastern Regional Health Directorate	57	Krachi West Municipal Assembly
22	Economic and Organised Crime Office	58	Kwahu Afram Plains North District Assembly
23	Ejisu Government Hospital	59	Kwahu Afram Plains South District Assembly
24	Electoral Commission of Ghana	60	Kwahu East District Assembly
25	Energy Commission	61	Kwahu Government Hospital Atibie
26	Environmental Protection Agency	62	La General Hospital
27	Fanteakwa South District Assembly	63	Lands Commission
28	Financial Intelligence Centre	64	Ledzokuku Muncial Assembly
29	Forestry Commission	65	Management Development and Productivity Institute
30	Ga Central Municipal Assembly	66	Manhyia District Hospital
31	Ga South Municipal Assembly	67	Maternal and Child Health Hospital
32	Ghana Academy of Arts and Sciences	68	Methodist College of Education
33	Ghana Civil Aviation Authority	69	Metro Mass Transit Limited
34	Ghana Enterprise Agency	70	Ministry of Communications
35	Ghana Export Promotion Authority	71	Ministry of Education
36	Ghana Free Zones Authority	72	Ministry of Food and Agriculture

## ONLINE (GHANEPS) PROCUREMENT PLAN SUBMISSIONS AS AT 31ST MARCH, 2022

73	Ministry of Health Headquarters	110	Suhum Government Hospital
74	Ministry of Lands and Natural Resources	111	Suhum Municipal Assembly
75	Ministry of The Interior	112	Suntreso Government Hospital
76	Ministry of Works and Housing	113	Takoradi Technical University
77	National Commission for Civic Education	114	TDC Development Company Limited
78	National Commission on Culture	115	Tema Polyclinic
79	National Communications Authority	116	Upper Denkyira East District Assembly
80	National Identification Authority	117	Upper Denkyira West District Assembly
81	National Information Technology Agency	118	Upper Manya Krobo District Assembly
82	National Pensions Regulatory Authority	119	Wassa Amenfi Central District Assembly
83	National Schools Inspectorate Authority	120	Wassa East District Assembly
84	National Vocational Training Institute	121	Weija-Gbawe Municipal Hospital
85	New Abirem Government Hospital	122	Wenchi Municipal Assembly
86	New Juaben North Municipal Assembly		
87	New Juaben South Municipal Assembly		
88	Northern Electricity Distribution Company Limited		
89	Nsawam Government Hospital		
90	Nuclear Regulatory Authority		
91	Nurses Training College (Pantang)		
92	Nursing and Midwifery Training College Korle Bu		
93	Nursing and Midwifery Training College Sekondi		
94	Nursing and Midwifery Training College- Tarkwa		
95	Nursing and Midwifery Training College Teshie		
96	Obuasi Government Hospital		
97	Oda Government Hospital		
98	Office of The Administration of Stool Lands		
99	Office of The Head of The Local Government Services		
100	Office of The Regional Health Directorate Tamale		
101	Pharmacy Council		
102	Presby Women College of Education- Aburi		
103	Quality Control Company Limited		
104	Regional Health Directorate Ghana Health Service		
105	Right to Information Commission		
106	Shai-Osudoku District Hospital		
107	Sic Life Company Limited		
108	Social Security and National Insurance Trust		
109	South Dayi District Assembly		



## IMPLEMENTATION OF THE GHANA'S ELECTRONIC PROCUREMENT SYSTEM (GHANEPS)

*Starts on Pg. 2*

The Roll-Out consists of three stages and usually takes about 3 months to onboard an entity, one month for each stage. In stage one, which is called the On-Boarding stage, stakeholder engagement is conducted with the management of the selected entities. They are then officially invited to the second stage, which is Training. At this stage, all selected Entities are trained at a central location. The Management of these Entities together with all Procurement Officers as well as other relevant officers are taken through hands-on training. Separate and dedicated training is also provided for Suppliers, Contractors, and Consultants on the use of the system so they can submit tenders or proposals through the system. After the completion of the training, the Entities are set up on GHANEPS and at this point, they join the live platform. This triggers the third and last stage which is the Post-Go-Live Support (PGLS) stage.



