

REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

PRESIDENCE DE LA REPUBLIQUE

MINISTRE DES MARCHES PUBLICS

DELEGATION REGIONALE

NORD OUEST

SERVICE DES MARCHES DES INFRASTRUCTURES



REPUBLIC OF CAMEROON

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PRESIDENCY OF REPUBLIC

MINISTRY OF PUBLICS CONTRACTS

REGIONAL DELEGATION

NORTHWEST

SERVICE FOR INFRASTRUCTURAL CONTRACTS

PROJECT OWNER:

**THE REGIONAL DELEGATE OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST**

CONTRACTING AUTHORITY:

THE NORTH WEST REGIONAL DELEGATE OF PUBLIC CONTRACTS

TENDERS BOARD:

THE NORTH WEST REGIONAL TENDERS BOARD

BY EMERGENCY PROCEDURE

Tender File

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° 26/ONIT/MINMAP/RDNW/NWRTB/2018 OF 28/3/18 FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF
THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA
(BY EMERGENCY PROCEDURE)**

TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

SUMMARY CONTENT OF THE TENDER FILE

- Part n ° 01 Open National Invitation to tender (NCB)
- Part n ° 02 General regulation for the call for tenders (GRCB)
- Part n ° 03 Special regulation for the Call for tender (OMPP)
- Part n ° 04 Special administrative Clauses (CCAP)
- Part n ° 05 Special Technical condition (CCTP)
- Part n ° 06 Unit price list
- Part n ° 07 Bill of quantities
- Part n ° 08 Model of unit price breakdown

Annexes

- Part n ° 09 Technical Drawings (Plans)
- Part n ° 10 Model of contract
- Part n ° 11 Model of undertaking by bidder
- Part n ° 12 Model tender letter
- Part n ° 13 Model of bid security
- Part n ° 14 Model of performance Guarantee
- Part n ° 15 Model of bank guarantee for advance payment
- Part n ° 16 Model of retention guarantee
- Part n ° 17 Format of references of the bidder
- Part n ° 18 Principal equipment of the contractor
- Part n ° 19 Model form of qualifications and experience of the key personnel responsible for execution of the contract
- Part n ° 20 List of banks of first order approved by the Ministry of finance

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BAMENDA**

(BY THE EMERGENCY PROCEDURE)

TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 01

AVIS D'APPEL D'OFFRES/TENDER NOTICE

REPUBLIQUE DU CAMEROUN

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AVIS D'APPEL D'OFFRES NATIONAL OUVERT PAR PROCEDURE D'URGENCE
N° 26/AONO/MINMAP/DRNO/NWRTB/2018 DU 28/3/18 POUR LES
TRAVAUX DE REHABILITATION DE LA DELEGATION REGIONALE DE MINEPAT NORD-
OUEST.

Financement :BIP 2018 Authorization no:

IMPUTATION:

1. Objet de l'Appel d'Offres

Dans le cadre d'exécution du Budget d'investissement Publics pour exercice 2018, le Délégué Régional des Marchés Publics du Nord-Ouest, Autorité Contractante lance par procédure d'urgence pour le compte de l'Etat Camerounaise, un appel d'offre national ouvert pour les travaux de réhabilitation de la délégation Régionale de MINEPAT à Bamenda.

2. Consistance des travaux

Les prestations comprennent les opérations suivantes :

- Lot 100 : TRAVAUX PRELIMINAIRE
- Lot 200 : PAVEE
- Lot 300 : MACONNERIE ;
- Lot 400 : TRAVAUX METALLIQUE ;
- Lot 500 : PEINTURE ;

3. Délais d'exécution

Le délai global d'exécution des travaux est de trois (03) mois calendaires. Ce délai comprend les périodes des pluies, toutes les intempéries et sujétions diverses et court à compter de la date de notification de l'ordre de service de commencer les travaux.

4. Allotissement

Les travaux sont subdivisés en un seul lot.

5. Coût prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de trente cinq million (35 000 000) francs CFA TTC.

6. Participation et origine

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais ayant une expérience avérée dans le domaine des bâtiments et du génie civil en général et non pas exclue par MINMAP.

7. Financement

Les travaux objet du présent appel d'offres sont financés par le Budget d'investissement Publics pour exercice 2018. **Authorization no:**
IMPUTATION:

8. Cautionnement provisoire

Les offres devront être accompagnées d'un cautionnement provisoire (garantie bancaire de soumission) établi, selon le modèle indiqué dans le dossier d'Appel d'Offres, par un établissement bancaire ou argent d'assurance agréée par le Ministère des Finances et d'un montant égal à **700 000 FCFA (septCent mille)** francs CFA.

Le cautionnement provisoire sera libéré d'office au plus tard trente (30) jours après l'expiration de la validité des offres pour les soumissionnaires n'ayant pas été retenus. Dans le cas où le soumissionnaire est attributaire de la lettre commande, le cautionnement provisoire sera libéré après constitution du cautionnement définitif.

9. Consultation du Dossier d'Appel d'Offres

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de la Délégation Régionale des Marchés Publics du Nord-Ouest, Sonac street Bamenda (**au secrétariat prive du Délégué Régional, porte 101, Tel 233 3612 42**).

10. Acquisition du Dossier d'Appel d'Offres

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la Délégation Régionale des Marchés Publics du Nord-Ouest (**au secrétariat prive du Délégué Régional, porte 101, Tel 233 3612 42**) sur présentation d'une quittance de versement d'une somme non remboursable de **54 000 (Cinquante quart mille)** francs CFA au Trésor Public (Trésorerie Générale de Bamenda). Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

11. Remise des offres

Chaque offre rédigée en Français ou en Anglais, en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme tels, conformes aux prescriptions du Dossier d'Appel d'Offre, devra être déposée contre un récépissé sous plis fermé, dans les services de la Délégation Régionale des Marchés Publics du Nord-Ouest (**au secrétariat prive du Délégué Régional, porte 101, Tel 233 3612 42**), au plus tard le 17/4/18 à 12 heures, heure locale et devront porter la mention:

**«AVIS D'APPEL D'OFFRES NATIONAL OUVERT PAR PROCEDURE D'URGENCE
N° 26/AONO/MINMAP/DRNO/NWRTB/2018 DU 28/3/18 POUR LES
TRAVAUX DE REHABILITATION LA DELEGATION REGIONALE DE MINEPAT NORD-
OUEST»**

«A n'ouvrir qu'en séance de dépouillement.»

Les offres parvenues après les dates et heure limites de dépôt des offres ne seront pas reçues.

12. Recevabilité des offres

Les offres ne respectant pas le mode de séparation de l'offre financière des offres administratives et techniques seront irrecevables.

Toute offre non conforme aux prescriptions du présent avis et du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par une banque de premier ordre agréée ou un argent d'agent assurance par le Ministère chargé des Finances, valable pendant 30 jours au-delà du délai de validité des offres.

Sous peine de rejet, les autres pièces administratives requises devront être impérativement produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité administrative, datant de moins de trois (03) mois et valide le jour de l'ouverture des plis.

13. Ouverture des plis

L'ouverture des offres aura lieu en un temps le 17/4/18 à 13 heures précises dans la salle de Conférence de la Délégation Régionale des Marchés Publics du Nord-Ouest par la Commission de Passation des marchés Compétente en présence des soumissionnaires

Seuls les soumissionnaires peuvent assister à cette séance d'ouverture ou s'y faire représenter par une personne de leur choix ayant une parfaite connaissance du dossier et mandater à cet effet.

14. Critères d'évaluation

L'évaluation des offres se fera en trois (03) étapes :

- 1^{ère} étape : Vérification de la conformité du dossier administratif de chaque soumissionnaire ;
- 2^{ème} étape : Evaluation des offres techniques ;
- 3^{ème} étape : Analyse des offres financières.

Les critères d'évaluation des offres sont les suivants :

14.1-Critères éliminatoires

- Absence ou non-conformité d'une pièce administrative ;
- Délai d'exécution supérieur à celui prescrit (supérieur à trois mois) ;
- Fausses déclarations ou pièces falsifiées;
- Absence de la caution provisoire de soumission;
- Omission d'un prix quantifié dans le devis
- Offres dont l'enveloppe extérieure porte des mentions permettant de reconnaître le Soumissionnaire;
- Note technique inférieure de 75%

14.2 Critères essentiels

L'évaluation sera faite sur la base des critères techniques prédéfinis pour une note globale de 100 points. Ces critères ont été groupés par rubriques ainsi qu'il suit :

- Présentation General de l'Offre;
- Capacité financière;
- Les références de l'entreprise dans le même domaine;
- qualification du personnel au site;
- méthodologie et Organisation Technique du travail;
- Les mesures de sécurité sur le site;
- Attestation et report du visite du site;
- Les Clauses technique visé sur toute les pages;
- Les Clauses administratifs visé sur tous les pages.
- Capacité de pré financier

15. Attribution

La lettre commande sera attribuée au soumissionnaire dont l'offre est conforme pour l'essentiel aux dispositions du Dossier d'Appel d'Offres, et qui a présenté l'offre évaluée la **moins-disant** et **techniquement qualifiée**, conformément à l'article 33 du Code des lettres commandes Publiques.

16. Durée de validité des offres

Les soumissionnaires restent engagés par leurs offres pendant une période de quatre -vingt -dix (90) jours, à compter de la date limite fixée pour la remise des offres.

17. Renseignements complémentaires

Les renseignements complémentaires peuvent être obtenus tous les jours aux heures ouvrables auprès de la Délégation Régionale des Marchés Publics du Nord-Ouest **(au secrétariat privé du Délégué Régional, porte 101, Tel 233 3612 42).**

Bamenda, le 28/8/18

**Le Délégué Régional des Marchés
Publics du Nord-ouest,**

Copies :

- MINMAP
- RD/MINEPAT /NWR
- ARMP ;
- CRTV/Bda ;
- Présidents CPM ;
- Affichage/AECHIVES



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**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° 26 /ONIT/MINMAP/RDNW/NWRTB/2018 OF 28/3/18 FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE
REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT
(MINEPAT) FOR THE NORTH WEST BAMENDA**

FINANCING: PIB 2018 OF MINEPAT

1. Subject of the invitation to tender:

Within the framework of the execution of the 2018 PIB, the Regional Delegate of Public Contracts for the North West, (Contracting Authority), on behalf of the State of Cameroon, hereby launches by emergency procedure an open national invitation to tender *for the rehabilitation works of the Regional Delegate of MINEPAT at Bamenda.*

2. Nature of Works

The works which are subject of this invitation to tender include the following:

- Lot 100 : PRELIMINARY WORKS
- Lot 200 : PAVEMENT AND ENVIRONMENTAL WORKS ;
- Lot 300 : MASONARY WORKS ;
- Lot 400 : METALLIC WORKS;
- Lot 500 : PAINTING;

3. Execution deadline

The maximum execution deadline shall be three (03) calendar months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement.

4. Number of Lots

The works which are subject of this invitation to tender are grouped into a unique lot

5. Estimated cost

The estimated cost after preliminary studies stands at thirty five million (35 000 000) all taxes inclusive.

6. Participation and origin

Participation is open under the same conditions to all Cameroonian Companies and business concerns that have proven experience in the field

of building construction and civil engineering in general and who are not in a period of suspension by the authority in charge of public contracts.

7. Financing

works which form the subject of this invitation to tender shall be financed by **PUBLIC INVESTMENT BUDGET Exercice 2018; Authorization no: IMPUTATION:**

8. Bid bond

Bids shall be accompanied by a provisional deposit (Bank Guarantee Bond) established in accordance with the model annexed in the tender file by a banking institution or an insurance company approved by the Ministry of Finance and with a sum of **700 000 (Seven hundred thousands) FCFA**.

The provisional deposit shall be automatically released not later than 30 (thirty) days following the expiration of the validity of the bids for bidders who shall not be retained. In the case where the bidder is awarded the contract, the provisional deposit shall be released after the constitution of the final bond.

9. Consultation of tender file:

The tender file may be consulted during working hours at the Regional Delegation of Public Contracts for the North West, **at the Regional Delegate's Private Secretariat (door 101 tel: 233 361 242).**

10. Acquisition of tender file:

The tender file may be acquired from the Regional Delegation of Public Contracts for the North West, **at the Regional Delegate's Private Secretariat (door 101 tel: 233 361 242.**, upon presentation of a non-refundable treasury receipt (Regional Treasury Bamenda) of **54 000 (Fifty four thousand) FCFA**. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

11. Submission of bids:

Each offer or bid drafted in English or French in **seven (07) copies** including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a treasury receipt at the Regional Delegation of Public Contracts (**Private Secretariat of the Regional Delegate of Public Contracts North West, door number 101, Tel; 23336124**) Bamenda not later than 17/4/18 at 12 noon local time and should carry the inscription:

**"OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° 26 /ONIT/MINMAP/RDNW/NWRTB/2018 OF 28/3/18 FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE
REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT
(MINEPAT) FOR THE NORTH WEST BAMENDA
"To be opened only during the bid opening session"**

The offers or the bids submitted after the stipulated deadline shall not be received.

12. Admissibility of bids

Under penalty of being rejected, only originals or true copies certified by the issuing service or administrative authorities (Governor, Senior Divisional Officer, Divisional Officers) must imperatively be produced in accordance with the Special Regulations of the invitation to tender.

They must obligatorily be not older than three (3) months preceding the date of submission of bids or may be established after the signature of the tender notice

Any bid not in compliance with the prescriptions of the Tender File shall be declared inadmissible. This refers especially to the absence of a bid bond issued by a first-rate bank or recognised insurance company approved by the Minister in charge of Finance. .

13. Opening of bids:

The opening of the bids in one phase shall be done on _____ at 1:00pm prompt in the Conference Hall of the Regional Delegation of Publics Contracts for the North West by the competent tender board.

Only bidders may attend or be duly represented by a person of their choice, who has full knowledge of the file and mandated in that capacity.

14. Evaluation criteria

The evaluation of bids shall be carried out in three stages:

- 1st Stage : verification of the conformity of each administrative document ;
- 2nd Stage : Evaluation technical bids ;
- 3rd Stage: Analyses of Financial bids.

