

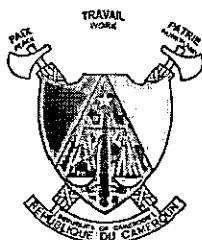
République du Cameroun
Paix – Travail – Patrie

**Ministère De La Décentralisation
Et Développement Locale**

Région du Nord-Ouest

Département MOMO

Commune Widikum Boffe



Republic of Cameroon
Peace – Work – Fatherland

**Ministry Of Decentralization And
Local Development**

North West Region

MOMO Division

Widikum Boffe Council

WIDIKUM BOFFE COUNCIL INTERNAL TENDERS BOARD

REQUEST FOR QUOTATION

CONSULTATION FILE

***REQUEST FOR QUOTATION N° 001/RQ/WBCITB/2020 OF 24/01/2020
FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE INTEGRATED
HEALTH CENTER WIDIKUM, WIDIKUM SUB DIVISION, MOMO DIVISION,
NORTH WEST REGION.***

PROJECT OWNER: THE MAYOR OF WIDIKUM BOFFE COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET (PIB) - 2020

BUBGET HEAD:

Lot	Name of project	Estimated cost of project	Amount of bid bond	Cost of tender file :
Single	THE SUPPLY OF MEDICAL EQUIPMENT TO WIDIKUM IHC	8 000 000	160 000	10 000

CONTENT

NOTICE FOR THE CONSULTATION OF A REQUEST FOR QUOTATION

DOCUMENT N° 0 - NOTICE FOR CONSULTATION

DOCUMENT N° I - LETTER OF INVITATION TO TENDER

DOCUMENT N° II - REGULATIONS FOR THE CONSULTATION

- 2.1 - The documents for consultation
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DOCUMENT N° III - ANNEXED MODELS

- 3.1 - Letter of submission
- 3.2 - Framework of unit prices
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DOCUMENT N° IV - DRAFT JOBBING ORDER

JOBING ORDER

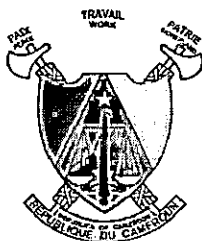
CONTENT.....

CHAPTER I: GENERALITIES

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CONSULTATION NOTICE

Subject: CONSULTATION N° 001/RQ/WBC/ITB/2020 OF 24/01/2020

**FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE INTEGRATED HEALTH
CENTER WIDIKUM, WIDIKUM SUB DIVISION, MOMO DIVISION, NORTH WEST
REGION.**

Within the framework of 2020 Investment Budget, the LORD MAYOR OF WIDIKUM BOFFE COUNCIL, Delegated Contracting Authority in the name of the REPUBLIC OF CAMEROON, hereby launches, a Request for Quotation for the SUPPLY OF MEDICAL EQUIPMENT TO the WIDIKUM INTEGRATED HEALTH CENTER, WIDIKUM SUB DIVISION, MOMO Division of the North West Region.

1. Participation:

Participation to this consultation is open to Small and Medium Size Enterprises that are in compliance with the fiscal laws.

2. Description of services:

The services of this request for quotation include the

- supply of complete hospitalization beds
- supply of Wheel chairs
- supply of stainless steel examination beds
- Supply of wooden office table with drawer, etc.

3. Project owner THE MAYOR OF WIDIKUM BOFFE COUNCIL

4. Lots

The supply is in a single lot as indicated below .

5. Estimated cost

The estimated cost is as below

Lot	Name of project	Estimated cost of project	Amount of bid bond	Cost of tender file :	
Single	THE SUPPLY OF MEDICAL EQUIPMENT TO WIDIKUM IHC	8 000 000	160 000	10 000	

6. Funding

This project shall be financed by the 2020 Public Investment Budget of the Ministry of Public Health with budget heads as indicated on the table above.

7. Bid bond

Each bidder must include in his administrative documents, a bid bond issued by a first-rate banking establishment approved by the Ministry in charge of finance and whose list is found in this Consultation File, of an amount of one hundred and sixty thousand FCFA (160, 000FCFA) and valid for thirty (30) days beyond the date of validity of bids.

8. Consultation of the Tender file:

The Tender file could be consulted in the SECRETARIATE OF THE WIDIKUM BOFFE COUNCIL , Service of Award on publication of this invitation.

9. Acquisition of consultation file:

The file may be consulted and obtained at the WIDIKUM BOFFE COUNCIL SECRETARIATE in WIDIKUM, Service of Public Contracts Telephone N° 679337645 with effect from the date of signature of this Tender Notice upon presentation of a receipt attesting to the payment of a non-refundable fee of 10 000 CFA francs (ten thousand Francs CFA) payable at a Council Treasury, representing the cost of purchasing the tender file.

10. Presentation of consultation file:

The tender file in two (02) volumes shall be enclosed in two sealed envelopes.

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

The two 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.

11. Submission of Files:

Complete bidders' files, including all administrative documents, must be deposited in 07 copies including the original file and 06 copies on the 28/02/2020 at 10:00 AM local time in sealed envelopes, in the secretariat of Widikum Boffe Council , Service of Award bearing on:

« CONSULTATION N° 001/RQ/WBCITB/2020 OF 24/01/2020

FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE INTEGRATED HEALTH CENTER WIDIKUM, WIDIKUM SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.

