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REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF TERRITORIAL ADM
AND DECENTRALIZATION

DEPARTMENT OF REGIONAL AND
LOCAL AUTHORITIES

NORTH WEST REGION
DONGA MANTUNG DIVISION

NKAMBE COUNCIL'S INTERNAL TENDERS BOARD
P.O.BOX 1820, Tel: 33 36 50 52/677770257
www.nkambecouncil.org



REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTRE DE L'ADMINISTRATION
TERRITORIALE ET DE LA DECENTRALISATION

DIRECTION DES COLLECTIVITES
TERRITORIALES DECENTRALISEES

REGION DU NORD – OUEST
DEPARTMENT DU DONGA MANTUNG

COMMISSION DE PASSATION DES MARCHES DE LA COMMUNE DU NKAMBE
BP. 1820, Tel: 33 36 50 52/677770257
www.nkambecouncil.org

TENDER NOTICE

**N°002/ONIT/MINATD/NWR/DMD/NKC/ITB/2018 of 17th April 2018 FOR THE SUPPLY OF MEDICAL EQUIPMENT TO SOME INTEGRATED HEALTH CENTRES IN NKAMBE COUNCIL AREA, DONGA-MANTUNG DIVISION, NORTH WEST REGION.
(UNDER EMERGENCY PROCEDURE)**

1. **SUBJECT OF THE INVITATION TO TENDER:** Within the framework of the execution of the 2018 state budget, the State of Cameroon represented by the Mayor of Nkambe Council hereby launches **under Emergency Procedure** an open national invitation to tender for the supply of some medical equipment in some Integrated Health Centres (IHCs) in Nkambe Council Area, Donga-Mantung Division, North West Region.

2. **NATURE OF SUPPLIES:** The services of this contract comprise notably: the supply of medical equipment to some Integrated Health Centres in Nkambe Council Area, Donga-Mantung Division, North West Region

3. **DELIVERY DEADLINE:** The maximum deadline provided by the Authorising Officer and Contracting Authority for the delivery of the supplies forming the subject of this Open National Invitation to Tender is **Two (02) months (sixty (60) calendar days)** from the date of notification of the Administrative Order to start the supplies.

4. **Lots:** The supplies is in four (04) lots as follows;

NO	Institution	RECORD N°:	CHARGE No
1	IHC of WAT	IT05014	52 40 531 07 641648 2811 611
2	IHC of CHUP	IT05013	50 40 531 07 641648 2811 611

N.B. Bidders can only be awarded a maximum of 02 lots

5. **FINANCING:** The said works shall be financed as per the programmed budget of the 2018 Public Investment Budget (PIB 2018) of the Republic of Cameroon under the Ministry of Public Health assigned to the Mayor of Nkambe Council.

S/N	Description of the supplies	Provisional Amount	BID BOND	TENDER FEE
1	Supply of medical Equipments at IHC WAT	8,000,000	160,000	32,000
2	Supply of medical Equipment at IHC CHUP	8,000,000	160,000	

6. **PARTICIPATION:** Participation in the present National Invitation to Tenders is opened to all registered and qualified companies or groups of companies based in the Republic of Cameroon, with the necessary financial capability, technical and professional expertise in the domain.

7. **CONSULTATION OF TENDER FILE:** The TENDER documents may be consulted and obtained immediately after publication of this invitation to TENDER from the Nkambe Council (Service in charge of the award of contracts) during working hours

8. **AQUISITION OF THE TENDER FILE:** The file can be obtained from the Nkambe Council Tel: 670092323 as soon as this notice is published against payment of a non-refundable sum of **thirty two thousand (32 000F) CFA francs**, payable at any Nkambe Municipal Treasury.