The criteria of evaluation shall be as follows:

14.1-Eliminatory criteria

- Absence of a document in the administrative file;
- Deadline of execution more than the prescribed;
- False declaration or falsified documents;
- Absence of bid bond;
- Omission of a quantified task on the bill of quantities and cost estimates
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
- Technical not less than 75%

14.2. Main qualification criteria: The criteria relating to the qualification of candidates could indicatively be on the following:

- General presentation of the tender files;
- References of the company in similar achievements;
- Quality of the personnel per lot requested;
- Attestation and report of site visit;

- Technical organization of the works,
- Equipment's put aside for this project,
- Special Technical Clauses initialed in all the pages and signed, stamped and dated on the last page ;
- Special Administrative Clauses completed and initialed in all the pages and signed, stamped and dated on the last page ;
- Safety measures on the site.
- Pre-financial capability

15. Award

The jobbing order shall be awarded to the bidder whose bid is in conformity to the dispositions of the tender file and on the basis of the lowest bid and technical quality, following article 33 of the public contracts code.

16. Validity of bids

The bidders shall remain committed to their offers during a period of (ninety) 90 days from the deadline set for the submission of bids.

17. Complementary information

Complementary technical information may be obtained every day during working hours from the Regional Delegation of Public Contracts for the North West (**Private Secretariat of the Regional Delegate of Public Contracts North West, door number 101, Tel; 233361242**).

Bamenda, the

28/3/18

The Regional Delegate Public Contracts North West

Copies:

- MINMAP
- ARMP
- CRTV/BDA(for wider diffusion)
- Chairpersons of TB
- Notice Boards



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PROJECT OWNER:

**THE REGIONAL DELEGATE OF ECONOMY, PLANNING AND REGIONAL
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CONTRACTING AUTHORITY:

THE NORTH WEST REGIONAL DELEGATE OF PUBLIC CONTRACTS

TENDERS BOARD:

THE NORTH WEST REGIONAL TENDERS BOARD

BY EMERGENCY PROCEDURE

Tender File

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
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DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA
(BY THE EMERGENCY PROCEDURE)**

TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 02

GENERAL REGULATION FOR THE CALL FOR TENDERS (GRCB)

A.-Generalities

Article 1: Scope of the bid

- 1.1. The Regional Delegate of Public Contracts for the North West hereinafter referred to as the Contracting Authority, launches by emergency procedure an open national invitation to tender for the execution of the work described in the special clauses of this call for tenders (RFP). It is referred as "the work".
- 1.2. The successful bidder or contractor must complete the work within the period indicated in the RFP, and which runs from the date of notification of the service order (SO) to start the work.
- 1.3. In the following call for tender (LPO), the term "day" refer to a calendar day.

Article 2: Funding

The above works, subject of the present call for proposals, are financed **by the Public Investment Budget 2018.**

Article 3: Fraud and corruption

3.1. The Contracting Authority requires that bidders and contractors respect strictly the rules of professional ethics during the procurement process and execution of this contract. Under this principle, the contracting authority:

a. Defined for the purposes of this clause, the following expressions:

- I. Is guilty of "corruption" anyone who offers, gives, solicits or accepts any benefit to influence the action of a public official in the allocation or the execution of a contract.
- II. Is engaged in "fraudulent practices" anyone who distorts or misrepresents facts in order to influence the award or execution of a contract.
- III. "Collusive practices" are any form of agreement between two or more bidders (with the knowledge of the contracting Authority or not) to artificially maintain prices of the offers at a levels not corresponding to those that would result from the competition.
- IV. "Coercive practices" are any form of damage to persons or their property or threats against them to influence their action in the attribution or the execution of a Contract.

b. Shall reject any award proposal if it is proven that the proposed contractor is, directly or through an agent, convicted of corruption or engaged in fraudulent, collusive or coercive practices for the award of the said contract.

3.2. The Minister of Publics contracts, Authority in charge of public contracts may on a provisional basis, take a decision to band any bidder for a period not exceeding two (2) years, that is recognized guilty of influence, conflicts of interest, fraud, corruption or production of no-authentic documents in the bid submission, without prejudice to the criminal prosecution that could be engaged against him.

Article 4: Qualification of the bidder

4.1. Bidders shall, as part of their offer:

a. Submit an authorization enabling the signatory of the bid to engage the bidder.

Submit all information (complete or update the information attached to their application for pre-qualification may have change, to the case where the candidates were the subject of a pre-qualification) requested from bidders, in the OMPP, to establish their qualification to run the contract.

The following information is required if applicable:

- i. The production of certified balance sheets and a recent turnover figures.
- ii. Access to a credit line or provision of other resources;
- iii. Previous jobbing orders and on-going contracts attributed;
- iv. On-going disputes;
- v. The availability of the necessary equipment.

4.2. The bids submitted by two or more grouped entrepreneurs (co-contracting) must meet the following conditions:

- a. The offer must include for each of the bidders in the co-contracting, all the information listed in section 4.1 above. The special regulation of the Call for Tender (PRCT) must specify the information to be provided by each Member of the Group;
- b. The nature of the group must be specified and justified by the production of a group agreement in good and due form;
- c. The Member of the Group designated to lead, shall represent all the enterprises engaged in the consortium in front of the contracting Authority for the execution of the contract;
- d. In case of co-contracting, co-contractors share the amounts that are paid by the contracting authority in a single account; however, each company is paid by the contracting authority in a unique account, when it comes to a joint group.

4.3. Bidders must also submit detailed proposals to show that they conform to the technical specifications and the time frames specified in the special regulation of the Call for Tender.

4.4. Bidders requesting for a preferential margin, must provide all the information necessary to prove that they meet the eligibility criteria described in the special regulation of the Call for Tender.

Article 5: Visit of the site

Each bidder shall visit and inspect the site of the work and its surroundings and by himself, and under his own responsibility, gather all the information as may be

necessary for the preparation of the offer and the performance of the work. A certificate of site visit will be issued on this occasion by the contracting Authority. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.

B. TENDER FILE

Article 6: Document constituting the tender file (DAO)

6.1. The tendering file described the works, subject of the contract, establishes the consultation procedures of the contractors and special contract conditions. In addition to the amendment(s) published in conformity to article 8 of the General regulations of the Call for tender (RGAO), it includes the following documents:

- 1) The invitation to tender notice (OAA);
- 2) General Regulation of the call for tender (RGAO);
- 3) Special Regulation of the call for tender (OMPP);
- 4) Specification of the Special administrative Clauses (CCAP);
- 5) Specifications of the special Technical Clauses (CCTP);
- 6) Unit price schedule;
- 7) Estimated Bill of Quantities;
- 8) Format of Sub-Detail of unit prices;
- 9) Drawings and other elements of the technical file;
- 10) Model engagement letter by bidder;
- 11) Model bid submission letter;
- 12) Model bid bond;
- 13) Model performance guarantee;
- 14) Model bank guarantee for the refund of start-up advance of;
- 15) Model of draft contract;
- 16) Lists of banks of 1st order approved by the Ministry in charge of finance;
- 17) Table of references of the bidder;
- 18) Table of key materials and equipment of the contractor;
- 19) Model of qualification and experience of the key personnel responsible for enforcement of the contract.

6.2. The bidder must consider all of the regulations, forms, conditions and specifications contained in the DAO. He is invited to provide all the information requested and to prepare a compliant offer in all aspects. Any deficiency can lead to the rejection of its offer.

Article 7: Clarification made to the tender file

7.1. Any bidder seeking clarification on the DAO can apply to the Contracting authority in writing at the address of the Contracting authority indicated in the notice of call for proposals. The Contracting authority will respond in writing to any request for clarification received at least fourteen (14) days before the date of filing offers.

A copy of the response of the Contracting authority, indicating the question but not mentioning its author, is addressed to all bidders who purchased the DAO.

7.2. From the publication of the invitation to tender notice and the opening of the files, any bidder who is aggrieved in the procedure of public procurement can bring a motion to the Contracting authority.

7.3. The remedy must be addressed to the contracting authority with a copy to the Chairman of the Council Tender Board commission and ARMP.
It must reach the contracting authority no later than fourteen (14) days before the date of opening of tenders.

7.4. The contracting authority has five (5) days to respond. The response is copied to ARMP.

Article 8: Modification of the tender file

8.1. The Contracting authority can, at any time before the deadline of tenders and for any reason, whether on its own initiative or in response to a request for clarification by a bidder, modify the tendering file by publishing an additive.

8.2. Any additive so published will be an integral part of the tenders file as presented in Article 6.1 of the RGAO and will be communicated in writing to all bidders who purchased the DAO.

8.3. To give bidders sufficient time to take account of the additive in the preparation of their offers, the Contracting authority will be able to see, as much as necessary, the deadline for submission of offers, under the provisions of section 18 of the RGAO.

C. PREPARATION OF THE BIDS

Article 9: Costs of submission

The candidate will bear all the costs associated with the preparation and presentation of its offer, and the Contracting authority is not responsible for any of these costs, or to settle them, regardless of the conduct or outcome of the tender procedure.

Article 10: Language of the bid

The bid, all correspondence and all documents exchanged between the bidder and the Contracting authority will be written in English or French.

Article 11: Composition of the bid

11.1. The bidder's offer will include documents detailed in the OMPP, duly completed and grouped in three volumes:

a. Volume 1: Administrative documents

It includes:

I. All documents stating that the bidder:

- ☐ Has complied to all declarations provided for by the laws and regulations in force;
- ☐ Is current with his taxes, contributions, fees or levies of any kind whatsoever;
- ☐ Is not in a State of liquidation or bankruptcy;

- ☐ Is not struck by one of the prohibitions and disqualifications criteria provided for by the legislation in force.
- II. Bid bond(s) issued is in conformity with the provisions of article 15 of the present RGAO;
- III. A written confirmation authorizing the signatory of the offer to engage the bidder
- IV. The CCAP is duly initialled on each page and signed on the last page.
- V. Localization plan is duly signed by the authority concern.

b. Volume II: Technical Offer

It includes:

- I. Attestation of site visit and the site visit report;
- II. Personnel: the contractor will present the competent technical staff and workers he intends to hire before the beginning of the work (attach to each staff CV signed by the candidate, certified copy of technical diploma and the attestation of availability signed by the candidate);
- III. Site equipment: The contractor shall justify the ownership and the State of the equipment necessary for the performance of the work (providing registration certificates, invoices and certificates of technical visit of rolling equipment);
- IV. References of the company (the contractor will provide contracts or Jobbing orders for similar work carried out as well as related minutes of reception);
- V. The technical note on the methodology of intervention of the work: the company will produce a technical note dated and signed providing all the information concerning the mode of execution of the works, the planning of intervention, the expected output, provision of materials or site materials, the potential advantages in terms of safety of the environment and the Organization of the company,
- VI. The CCTP duly initialled on each page and signed on the last page;
- VII. Attestation of solvency of the contractor.

c. Volume 3: Financial offer

It includes:

- I. The submission letter, in original drafted according to the model attached, stamped at the rate in force, signed and dated;
- II. The unit price schedule duly completed, with an indication of the unit price excluding VAT in letters and figures;
- III. Detail Bill of Quantities and cost estimate of the work completed;

IV. Sub-details of the different prices according to the model attached;

Bidders will therefore use the parts and models provided in the DAO, subject to the provisions of section 15.2 of the RGAO on the other possible forms of bid security.

11.2. If, in conformity to the provisions of the RPAO, bidders bidding for several lots of the same invitation to tender, they can indicate the discount or rebates in case of allocation of more than one lot.

Article 12: Amount of the bid

12.1. Unless otherwise indicated in the DAO, the amount of the contract will cover all of the work described in section 1.1 of the RGAO, on the basis of the bill of quantity and cost estimates presented by the bidder.

12.2. The bidder will fill the unit and total price of all the items as well as the detail estimated quantities.

12.3. Subject to contrary provisions in the RPAO and CCAP, all the taxes and fees payable by the contractor in respect of the future contract, where otherwise, thirty (30) days before the deadline for submission of tenders will be included in the bid prices and in the total amount of its offers.

12.4. If the terms of revision and/or updating of prices are provided in the contract, the date of establishment of the initial price and methods of review and/or discount price must be specified. Provided that any contract whose execution time is at most equal to one (1) year may not be the subject of price revision.

12.5. All unit prices shall be justified by sub-details established in accordance with the format proposed in section no 08.

Article 13: Bid Currency and settlement

13.1. The amount of the contract is written entirely in CFA FRANCS. The amount of the bid, the unit price of the prices schedule and quantitative and estimated detail prices are labelled entirely in CFA FRANCS in the following manner:

- (a) Prices will be entirely denominated in CFA FRANCS. The bidder willing to spend money in other currencies for the execution of the work, will indicate in annex to the submission, the percentage of the amount of the offer required to cover needs in foreign currencies, without exceeding a maximum of three currencies of Member country of the institution financing the contract.
- (b) The exchange rates used by the bidder to convert its offer in national currency will be specified by the bidder in the annex of the submission. They will be applied for any payment in respect of the contract, so that no foreign exchange risk is supported by the winning bidder.

Article 14: Validity of bids

14.1. The offers shall remain valid for Ninety (90) days. Any offer with validity less than this period will be rejected by the Contracting authority.

14.2. In exceptional circumstances, the Contracting authority may seek the consent of the bidder for an extension of the period of validity. The application and responses to be made will be in writing. The validity of the submission guaranty under article 15 of the RGAO will be similarly extended for a corresponding period. A bidder may refuse to extend the validity of the offer without losing its bid bond. A bidder who agrees for an extension will not be asked to modify its offer, or will be allowed to do so.

14.3. When there is no article in the contract for the revision of prices and the period of bid validity is extended over sixty (60) days to the date of notification of the contract award or of the service order of start work to the successful bidder, as provided in the CCAP, the effect of actualization is not taken into account for the purposes of the assessment.

Article 15: Guarantee of submission

15.1. In application of article 10 of the RGAO, the bidder will provide a bid bond of the amount specified in the OMPP, which will be an integral part of its offer.

15.2. The bid bond must be in conformity with the model presented in the DAO.

15.3. Any offer not accompanied by an acceptable bid bond will be rejected by the tenders board as no-compliant. The bid bond of a group must be established in the name of the agent mandated to submit the bid and each member of the grouping must be mentioned.

15.4. The bid bonds and bids of unsuccessful bidders shall be returned within a period of fifteen (15) days from the date of publication of the results.

15.5. The bid bond of the successful bidder shall only be released as soon as the latter has signed the contract and has provided the required performance guarantee.

15.6. The bid bond may be seized:

- a. If the bidder withdraws his bid during the period of validity;
- b. If the bidder selected:
 - ☐ Fails to fulfil its obligation to accept the contract pursuant to the results of award of the contract, or
 - ☐ fails to provide the performance guarantee pursuant to section 30 of the RGAO.