To be opened only during the Tenders Board Opening session ».

12. Opening of bids:

Bids will be opened on the 28/02/2020 at 11:00 AM in the conference hall of the Widikum Boffe Council , by the Internal Tender's Board, in the presence of the bidders or their mandated representatives with full knowledge of the files if they so desire.

The bids will be evaluated exclusively of value added tax (EVAT) and all taxes inclusive (ATI) and accompanied by a signed model submission.

13. Deadline of execution:

The dead line of Supply is sixty (60) days from the date of notification for this Jobbing Order.

14. Evaluation criteria

The bids shall be evaluated according to the main criteria as follows:

A. Eliminatory criteria

1. - Absence of a document in the administrative file;
2. - Deadline for delivery higher than prescribed;
3. - False declaration or falsified documents;
4. - Absence or insufficient bid bond;
5. - Omission of a unit price in the financial bid;
6. - score less than 7/8 of essential criteria,

B. Essential criteria

- 1- General presentation of the tender files;
- 2- Financial capacity;
- 3- References of the company in similar achievements;
- 4- Colour Catalogue of equipment including specifications and references ;
- 5- Quality of trainer (personnel)
- 6- Draft jobbing order duly filled initialed in all pages signed and dated on the last page.

15. Award

This evaluation will be done in a purely positive way (yes) or negative (no) with an acceptable minimum of 7/8 of the essential criteria taken in account.

The contract will be awarded to the bidder who would have proposed the offer with the lowest amount(**total without taxes**), in conformity with the regulations of the Tender Documents and having satisfied to 100% of the eliminatory criteria and at least 7/8 of the essential criteria.

16. Period of validity of the bids:

The bidder is bound by his bid for a period of sixty (60) days with effect from the deadline fixed for the submission of the bids.

17. Complementary Information:

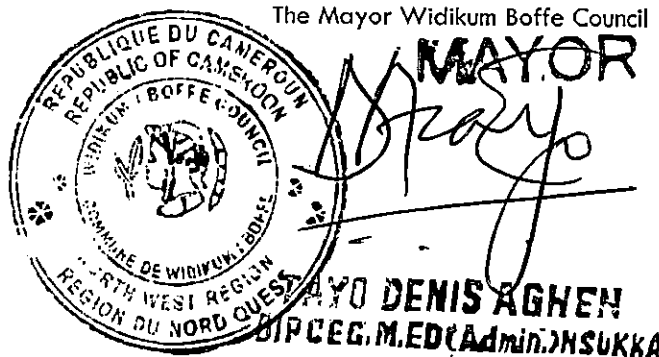
Complementary information which could be technical in nature can be obtained from the Widikum Boffe Council service of award Tel.: 679337645

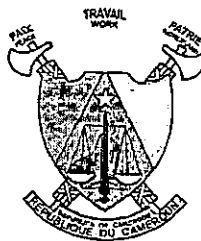
Circular copies

- MINMAP;
- ARMP/PCJ;
- President NCITB;
- Notice Board;
- Chrono.

Widikun the **23 JAN 2020**

The Mayor Widikum Boffe Council





AVIS DE CONSULTATION POUR UNE DEMANDE DE COTATION

Objet : CONSULTATION N° 001 / DC/WBC/ITB/2020 DU 24/01/2020 POUR L'EQUIPEMENT DE CSI DE WIDIKUM, DEPARTEMENT DE MOMO, REGION DU NORD-OUEST

Dans le cadre de l'exercice budgétaire 2020, le MAIRE DE WIDIKUM, Autorité Contractante Délégué lance pour le compte de Maître d'Ouvrage Délégué, une Demande de Cotation pour l'équipement de CSI de WIDIKUM, Département de Momo, Région du Nord-Ouest

1. Participation :

La participation à cette consultation est ouverte aux P.M.E. de droit camerounais.

2. Description des prestations :

Les prestations du présent marché comprennent,

- Fourniture des lits hospitalisation
- Fourniture des Wheel chairs
- Fourniture des stainless steel examination beds
- Fourniture des wooden office table with drawer
-

3. Maîtres d'Ouvrage : Le Maire de la Commune de WIDIKUM BOFFE

4. Allotissement

La fourniture et a un seul lot ci-après définis :

5. Coût prévisionnel

6. Le coût prévisionnel de l'opération sont présenté dans le tableau suivant

Lot	Projet	COUT PREVISIONNEL	Cautionnement provisoire	Montant d'achat du DAO :
Unique.	L'EQUIPEMENT DE CSI DE WIDIKUM	8,000,000	160,000FCFA	10,000

6. Financement :

Les prestations, objet de la présente consultation sont financées par le Budget d'Investissement Publics du Cameroun de l'exercice 2020

7. Cautionnement provisoire

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie par une banque de première ordre agréée par le Ministère chargé des finances et dont la liste figure dans ce DAO, d'un montant de **CENT SOIXANTE mille (160 000 FCFA)** et valable pendant soixante (60) jours au-delà de la date originale de validité des offres.