9. SUBMISSION OF BIDS: Each bid written in English or French shall be signed by the bidder or by a duly authorized representative and presented in Seven (7) copies, that is one (01) original and six (06) copies labelled as such. These shall be submitted in one sealed external envelope containing three (3) internal envelopes, that is, Envelope A: Administrative Documents, Envelope B: Technical file and Envelope C: Financial file. The sealed pack shall bear no information about the company and shall reach the Nkambe Council, Service in charge of the award of contracts not later than the ~~14~~ **MAY 2018**. At 10:00 a.m. prompt local time and note should be taken that in case of any ambiguities or differences during opening, only the original shall be considered authentic. **Chapters will be separated by colour separators.** Bidders tendering for more than one lot will constitute one administrative file but different Technical and Financial files for each lot. The sealed external envelope shall bear the following inscriptions:

OPEN NATIONAL INVITATION TO TENDER
N°002/ONIT/MINATD/NWR/DMD/NKC/ITB/2018 of 17th April 2018 FOR THE SUPPLY OF
MEDICAL EQUIPMENT TO SOME INTEGRATED HEALTH CENTRES IN NKAMBE COUNCIL
AREA, DONGA-MANTUNG DIVISION, NORTH WEST REGION, Lot
(To be opened only during bids opening session)

10 BID BOND: Each bidder must include in his administrative documents for each lot, a bid bond issued by a first-rate banking establishment approved by the Ministry in charge of finance and whose list is found in document N°. 12 of the Tender File, of an amount of **One Hundred and Sixty Thousand (160,000) francs CFA**, and valid for fifteen (15) days from the date of publication of the results of award. For unsuccessful bidders, the BID BOND must be withdrawn within 30 days from the date of end of validity of bids. For the successful bidder, the BID BOND shall be released immediately after the constitution of the Final Bond. Only originals or certified copies of documents by the competent administrative authorities (Divisional Officers, Senior Divisional Officers or the issuing service) shall be considered valid. Documents certified more than once shall be rejected

11 ADMISSIBILITY OF BIDS: Subject to being rejected, documents in the administrative file must include only originals or true copies certified by the issuing service or competent administrative authorities in accordance with the Special Regulations of the invitation to tender. These documents must be less than three (3) months old or established after the signing of the tender notice. Any bid not in conformity with the prescriptions of the Tender File shall be declared inadmissible. Especially the absence of a bid bond issued by a first-rate bank approved by the Minister in charge of Finance or the non-respect of the models of the TENDER file shall lead to the rejection of the bid.

12 OPENING OF BIDS: The bids shall be opened in a single phase, in the conference hall of the Nkambe Council Internal Tenders Board, on ~~14~~ **17th MAY 2018** as from 11:00 a.m. Only bidders or their authorized representatives having a perfect knowledge of the file may attend the bid opening session. Any bid which shall not comply with the requirements of the tender file shall be rejected. Bids shall be opened and assessed in a single (01) phase. This shall involve:

- Opening and appraisal of validity and authenticity.
- Opening of envelopes containing Technical and Financial documents to appraise and evaluate technical proposals

NB: Any bids which shall not obtain 100% validity in the Administrative appraisal and at least 80% score in the Technical evaluation shall be eliminated

12. Evaluation criteria

12.1 Eliminary criteria

- Absence of a document in the Administrative file;
- False declaration or falsified documents;
- Absence or insufficient bid bond;
- Bids deposited in open envelopes or packets;
- Submission after the deadline prescribed,
- Omission of a unit price in the financial bid;
- Incomplete technical or financial documents
- Unjustified capacity to pre-finance the project;
- Score of less than 80% in the essential criteria;

1. Essential criteria

- General presentation of the bids;
- Capacity to pre-finance;
- After-sales service;
- References of the company in similar domains;

- Quality of the personnel;
- Organizational Chart of the enterprise.
- Safety measures pertaining to the supplies;
- Logical presentation of documents;
- Attestation and report of site visit;
- Special Technical Clauses initialed on all the pages and signed on the last page.;
- Special Administrative Clauses completed and initialed on all the pages and signed on the last page.;

13. AWARD OF THE CONTRACT: The contract shall be awarded to the lowest feasible bidder, who fulfills the technical and administrative requirements.

14. VALIDITY OF BIDS: Bidders shall remain committed to their offers for 60 days from the deadline set for the submission of bids.

15. COMPLEMENTARY INFORMATION: Additional (supplementary) technical information may be obtained during working hours from the service for the award of contracts at the Nkambe Council (Telephone N°: 677770257).

16. AMENDMENT TO THE INVITATION TO TENDER: The Contracting Authority reserves the right, if warranted, to subsequently amend this invitation to tender.

Nkambe, the.....

THE MAYOR OF NKAMBE COUNCIL

(Contracting Authority)



Copies:

- DDM/INMAP/DM
- ARMP
- Chairpersons of NKITB concerned
- DMCR.
- Notice boards