Article 16: Form and signature of the bid

16.1. The bidder will prepare an original of the constituent documents of the offer described in section 11 of the RGAO, in a volume bearing clearly the indication "**ORIGINAL**". In addition, the bidder shall submit the number of copies required by

the OMPP, bearing the indication "**COPY**". In case of discrepancy between the original and the copies, the original will be taken.

16.2. The original and all copies of the offer must be typed or written in eligible ink and will be signed by the person duly empowered to sign on behalf of the bidder. All pages of the offer including overleaf will be initialled by the person (s) mandated to sign the offer.

16.3. In the offer there shall be no amendment, deletion or overloading, unless such corrections are initialled by the signatories of the bid.

A. DEPOSITION OF BIDS

Article 17: Sealing and marking of tenders

17.1. The bidder will place the original and copies of the constituent documents of the offer in two separate and sealed envelopes marked "**Original**" and "**Copy**", as the case may be. These envelopes will then be placed in an outer envelope which will also have to be sealed, but that should give no indication of the identity of the bidder.

17.2. The inner and outer envelopes

- a. Will be addressed to the Contracting authority as indicated in the OMPP;
- b. Will bear the name of the project, the number of the invitation to tenders in the OMPP, and the mention "To be opened only during the bid opening session" and also specify the lots.

17.3. The inner envelopes shall bear the name and address of the bidder to enable the Contracting authority to return the offer sealed if it was submitted after the date and time limit under the provisions of article 19 of the RGAO or to satisfy the provisions of article 20 of the RGAO.

17.4. If the outer envelope is not sealed and marked as specified in sections 17.1. and 17.2. above, the Contracting authority will not be responsible if the offer is lost or open prematurely.

Section 18: Date and time limits to deposit offers

18.1. Offers must be received at the Regional Delegation of Publics Contracts for the North West at Bamenda (**Private Secretariat of the Regional Delegate of Public Contracts North West, door number 101, Tel; 23336124**) at the **specific hours indicated in the OMPP**.

18.2. The contracting authority may at its discretion, extend the deadline fixed for the deposition of bids by publishing another date in accordance with the provisions of **section 7** of the RGAO. In this case, all the rights and obligations of the bidders and the Contracting authority previously governed by the initial date limit shall be governed by the new date limit.

Article 19: Offers out of time

Any offer received by the Contracting authority after the date and time limit for the submission of tenders under article 18 of the RGAO will be declared out of time and, therefore, rejected.

Article 20: Modification, Substitution and withdrawal of tenders

20.1. A bidder may modify, replace or withdraw its offer after submission, provided a written notification for the modification or withdrawal is received by the Contracting authority before the expiration of the period prescribed for the submission of bids. Such notification must be signed by a mandated representative. Modification or the corresponding bid to be replaced shall be attached to the written notification. The envelopes should be clearly marked depending on the situation, the mention "Withdrawal" and "Offer of replacement" or "Modification."

20.2. The notification of the modification, replacement or the withdrawal of the bid by the bidder shall be prepared, sealed, marked and sent in accordance with the provisions of section 15 of the RGAO. Withdrawal may also be notified by fax, but must in this case be confirmed by a duly signed written notice, with the date, the postmark being authentic, and must not be after the deadline set for the submission of tenders.

20.3. The offers which the bidders asked for the withdrawal pursuant to section 19.1 will be returned to them without having been opened.

20.4. Offer cannot be withdrawn within the interval between the deadline for the submission of tenders and the expiration period of validity of the offer as on the bid form. The withdrawal of bid by any bidder during this interval leads to the bid bond being forfeited pursuant to the provisions of article 15.6 of the RGAO.

B. OPENING OF TENDERS AND EVALUATION OF OFFERS

Article 21: Opening of Bids

The tender's board shall proceed to open the bids in the presence of the bidders or their duly mandated representatives having a perfect knowledge of the bid.

Article 22: Confidential nature of the procedure

22.1. No information on the examination, evaluation, comparison of the tenders, the verification of the qualification of bidders, and the recommendation of award of the contract shall be given to bidders or to any other person not concerned in this process until the award of the contract shall be made public by the Contracting authority.

22.2. Any attempt by a bidder to influence the Tender's board or the Sub-Committee for analysis in the evaluation of bids or the Contracting authority in the award decision may lead to rejection of its offer.

22.3. Notwithstanding the provisions of paragraph 18.2, between the opening of tenders and the award of the contract, if a bidder wishes to enter in contact with the Contracting authority for reasons related to its offer, he must do so in writing.

Article 23: Clarification on the offers and contact with the Contracting authority

23.1. To facilitate the examination and comparison of offers, the Chairman of the Tender's board may, at his discretion, ask any bidder for clarification on the bidder's bid. The request for clarification and the response shall be in writing, but no change in the amount or the content of the submission is sought, offered or permitted, unless it is necessary to confirm the correction of arithmetic errors discovered by the Sub-Commission for analysis in the evaluation of bids.

23.2. Subject to the provisions of paragraph 1 above, bidders are not allowed to have contact with any member of the tender's board and that of the Sub-committee for analysis for issues related to their bids, between the opening of tenders and the award of the contract.

Article 24: Determining the conformity of tenders

24.1. The Sub-Commission for analysis shall carry out a detailed examination of the offers to determine if they are complete, if the required guarantees have been provided, if the documents were properly signed and offers are generally in good order.

24.2. The Sub-Commission shall determine if the offer is substantially responsive to the requirements of the DAO based on its content without recourse to extrinsic evidence.

Article 25: Correction of errors

25.1. The Sub-Commission shall check the bids found substantially responsive with the requirements of the DAO for any correction of arithmetic errors. The Sub-Commission for analysis will correct the errors in the following ways:

- a. If there is a contradiction between the unit price and the total price obtained by multiplying the price by the amount, the unit price will govern and the total price will be corrected, unless, in the opinion of the Sub-Commission for analysis, the comma of the decimal digits of the unit price is obviously poorly placed, in which case the total price indicated will prevail and the unit price will be corrected.
- b. If the total obtained by addition or subtraction of the subtotals is not correct, the subtotal as indicated will govern and total will be corrected.
- c. If there is a contradiction between the price indicated in words and figures, the amount in words will govern, unless this amount is related to an arithmetic error confirmed by the sub detail of the said price, in which case the amount in figures will prevail subject to paragraphs (a) and (b) above.

25.2. The bid amount will be corrected by the Sub-Commission for analysis, in accordance with the procedure of correction of errors mentioned above and with the confirmation of the bidder, such amounts will be deemed to hire him.

25.3. If the bidder having presented the lowest evaluated bid price does not accept the corrections on his bids, its offer will be rejected and the bid bond forfeited.

Article 26: Evaluation and comparison of the financial offers

Only offers accepted, in conformity according to the provisions of section 24 of the RGAO, will be evaluated and compared by the Sub-Commission for analysis.

By evaluating the tenders, Sub-Commission for analysis will determine for each offer the evaluated amount by correcting the amount as follows:

- By correcting any possible error in accordance with the provisions of article 25 of the RGAO.
- Excluding provisional sums and, the provisions if any, for contingencies in the detail bill of quantities and summary, but by adding the amount of day work, when they are competitively price as specified in the OMPP.

ATTRIBUTION of Contract

Article 27: Award

The contracting authority will award the contract to the bidder whose offer has been recognized substantial responsive to the requirement of the DAO and which has the technical and financial capacity required to carry out the contract in a satisfactory way and in which the offer has been evaluated the lowest offer.

Article 28: Right of the Contracting authority to declare an invitation to tender unfruitful or cancel a procedure

The Contracting authority reserves the right to cancel a tender procedure after approval from the Minister Delegate in charge of Public Contracts when the bids were opened or declare an unsuccessful tender following the opinion of the competent tender's board, without thereby incurring any claims from the affected bidders.

Article 29: Notification of the award of the contract

Before the expiry of the bid validity period fixed by the OMPP, the contracting authority shall notify the award of the contract to the successful contractor confirmed by fax, by registered letter or by any other means available to do it. This notification letter will indicate the amount HT that the contracting authority shall pay to the contractor in respect of execution of works and the duration.

Article 30: Final bond

29.1. Within twenty (20) days from the notification of the contract by the Contracting authority, the contractor will provide to the Contracting authority a performance guarantee in the form stipulated in SMCC, in accordance with the model provided in the DAO.

29.2. The absence of producing of performance guarantee within the prescribed time is likely to give rise to the termination of the contract under the conditions provided in the CCAP.

REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

PRESIDENCE DE LA REPUBLIQUE

MINISTRE DES MARCHES PUBLICS

DELEGATION REGIONALE

NORD OUEST

SERVICE DES MARCHES DES INFRASTRUCTURES



REPUBLIC OF CAMEROON

Peace - Work - Fatherland

PRESIDENCY OF REPUBLIC

MINISTRY OF PUBLICS CONTRACTS

REGIONAL DELEGATION

NORTHWEST

SERVICE FOR INFRASTRUCTURAL CONTRACTS

PROJECT OWNER:

**THE REGIONAL DELEGATE OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST**

CONTRACTING AUTHORITY:

THE NORTH WEST REGIONAL DELEGATE OF PUBLIC CONTRACTS

TENDERS BOARD:

THE NORTH WEST REGIONAL TENDERS BOARD

BY EMERGENCY PROCEDURE

Tender File

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF
THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA
(BY EMERGENCY PROCEDURE)**

TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 03

SPECIAL REGULATION FOR CALL FOR TENDER (OMPP)

The following provisions, which are specific to the works being the subject of the invitation to tenders, supplement or, if necessary, modify the provisions of the RGAO.

Article 1: Purpose of the tenders

The Regional Delegate of Public Contracts for the North West, Contracting authority launches by emergency procedure an open national invitation to tender for the rehabilitation works of Regional delegation of MINEPAT for the North West Region at Bamenda.

Article 2: Execution time

The maximum period of execution of works, which shall commence as from the date of notification to the Contractor of service order to start work shall be Three (03) Calendar months

Article 3: Funding

Works concerned being object of this invitation to tender, will be funded by the Public Investment Budget 2018.

Article 4: Consistency of offers

Each offer or bid drafted in English or French in Seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a treasury receipt at the Regional Delegation of Public Contracts for the North West (service of contracts of infrastructures) not later than _____ at 12 a.m local time and should carry the inscription:

**"OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE
REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT
(MINEPAT) FOR THE NORTH WEST BAMENDA**

"To be opened only during the bid opening session"

The offer shall include a file for administrative documents, a file for technical documents and a file for financial documents.

A file of Administrative documents (in envelope A)

It shall consist of the following documents stapled or place in the following order of enumeration.

1. **Undertaking by** bidder stamped, signed and dated in conformity with the model attached with a fiscal stamp
2. **Attestation of non-bankruptcy** dating less than 3 months, issued by the Court of competent jurisdiction of the place of residence of the bidder.
3. **Attestation of Bank account** of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance.
4. **Bank guarantee** on the list of banking institutions and insurance companies of the first order approved by the Ministry in charge of finance, for an amount in francs CFA of **700 000 FCFA**.

5. **Treasury Receipt of purchase of the DAO**, as stipulated in the notice of call for proposals.
6. **Attestation of C.N.P.S**, valid and for the tender concern.
7. A **no-exclusion certificate** attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP
8. An **attestation of the bidder's fiscal obligations** signed by the competent Taxation authority dated at most 3 months.
9. **An attestation of non-indebtedness signed** by the Director or the head of the tax centre.
10. **A current certified copy of taxpayer card** valid, dated at most 3 months.
11. **A current certified copy of business license** valid and less than 3 months.
12. **Attestation of site visit** signed by the the bidder on honour with pictures attached The bidder must under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals (consistency of work and execution plans)).
13. **Power of attorney**.
14. **The group agreement** if necessary.
15. **CCAP** duly initialled on each page, signed and dated to the last page.
16. **Plan and attestation of localization** signed by the taxation authorities.

In case of grouping each Member must submit complete administrative documents, the documents 3, 4, and 5) below can only be presented by the representative of the group.

(b) Technical file (in the B envelope)

No	DOCUMENT	OPERATION REQUESTED	AUTHENTICATION
B1	Equipment list	It shall show clearly the means at the disposal of the enterprise to carry out the job (list of equipment and tools)	Attach certified copies of title deeds, receipts, etc. These equipments and tools must be present at the site before and during each phase
B2	Personnel list	It shall contain: <ul style="list-style-type: none"> ☞ Works Supervisor: at least a Civil, Engineer with at least 3 years' experience in the field of construction . ☞ Foreman: at least a Senior Civil Engineering technician holder with at least 3 years' experience in the domain of Construction. ☞ Chief mason ☞ Chief carpenter 	Attach for each person a CV signed and dated, p as well as a certified copy of certificate. (all key personnel must present a commitment of availability duly signed and must present a certified copy of a valid

		each being a holder of atleast CAP ☞ Chief painter	<i>national identity card)</i>
B3	Organisation of works/ methodology	In conformity with article 7 below, it shall show clearly the organisation of the enterprise (methodology of execution, work schedule, site installation, supply of materials, etc)	Date, signature and stamp of bidder at the end of document
B4	Sub-contracting	Information on the sub-contractor (equipment, personnel, references, etc)	Date and signature of sub-contractor.(only 30% of the contract may be sub-contracted)
B5	Attestation of site visit	Attestation of visit to the site where the works are to be carried out. A site visit report signed by the Works Supervisor or site Foreman.(see attached format)	Dated and signed by the Contractor on honour with pictures attached
B6	References of the enterprise.	List of similar jobs executed in the past years by the enterprise and or other civil engineering works realised. (see attached format)	Amount of works, copies of (1 st and last pages) and minutes of reception for all works executed before 2015 and minutes of provisional reception from 2015 projects and above
B7	Financial capability	Attestation of pre-financing delivered by a banking institution recognised by MINFI/COBAC	Date and signature of bank Manager in charge.
B8	Technical specifications	Provided in tender file.	Initialled on every page Signed ,dated and stamped on the last page

(c) Financial documents (in the C envelope)

It contains:

N o	DOCUMENT	OPERATION REQUESTED	AUTHENTICATION
C 1	The tender (Application letter)	Format to be completed and tender amount inserted.	Signature, date and stamp of bidder. A Fiscal stamp of 1000 FCFA.
C 2	Unit Price Elaboration	Format to be completed showing detail breakdown of prices.	Initials on each page, all pages stamped.
C 3	Bill of Quantities and Cost Estimates	Format to be completed.	Initials on each page, dated, signature on the last page, all pages stamped.
C	Price enclosure	Format to be completed	Initials on each page and

4	Slip	showing the unit prices.	signature on last page, all pages stamped with enterprise function stamp.
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Article 5: Currency of bid and settlement

5.1. The value of the contract shall be in national currency (FCFA). The amount of the bid, the unit prices, the price Bill of quantities and sub detailed of unit prices shall be entirely in CFA FRANCS in the following manner:

a. Prices will be entirely settled in CFA FRANCS. Any bidder, who wants to engage expenditures in other currencies for the execution of the work, will indicate in an annex to his submission, the percentage of the amount of the offer required to cover the needs in foreign currencies, without exceeding a maximum of three currencies of Member countries of the institution financing the contract.

b. The exchange rates used by the bidder to convert its offer in national currency will be the rate of the day of the deposition of the bids. This exchange rate will be applied for any payment in respect of the contract, so that no foreign exchange rate risk is supported by the successful bidder.