8. Consultation du Dossier :

Le dossier de consultation peut être consulté aux heures ouvrables à la SECRETARIE DE CUMUNE DE WIDIKUM BOFFE, Service d'attribution, Tél. **679337645** dès publication du présent avis.

9. Acquisition du Dossier de consultation

Le Dossier d'Appel d'Offres peut être consulté et obtenu aux heures ouvrables à SECRETARIE DE LA COMMUNE DE WIDIKUM BOFFE, Service de Passation des Marchés Publics Tél. : **679337645** dès publication du présent avis contre présentation d'une quittance de versement de la somme non remboursable de **F CFA 10 000 (Dix mille Francs CFA)** à la Trésorerie publique.

10- Présentation des Offres

Les documents constituant chaque offre sont repartis en deux(02) volumes ci-après contenus dans une enveloppe fermée et scellée dont :

- L'enveloppe A contenant les pièces administratives (volume 1),
- L'enveloppe B contenant l'offre financière/technique (volume 2).

Les offres ainsi présentées seront placées sous simple enveloppe, fermée et scellée portant uniquement la mention de l'Appel d'Offres en cause. Les différentes pièces de chaque offre seront numérotées dans l'ordre de la Demande de Cotation et séparées par des intercalaires de même couleur.

11. Remise des offres :

Chaque offre, rédigée en français ou en anglais en **sept (7)** exemplaires dont un **(1)** original et six **(6)** copies marqués comme tels, devra parvenir contre récépissé à la secretariat de la commune de Widikum Boffe, Service d'attribution, Tél. **679337645**, au plus tard le **28/02/2020 à 10 heures**, heure locale et devra porter la mention suivante :

<< CONSULTATION N°001 / DC/WBC/ITB/2020 DU 24/01/2020 POUR L'EQUIPEMENT DE CSI DE WIDIKUM, DEPARTEMENT DE MOMO, REGION DU NORD-OUEST >>

12. Recevabilité :

Les offres seront remises à l'adresse sus indiquée et dépouillées le **28/02/2020 à 11 h** dans la salle de conférence de la commune de Widikum Boffe, par la Commission interne de Passation des Marchés, en présence des soumissionnaires qui le désirent.

Les offres devront être chiffrées hors taxes sur la valeur ajoutée (HTVA) et toutes taxes comprises (TTC), et accompagnées du modèle de soumission signé.

13. Délai d'exécution :

Le délai d'exécution est fixé à **soixante (60) jours** à compter de la date de notification de l'ordre de service de commencer l'exécution de la présente lettre commande.

14. Principaux critères d'évaluation :

Les offres seront évaluées selon les principaux critères suivants :

A. Critères éliminatoires:

Il s'agit notamment:

- 1- Absence d'une pièce administrative ;
- 2- Délai d'exécution supérieur à celui prescrit;
- 3- Fausses déclarations ou pièces falsifiées;
- 4- Absence ou insuffisance de la caution provisoire de soumission;
- 5- Le changement d'une unité ou d'une quantité dans l'offre financière ;
- 6- Le non-respect de **7/8** des critères essentiels ;

B - Critères essentiels

Les critères relatifs à la qualification des candidats porteront à titre indicatif sur :

- 1- Présentation générale de l'offre ;
- 2- Capacité financière ;
- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Un Catalogue des Equipement en couleur avec les spécifications techniques et des références ;
- 5- Qualité du formateur
- 6- lettre command initiée dans toutes les pages signées et date dans la dernière page

15. Attribution

Cette évaluation se fera de manière purement positive (oui) ou négative (non) avec un minimum acceptable d'au moins 7/8 de l'ensemble des critères essentiels pris en compte.

Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disante, (montante toutes taxes) conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à 100% des critères éliminatoires et au moins 7/8 des critères essentiels.

16. Durée de validité des offres :

Les soumissionnaires restent engagés par leur offre pendant une période de soixante (60) jours, à compter de la date limite fixée pour la réception des offres.

17. Renseignements complémentaires :

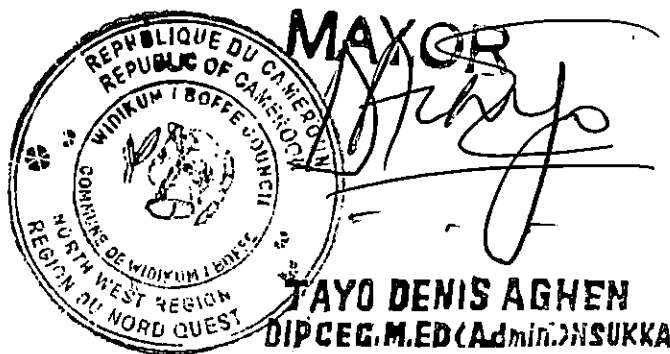
Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du maire de Widikum Boffe, , Service de Passation des Marchés Publics Tél. : 679337645

Fait à Widikum, le **23 JAN 2020**

Le maire de Widikum Boffe,

Ampliations :

- MINMAP;
- ARMP/JDM;
- Président CIPM;
- Affichage;
- Chrono / Archive



DOCUMENT N° I

LETTER OF INVITATION TO BE SUBMITTED

Subject: REQUEST FOR QUOTATION N° *001/RQ/WBC/ITB/2020 OF 24/01/2020*

FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE INTEGRATED HEALTH CENTER WIDIKUM, WIDIKUM SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.

