

## **EXPRESSION OF INTEREST (EOI)**

### **REQUEST FOR QUOTATION**

#### **CONTRACTOR REQUIRED FOR THE SITING, DRILLING AND CONSTRUCTION OF A BOREHOLE AT TODOME IN THE KADJEBI DISTRICT, OTI REGIONS OF GHANA**

##### **1. BACKGROUND**

ActionAid Ghana (AAG) is a non-governmental organization registered in Ghana as a National NGO and has been working in the country since 1990. AAG is a member of the ActionAid International Federation, dedicated to social justice, poverty reduction, and human rights. AAG's strategic interventions focus on gender equality, youth empowerment, climate resilience, and addressing inequalities in marginalized communities. As part of the implementation of its programmes to improve access to quality education, the regional program in collaboration with the ActionAid Hellas hosted a group of volunteers who were at Todome to support the community to construct a 3unit classroom block for the Todome Basic School. These volunteers upon returning to Greece, upon completion of the 3unit classroom block, decided to fund the drilling and construction of a borehole in the school.

The facility is expected to contribute to increased access to clean water by over 300 pupils and contribute to improved health and learning outcomes of pupils of the Todome Basic School.

##### **2. SCOPE OF WORK**

The selected firms will be responsible for:

- Geophysical and hydrogeological surveys to determine optimal drilling sites.
- Drilling, casing, and installing boreholes with appropriate water pump (solar-powered mechanized pump).
- Construction of Borehole Pad, Pump House and Overhead Water Tank
- Laying of Pipe and Installation of Electro-Mechanical Equipment if required
- Ensuring compliance with Environmental, Social, Health and Safety standards.
- Conducting Water Quality testing in line with WHO and Ghana Standards Authority (GSA) guidelines.
- Providing detailed reports on borehole construction, including geophysical data, water quality test results, and as-built drawings.
- Training selected community members as water committees on borehole maintenance and operations.

##### **3. LOCATIONS OF BOREHOLE PROJECTS.**

- Todome, Kadjebi District

Oti Region

#### 4. DURATION OF ASSIGNMENT

The assignment will last three (3) months from the date of the contract signing.

#### 5. ELIGIBILITY CRITERIA

Interested firms must:

- Have at least **5 years of experience** in borehole drilling.
- Demonstrate a **track record of similar projects** in rural communities.
- Be registered and legally compliant with **all relevant regulatory bodies** in Ghana.
- Have technical expertise in hydrogeological surveys and borehole construction.
- Be capable of working with **local authorities and communities** to ensure project sustainability.

#### 6. ACQUISITION OF BID DOCUMENTS

Bid documents with the Instructions to Bidders are available at ActionAid Ghana's website at <https://ghana.actionaid.org/>

#### 7. SUBMISSION REQUIREMENTS

Applicants must submit their quotation as per the bid document requirements issued and any deviation thereof shall invalidate their submission.

All bid submissions must be sent either in

1. Sealed envelopes (1 original Copy) labeled: **"Bid for Boreholes drilling"** to: ActionAid Ghana, Accra Office, Ghana or
2. Soft Copy **must be in PDF form and passworded** via email to [proposals.ghana@actionaid.org](mailto:proposals.ghana@actionaid.org) with the subject line: **"EOI for Drilling of Borehole – Todome"**

**Submission Deadline: April 21, 2026, at 10:00am GMT.** Late submissions will not be considered.

Submissions will be evaluated as per the tender document based on:

- Technical expertise and proposed methodology.
- Proven experience and capacity to execute the project.
- Financial competitiveness and value for money.
- Compliance with environmental and social safeguards.

## **8. DISCLAIMER**

This EOI does not constitute a solicitation or guarantee of contracting. ActionAid Ghana reserves the right to accept or reject any application, cancel the process, or modify the requirements without obligation to inform affected applicants.

The Contractor, at the Contractor 's own responsibility and risk, is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the response and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the contractor's own expense.

**Issued by:**

**ActionAid Ghana**

**Date:** March 31, 2026