The contract prices are firm and no-revisable.

Article 6: Delivery of bids

Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a treasury receipt at the Regional delegation of Public Contracts (service of contracts of infrastructures) not later than _____ at 12 a.m local time and should carry the inscription:

**"OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE
REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT
(MINEPAT) FOR THE NORTH WEST BAMENDA**

."

"To be opened only during the bid opening session"

Article 7: Evaluation of tenders

7.1. Opening of tenders

The opening of the bids will be in one (1) stage. The opening of Administrative, technical and financial documents shall take place on the _____ in the conference hall of the Regional Delegation of Publics Contracts for the North West by the competent tenders' board.

Only bidders or their duly mandated representatives with a perfect knowledge of their offer shall attend this opening session.

Representatives of bidders will have to present a document stating their presence at the opening of tenders.

7.2. Clarification on the offers

To better understand the bids, the councils tender's board has flexibility to seek for clarification from the bidders. The request for clarification and the response will be

done in writing. No change of the offer price will be requested, proposed or authorized.

7.3. Examination of bids

The tenders' board shall examine the bids to determine if they are complete, if the required guarantees have been provided, if the documents were produced following the DAO requirements, whether they contain calculation errors and if the bids are generally in good order. Any calculation errors will be corrected on the following bases:

- If there is a calculation error, the total price will be corrected on the basis of the unit price.
- If there is a contradiction between the price in words and the price in figures, the price in word will govern.

7.4. Evaluation and comparison of tenders

The technical sub-committee shall evaluate and compare the bids which were previously found substantially responsive to the conditions of the present call for tenders. This evaluation will exclude and will not take into consideration any price variation clauses included in the submission.

The evaluation of bids shall be in two steps:

- ** The technical evaluation and
- ** The financial evaluation.

7.4. 1. Technical evaluation

7.4.1. 1. Eliminary criteria

Eliminary criteria will focus on the following aspects:

- Absence of a document in the administrative file;
- Deadline of execution more than the prescribed;
- False declaration or falsified documents;
- Absence of bid bond;
- Omission of a quantified task on the bill of quantities and cost estimates
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
- Technical not less than 75%

7.4.1. 2 Essential criteria

The non-validation of all the following criteria shall result in a systematic rejection of the offer, that is:

(a) The company's references:

Experience of the company, in a similar work for the past year. The bidder must justify its turnover either by a document from an expert or by submitting documents that can be used to appreciate the amount from the realizations and

the quality of the work (certificate of completion and/or minutes of provisional or final reception and related contracts, and jobbing orders).

(b) Essential equipment

Essential equipment that the contractor should be made available for the contract (registration documents, purchase receipt) shall be the following: 4 x 4 pickup vehicle or van for the transportation of personnel and other materials.

(c) The qualification of site personnel:

- ☐ A Works Director having the qualification and experience of at least three years in similar works and volume and occupying the same position to be assigned for *(attached certified copy of certificate of at least a civil Engineer or its equivalents, CV and attestation of availability signed by candidate)*.
- ☐ A site Foreman with the qualification and experience of at least three (3) years in similar works and volume and occupying the same position *(attached a certified copy of certificate at least a higher technicians Civil Engineering or equivalents in Civil Engineering, CV and attestation of availability sign by candidate)*.
- ☐ And team leaders or builders or semi-skilled workers.

(d) The methodology of intervention and execution of work:

The company will produce a technical note dated and signed on the last page providing information about:

- i. The mode of execution of the works.
- ii. The planning of intervention, the expected output.
- iii. The supply of materials or site equipment.
- iv. Measures of safety and protection of the environment.
- v. Administrative and technical organization of the enterprise.

E. The self-financing capacity:

An attestation of financial credibility issued by a first rate banking institution (access to a credit or of other financial facilities to ensure the gross margin of self-financing necessary for the duration of the contract.)

The available amount must be at least equal to 56.6% of the value of the works of the contract.

7.4.1. 3 other criteria

General presentation of bids:

Bidders must submit bids legible and in accordance with the models of attachments in annexes.

7.4.1. 4 Evaluation grid

NB: For a criterion to be validated, it must have at least 80% of the "Yes" .

General presentation of bids	
- Presence of all documents	yes/no
- Properly bind.....	yes/no

- Table of content	yes/no
- Separators in colour apart from white.....	yes/no
- Order prescribed respected.....	yes/no
- Clearness of the documents	yes/no
TOTAL 1	/6
a. The company references	
References of the company in civil construction or similar works for the past years:	
- First project Contract registered (1 st and last page) and PV of reception for 2016 and PV of provisional reception for 2015 projects and above	yes/no
- Second project Contract registered (1 st and last page) and PV of reception for 2016 or PV of provisional reception for 2015 projects and above	yes/no
TOTAL 2	/2
b. Equipment	
- Proof of ownership or hired of a concrete mixer in good operating condition.....	yes/no
- Proof of ownership or hired of a vibrator in good operating condition	yes/no
- Proof of ownership or hired of a vehicle (Pick up 4 x 4 or van) (Hired or owned)	yes/no
- Proof of ownership of masonry tools kids.....	Yes/no
- Proof of ownership of carpentry tools kids.....	yes/no
- Proof of ownership of plumbing tools kids.....	yes/no
- Proof of ownership of electrical tools kids.....	Yes/no
- Proof of ownership of painting tools kids.....	Yes/no
TOTAL 3	/8
c. Qualification of site personnel	
- Organizational Chart of the enterprise.....	yes/no
- Coherence of the Organizational Chart of site with comments	yes/no
Works Director: Civil, Hydraulic or Rural Engineer at least 3years of experience	
- Certified copy of valid national identity card.....	yes/no
- Diploma of work Director certified.....	yes/no
- CV signed and dated by works Director.....	yes/no
- Professional experience of works Director at least three years.....	yes/no
- Attestation of availability duly signed by bearer and dated	yes/no
Site foreman: Senior Civil Engineering technician at least 3years of experience	

- Certified copy of valid national identity card.....	yes/no
- Certified copy of certificate of Foreman.....	yes/no
- CV signed and dated by site foreman.....	yes/no
- Professional experience of site foreman at least three years	yes/no
Attestation of availability	yes/no
Chief builder: CAP in masonry atleast three years	
- Certified copy of valid national identity card.....	yes/no
- Certified copy of diploma.....	yes/no
- Cv signed and dated.....	yes/no
- Attestation of availability	Yes/no
- Certified copy of certificate	Yes/no
Chief carpenter: CAP in wood joinery atleast three years	
- Certified copy of valid national identity card.....	yes/no
- Certified copy of diploma.....	yes/no
- Cv signed and dated.....	yes/no
- Attestation of availability	Yes/no
- Certified copy of certificate	Yes/no
Chief painter: CAP/trade certificate In painting atleast three years	
- Certified copy of valid national identity card.....	yes/no
- Certified copy of diploma.....	yes/no
- Cv signed and dated.....	yes/no
- Attestation of availability	Yes/no
- Certified copy of certificate	Yes/no
TOTAL 4	/25
d The methodology of Intervention and execution of work	
- Attestation of site Visit signed by the bidder and by honour with pictures	yes/no
- Site Visit report signed and dated by bidder or dully authorised representative.....	yes/no
- Detailed technical note on the organization and execution of works...	yes/no
- Coherence synbchronized Planning of execution of works.....	yes/no
- Coherence of Individual Protection Plan (IPP) within the building site.....	yes/no
- Coherence of the General Security and Safety Plan (GSSP) within the building site...	yes/no
- Description of the socio - environment measures for site protection.....	yes/no
- Coherence in the methodology of execution of works	yes/no
- Coherence in the organization of the site.....	yes/no
-Plan of supply of constructional materials and storage conditions	yes/no

- CCTP dully initialled on each page, signed and dated on the last page	yes/no
TOTAL 5	/11
e- Pre-financing	
Attestation of credibility shall be at least 75% of the bid price.....	yes/no
TOTAL	/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6	/53

Only bids considered being substantial responsive after the technical evaluation shall be accepted for financial evaluation. (ATLEAST 75% of yes)

7.4. 2. Financial evaluation

The financial evaluation shall be based on the corrected amount of the bid. It shall consist of the analysis of the coherence of prices as well as the amounts of the totals.

Article 8 Award of contract

Subject to the clause of article 6 of the present OMPP, the Contracting authority will award the contract to the bidder whose offer has been recognized substantially responsive to the requirement of the DAO and has submitted the lowest feasible evaluated bid price.

Article 9: Right of the Contracting authority to accept any offer or reject any offer

Notwithstanding article 5 of the present OMPP, the Contracting authority reserves the right to cancel the tendering process at any time before the opening of the tenders, without incurring liability to the bidders affected by its decision, nor obligation to inform them of the reasons for its decision.

Article 10: Site Visit

A site visit is recommended to participating companies in this DAO.

Article 11: Period of validity of tenders

The period of validity of the tender is 90 days from the date of deposition of the offers.

Article 12: Performance guarantee

Within fifteen (15) days from the date of notification of the contract, the contractor must provide a guarantee of three per cent (3%) of the amount of the contract (all taxes inclusive), to ensure full implementation.

REPUBLIQUE DU CAMEROUN

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REPUBLIC OF CAMEROON

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PRESIDENCY OF REPUBLIC

MINISTRY OF PUBLICS CONTRACTS

REGIONAL DELEGATION

NORTHWEST

SERVICE FOR INFRASTRUCTURAL CONTRACTS

PROJECT OWNER:

**THE REGIONAL DELEGATE OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST**

CONTRACTING AUTHORITY:

THE NORTH WEST REGIONAL DELEGATE OF PUBLIC CONTRACTS

TENDERS BOARD:

THE NORTH WEST REGIONAL TENDERS BOARD

BY EMERGENCY PROCEDURE

Tender File

OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF
THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA
(BY EMERGENCY PROCEDURE)

TENDER DOCUMENT

FINANCING: BIP-2018

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 04

SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)

SUMMARY

Chapter I: GENERALITIES

Article:

- 1- Subject of the Jobbing order
- 2- Procedure of the award of the jobbing order
- 3- Definitions and attributions
- 4- Language, law, and regulation
- 5- Constituent parts of the jobbing order
- 6- General applicable texts
- 7- Communication
- 8- Order of service
- 9- Standards
- 10- Personnel

CHAPTER II: EXECUTION OF THE WORK

Article:

- 11- Visit and review sites
- 12- Relationship between the contractor and the contracting authority
- 13- Beginning of works
- 14- Role and responsibility of the contractor
- 15- The construction site signalling
- 16- Execution time frame
- 17- Replacement of management personnel
- 18- The programme execution
- 19- Prohibition of night work, Sundays and holidays
- 20- Modification of the works
- 21- Patent of invention
- 22- Penalties for delay
- 23- Force majeure
- 24- Organization - Protection and Police of the site
- 25- Receipt of the work
- 26- Warranty period
- 27- Final acceptance

CHAPTER III: FINANCIAL PROVISIONS

Article:

- 28- Amounts of the contract
- 29- Start-up advance
- 30 - Payment modalities
- 31 - Mode of payment
- 32- Performance Bond
- 33- Insurance
- 34- Subcontracting
- 35- Retention Guarantee

CHAPTER IV: CONTROL OF THE WORK

Article:

- 36- Access to the site
- 37- Site Meeting
- 38- Site log book
- 39- Security measures

CHAPTER V: MISCELLANEOUS PROVISIONS

Article:

- 40- Stamp and registration
- 41- Litigation
- 42- The work labour legislation
- 43- Termination of the contract
- 44- Home of the contractor
- 45- And last - entry into force of the jobbing order

CHAPTER I: GENERALITIES

ARTICLE 1 : Subject of the Jobbing order

This jobbing order has as subject **FOR THE REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA.**

ARTICLE 2: Procedure of the award of the jobbing order

The present jobbing order is awarded after an Open National Invitation to tender following procedures laid down for the award of public contracts in Cameroon.

ARTICLE 3: Definitions and attributions

1- General definitions

- The Contracting authority is **the Regional Delegate of Public Contracts for the North West**. He is responsible for the conservation of the originals of the jobbing order and the transmission of copies to ARMP through the focal point designated to that effect.
- The project owner are devolved **the Regional Delegate of MINEPAT for the North West. He shall be** responsible for the general administrative, financial and technical assistance at the definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order.
- The contract engineer is **the Regional Delegate of State Property and Land Tenure for the North West** and he is responsible for the technical follow-up of the execution of the Jobbing Order.
- The follow up Engineer shall be the Regional Chief of infrastructure MINEPAT NWR He shall take care of the regular follow-up of work at the site.
- The Regional chief of control brigade MINMAP-NWR shall be responsible for all unannounced controls of the execution of this Jobbing Order.

2- Security

In view of the application of the law on collateral prescribed in the Decree n ° 2004/275 of 24 September 2004, the following are designated:

- The authority in charge of ordering payment shall be **the Regional Delegate of MINEPAT for the North West**.
- The body or official in charge of payment shall be the **Regional treasurer for the North West**;
- The official competent to furnish information within the context of execution of this jobbing order shall be the contract chief of service and the contract engineer.

ARTICLE 4: Language, law, and regulation

4.1. The language used is that of the submission is either English or French,

4.2. The laws and regulations are the laws and regulations in force in Cameroon;

4.3. The Contractor undertakes to observe laws, regulations, and order in force in the Republic of Cameroon, and as well in its own organization in the implementation of the contract.