Dear Sir,

Within the framework of 2020 Investment Budget, the MAYOR WIDIKUM BOFFE COUNCIL, Delegated Contracting Authority in his capacity as the project owners, hereby launches, a Request for Quotation for the supply of medical equipment to the WIDIKUM INTEGRATED Health Center, in MOMO Division of the North West Region.

For this reason, you will find attached, the descriptive and the quantitative estimates of the supply to be carried out which I am requesting you to cost them and return to me on the 28/02/2020 at 10 AM in sealed envelopes addressed to the Contracting Authority bearing on :

“:REQUEST FOR QUOTATION N° *001/RQ/WBC/ITB/2020 OF 24/01/2020*

FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE INTEGRATED HEALTH CENTER, WIDIKUM, WIDIKUM SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.

The bids will be submitted on the 28/02/2020 at 10 AM at the WIDIKUM BOFFE COUNCIL SECRETARIATE, Service of Award and opened the same day at 11 AM in the conference hall of the WIDIKUM BOFFE COUNCIL.

Your bid should be costed without value added taxes (HTVA) and All Taxes Inclusive (TTC), and accompanied with the signed model submission.

This supply shall be carried out within deadline of 60 (Sixty) days taking effect from the date entered into of this Jobbing Order.

Accept Sir, Madam, my heartfelt greetings.

DOCUMENT No. II
RULES OF THE CONSULTATION

2.1 - CONSULTATION FILE

ARTICLE 1 : Contents of the consultation file

- 1.1 The consultation file shall describe the supply which is subject to a certain type of jobbing order, lay down the consultation procedure and conditions for the jobbing orders.
- 1.2 The consultation file shall comprise the following documents:
- 1.1 the letter of invitation to tender,
 - 1.2 technical specifications,
 - 1.3 the bill of entry and quantities,
 - 1.4 the model tender,
 - 1.5 the draft jobbing order,
 - 1.6 the model bid comparison table.
- 1.3 The Supplier shall study the instructions, models, conditions and specifications contained in The consultation file.

2.2- BID PREPARATION

ARTICLE 2: Language

The bid as well as any correspondence comprising the bid shall be written in English or French.

ARTICLE 3: Documents comprising the bid

The bid presented by the Supplier shall comprise the following documents duly signed:

- (a) A stamped letter of submission signed and dated,
- (b) list of personnel with their diplomas as on the evaluation grid,
- (c) equipment as specified,
- (d) Technical organization of the supply;
- (e) Logistics;
- (f) Attestation and report of site visit;
- (g) The descriptive and quantitative estimate duly filled, signed and dated ;
- (h) The draft Jobbing Order duly completed, initialed and signed ;
- (i) A complete administrative file comprising of the following :
 - 1. A valid Certificate of imposition;
 - 2. Certificate of non-bankruptcy established by the Court of 1st instance of the place of residence of the bidder, not more than three (03) months.
 - 3. An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation should be less than three months old ;
 - 4. Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance in accordance with COBAC conditions ;
 - 5. A receipt showing the payment representing the cost of the tender file issued by a public treasury ;
 - 6. A bid bond issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions
 - 7. A certified copy of the Business License (certified by the chief of center of Taxes, not more than three months) ;
 - 8. Certified Copy of a valid taxpayers card, delivered by the chief of center of Taxes

9. A Clearance Certificate signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old ;
10. A Certified Copy of the Business Registration, not more than three months old.
11. An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP);

The absence or the nonconformity any of these documents will result to the elimination of the offer

ARTICLE 4 : BID

- 4.1 The Supplier shall specify in the bid the place of delivery and nature of prices
 - a. Exclusive of VAT
 - and
 - b. All taxes and customs duties inclusive (ATI).

4.2 The contractor shall complete the Bill of Entry and Quantities provided in the consultation file, indicating the characteristics of the supply in the line reserved for that purpose, the unit prices, the total price for each item and the delivery period for the jobbing order.

4.3 The contractor shall fill and sign the draft jobbing order.

ARTICLE 5 : Bid currencies

Prices shall be written in CFA francs.

ARTICLE 6 : Bid validity period

Bids shall be valid for the period of 60 days.

2.2 - SUBMISSION OF BIDS

The bids will be submitted on the **28/02/2020 à 10 AM** at the WIDIKUM BOFFE COUNCIL SECRETARIATE, Service of Award and opened the same day at 11 AM in the conference hall of the WIDIKUM BOFFE COUNCIL

ARTICLE 7: Stamping and marking of bids

contractor shall enclose the original and copies of their bids in an envelope Addressed to the MAYOR WIDIKUM BOFFE COUNCIL at the address indicated in the letter of invitation to tender and bearing the

REQUEST FOR QUOTATION N° 001./RQ/WBC/ITB/2020 OF 24/01/2020
FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE INTEGRATED
HEALTH CENTER WIDIKUM, WIDIKUM SUB DIVISION, MOMO DIVISION,
NORTH WEST REGION.