### STATISTICS

Since November 2019, PPA has held stakeholder engagements with a total of **359** Entities, trained **318** Entities and has rolled **308** Entities onto the live platform. In the process, **1,999** Procurement Officers, **1,963** Management and other essential Staff as well as **2,234** staff of Suppliers, Contractors and Consultants have been trained. In the live environment, **3,606** users have been created for the entities that are enrolled. In addition, there

are currently **22,179** Suppliers, Contractors, and Consultants on GHANEPS.

### ACTIVITIES IN GHANEPS

The level of activities in GHANEPS has been increasing gradually as Entities get accustomed to the use of the system. The expectation is for all public entities to conduct their procurements through the system by the end of 2023.

The procurement process starts with planning. Entities are therefore required to draft an annual procurement plan. The plan must be approved by the Entity Tender Committee by the end of November for the subsequent year and following that, the quarterly updates of these plans. This plan must also be uploaded on GHANEPS. Now, **235** Entities have uploaded their 2022 procurement plans on GHANEPS.

The next stage after planning is to conduct the tender with the indicated procurement method. After the preparation of the tender, an invitation/advertisement will be published on the system. Over 784 tenders have been prepared through the system so far (See Table 1). Open Tenders (National Competitive Tendering and International Competitive Tendering) advertisements are published for the public,

## IMPLEMENTATION OF THE GHANA'S ELECTRONIC PROCUREMENT SYSTEM (GHANEPS)

while invitations for Request for Quotations and Restrictive Tenders are only sent to the service providers selected by the Entity to partake in the tender. After publication, Service Providers can respond to the tender, then tender opening, which is followed by evaluation, before a contract is awarded to the successful tenderer. Now, **58** contracts have been awarded in GHANEPS.

The Authority has put in place plans to build the capacity of the media and Civil Society Organizations to provide them with a better understanding of public procurement and our implementation strategy of the system to enable them to make an informed commentary in this field.

**TABLE 1: PROCUREMENT METHODS USED ON GHANEPS**

Method	Number of Tender
National Competitive Tendering	130
Request for Quotation (RFQ)	652
Single Source	2
<b>Total</b>	<b>784</b>

### STEERING COMMITTEE

The Public Procurement Authority (PPA) has inaugurated and sworn in a 17-member Steering Committee to oversee the successful implementation of the Ghana Electronic Procurement System (GHANEPS).

The high powered steering committee has members cutting across multi-sectoral, professional and Civil Society Organizations. The members include Mr Augustine Blay, Secretary to the Vice-President, Frank Mante, Ag. CEO of PPA, Eric Victor Appiah-PPA, Ruth Ferkah representing the Ministry of Communication, Rebecca Okai Hammond-representing the E-Transform, Golda G. Asante from the Office of the Head of Local Government Service, Fred Charles Forson representing the Office of the Head of the Civil Service, Raynold Quarshie from the Ministry of Justice and Attorney General, Alexander Koomson representing the Ghana Audit Service.

The rest are Marian Deladam of the Internal Audit Agency, Frank Ademan representing SIGA, Kwame Jantuah of the AGI, Beauty Emefa Narteh Narteh of the GACC, Stella Addo of CIPS, Araba Kudiabor representing the Ghana Health Service, a representative from Ministry of Finance and Ghana Institute of Engineers.

The mandate of the Steering Committee includes the facilitation and providing of inputs to the formulation of policies and procedures required for the implementation to enhance the rate of adoption. They would also monitor and supervise the implementation progress regularly and provide appropriate guidance to ensure the roll-out of GHANEPS to all Public Procurement Entities.

### CONCLUSION

From the above, it is evident that a great deal of work has been done by the PPA to ensure that the system is not only implemented but used by public entities to ensure the utmost realization of the policy objective behind the implementation of this system.