ARTICLE 5: Constituent Parts of the Jobbing order

The constituent parts of this contract are in order of priority:

- The letter of undertaking;
- The letter of submission corrected eventually;
- The specification of particular administrative Clauses (CCAP);
- The special Technical Clauses (CCTP);
- The elements for the determination of the amount of the contract (unit price, quantity and estimated quotation slips, as details of unit prices);
- The duly approved work plans;
- The Planning of the work (the work schedule).

ARTICLE 6: General applicable texts

This jobbing order is subject to the following General texts of law

- The special General administrative Clauses (CCLS);
- The law N ° 96/12 05 August 1996 on the management of environment;
- The texts governing the trade;
- The Decree N ° 2004/275 of 24 September 2004 bearing on procurement code and its circular;
- Decree n ° 2001/048 of 23 February 2001 on the Organization and functioning of the Public contract regulation agency ARMP.
- Decree n ° 2003/65/PM of 16 April 2003 bearing on the taxation regime for public procurement;
- Circular No. 002/CAB/PM of January 31, 2011 on the improvement of the performance of the public Procurement system;
- The Norms in force in the Republic of Cameroon;
- Other texts specific to contracting fields.

ARTICLE 7: Communication

The contractor and the contracting authority shall prohibit any communication relating to the performance of the work which is not confirmed in writing. Any operation outside the framework of this contract will neither be recognized nor paid by the Contracting authority unless they had been the object of a command written on his part. The contractor prior to the signing of the contract must submit the coordinates of its representation in the region (location Plan, name and surnames) and telephone of the representative.

The contractor will address all written notifications or correspondences to the contract engineer, and copy the Contracting authority.

ARTICLE 8: Service Order

- The service order to start work and other service orders with financial implications will be signed by the Contracting authority and notified by the Project Owner.
- Technical service orders are signed by the engineer and copy the Contracting authority.
- The contractor has 3 (three) days to issue reservations on any service order received. The fact of issuing reservations does not prevent the contractor to execute the service orders received.

ARTICLE 9: Standards

The work will be executed in conformity with the contract, the CCTP and the standard and norms in force on the subject and applicable in Cameroon;

The contractor will execute and will guarantee quality of this contract taking into account the best implementation practices and performance for similar works:

ARTICLE 10: Personnel

10.1 In his bid the contractor engaged to mobilize human and material resources necessary for the good execution of the works in conformity with the jobbing order, CCTP, and the standards and norms in force in Cameroon. All this personnel should be present on site up to the end.

Within 15 days following the notification of the service order to commence the works, the contractor should obligatorily designate on the approval of the contract engineer the works director, the works foreman endowed with powers of representation and decision to manage the site.

Any replacement of any of the above will attract a fine of FCFA **200 000 (two hundred thousand)**

CHAPTER II: EXECUTION OF THE WORK

ARTICLE 11: Site visit and site examination

The contractor recognizes by the signature of this Jobbing Order that he has a perfect knowledge of the site in question.

ARTICLE 12: Relationship between the contractor and the Contracting authority

The relationship between the Contracting authority and the contractor are established through service orders duly notified by the contract engineer.

ARTICLE 13: Beginning of Work

Work is expected to start within seven (7) calendar days after the date of notification to the contractor of the service order requesting the work to start.

ARTICLE 14: Roles and responsibilities of the contractor

The contractor is liable to the contracting Authority of the execution documents, preparation, organization and conduct of the site, the quality of the materials and supplies used by him, their perfect adaptation to the needs of the site and the execution of the work.

The work will be performed according to the drawings, notified technical specifications and service orders of the Contracting authority or the engineer (with

a copy to the Contracting authority), according to the rules of the art, techniques and practices in force.

To this end, the contractor shall take all measures and provide all necessary means, determine, choose and purchase all materials, equipment and supplies and hire any specialized staff or not.

The contractor is responsible for the entire site, including interventions of certified subcontractors. He shall therefore:

- Put in place all the necessary conditions to enable its suppliers and subcontractors, who are working with him to intervene in a timely manner and in accordance with the schedule of execution and under his leadership, and
- Ensure the proper execution of the orders given by the engineer.

The contractor must constantly update the schedule of work and provide four (4) copies to the engineer at the beginning of each month.

15: The Construction site signalling

The contractor will be responsible to ensure day and night signalling of working site close to the main road in accordance with instructions given by the control engineer. Three (3) signs board are required per construction site.

The contractor will personally be liable for any consequences resulting directly or indirectly from deficiency of signalling.

ARTICLE 16: Execution Time Frame

The execution time shall be fixed at **three (03) Calendar months** counted from the date of notification to the contractor of the service order to begin work.

The above time is imperative. Any delay except in cases of force majeure following the provisions in force, for any cause whatsoever will be penalized.

ARTICLE 17: Replacement of the Management Personnel

The contractor's mission is to ensure the execution of the work under the supervision of the engineer and in accordance with the rules and standards including the mobilization of personnel qualified for the tasks.

For replacement of managers, the qualification of the proposed personnel must be equivalent to, or more than, that of the replaced officer. In the event that the qualification of the proposed personnel remains lower than that of the officer concerned, it must however be in accordance with the provisions of the DAO.

In any case, and except in cases of force majeure, the contractor will not replace more than 50% (fifty per cent) of staff. And in case of unilateral replacement, the company is exposed to the termination procedure.

The replacement of management staff shall not interrupt the continuity of the work. All costs arising from there will be the full responsibility of the contractor.

In case of illness or accident, the contractor shall replace without delay any management staff who would be prevented to perform the tasks normally entrusted to him through the application of this contract.

If the engineer asks the replacement of an agent for serious misconduct committed by the latter and duly identified by the two parties, the contractor shall provide at its own expense to his immediate replacement.

In any case of replacement exposed above, the agreement procedure remains valid for the new agent appointed by the contractor to succeed the replaced management staff.

ARTICLE 18: Programme of Execution

Within a maximum period of fifteen (15) days from the date of notification of the service order to begin work, the contractor will submit to the engineer, the programme of execution and his calendar of supplies in six (6) copies. This working document shall include the following:

1. General site installation;
2. Company localization plan;
3. Execution plans and work planning,
4. Exhaustive list of personnel with their certified true copies of their diplomas
4. Estimate of quantities;
5. Detailed list of materials and equipment available on the site;
6. Detailed execution planning updated forecasts on the work progress in view of comparing the actual progress to the forecasts;
7. The annexes files if the contractor deems it necessary.
8. The site sign board

The engineer shall within a period of eight (8) days notify his approval or its comments, on the General Setup of the site which, in the case of this agreement seeks a careful organization. The contractor must make amendments to these general comments which will be eventually prescribed.

In case of non-approval, the contractor will have three (3) days to present a new file, without any modification on the contractual period of the contract or its extensions. The engineer will have a period of two (2) days to give approval.

Approval given by the engineer will in no way reduce the responsibility of the contractor.

The contractor will constantly update the planning of the works and the progress of the works. Important changes to this working document can be applied only after the prior consent of the engineer.

It shall be established at the end of every month, at the request of the contractor and at his expense, the level of implementation of the work in three (3) copies and presented to the Contracting authority after the approval of the engineer.

ARTICLE 19: Prohibition of Night Work, Sundays and Public Holidays

The work will not continue at night, on Sundays, or public holidays without the prior written consent of the contracting authority.

ARTICLE 20: Modification of Works

The Contracting authority reserves the absolute right to introduce in the project, in the execution phase, all changes, additions, deletions of structures, as well as any deletions of category of work that it deems necessary for the successful realization of the work, and without any claim from the contractor of any compensation or whatsoever, in kind, or in cash, apart from those shown in this specification and the price schedule.

ARTICLE 21: Patents

The contractor shall ensure and compensate the Contracting authority against all complaints, prosecutions, requests for damages interests, charges and other possible consequences resulting from the use of patents, patented processes, trademarks or reserved names and the offence of any right of protection covering partially or totally material used.

ARTICLE 22: Penalties for delay

In case of delays in the completion of the work, penalties will be executed after a formal prior notice.

In the event of force majeure, the company must file a comprehensive request for an extension of time. The Contracting authority after consideration of the relevance of the request shall notify a new time frame. After this new time frame, the penalties for delay will be applied entirely without further notification. The amounts for lateness in delivery are set as follows:

- a. One two thousandth (1/2000) of the amount TTC of the contract per calendar day of delay from the first to the thirtieth (30) day;
- (b).One thousandth (1/1000) of the amount TTC of the contract, per calendar day of delay beyond the thirtieth day;
- (c).The cumulative amount of penalties is limited to ten per cent (10%) of the amount the contract TTC.

ARTICLE 23: Case of "force majeure"

The execution of the work may be interrupted if the contractor encounters on the field exceptional conditions (extreme weather, floods, wars, riots, severe social disorder). In any of these cases the contractor shall produce evidence demonstrating the difficulties faced during his mission. On this basis, he will negotiate with the Contracting authority the terms of extension of the period of execution of the contract.

ARTICLE 24: Organization, Protection and Police of the site.

The contractor is responsible for the Organization, protection and police of the site. He takes necessary measures to apply the requirements inherent to this responsibility to all the stakeholders.

ARTICLE 25: Reception of the work

(a) Technical receptions

For various technical receptions, the contractor shall request in writing to the engineer for each of phases of the work below:

1. Pre technical reception which shall be done by the contract engineer in the presence of the contractor or his representative.
2. Provisional reception.
3. The final reception.

(b) Reception at work completion

B.1. Provisional Reception

The contractor shall request in writing to the Contracting authority and copy the engineer, the Organization of a technical visit prior to provisional reception.

- Operations prior to provisional reception:

1. Delivery of the execution record.
2. Setting up of the construction site.

The provisional reception commission will be composed of the following members:

- The project owner or his representative.....:President.
- The contracting authority or his representative Member.

- The contract engineer Secretary.
- Follow up engineermember
- The contractor Observer

NB: the installation commission shall be the same as the reception commission mentioned above.

The contractor is convened at the reception as observer. He is required to attend or to be represented. His absence is equivalent to the total acceptance of the conclusions of the reception commission.

The Commission after site visit, reviews the minutes of prior operations at the reception and proceed to the provisional reception.

The provisional reception site visit will be concluded with minutes of provisional reception signed on the field by all members of the Commission. Minutes of provisional reception precise or specify the date of completion of the work.

ARTICLE 26: Warranty Period

T The guarantee period is one (01) year from the date of the provisional acceptance.

ARTICLE 27: Final acceptance

Sans objet.

CHAPTER III: FINANCIAL PROVISIONS

ARTICLE 28: Amount of the Contract

The Amount TTC of this contract amounts to the sum of _____ FCFA.
Agreed upon unit prices firm and no-revisable

ARTICLE 29: Start up Advance

It may be granted to the contractor on express request and without justification on his part, a start-up advance that is at most equal to twenty percent (20%) of the amount of the contract TTC. This advance will be cautioned one hundred per cent (100%) by a first class Bank approved by the Ministry in charge of finance. This advance may be released after the notification of the Service order to start the work.

Start-up advance will be repaid by taking thirty per cent (30%) of the amount from each payment. Full refund will have to be completed when all of the work will be carried out at 80%.

Following of the rate of reimbursement of the advance, the Contracting authority will authorize the payment of the corresponding part of the contractor upon written request.

ARTICLE 30: Payment Modalities

The payment of the work will be in several instalments following the presentation of the stages of implemented works approved by the engineer and the contracting authority. Each provisional payments due to the contractor in respect of the contract since the beginning of execution will be done on the basis of joint agreed bills between the engineer and the contractor. The bills must correspond to the amount of work done, obtained from the amount of work actually executed under the conditions of the contract and the unit price, as contained in the schedule of unit price, quantity and estimated specifications and the unit price Sub-Details and the amount of deductions.

The payment of an account to the contractor will be determined by the difference between the amount of the relevant account and the account immediately preceding it.

To give right to a payment, the amount of the work executed must be at least equal to ten (10%) per cent of the amount of the contract.

At the end of the work, a final account of the work is established.

ARTICLE 31: Mode of Payment

In return for payments executed by the Contracting authority to the contractor in accordance with the conditions specified in this contract, the contractor agrees to execute the works in accordance with the terms of the jobbing order.

Payments to the contractor will be made base on justifying documentation required to credit of account:

1. Open: _____ agency;
2. Account number: _____

ARTICLE 32: Performance Bond

Within twenty (20) days from the date of notification of the contract, the contractor must obtain a performance guarantee of two percent (2%) of the amount of the contract TTC, to ensure full implementation.

The bank guarantee may be replaced by a personal guarantee of the same amount, from financial or banking institution approved by the Minister in charge of finance. The bond or the security will be released simultaneously with each monthly payment, proportionately to the amount of work done.

ARTICLE 33: Insurance

Civil liability

The contractor will place at the disposal of the Contracting authority within (15) fifteen days as from the notification of Service order to start work, a copy of civil liability insurance contracts, and all construction risk.

The Contractor shall justify that he holds an insurance policy of civil liability for damage caused to third parties of all kinds:

- (a) By its staff employee in work activity.
- (b) By the equipment he uses.
- (c) As a result of the work.

Comprehensive insurance coverage

The working site must be covered for all the works by a construction site comprehensive insurance coverage issued by a company approved by the competent authority. The cost of this insurance is the responsibility of the contractor.

No settlement except the start-up advance will be made without presentation of a certificate from an insurance company proving that the contractor has fully addressed the premiums or contributions for the work for this contract.

The contractor has a period of 15 (fifteen) days from the date of notification of the Service order to start the work to present a certificate of insurance proving the

premiums or contributions for the work for this contract was fully settled. After that the contract may be terminated.

Protection of the Project Site

The contractor is required to protect and care on the project site, day and night. He shall ensure to keep people out of the building site by delimitating it with a fence. The contractor will be responsible for any accident sustained on its projects and affecting populations.

ARTICLE 34: Subcontracting

Subject to the application of the provisions of article 36 below, any subcontracting is subject to the prior approval of the Contracting authority.

ARTICLE 35: Retention Guarantee

No retention guarantee on the amount of the work actually carried out or executed.

CHAPTER IV: CONTROL OF THE WORK

ARTICLE 36: Access to the Work Site

The engineer or any person authorized by him shall at any time access the work site, workshops and all work places, as well as to materials source sites, manufactured goods and equipment used for work. The contractor shall provide all necessary facilities to allow free access.