ARTICLE 8 : Latest time and date of submission of bids

Bids shall be received at the address not later than the time and date indicated in the letter of invitation to tender.

2.4 - OPENING AND EVALUATION OF BIDS

ARTICLE 9 : Opening of bids by the Tenders Board

9.1 The WIDIKUM BOFFE COUNCIL INTERNAL TENDER'S BOARD shall open the bids in the presence of representatives of suppliers wishing to attend the bid-opening session to hold on the same day as the day of submission of bids and within the hour following that for the submission of bids.

9.2 The above-mentioned Tenders Board shall prepare a report of the bid-opening session.

ARTICLE 10 : Verification of compliance and comparison of bids

The Tenders Board shall verify compliance and compare the bids in the following order :

- study of the compliance of bids, as regards the delivery periods and technical specifications
- verification of arithmetical operations by using, where necessary, the unit prices in words to make any necessary corrections
- Preparation of a summary table of bids.

2.5 - AWARD OF THE JOBBING ORDER

ARTICLE 11 : Award of the jobbing order

The Tenders Board shall propose the award of the jobbing order to the contractor whose bid it would have deemed compliant with the provisions of the Consultation File, and is the **lowest excluding taxes**.

ARTICLE 12 : Announcement of award of the jobbing order

The LORD MAYOR OF WIDIKUM BOFFE COUNCIL shall decide on the award and publish the result of the jobbing order in the

Contracts Newsletter, through the media and/or by bill posting, stating:

- a) the name of the beneficiary,
- b) the object of the consultation,
- c) the amount of the jobbing order and of each lot (if the consultation had led to apportionment),
- d) The delivery deadline.

ARTICLE 13 : Signing of the jobbing order

Within 2 (two) weeks following the award, the jobbing order shall be signed by the Contracting Authority and notified to the contractor who shall be responsible for its registration according to the procedure in force.

ARTICLE 14 : Corruption and fraudulent practices

The Chairpersons and Member of Tenders Boards as well as Contractor should at all times comply with the strictest rules of professional ethics. More especially, they should refrain from corruption or any other form of fraudulent practices. By virtue of this principle, the expressions hereunder shall be defined as follows:

- (a) Whoever offers, gives, solicits or accepts any benefit whatsoever to influence the action of a State worker during the award or execution of a jobbing order shall be guilty of "corruption", and
- (b) Whoever provides, solicits or accepts several quotations tendered by the same contractor under different corporate names and/or under different registration numbers shall be guilty of "corruption",

- (c) Whoever deforms or distorts facts in order to influence the award or execution of a jobbing order in a manner prejudicial to the Project Owner indulges in "fraudulent practices".
"Fraudulent practices" shall comprise any understanding or collusion of bidders (before or after submission of the bid) seeking to artificially keep the bid prices at levels not corresponding to those resulting from free and open competition, thus depriving the Project Owner of the benefits of competition.

DOCUMENT No. III MODEL APPENDICES

3.1 BID LETTER

Date

REQUEST FOR QUOTATION N° 001/RQ/WBC/ITB/2020 OF 24/01/2020

To : The Chairperson of the Tenders Board

Dear Sir/Madam,

After studying the Consultation File which we officially acknowledge receipt of, we, the undersigned, hereby tender to carry out the supply

..... in accordance with the request for Consultation and for the sum of

CFAF (in words) exclusive of Value Added Tax and all Taxes Inclusive.....

CFAF (in figures), exclusive of Value Added Tax and all Taxes Inclusive.

If our bid is approved, we undertake to do the supply in accordance with the provisions specified in the Bill of Entry and Quantities.

We are bound by the terms of this bid for a period of (number) days from the date fixed for opening of bids, as laid down in the letter of invitation to tender. The bid shall bind us and may be accepted at any time before the end of this period.

Pending the due preparation and signing of a jobbing order, this bid completed by your written acceptance and the notification of award of the jobbing order, shall serve as a jobbing order binding us mutually.

On

Signature

Name and capacity of signatory

On behalf of the Candidate.

