

**REPUBLIC OF CAMEROON**

*Peace – Work – Fatherland*

MINISTRY OF DECENTRALIZATION AND  
LOCAL DEVELOPMENT

NORTH WEST REGION

MOMO DIVISION

**NJIKWA COUNCIL**

E-Mail: [njikwacouncil@gmail.com](mailto:njikwacouncil@gmail.com)



**REPUBLIQUE DU CAMEROUN**

*Paix – Travail – Patrie*

MINISTERE DE LA DECENTRALISATION  
ET DEVELOPPEMENT LOCALE

REGION DU NORD OUEST  
DEPARTEMENT DE LA MOMO

**COMMUNE DE NJIKWA**

## **NJIKWA COUNCIL INTERNAL TENDERS BOARD**

**OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE  
N° 01/ONIT/NCITB/2019 OF 24/04/2019  
FOR THE CONSTRUCTION OF AN INTEGRATED HEALTH CENTER IN  
BAKWA, NJIKWA SUB DIVISION, MOMO DIVISION, NORTH WEST  
REGION.**

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET Exercise 2019

AUTHORIZATION N°: IU04013

IMPUTATION: 53 27 351 01 641604 2221 821

### **PART 01 TENDER NOTICE**

**REPUBLIC OF CAMEROON**

*Peace – Work – Fatherland*

MINISTRY OF DECENTRALIZATION AND  
LOCAL DEVELOPMENT

NORTH WEST REGION

MOMO DIVISION

**NJIKWA COUNCIL**

E-Mail: [njikwacouncil@gmail.com](mailto:njikwacouncil@gmail.com)



**REPUBLIQUE DU CAMEROUN**

*Paix – Travail – Patrie*

MINISTERE DE LA DECENTRALISATION  
ET DEVELOPPEMENT LOCALE

REGION DU NORD OUEST

DEPARTEMENT DE LA MOMO

**COMMUNE DE NJIKWA**

## **NJIKWA COUNCIL INTERNAL TENDERS BOARD**

*“Open National Invitation to Tender, Emergency Procedure”*

N° 01/ONIT/NCITB/2019 OF 24/04/2019

**FOR THE CONSTRUCTION OF AN INTEGRATED HEALTH CENTER IN BAKWA,  
NJIKWA SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.**

**FUNDING : PIB MINDDEVEL 2019**

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file
SINGLE	<b>CONSTRUCTION OF AN INTEGRATED HEALTH CENTER IN BAKWA</b>	50 000 000F CFA	1 000 000F CFA	65 000 CFA F

### **1. Subject of the invitation to tender**

The Mayor of Njikwa Council, the Delegated Contracting Authority, on behalf of the Republic of Cameroon, hereby launches an open invitation to tender, emergency procedure for the CONSTRUCTION OF AN INTEGRATED HEALTH CENTER IN BAKWA, NJIKWA SUB DIVISION, MOMO DIVISION, NORTH WEST REGION. It is a single lot.

- Construction of an Intergrated Health Center in Bakwa, Njikwa Sub-Division

### **2. Work consistency**

The works include the following:

- Preparatory/earth works ;
- Foundation ;
- R.C in elevation
- Masonry elevation;
- Plastering, finishing and others
- Ceiling
- Tiling
- Carpentry-roof works;
- Wooden works
- Metallic works;
- Painting and vanishing;
- Electricity works;
- Surface drainage.

### **3. Participation**

Participation is open under the same conditions to all Cameroonian companies and business concerned that have proven experience in the field of building construction and civil engineering in general.

### **4. Financing**

The works, subject of this invitation to tender, shall be financed by the Public Investments Budget – MINDEVEL 2019.

### **5. Consultation of the tender file**

The tender file may be consulted at the Njikwa Council office (through the Council Development Officer) during working hours, as soon as this tender notice is published.

### **6. Acquisition of the tender file**

The tender file may be acquired from the Njikwa Council office (through the Council Development Officer) upon presentation of a non refundable treasury receipt of 65 000 (Sixty five thousand) FCFA. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

### **7. Presentation of the tender file**

The tender file in three (03) volumes shall be enclosed in three sealed envelopes.

- Envelope A containing the administrative documents (Volume 1);
- Envelope B containing the technical offer (Volume 2);
- Envelope C containing the financial offer (Volume 3).

The three volumes shall then be enclosed in a single sealed envelope bearing only the reference of the tender in question. The different documents of each offer shall be numbered as indicated in the tender and separated by dividers of the same colour.