37: Site Meetings

Site meetings will be held regularly on the initiative of the jobbing order engineer. The presence of the contractor or its representative in site meetings is mandatory. These meetings shall be subject to minutes in the site log book. The contractor or his representative shall at the beginning of the meeting inform the engineer or the jobbing order manager of the level of execution of the work and the difficulties they face. These meetings are weekly, and are animated by the engineer who is the secretary.

ARTICLE 38: Site Log Book

A site log book will be kept by the contractor and at the disposal of the engineer and his representatives.

It is a unique contradictory document. Its pages are numbered and sign. No page should be removed. Strikeout or rescinded parts are reported in the margin for validation.

The following information is recorded in it:

- ☐ Atmospheric conditions
- ☐ The work carried out in the day, staff and equipment
- ☐ The progress of the work
- ☐ The requirements imposed
- ☐ The detailed work quantities
- ☐ The work carried out by subcontractors
- ☐ The receptions of materials and amenities

- ☐ The incidents, accidents or events that could later affect the holding of works or the conduct of the site
- ☐ Nonconformities
- ☐ The official visits
- ☐ the administrative operations execution or settlement of the contract (notification, observation on the work, etc...).

The log book shall be counter signed by the engineer and the person in charge of technical or administrative work at each site visit and systematically sign the minutes of site meetings.

For any possible claims of the contractor, only events or documents are referred to in the construction log book.

Any refusal of presentation or any attempt of total or partial destruction or falsification of this log book may give rise to administrative sanctions. In any case, the contractor shall not rely on the impossibility of consulting the site logbook.

ARTICLE 39: Security Measures

The contractor shall provide and maintain at its expense all lighting, protection, closing and guarding devices that will be necessary for the proper execution of the work or that will be required by the engineer.

The contractor will be personally liable for all the consequences directly or indirectly of deficiency of signalling during the work.

The Contracting authority reserves the right, at the request of the engineer, without prior notice and at the expense of the contractor, to take all necessary measures engaging the responsibility of the contractor.

CHAPTER V: MISCELLANEOUS PROVISIONS

ARTICLE 40: Stamp and Registration

Seven (07) original copies of the contract will be stamped and registered by the contractor in the competent taxation unit within **15 (fifteen) days** from the date of notification of the contract to the contractor.

ARTICLE 41: Litigation

Any dispute arising between the contracting parties within the frame work of this contract shall be the subject to an attempt of reconciliation by direct agreement, or failure will be brought before the competent courts in Bamenda.

ARTICLE 42: The Work labour Legislation

Labour regulations and legislation in force in the Republic of Cameroon are applicable to the contractor.

He must comply with all laws or new regulations as soon as they are published in the Official Journal of the Republic of Cameroon.

ARTICLE 43: Termination of Contract

The contract may be terminated as provided for in Article 100 of the Decree 2004/275 of 24/09/2004 bearing public contract code and also according to the following special conditions:

- ☐ Delay for more than fifteen (15) calendar days in the execution of a Service order or unjustified stoppage of work for more than fifteen (15) calendar days.
- ☐ Delay in the work resulting in penalties above 10% of the amount of work.
- ☐ Refusal of work notified in Service order.
- ☐ Refusal to repeat poorly executed works.
- ☐ Unilateral amendment of proposals for material and management personnel in the tenders document before and during the work.
- ☐ Non-payment of insurance.

ARTICLE 44: Home of the Contractor

The contractor shall be base in the Region else notifications addressed to its company will be validly addressed to the council.

ARTICLE 45 and last: Entry into Force of the Jobbing order

The present contract shall be valid only after the signature of the Regional Delegate of Public Contracts for the North West and will only come into force after its notification by him.

REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

PRESIDENCE DE LA REPUBLIQUE

MINISTERE DES MARCHES PUBLICS

DELEGATION REGIONALE

NORD OUEST

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MINISTRY OF PUBLICS CONTRACTS

REGIONAL DELEGATION

NORTHWEST

SERVICE FOR INFRASTRUCTURAL CONTRACTS

PROJECT OWNER:

**THE REGIONAL DELEGATE OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST**

CONTRACTING AUTHORITY:

THE NORTH WEST REGIONAL DELEGATE OF PUBLIC CONTRACTS

TENDERS BOARD:

THE NORTH WEST REGIONAL TENDERS BOARD

BY EMERGENCY PROCEDURE

Tender File

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF
THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA
(BY EMERGENCY PROCEDURE)**

TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 05

SPECIAL TECHNICAL CONDITION (C.C.T.P)

CHAPTER O: GENERAL CONDITIONS

0.1 Subject Matter:

The present description is aimed at defining the nature and method of execution of the **"THE REHABILITATION WORKS OF THE REGIONAL DELEGATION OF MINEPAT AT BAMENDA"**

0.2 Documents:

The works will be executed in conformity with;

- o The estimates,
- o The present descriptive note,
- o The general Administrative clauses applicable to public contracts
- o The contract documents are complementary and shall define the works to be done.
- o The plans provided by the project owner

0.3 General Remarks about the supplies to be carried out:

In the various contract documents, the project Manager has given necessary information to the Contractor about the supplies to be done, their nature and their quality, but it is necessary to recall that this information is not exhaustive and that the renderer shall execute the supplies without giving extraneous precondition and reserves for the execution of the supplies necessary for the good completion of this project.

Consequently, the Contractor shall not argue that errors or omissions were made on the estimates, so he will not completely execute the contract unless there is supplementary payment.

The contractor shall realize all the supplies provided for or unforeseen without any additional costing so far to complete the project.

0.4 Organization of the project site

The site shall be organized by the contractor so as to ensure the proper execution of the works.

0.5 Site materials

The prices proposed by the contractor include all the equipment, all the scaffoldings, and the others materials necessary for the watchman. The contractor shall supply water and light for the site. He shall also ensure the security of the site by employing a watchman. He shall clean the site at the end of the works.

0.6 Employees Company

The contractor shall employ the following

- An assistant for the good coordinating of the project
- Necessary workers in clearing and ensuring the security of the site

0.7 Major Works

The work consists of the following operations.

- Preliminary works
- Pavement and environmental works
- Masonary works
- Painting
- Painting

0.8 Additional Works:

All the additional works or supplies in response to a service order which could be difficult to justify or identify at the end of the execution of this contract shall be ordered in writing and shall bear the visa of the Control Engineer to be valid.

0.9 Visits of the Site:

The Project Owner and the Control Engineer shall define the dates and time of the Site Visit.

0.10 Closures and Re-opening of the Site:

The works shall not be suspended unless there is an act of God or unforeseen circumstances.

0.11 Insurance:

The Contractor shall be responsible for the quality of works carried out up to Reception. He shall contact insurance companies of his choice to cover any risk that could be generated by his works.

He shall also present an attestation issued by an insurance company to cover his responsibility for damages caused to others.

The Contractor shall be bound by the labour legislation in Cameroon vis à vis the workers employed and the Project Owner.

The Contractor shall also remove from the site immediately all rejected equipment as instructed by the commission.

He shall therefore replace promptly all equipment rejected with good ones.

CHAPTER I: DESCRIPTION OF WORKS TO BE CARRIED OUT

SETTING OUT:

- Use method 3x4x5

EXCAVATION WORKS:

- Foundation trenches (0.2x0.45) to new external walls

NB: Use plan

CONSTRUCTION

- Foundation/ 15x20x40 filled cement blocks with footings underneath pillars (0.20x0.25)
- Walls: (0,15x0,20x0,40) for all load bearing walls
(0,10x 0,20x 0, 40) for all minors partition walls
All newly built walls shall be plastered externally and internally with a rendering coat.
- Concreting: All columns to use mixture of 1x2x3 (350kg/m³) as well as pillars, rods (10, 8, 6) binding wire.
- Floor: 8 cm thickness of mass concrete floor
0.5 cm thickness of screed floor
Ceramic tiles on floor where indicated on work plan
- Frames: (2''x8'') hard wood for all wooden frames (Windows and doors)
- Shutters: windows: to introduce sliding Aluminium shutters
Doors: some will be metal, all internal shutters of panel
- Roof: To introduce tole laggue
Rafter of 2''x5'' (Double wood)

Purling of 2''x3''

Ceiling of 4 mm plywood

Noggin of 2''x3''

Fascia board of tole bac 6/10^{eme}

Gables of tole bac 6/10^{eme}

NB: all wood must be well seasoned and freely treated

- Painting: Use pantex 1 300 (2 coasts) on external wall
Use pantex 800 (2 coasts) on internal wall
Use oil paint for skirting
French polish (HASCO) for all wooden surfaces and ceiling
Treat all metal with anti-rust
- Metal works: to use tube (30 mm) in forming, design for all windows protectors
All exits to be of metal doors made of galvanize tube, angle and sheet metal
- VRD: Protect external walls by spreading mass concrete of 10 cm thickness and width 0,80 m from the wall
Flowers or greenery could be introduce if need be
NB: For greenery, contractor must plant the flowers

Form drainage all-round the building and drain water to existing drainage line within the premises.

Any of such modification to be made with the above description should be confirmed by the control engineer.

CHAPTER 2: MAJOR WORKS

2.1 QUALITY OF MATERIALS

2.1.1. AGGREGATES

The aggregates, sand, gravel used for the making of the concrete shall be got from the water bearing alluvia.

The contractor shall declare to the engineer in charge of the control the type of aggregates to be used and indicate their origin.

2.1.2 CHARACTERISTICS OF THE BINDER

The liquid binder to be used will be the cement CPJ 325 manufactured in the cement factory of Douala. The retreat of the concrete should not go beyond the admitted limits.

2.1.3 CONCRETES

A- LEAN CONCRETE

The contractor will used the lean concrete under the foundations and all buried parts of the project. The lean concrete shall be mixed to 200kg/m³

B-STRUCTURAL CONCRETE

The concrete made for the structures shall be mixed to 350kg/m³

C- RODS

The concrete reinforcement shall be made of steels of Fe Em with high interface strength except for special cases. The steels shall be supplied in the job site in bars. The required diameter shall range between 6 and 10mm. However, steel fabric can be used for the concreting of the floor.

D- BLOCKS.

The empty and filled cement blocks used for the erection of the wall or for foundation works should have a resistance that can permit them to resist to shock from a heights of 3.00m at least. The blocks should be fabricated on the spot and stocked in the shade at least three weeks before the rains and in the condition conducive for the aeration and watering before they are put into use.

2.2 THE PUTTING INTO USE OF THE MATERIALS

2.2.1 CONDITIONS FOR THE EXECUTION

All works without any exception should conform to the norm of the profession. In any case, it should include without any reserve the prescription of control engineer at the level of its conception an also as the works are going on.

SPECIAL TECHNICAL CLAUSES

The present prescription is not limited. The contractor should also think over any other means he deem necessary for the completion of his works.

Works that do not appear in the estimates and are indispensable for the execution are done by the contractor. The structure to be rehabilitated shall be visited. The contractor in the framework of the execution the project cannot complain of lack of information about all the works found in the site or any omission.

2.2.2 MORTARS

The mixture and the putting in the use of the mortar should conform to the instructions of the control engineer. The table below specifies the dosage of the cement.

- Mortar for the smoothing of the floor 400kg/m³
- Mortar for the erection of the walls 300kg/m³
- Gobetis or first coat 400kg/m³
- Finishing coat 350kg/m³

2.2.3 CONCRETE

The objective is to obtain a concrete of good qualities. The contractor should take care of the granulation, its cleanliness and the homogeneity of the mixture. For this, the request of the norms in concreting is recommended.

2.2.4 WATER DOSAGE

The quality of the water to be used shall be determined in permanent manner according to:

- The wetting state of aggregate supplied
- The climatic conditions at this moment
- The proportion of the surface of the boxes as opposed to the value of the concrete should be of sufficient plasticity so as to cover the reinforcement

and flow into the boxes without any axes in water defense of the humidity of the aggregate because the aim is to have a concrete of plastic consistency.

2.3 EXECUTION OF REINFORCED CONCRETE

2.3.1 BOXES

The boxes and the support timbers should be resistant enough to avoid deformations due to the load of the concrete and the vibration. Boxes should also be well sealed to avoid the loss of the laitance during vibration due to the load of the concrete and the vibration. Boxes should also be well sealed to avoid the loss of the laitance during vibration. When the surface of the concrete has to be painted, it is forbidden to grease the boxes.

2.3.2 REMOVAL OF BOXES

The removal of the boxes should be done progressively and without shock. The removal shall be done when the concrete must have got the required strength sufficient to resist the forces to which it is submitted without deformation, and under the conditions of enough security.

2.3.3. THE STEEL RODS

The reinforcement rods shall be cut to the dimension shown on the drawing they should be bent to the prescribed forms. For the structures that the faces are not apparent, the bars, the rings, the binding wire should be coated at 2cm minimum. All the reinforcement on the apparent faces is coated at 2.5cm. Crushed blocks made out of concrete shall maintain the reinforcement in place. The cutting and the bending of rods shall be done mechanically.

2.3.4 REINFORCE CONCRETES

A- FABRICATION

It is advisable to mix the concrete in economical apparatus equipment with a system of control of water quantity or the ones with the dosage of water already indicated on them. If the mixture is done manually, care should be taken to obtain a concrete of good quality.

B-PUTTING INTO USE

The concrete should be vibrated up to the necessary limit so as to avoid any segregation. When needed, the watering of the concrete should be done to avoid it excessive dry, depending on the season.

Vibration of the concrete is authorized if only the solidity of the boxes is guaranteed so as to avoid deformation.

No vibration on the concrete reinforcement. The interruptions during the concreting should be reduced as far as possible. Concrete works should be kept far from rain or sun until it is strong. The concrete is kept under humidity for 8 days to get strong enough.

2.3.5 FLOORS-SAND SCREED

The floors are in slope where water evacuation is needed. The top of the floor shall be shine with trowel. The floors should be executed perfectly, without sign of continuation of works.

2.3.6 PRESCRIPTIONS FOR THE EXECUTION OF CANALISATION NET WORK

The trenches should be executed after pegging. The alignments should be straight. These pipes shall be put in place with care. Any pipe showing abnormalities should be removed from the job sit. Pipes should be laid on a coat of sand in the trenches and on the entire lengths when a pipe is passing on another structure, the crossing should be equal to a diameter of the pipe. The sand on which the pipe is laid should have the thickness of 5cm. The pipe should be covered and buried with earth that has no stone or sand or gravel. All the pipes have to be straight, the slope and gradient also respected precaution should be taken to avoid the introduction of strange corps in the pipe.