*Written by Kwame Prempeh - Deputy CEO & Thomas Bondzi - Deputy Director MIS*

*Edited by David S. Damoah - Head, Corporate Affairs and Facilities Mgt.*



Welcome to the March-April 2022 Edition of the PPA's e-Bulletin. This edition focuses on the progress made so far with GHANEPS implementation.

Over the last decade, most governments, especially in Africa have started the adoption of electronic Government Procurement (eGP) systems to gradually replace manual or traditional paper-based

Procurement processes and procedures. This is to enhance transparency and improve efficiency in procurement processes, as eGP has proven to be a more effective tool in this regard.

E-GP initiatives are ongoing in several African countries with financial and technical support from the World Bank, including Botswana, Rwanda, Mauritius, Nigeria, Cameroon, Madagascar, Kenya, Uganda, Zambia, and Zimbabwe. These initiatives are at different stages of implementation.

Ghana, also with support from the World Bank started the implementation of its eGP system the Ghana Electronic Procurement System (GHANEP) in November 2019.

GHANEPS is a modular application with modules such as registration, planning, tendering, catalogues, auction, awarding, contract management etc. The system is also able to integrate with other systems. It is integrated with Ghana.Gov (Payment gateway) and the Registrar General's Department system for checking the registration of system providers. The process is ongoing to also integrate GHANEPS with Ghana Revenue Authority and Social Security and National Insurance Trust systems as well as the Ghana Integrated Financial Information Management Information System (GIFMIS).

PPA has so far trained selected staff of Public Entities and Service Providers in the Greater Accra, Eastern and Western regions. Currently, there is an ongoing training session for entities in the Ashanti region.

Thank you for reading.

*Written by Thomas K. Bondzi*

*Deputy-Director MIS*

## THE ROLE OF THE PAPERLESS PROCUREMENT SYSTEM



Vice President Dr Mohammadu Bawumia has stated that Ghana will go paperless on most of its activities. Based on this, several State Institutions such as the Passport office, the Registrar General and Controller Accountant General's Department and Public Procurement Authority, Immigration, the Judiciary as well as some medical facilities are going digital.

The introduction of the Ghana Electronic Procurement system (GHANEPS) by the Public Procurement Authority (PPA) will ensure transparency and efficiency in Ghana's procurement system.

It is upon this idea, that the PPA introduced the Supplier's Registration aimed at bringing all suppliers, contractors, and consultants together on a common platform to aid in the implementation of the electronic procurement system. Before that, suppliers, consultants, and contractors must pay for their services rendered during the procurement process at the various entities increasing their cost of doing business.

The supplier database brings it into the fold, even and transparent procurement process. There is transparency, accountability, and value for money in this process. Any supplier, consultant and contractor that have bid can avoid non-discriminatory procurement of goods, services and works.

GHANEPS provides an effective and efficient way of improving procurement while saving taxpayers money. The cost associated with the procurement process like printing of Tender and contract documents, evaluating meetings as well as the publication of tenders will be reduced in due course.

GHANEPS had been integrated with several other government systems for efficient workflow. It is connected to the system of the Registrar General's Department which help to retrieve the details of all service providers. Ghana Integrated Financial Management Information System (GIFMIS) for purposes of payment, GRA for the purpose of tax compliance as well as SSNIT.



## THE ROLE OF THE PAPERLESS PROCUREMENT SYSTEM



GHANEPS was launched four years ago making Ghana the first country in the West African Sub Region to establish an Electronic Procurement System for the Public Sector. It uses online services for procurement activities and gives wider participation of service providers leading to an increase in competition. Information made available online by the electronic procurement processes enables interested parties such as civil societies, suppliers, and contractors among others to instantly access information associated with each tender and award process. The government is developing a well-cut strategy to discourage procurement.

In Ghana, about 70% of state revenue goes into procurement which means that a large chunk of the country's revenue goes into procurement making it a veritable arena for corruption.