3.2 - BILL OF ESTIMATES, ENTRY AND QUANTITIES

BILL OF QUANTITIES AND COST ESTIMATES FOR THE SUPPLY OF MEDICAL EQUIPMENT TO IHC WIDIKUM					
SN	MECURIEL REFERNECS	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
1	04-001-150010	Simple foam chairs	3		
2	04-003-150043	Wooden open shelf (4 compartments)- 100cm x 170cmx28cm	1		
3	04-008-150069	Wooden office table with 1 drawer 80x60x75 cm	1		
4	04-001-150026	Simple office armchair	1		
5	07-007-15006	Stainless steel examination bed	1		
6	49-002-150155	Metal hospitalisation bed + drip stand + simple metallic bed side cupboard locally fabricated	3		
7	49-001-150012	Salter scale - adult	1		
8	49-002-150124	Salter scale - baby with pan	1		
9	07-007-150007	Anti-bed sore hospitalisation mattress with markintouch	2		
10	07-001-150217	Autoclave pot	1		
11	27-002-150061	Baby wash basin	1		
12	24-001-150800	Bed pan INOX	1		
13	07-002-150037	microscope	1		
14	49-002-150155	Complete delivery kit with foetoscope	1		
15	49-002-150051	Dual head stethoscope	1		
16	07-001-150348	Electronic foetoscope with battery and charger (SONCAX)	1		
17	42-005-150106	Haemoglobine meter talquist piece	1		
18	11-002-150047	Haemoglobino meter (URIT)	1		
19	49-002-150062	Manual centrifuge with 4 tubes	1		
20	49-002-150171	Mercury sphygmomanometer	1		
21	07-001-150054	Minor surgical kit	1		
22	49-002-150001	One Touch glaucometer with strips	1		
23	07-007-150020	Simple Protected baby's cot with mattress	1		
24	27-002-151089	Stainless steel adjustable stool for laboratory	1		
25	07-001-150396	Stainless steel Cusco Speculum	1		
26	49-002-150166	Stainless steel dressing trolley on wheel	1		
27	52-005-150051	Stainless steel dust bins with foot opening mechanism	1		
28	13-004-150558	Stainless steel galipots	1		
29	13-04-15079	Delivery bed with metress	1		
30	13-004-150714	Stainless steel otoscope with batteries	1		
31	13-004-150707	Wall clock	1		
32	20-004-150008	Wheel chair	1		
		TOTAL (without tax)			
		VAT =19.25%			
		AIR= 5.5% or 2.2%			

REQUEST FOR QUOTATION FOR SUPPLY OF MEDICAL EQUIPMENT TO WIDIKUM IHC, WIDIKUM BOFFE COUNCIL, 2020.

		Total Taxes= VAT + AIR	
		Amount ATI = HT + VAT	
		Net= HT - AIR	
Closed the present bill at (TTC):			

3.3 - TECHNICAL DESCRIPTION OF SERVICES

TECHNICAL DESCRIPTION OF ITEMS	
SN	DESCRIPTION
1	Simple foam chairs
2	Wooden open shelf (4 compartments)- 100cm x 170cmx28cm
3	Wooden office table with 1 drawer 80x60x75 cm
4	Simple office armchair
5	Stainless steel examination bed
6	Metal hospitalisation bed + drip stand + simple metallic bed side cupboard locally fabricated
7	Salter scale - adult
8	Salter scale - baby with pan
9	Anti-bed sore hospitalisation mattress with markintouch
10	Autoclave pot
11	Baby wash basin
12	Bed pan INOX
13	microscope
14	Complete delivery kit with foetoscope
15	Dual head stethoscope
16	Electronic foetoscope with battery and charger (SONCAX)
17	Haemoglobinometer talquist piece
18	Haemoglobinometer (URIT)
19	Manual centrifuge with 4 tubes
20	Mercury sphygmomanometer
21	Minor surgical kit
22	One Touch glaucometer with strips
23	Simple Protected baby's cot with mattress
24	Stainless steel adjustable stool for laboratory
25	Stainless steel Cusco Speculum
26	Stainless steel dressing trolley on wheel
27	Stainless steel dust bins with foot opening mechanism
28	Stainless steel galipots
29	Delivery bed with metress
30	Stainless steel otoscope with batteries
31	Wall clock
32	Wheel chair

3.4 - BID COMPARISON TABLE

ADMINISTRATIVE DOCUMENTS.

NO	DESCRIPTION	YES	NO
A.1	Certified Copy of the Business Registration, not more than three months old.		
A.2	Declaration of intention to tender stamped with the tariff in force.		
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.		
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance or by a foreign bank the first order not more than three months.		
A.5	Purchase receipt of tender file issued by public treasury		
A.6	A bid bond issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions		
A.7	An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP)		
A.8	An Attestation signed by the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation should be less than three months old.		
A.9	A valid Certificate of imposition certified by the chief of tax centre		
A.10	Business License (photocopy certified by the chief of tax centre, not more than three months).		
A.11	Certified Copy of a valid taxpayers card, delivered by the chief of tax centre		
A.12	A Clearance Certificate signed by the chief of tax centre stating that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.		

COMPANY NAME:

EVALUATION GRID OF TECHNICAL BID			
N°	EVALUATION CRITERIA AND SUB-CRITERIA	YES	NO
B)	ESSENTIAL CRITERIA		
B.1	General presentation of the tender files		
B.1.1	- Visual presentation of the bids (clean, paginated bound documents) Presentation of the documents in the order required in the tender file Clarity and legibility of the documents provided		
B.2	LIST OF REFERENCES OF THE ENTERPRISE IN THE SIMILAR JOBS List of references of the enterprise in similar jobs justified by signed contracts (first and last pages) and minutes of reception or attestation of clearances of supply executed. Minimum acceptable: 01 Contracts realized in the domain of supply of Medical Equipment over the past 02 years with amount at least 7,000,000 FCFA		
B.2.1	1 st Reference		
B.3	ACKNOWLEDGEMENT OF THE IHC AND THE LOCALIZATION		
B.3.1	Comprehensive report of site visit signed by the company administrator and justified by photos (at least 2 pictures)		
B.4	QUALIFICATION AND EXPERIENCE OF SUPERVISORY STAFF 01 works supervisor (at least laboratory technician or equivalent certificate with at least 03 (three) years' experience in the domain of nurse		
B.4.1	> A certified copy of the technical diploma, > Certified copy of ID card		
B.4.2	> CV signed and date by the candidate		
B.5	METHODOLOGY OF SUPPLY		
B.5.1	TIME FRAME FOR THE SUPPLIES		
B.5.1.1	Planning of the execution and the respect of the duration of the supplies		
B.5.1.2	Coherence in the execution of the supplies		
B.5.1.3	Realism: Logical sequence for the execution of the tasks		
B.5.2	QUALITY OF THE SUPPLIES AND MAINTENANCE		
B.5.2.1	Description of tests measures		
B.5.2.2	Description of the origin of material		
B.5.2.3	Description of services after sales		
B.5.2.4	Catalogue of equipment (each of them) in colour including specifications and references		
B.6	CAPACITY TO FINANCE THE PROJECT AND ACKNOWLEDGEMENT OF THE JOBBING ORDER AND THE SITE		
B.6.1	FINANCIAL CAPACITY An attestation of financial capacity (solvency) of the enterprise issued by a 1st class bank located in any area in Cameroon and approved by the Ministry of Finance and respect COBAC conditions. 25% of the estimated cost of the project		
B.6.2	Draft jobbing order duly filled initialed in all the pages and signed on the last page		
TOTAL		/ 08 yes	

COMPANY NAME/.....

Date of submission:

BID COMPARISON TABLE FOR THOSE RETAINED

No	Names of Bidders	Address	Technical/ Financial Compliance		Execution deadline	Total Price TTC (after verification)	Remarks
			Yes	No			
01							
02							
03							

Members of the Widikum Boffe Council Internal Tenders Board

S/N	Name	Duty	Signature
01			
02			
03			
04			
05			
<u>Invitee</u>			
01			

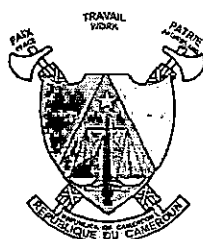
République du Cameroun
Paix – Travail – Patrie

Ministère De La Décentralisation
Et Développement Locale

Région du Nord-Ouest

Département MOMO

Commune Widikum Boffe



Republic of Cameroon
Peace – Work – Fatherland

Ministry Of Decentralization And
Local Development

North West Region

MOMO Division

Widikum Boffe Council

DRAFT JOBBING ORDER

JOBING ORDER N° ____/JO/RQ/WBC/ITB/2020 OF

AWARDED AFTER REQUEST FOR QUOTATION N°001/RQ/WBC/ITB/2020 OF 24/01/2020

CONTRACTOR :

TAX PAYER'S CARD NO :

ADDRESS :

BP :

TEL :

FAX :

BANK ACCOUNT NO.....

SUBJECT : "FOR THE SUPPLY OF MEDICAL EQUIPMENT TO WIDIKUM INTEGRATED HEALTH CENTER IN WIDIKUM SUB DIVISION, MOMO DIVISION OF THE NORTH WEST REGION"

AMOUNT : F CFA TTC

(..... F CFA TOUTES TAXES COMPRISES)

DELAÏ : Sixty (60) DAYS

FINANCING : (PIB) - 2020

VOTE CHARGE ::

ENTERED INTO ON :

SIGNED ON :

NOTIFIED ON :

REGISTERED ON :

BETWEEN : : The state of Cameroon, represented by the LORD MAYOR WIDIKUM BOFFE Contracting Authority hereafter known as the "Administration"

ON ONE HAND

AND

THE COMPANY

BP :
TEL :
FAX :
BANK ACCOUNT NO.....

Represented by the General Manager

.....

Hereafter known as << **THE contractor** >>

ON THE OTHER HAND

HAVING AGREED UPON AND ADOPTED THE FOLLOWING :

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- ARTICLE 2 : PROCEDURE FOR AWARDING THE JOBBING ORDER
- ARTICLE 3 : CONSTITUENT DOCUMENTS OF THE JOBBING ORDER
- ARTICLE 4 : GENERAL TEXTS
- ARTICLE 5 : DUTIES OF THE SERVICE HEAD AND OF THE ENGINEER
- ARTICLE 6 : PERIOD AND PLACE OF DELIVERY .
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CHAPTER II : PERFORMANCE OF THE JOBBING ORDER

- ARTICLE 8 : SUPPLIER'S ROLE AND RESPONSIBILITIES
- ARTICLE 9 : CONSISTENCY OF SERVICES
- ARTICLE 10 : DESCRIPTION OF SUPPLIES
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- ARTICLE 25 : VALIDITY OF THE JOBBING ORDER

CHAPTER I

GENERAL CONSIDERATIONS

ARTICLE 1 : PURPOSE OF THE JOBBING ORDER

The purpose of this jobbing order is **"FOR THE SUPPLY OF MEDICAL EQUIPMENT TO THE WIDIKUM INTEGRATED HEALTH CENTER IN WIDIKUM SUB DIVISION, MOMO DIVISION OF THE NORTH WEST REGION"**

A description of this supply shall be given in Article 10 below.