CHAPTER 3: NOGGING – CEILING – WATER PROFING

The contractor should respect the norms applied to the noggin of the ceiling. He should be sure that he could make all the indispensable works and concrete them without expecting any increase in the prices due to omission. He should take not of the totality of works, their importance, and the nature, and be ready to use his professional knowledge to execute detail that may have been omitted.

3.2 CEILING

The ceiling shall be executed with plywood of first choice.

CHAPTER 4: WOOD WORK

4.1. QUALITY OF THE WOOD

All the wood to be used should be of best quality that is without any complain (bending, rotten, attack by insect), the wood should be well cleaned and well sawed. They should also be well dried and the humidity not above 10%. The technical prescriptions for Wood are the following.

- The number of knots and abnormalities in the wood be used should not be above the tolerated norms.
- The wood will be used assembled. Any wounded piece of wood will not be accepted.

4.2 CHARACTERISTIC OF THE WOOD

The wood for the carpentry works to be painted should be:

- fibre Wood of good quality
- Strong wood or tropical wood of good quality.

4.3 IRON MONGERY HARDWARE

A specimen of each model shall be presented to the control engineer for approval the supplies will be made following the spacemen accepted according to its characteristics the expression "characteristics" mean.

- The solidity
- How it functions

- The external aspect
- The service rendered
- The silent functioning

Of course, the control engineer has the power to accept or to reject the model proposed to him.

4.3.1 HINGES

They are made with steel, the number, the section and the power will depend on the dimension and the weight of the shutters.

4.3.2 LOCKS: *Locks are supplied with three keys*

4.4 PROTECTION OF FRAMEWORK

4.4.1 WOOD

Without any exception, the wood used for the carpentry works will be treated by using fungicides and insecticides so as to protect it against any attack.

4.4.2 PRODUCT FROM HARDWORK

The protection of all the fitting shall be insured by the contractor till the end of the work.

4.5 PRESCRIPTIONS FOR THE EXECUTION OF THE WORK

Works shall be done following the rules of the profession. That includes all the suggestions made by the control engineer from the conception and during the execution of the project. The contractor should endeavour to give any idea that can contribute to the completion of the project. A building contract comprises:

- The expenses of supply
- The transport
- The transformation
- The laying
- General expenditure
- The benefice and the taxes

The contractor is supposed to have good knowledge of all the works he has to execute.

All wood works should have an esthetic aspect. They should be made following the proposed profiles, section, and all metallic reinforcement for their good use. The finishing should be neat all the faces well sand prepared.

4.6 WORK TO BE DONE

4.6.1 TRACING, LAYING SETTING

The contractor should ensure that all the above are executed after all the supplies. Precaution should be taken for the blocking of any part to be seal by concrete. All settings will be well done.

4.6.2 FITTINGS

Contractor shall provide all the fitting necessary for the work. All fastening in brick work will be done in the manner to ensure the stability of the element.

4.6.3 FLUSHED DOORS

The dimensions shall be determined by the contractor in order to have at the end solid and functional structures.

4.8 MAINTENANCE AND RECEPTION OF PROJECTS

After the fitting, the laying of the elements of the present lot, the contractor should verify if they are well fitted as well as the completion of the project for future reception. Any missing article shall be replaced by him. All the works shall be completed and handed over in good state. The contractor shall take care of the quality of the work and be ready to proceed on the revision where necessary. During the guarantee period which is three months the contractor shall be responsible for any deterioration noticed and notified to him by the control engineer such as quantity fittings and the revision works to be done after the guarantee period.

CHAPTER 5: GLASSWORKS

5.1 QUALITY AND THICKNESS OF THE GLASSES

The thickness indicated in the estimates is the minimum and can be increased depending on the load it has to support and according to the calculation. Glasses should be of good quality.

5.2 RESTRICTION OF USE

The used of thin glass with reduced dimension is forbidden. Before the reception, the contractor makes sure he has cleaned all the glass work.

CHAPTER 6: METAL WORKS

The metal works should comprise the following

- Study drawing of details of the grants
- Supply of all the material enhancing in the construction of metal work
- Fabrication in workshop, transportation and stock age of elements
- Fitting of all elements
- Setting and adjustment of all metal work
- Supply and maintaining of all fittings
- Final setting and fitting of metal work.

The contractor is obliged to get the dimension on the site before the manufacturing in the workshop following the technical prescriptions.

Before the manufacturing of the window protectors for newly created windows the contractor should present a model to be approved by the control engineer.

CHAPTER 7: TILING

7.1.1HYDRAULIC BINDER

The hydraulic binder to be used is the cement 42.5R manufactured in Douala.

7.1.2SAND AND GRANULATE

For binder fluid, mortars and concrete, the sand and all granulates are extracted from streams, they have to be well washed so as to eliminate all foreign materials before they are used.

7.1.3MATERIALS FOR THE TILING OF FLOORS AND WALLS

These materials should follow the characteristics define in the estimates. The aspect shall be uniformed in the same local. They differences will not be tolerated. Before the start of the work, the contractor should present the sample of the tiles to the control engineer for approval.

- Mortars for the laying of tiles (350kg/m³ of CPJ 325
- Mortars for binding flow of join of tiles 500kg/m³

7.2PRESCRIPTION FOR THE LAYING

7.2.1 CLEANING OF THE SUPPORTS

Before the start of the work, the contractor will do the cleaning of the support by scrapping, brushing and sweeping with broom. This is order to have a clean surface exempted of any particle that can disturb the application of the tiles.

7.2.2PRESCRIPTION OF THE LAYING AND PLASTERS

Any cut, adjustment on angles, wood, pipes or any penetration should be perfectly done. Measures for alignments should be determined in the way to manner the cuts. A cut for tiling is done under the skirting. Any cut near the pipe, taps should be well adjusted. When tiles get broken, they are immediately replaced at the expenses of the contractor as well as any other work deemed necessary. Tiling on sealed area will be laid on a support with a simple mortar. The join will be filled before the collection of extra mortar to ensure the good adherence.

The tiling on reinforced structure will be done with a thin coat of adhesive on the support well cleaned. During the application of the adhesive, it is not allowed to go 2/3 high the thickness. The join will be filled with the binder floor or special binder for tiling done with gum. For tiling on walls, plasters should be well dressed and sand screed. Tiling is done on adhesive. Same measures are applicable for other tiling as concerned the join and cleaning.

7.2.3 SPECIAL PRESCRIPTION

The floor will be slopped in areas having a siphon and the sloping will be on the whole floor. The doors steps or areas where tiling meet with other work, the contractor will use angle bar .At the straight angle and the ends, round angle ties will be used. When near a plumbing equipment, the plaster should be well water

proofed between the equipment and the wall or floor. For that, a soft joint will be between the equipment and first line of tiles the contractor should ensure the water proofing of the whole structures.

7-2-4 MAINTAINANCE OF STRUCTURES

In case of any damages during the guarantee period, the contractor is responsible for the repair until the control engineer is satisfied. All the adjustment during that period is carried out by the contractor as well as all unforeseen works and those caused by the multiple interventions.

CHAPTER 8: PAINTING

Painting should be understood as the applying of paint following the norms of the profession as finishing work. It comprises:

- Supply and use of material, product necessary for the realization of work as prescribed on estimates.
- Protection of area, which are not going to be painted
- Execution of coats
- Cleaning of the site at the end of work.

8.1 FILLER IN COATING

Filler to be used for coating, filling of hole shall be approved by the control engineer.

8.3.WORK DESCRIPTION

- A) PANTEX 800: for internal wall in two (2) coats
- B) PANTEX 1300: for external wall in two (2) coats
- C) SUPER EMAIL paint A: for metal works and skirting both internal and external.
- D) Vanish Paint: for wood work.

CHAPTER 9: PLUMBING AND SANITATION

Work of plumbing and sanitation comprises.

- Construction of the pipe system
- Building of inspection Chambers
- Supplying and installation of equipment for sanitation
- Building of inspection main holes.
- Rehabilitation of soak away pit and septic work
- Repairs of bad existing toilets.

9.1 NATURE, QUALITY AND ORIGIN OF MATERIALS

The various networks shall be realized with materials in conformity with norm current in CAMEROON.

The pipes and all equipment shall be in accordance with the norms in force.

9.2 EXECUTION OF THE WORKS

- Supplying and fitting of sanitation equipment
- Rust préventions in some pipes
- Drainages of rainwater PVC pipe from various dimensions to the main drainage around the building

- Any sanitary appliance shall have a stop cork

CHAPTER 10: ELECTRICITY (REVIEWING THE WHOLE ELECTRICAL SYSTEM)

Electricity work comprises:

- Supply and filling of materials (cable bulbs wiring)
- Distribution of light cable
- Distribution of plug cable
- Installation of high voltage cables

10.1 QUALITY OF THE MATERIALS

- The material shall be of the best quality obtained and in conformity with AES-SONEL
- The connection to the AES-SONEL network shall be made by the contractor
- The electrical equipment shall be the English model.

10.2 EXECUTION OF WORKS

Every block shall have a high table in conformity with the 15.1100 and NFC 2000 norm and linked to the bulb and simple rockets.

The unit between the meter and the cables shall be realized with cables 41100R 02

The switch shall be set in and well protected. They shall be fixed by screw on a network of 240V – 10A.

The sockets shall be fixed by screw on a network of 250V for light and 380V for high voltage.

An earth connection shall be realized.

REPUBLIQUE DU CAMEROUN

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REPUBLIC OF CAMEROON

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PRESIDENCY OF REPUBLIC

MINISTRY OF PUBLICS CONTRACTS

REGIONAL DELEGATION

NORTHWEST

SERVICE FOR INFRASTRUCTURAL CONTRACTS

PROJECT OWNER:

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DEVELOPMENT (MINEPAT) FOR THE NORTH WEST**

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FINANCING: BIP-2018

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 06

UNIT PRICE LIST

**UNIT PRICE ENCLOSURE SLIP FOR THE RENOVATION WORKS OF
THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND
REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST –
BAMENDA**

QUANTITIES AND COST ESTIMATE FOR THE REHABILITATION WORKS OF THE REGIONAL DELEGATION OF MINEPAT FOR NORTH WEST					
No	DESIGNATION	U	QTY	U.P IN FIGURES	AMOUNT IN WORDS
100	PRELIMINARY WORKS				
101	Installation and folding of the work site	Is	1		
102	Execution program and work completion plan	Is	1		
	SUB TOTAL LOT 100				
200	PAVEMENT AND ENVIRONMENTAL WORKS				
201	Scrapping off the existing dilapidated concrete pavement in front of the building	M ²	2041		
202	Fabrication and installation of concrete pavement bricks including all accessories	M ²	2041		
203	Fabrication and installation of Curb stones including all	ml	160		
204	Cleaning off the existing oid flowers and replanting of carpet grass and flowers in the flower beds	M ²	85		
	SUB TOTAL LOT 200				
300	MASONRY WORKS	M ²			
301	Demolition of dilapidated wall and evacuation to a dumping site	M ²	580		
302	Rehabilitation of dilapidation portions of retaining walls reinforced slabs on gutters	ff	1		
303	Sand-screed blocks of (15x20x40)cm for elevation walls	M ²	275		
304	Construction of coping on the fence wall	M ²	1.25		
305	Scrapping off the existing dilapidated	M ²	300		

	plastering of the fence walls				
306	Plastering/Rendering with sand cement mortar+additives (sealing slury products)	M ²	1732.5		
309	SUB TOTAL LOT 300				
400	METALLIC WORKS	Is			
401	Fabrication and installation a metallic gate on rolling wheels at the entrance made of angle bars of 50x50 square tubes of 50x50 and metal sheet of at least tole plate 20/10c including all accessories	u	2		
	SUB TOTAL LOT 400				
500	PAINTING	M ²			
501	Painting of walls in two coats wall with pantex 1300	M ²	2466.8		
502	Painting of metallic members with oil paint	M ²	243		
	SUB TOTAL LOT 500				
	SUMMARY				
100	PRELIMINARY WORKS				
200	PAVEMENT AND ENVIRONMENTAL WORKS				
300	MASONRY WORKS				
400	METALLIC WORKS				
500	PAINTING				
	GENERAL TOTAL HT				
	VAT (19.25%)				
	AIR (5.5%)				
	TOTAL TTC				
	NET AMOUNT TO BE PAID				

REPUBLIQUE DU CAMEROUN

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TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 07

BILL OF QUANTITIES

**QUANTITIES AND COST ESTIMATE FOR THE REHABILITATION WORKS OF
THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL
DELEGATION OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA**

No	DESIGNATION	U	QTY	U.P	AMOUNT
100	PRELIMINARY WORKS				
101	Installation and folding of the work site	Is	1		
102	Execution program and work completion plan	Is	1		
	SUB TOTAL LOT 100				
200	PAVEMENT AND ENVIRONMENTAL WORKS				
201	Scrapping off the existing dilapidated concrete pavement in front of the building	M ²	2041		
202	Fabrication and installation of concrete pavement bricks including all accessories	M ²	2041		
203	Fabrication and installation of Curb stones including all	ml	160		
204	Cleaning off the existing oid flowers and replanting of carpet grass and flowers in the flower beds	M ²	85		
	SUB TOTAL LOT 200				
300	MASONRY WORKS	M ²			
301	Demolition of dilapidated wall and evacuation to a dumping site	M ²	580		
302	Rehabilitation of dilapidation portions of retaining walls reinforced slabs on gutters	ff	1		
303	Sand-screed blocks of (15x20x40)cm for elevation walls	M ²	275		
304	Construction of coping on the fence wall	M ²	1.25		
305	Scrapping off the existing dilapidated plastering of the fence walls	M ²	300		
306	Plastering/Rendering with sand cement mortar+additives (sealing slury products)	M ²	1732.5		
309	SUB TOTAL LOT 300				
400	METALLIC WORKS	Is			
401	Fabrication and installation a metallic gate on rolling wheels at the entrance made of angle bars of 50x50 square tubes of 50x50 and metal sheet of at least tole plate 20/10c including all accessories	u	2		
	SUB TOTAL LOT 400				
500	PAINTING	M ²			
501	Painting of walls in two coats wall with pantex 1300	M ²	2466.8		

502	Painting of metallic members with oil paint	M ²	243		
	SUB TOTAL LOT 500				
	SUMMARY				
100	PRELIMINARY WORKS				
200	PAVEMENT AND ENVIRONMENTAL WORKS				
300	MASONRY WORKS				
400	METALLIC WORKS				
500	PAINTING				
	GENERAL TOTAL HT				
	VAT (19.25%)				
	AIR (5.5%)				
	TOTAL TTC				
	NET AMOUNT TO BE PAID				

REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

PRESIDENCE DE LA REPUBLIQUE

MINISTERE DES MARCHES PUBLICS

DELEGATION REGIONALE

NORD OUEST

SERVICE DES MARCHES DES INFRASTRUCTURES



REPUBLIC OF CAMEROON

Peace - Work - Fatherland

PRESIDENCY OF REPUBLIC

MINISTRY OF PUBLICS CONTRACTS

REGIONAL DELEGATION

NORTHWEST

SERVICE FOR INFRASTRUCTURAL CONTRACTS

PROJECT OWNER:

**THE REGIONAL DELEGATE OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST**

CONTRACTING AUTHORITY:

THE NORTH WEST REGIONAL DELEGATE OF PUBLIC CONTRACTS

TENDERS BOARD:

THE NORTH WEST REGIONAL TENDERS BOARD

BY EMERGENCY PROCEDURE

Tender File

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF _____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF
THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY,
PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE
NORTH WEST BAMENDA (BY THE EMERGENCY PROCEDURE)**

TENDER DOCUMENT

FINANCING: *BIP-2018*

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

ART 08

UNIT PRICE BREAKDOWN

UNIT PRICE BREAKDOWN

Description				Price No: 1		
				Daily output: 0.07	Total quantity: 1	Unit: LS
				Category	Daily salary	Paid man days
				Amount		
Personnel						
Equipment						
Materials				Unit Price	Consumption	Amount
D	Total direct cost (A+B+C)					
E	General site expenses (....% of D)					
F	General head office expenses (...% of D)					
G	Cost Price (D+E+F)					
H	Risk and profit (9.8% of G)					
I	Bid Price (G+H)					
J	Unit Bid Price (I/H)					

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Tender File

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° _____/ONIT/MINMAP/RDNW/NWRTB/2018 OF FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF
THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY,
PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE
NORTH WEST BAMENDA (BY THE EMERGENCY PROCEDURE)**

TENDER DOCUMENT

FINANCING: BIP-2018

BUDGET HEAD: No

Record : No.