### **8. Submission of the tender file**

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 receipt at the Conference Hall of Njikwa Council not later than 15/05/2019 at 10 a.m local time and should carry the inscription:

*"Open National Invitation to Tender, Emergency Procedure"*

*N° 01/ONIT/NCITB/2019 OF 24/04/2019*

**FOR THE CONSTRUCTION OF AN INTEGRATED HEALTH CENTER IN BAKWA, NJIKWA  
SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.**

**«To be opened only during the bid opening session »**

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

### **9. Admissibility of bids**

The bids not respecting the separation mode of the financial bid from the administrative and technical bids shall be rejected.

Any bid not in conformity with the prescription of this tender notice and tender file shall be declared inadmissible. Especially the absence of a bid bond of a first rate bank approved by the Ministry of Finance and valid for a period of thirty (30) days shall be rejected.

Least they are rejected, only the originals or certified true copies by the issuing service or administrative authorities of the administrative documents are accepted. They must obligatorily not be older than three (03) months and must be valid during the bid opening session.

#### **10- Opening of bids**

The opening of the bids in one phase shall be done on 15/05/2019 at 11 a.m in the Conference Hall of Njikwa Council by the competent tenders 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.

#### **11- Submission of bids timeframe**

Bidders have twenty one (21) days for the submission of their bids with effect of the date of publication of the tender notice.

#### **12. Execution deadline**

The maximum execution deadline shall be five (05) calendar months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement.

#### **13. Provisional Guarantee(Bid bond)**

Each bidder must include in his administrative documents a bid bond issued by a first rate bank approved by the Ministry in charge of Finance featuring in the annex of the tender file of the sum of 1 000 000 ( One million) FCFA.

The provisional deposit shall be automatically released not later than 30 (thirty) days following the expiry 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.

#### **14. Evaluation of the bids**

The evaluation of the bids shall be done in three (03) steps:

- 1<sup>st</sup> step: Verification of the conformity of the administrative file;
- 2<sup>nd</sup> step: Evaluation of the technical file;
- 3<sup>rd</sup> step: Analysis of the financial file.

The criteria of evaluation are the following:

##### **14.1-Eliminatory criteria**

###### **14.1.1- Administrative documents**

- Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee;
- Absence of a document in the administrative file;
- Any company having a 2018 project, notified to commence in 2018 and which has not yet commenced;
- False declaration or falsified documents.

###### **14.1.2- Technical file**

- Incomplete or non compliant documents;
- False declaration, forged or scanned documents;
- Non existence in the technical file of the rubric « organization, methodology and planning »
- Absence of the prefinancing capacity of at least twelve million five hundred thousand (12 500 000) F CFA.
- Technical assessment mark lower than 80% of "Yes".



#### 14.1.3- Financial offer

- Incomplete financial offer;
- Non compliant documents;
- Omission of quantified unit price in the financial offer;
- Absence of break down price.
- Modification of the model break down unit price attached.

#### Essential criteria:

The technical offer of the bidder shall be assessed along the following lines:

S/N	Designation	MARKS
01	<b>General Presentation of the offer:</b> Document spirally bound, colour sheets separation, table of content, presentation of documents in the order given in this tender file, quality of document.	01
02	<b>Quality of Requested staff:</b> Qualifications, experience of personnel affected to the project, CV, NIC and attestation of availability signed and dated.	05
03	<b>Technical equipment/material affected to the project:</b> The company should justify the property of the necessary material to the execution of works.	02
04	<b>Reference of the enterprise:</b> <ul style="list-style-type: none"><li>▪ Turnover in the past two years;</li><li>▪ Experience in road/public works/rurual engineering</li></ul>	02
05	<b>Presence of the methodology of work execution</b>	04
06	<b>Presence of the prefinancing capacity</b>	01

The note of the technical offer will be gotten by addition of marks for every criteria. Only the technical offer having gotten an equal or superior note to 80% of YES will be kept for the financial evaluation.

#### 15. Award of the contract

The contract shall be awarded to the bidder whose bid is in conformity with the dispositions of the tender file and on the basis of the lowest bid and technical quality. (See article 99 of the public contracts code).

#### 16. Period of validity of bids

The bidders shall remain committed to their bids during a period of (One hundred and fifty) 150 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 Divisional Delegation for Public Works in Momo

NJIKWA, the 24<sup>th</sup> April 2019

The Mayor Njikwa Council

#### Copies:

- ARMP (for publication and archives);
- Chairperson of NCTB (for information);
- Notice boards (for information).



THE MAYOR  
NJIKWA COUNCIL

*Hambi Tagyen Andrew*