The mission of PPA is to harmonize the process of procurement in the public service to secure a judicious and efficient and economic use of public funds to ensure that public procurement is carried out in a fair transparent and non-discriminatory manner while promoting a competitive local industry.

Concluding, PPA will assert itself as a world-class efficient, transparent, and professionally managed public sector organization in Ghana which enjoys a high level of business confidence and ensures consistent attainment of the best value for money in the procurement of goods, works and services in support of national development while ensuring that Government achieves its agenda of paperless procurement.

***WRITTEN BY SAMUEL KOBINA ASANTE  
THE SENIOR PUBLIC AFFAIRS OFFICER***



**Public  
Procurement  
Authority**  
Improving Efficiency and  
Transparency in Public Procurement

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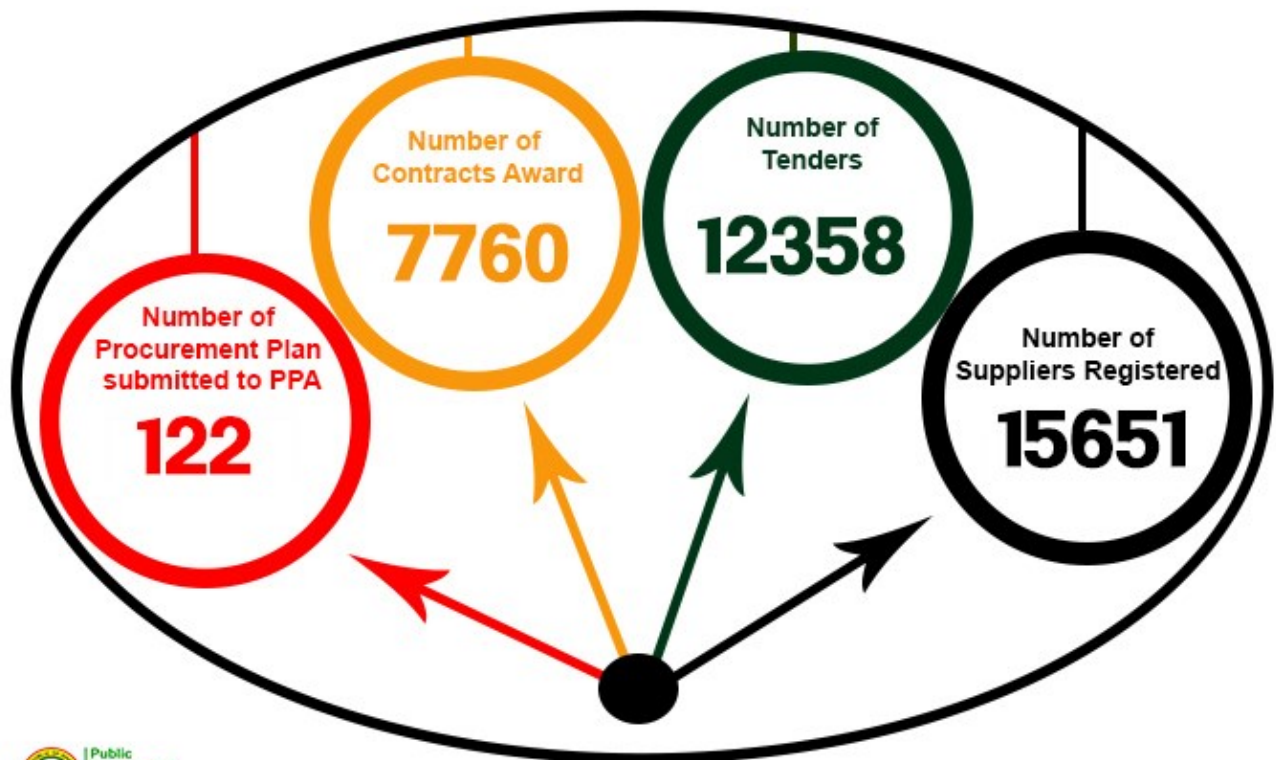


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# PPA e-Bulletin



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Designed by James Ampiah

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