FINANCIAL YEAR 2018

PART 09

ANNEXES

ANNEXE N° 01

UNDERTAKING BY THE BIDDER

I the undersigned _____ acting as quality of _____ of nationality _____ making election of residence with _____. P.O Box: ____, Tel _____.

After having read and taken note of all the parts of the Open National Invitation to Tender **N° _____/ONIT/RDMINMAP/NWRTB/2018 OF _____ FOR THE REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA**

I submit and commit myself to carry out the aforementioned Contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, in particular the quantitative and qualitative confirmation of work, the respect of the deadlines, the guarantees and the insurance.

I commit myself moreover to ensure the registration and paying the forwarding costs of the contractual parts.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialed copy of the aforesaid document to my offer.

I declare moreover that I remained committed by the present tender during a ninety (90) days deadline as from the date of opening of the bids.

Done in.....on the

The CONTRACTOR (Signature and seal)

ANNEXE N° 02
BID SPECIMEN

I the undersigned _____ acting as quality of _____ of nationality _____ making election of residence with _____, P.O Box: _____, Tel _____.

After having taken knowledge of all the parts of the **OPEN NATIONAL INVITATION TO TENDER N° _____/ONIT/RDMINMAP/NWRTB/2018 OF _____ FOR THE REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA.**

In the case where our offer would be accepted, I subject myself and engaged to:

- Carry out the aforementioned contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administration Clauses, at the prices indicated in the Schedule of Unit Prices, quantitative Estimate, for the total Amount of the bid in francs CFA:
 - In letter and figure (including all taxes): _____ (_____) FCFA
 - In letter and figure (VAT 19,25% or 0%): _____ (_____) FCFA
 - In letter and figure (HT): _____ (_____) FCFA
 - To paid the forwarding cost of the contractual parts;
- Begin work in seven (7) days maximum and to carry out the contract in three (3) months as from the date of notification of service order to start work.

The contracting authority shall pay the sums due for this contract by crediting account N° _____ opened in _____ bank _____ branch.

I declare to have perfect knowledge of the decree N° 33/CAB/PM of February 13 2007 putting the General Administrative Clauses applicable to the Contracts Publics Works and Supplies.

I confirm my agreement on the terms of the Particulars Administrative Clauses (Draft Contract) and attached the initialed copy of the aforesaid document to the offer.

I declare moreover that I remain committed by the present tender during a ninety (90) days deadline as from the date of opening of the folds.

Done at.....on the.....

THE CONTRACTOR

ANNEXE N° 03

MODEL BID BOND

Reference of the guarantee: N° _____

Invitation to tender N° _____

We understand that _____ (hereinafter called "the bidder"), has submitted his bid on _____ for the **FOR THE REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA**. We, _____ (Bank) of _____ (country), with our head quarter in _____ hereby declare to guarantee payment to the contracting authority of the sum of _____ (in letters and in figures), that the Bank is committed to pay completely to the contracting authority, bidding itself, its successors and assignees.

Signed and authenticated by the aforementioned Bank this (day) of (month), and (year).

The conditions of this commitment are as follows:

1. If after the opening of the bids, the bidder withdraws his Offer during the validity period specified by himself in his tender, or
2. If the bidder, having been notified of the award of the contract by the contracting authority during the period of bid validity:
 - Fails or refuses to sign the contract even though required to do so;
 - Fails or refuses to furnish the final bond for the contract as provided for by the contract.

We undertake to pay the contracting authority an amount up to the maximum of the sum referred to above upon receipt of his written demand, without the contracting authority having to substantiate his demand, provided that in its demand the contracting authority shall note that the amount claimed by him is due, because on or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the contracting authority for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the contracting authority to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law.

Signature and stamp of the Guarantors

Date _____

Address _____

ANNEXE N° 04

MODEL PERFORMANCE GUARANTEE

JOBGING ORDER N° _____ /JO/MINMAP/ RDNW/2018 OF

We understand that _____ (hereinafter called "the contractor"), has engage pursuant to JOBBING ORDER N° _____/JO/RDMINMAP//RDNW/2018 awarded after **OPEN NATIONAL INVITATION TO TENDER N° _____/ONIT/RDMINMAP/NWRTB/2018 OF _____ FOR THE REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA.**

And that you stipulated in the aforementioned contract that the Contractor will give you a banking guarantee emanating from a bank installed in Cameroun and approved by the Minister in charge of Finances, of the amount stipulated hereafter, like guarantee of the good execution of his obligations, in accordance with the contract,

And that we agreed to give a guarantee to the Contractor,

As of the time, we affirm by the present ones that we go guaranteeing and persons in charge in your connection, in the name of the Contractor, for a maximum amount of *(amounts of the guarantee in figures and letters)*,

And that we commit ourselves paying you, as of reception of your first written request informing us that the Contractor does not conform to the stipulations of the contract, and without quarrel or discussion, all the amount, within the limits of *(amounts of the guarantee, stipulated above)*, without you having to prove or give the reasons or the reason of your request of the amount indicated above.

The present guarantee is valid until the provisional acceptance of work object of the contract.

Signature and seals of the Guarantors

Date _____

Address _____

ANNEXE N° 05

MODEL GUARANTEE FOR ADVANCE PAYMENT

Bank _____

Reference of the guarantee: N° _____

Contract N° _____

To the **(Contracting Authority)**,

Company _____

We, Bank _____ were informed that the Regional Delegate of Public Contracts for THE North West acting as the contracting authority and acting as a Contractor, have concluded a Jobbing Order **FOR THE REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE NORTH WEST BAMENDA.**

Confirming with the provisions of article 29 of Contract N° _____, the Contractor is obliged to submit to the contracting authority, a bank caution to guarantee the advance payment granted to the company for an amounts equal to _____ francs CFA.

We, Bank _____ we engage irrevocably and without benefit of discussion, by the present one, to pay in favour of the contracting authority, at his first written request and within 4 (four) week maximum , the amount of this guarantee, that is to say _____ due by the Contractor to the contracting authority owing to the fact that the Contractor could not fulfil one or more of his obligations envisaged with the contract.

The request for partial or total mobilization of this guarantee will be the subject of a justifying letter recommended with acknowledgement of delivery with a copy to the Contractor starting clearly and the completely the reasons of its request.

The present bank guarantee will come into effect on the date of the payment of the advance to start work.

The original of this guarantee will be preserved by the contracting authority.

This guarantee will be released when the amount of the advance is completely reimbursed.

After this date, the guarantee will become null and void and will have to be returned to us without any express request of our share.

The law as well as the jurisdiction applicable to the guarantee is those of Cameroun.

Signature and seals of the Guarantors

Date _____

Address _____

ANNEXE N° 06

MODEL OF CONTRACT

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

PRESIDENCE DE LA REPUBLIQUE

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REPUBLIC OF CAMEROON
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PRESIDENCY OF THE REPUBLIC

MINISTRY OF PUBLIC CONTRACTS

NORTH WEST REGIONAL DELEGATION

SERVICE FOR INFRASTRUCTURAL CONTRACTS

JOBING ORDER N° ____/JO/RDMINMAP/NWRTB/2018
AWARDED AFTER OPEN NATIONAL INVITATION TO TENDER
N° ____/ONIT/RDMINMAP/NWRTB/2018 OF ____ FOR THE
REHABILITATION WORKS OF THE FENCE AND PAVEMENT OF THE
PREMISES OF THE REGIONAL DELEGATION OF ECONOMY,
PLANNING AND REGIONAL DEVELOPMENT (MINEPAT) FOR THE
NORTH WEST BAMENDA

CONTRACTOR:

BP:

Tel. :

Fax.:

TAX PAYER'S N°

BANK ACCOUNT N°

SUBJECT: FOR THE REHABILITATION WORKS OF THE FENCE AND
PAVEMENT OF THE PREMISES OF THE REGIONAL
DELEGATION OF ECONOMY, PLANNING AND REGIONAL
DEVELOPMENT (MINEPAT) FOR THE NORTH WEST
BAMENDA

PLACE OF EXECUTION: BAMENDA

EXECUTION DEADLINE: THREE (03) Months

AMOUNT:

TOTAL AMOUNT WITHOUT TAXES FCFA	
TOTAL AMOUNT ALL TAXES INCLUSIVE	
HTVA	
VAT (5, 5%)	
NET TO BE PAID	

FUNDING: PUBLIC INVESTMENT BUDGET
Exercice 2018

SUBSCRIBED ON : _____

SIGNÉD ON : _____

NOTIFIÉD ON : _____

REGISTERED ON : _____

BETWEEN:

The Government of the Republic of Cameroon, represented by the Regional Delegate of Public Contracts for the North West hereinafter referred to as the "The Contracting Authority"

ON THE ONE PART

AND:

CONTRACTOR... ..

BP.....

Tel.

Fax.

TAX PAYER'S N°.....

BANK ACCOUNT N°.....:

Represented by so Hereinafter referred to as the "Contractor"

ON THE OTHER PART

IT IS HEREBY AGREED AND ORDERED AS FOLLOWS:

Page _____ and the last of JOBBING ORDER
 N°_____/JO/RDMINMAP/NWRTB/2018 AWARED AFTER OPEN NATIONAL
 INVITATION TO TENDER N°_____/ONIT/RDMINMAP/NWRTB/2018 OF
 _____ FOR THE REHABILITATION WORKS OF THE FENCE
 AND PAVEMENT OF THE PREMISES OF THE REGIONAL DELEGATION
 OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT
 (MINEPAT) FOR THE NORTH WEST BAMENDA.

CONTRACTOR:

EXECUTION DEADLINE: THREE (03) Months

AMOUNT:

MONTANT FCFA	MONTANT TOTAL
TTC	
HTVA	
I.R (5, 5%)	
Net à Mandater	

Read and approved by the contractor

Bamenda, the _____

Signed by the Regional Delegate of Public Contracts for North West,
 Contracting Authority

Bamenda, the _____

REGISTRATION

ANNEXE N° 07

MODELE D'ATTESTATION OF SITE DE VISIT

I, the undersigned Mr.

Nationality

Function

In my capacity as General Manager of P.O. BOX

Hereby acknowledge receipt of the file for Open National Invitation to Tender

n° of

Concerning the

.....

.....

And hereby declare my intention to tender for the said contract.

Done at On the

General Manager

ANNEXE N° 08

PERSONNEL FORM

POST	Number	NAMES SURNAMES	AGE	FORMATIO N	DATE OF RECRUITEMENT	EXPERIENCE IN THE BUILDING SECTOR (AT LEAST 2 YEARS)	OBSERVATION S
Works Director							
Site foreman							
Accountant							
Team leaders							

ANNEXE N° 09

EQUIPMENT

N°	Designation	Marque	Capacity	Age	Present state	Proprietor	Localisation
1							
2							
3							
4							
5							
6							
7							
8							
9							

Annexe photocopies d'immatriculation and contract of hiring

ANNEXE N° 10

REFERENCE(S)

(Join copy (ies) of PV of reception)

N°	INFORMATION SUR :	CONTRAT DATE	CONTRAT DATE	CONTRAT DATE	CONTRAT DATE	CONTRAT DATE
1	Contracting Authority					
2	Subject of the project					
3	Localisation of the project					
4	SERVICES					
5	Amount of the contract					
6	Execution dead line					
7	Date of provisionary reception					
8	Date of final reception					
9	Certificat de bonne fin (Annexe N°)					
10	Number of technical staff					
11	Number of workers					
12	Equipment used					

ANNEXE N° 11

LISTE DES ETABLISSEMENTS BANCAIRES ET ORGANISMES FINANCIERS AUTORISES A EMETTRE DES CAUTIONS DANS LE CADRE DES LETTRE COMMANDES PUBLICS CONFORMEMENT AUX DISPOSITIONS DU COMMUNIQUE N°034 /ARMP/08A/S DU 30 AVRIL 2008

I- BANKS

1. Afriland First Bank
2. BanqueAtlantique
3. Banque Gabonaise pour le Financement International (BGFI BANK)
4. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC)
5. CITI Bank
6. Commercial Bank of Cameroon (CBC)
7. Ecobank
8. National Financial Credit Bank
9. Société Camerounaise de Banque au Cameroun
10. Société Générale de Banque au Cameroun
11. Standard Chartered Bank Cameroon
12. Union Bank of Cameroon
13. United Bank for Africa.

II- Insurancecompanies

14. ChanasInsurance;
15. ZENITH INSURANCE
16. Activa Insurance