ARTICLE 2 : PROCEDURE FOR AWARDING THE JOBBING ORDER

This jobbing order is awarded following **REQUEST FOR QUOTATION N° 001/RQ/WBC/ITB/2020 OF 24/01/2020 FOR THE SUPPLY OF MEDICAL EQUIPMENT TO WIDIKUM INTEGRATED HEALTH CENTER IN WIDIKUM SUB DIVISION, MOMO DIVISION OF THE NORTH WEST REGION"**

ARTICLE 3 : CONSTITUENT DOCUMENTS OF THE JOBBING ORDER

The constituent contractual documents of this jobbing order are in order of priority:

- this booklet of Special Administrative Clauses ;
- the Supplier's bid and his overall proposal ;
- the provisions which are not repugnant to the booklet of Technical Clauses and of Special Administrative Clauses mentioned above ;
- the breakdown of estimates ;
- the descriptive bill of quantities.

ARTICLE 4 : GENERAL TEXTS

This jobbing order shall be governed by:

- This jobbing order is subject to the following General texts of law
- The special General administrative Clauses (CCLS);
- The law N° 96/12 of 05 August 1996 on the management of environment;
- The texts governing the trade;
- The Decree N° 2004/275 of 24 September 2004 to institute the Public Contracts Code;
- Decree n° 2001/048 of 23 February 2001 relating to the setting up, Organization and functioning of the Public Contracts Regulation Agency ARMP.
- Decree n° 2003/65/PM of 16 April 2003 to lay down the procedure for implementing the tax and customs system applicable to public contracts;
- Order N°093/CAB/PM of 5 November 2002 to fix the amount of the bid bond and the purchase fees for tender files;
- Order N°22/CAB/PM of 02 February 2011 to lay down conditions for the recruitment of individual consultants;
- Order N°23/CAB/PM of 02 February 2011 to lay down conditions for the implementation of request for quotation;
- Circular No. 004/CAB/PM of 30 December 2005 relating to the application of the Public Contracts Code;

- Circular No. 003/CAB/PM of 18 April 2008 relating to the observance of the rules governing the award; execution and control of Public Contracts;
- Circular No. 002/CAB/PM of January 31, 2011 on the improvement of the performance of the Public Contracts system;
- Circular No. 003/CAB/PM of January 31, 2011 defining the conditions for the management of the changes of the economic conditions of Public Contracts;
- Decree N°2012/074 of 08 march 2012 relating to the creation, organization and functioning of the Public Tenders Board;
- Decree N°2012/075 of 08 march 2012 to organize the Ministry of Public Contracts;
- Decree N°2012/076 of 08 march 2012 to amend and supplement certain provisions of decree N°2001/048 of 23 February 2001 relating to the creation, organization and functioning of the Public Contracts Regulatory Agency (ARMP);
- Circular N°001/CAB/PR of 19 june 2012 on the award, the control of execution of public contracts;
- The circular N° 001/C/MINFI of 02/01/2018 on instructions relating to the execution of the finance law, the control and the follow up of the execution of the State Budget, Administrative, Public Establishment, of Councils and State Organizations for the 2018 financial Year;
- Unified Technical Documents (DTU) for building supply;
- The Norms in force in the Republic of Cameroon;
- The CCTP;
- Other texts specific to contracting fields.

ARTICLE 5 : DUTIES OF THE SERVICE HEAD AND THE ENGINEER

In pursuance of the provisions of this jobbing order, it shall be specified that

- The Contracting Authority shall be the **LORD MAYOR OF WIDIKUM BOFFE COUNCIL**. He ensures the preservation of originals of contract documents and the transmission of copies to ARMP through the focal point designated to this effect.
- The Contract Manager shall be the **District Medical Officer for BATIBO** hereinafter referred to as the Contract Manager. He ensures the respect of the administrative, technical, financial conditions and contractual time-limits.
- The Contract Engineer shall be the **District Medical Officer for BATIBO**, hereinafter referred to as the Engineer.
- the control brigade of **MINMAP** shall control all the equipment supplied to ensure that this jobbing order is respected.
- The contractor shall be *[to be specified]*.
- The authority in charge of ordering payment shall be the **LORD MAYOR OF WIDIKUM BOFFE COUNCIL**.
- The authority in charge of the clearance of expenditures shall be the **MUNICIPAL Treasurer**.
- The official competent to furnish information within the context of the execution of this contract shall be The **LORD MAYOR WIDIKUM BOFFE COUNCIL**.

ARTICLE 6 : PERIOD AND PLACE OF DELIVERY

The delivery period for equipment shall be fixed at **60 Days** with effect from the date of notification of this jobbing order.

Equipment shall be delivered **at WIDIKUM INTEGRATED HEALTH CENTER**

ARTICLE 7 : RESIDENCE OF THE CONTRACTOR

The supplier's main residence shall be :

at :

P .O. Box :

TEL :

FAX :

All notifications to him shall validly be forwarded to this address.

CHAPTER II

PERFORMANCE OF THE JOBBING ORDER

ARTICLE 8: ROLE AND RESPONSIBILITY OF THE SUPPLIER

The contractor has as mission to effect the supply as described in Article 10 under the control of the **DISTRICT MEDICAL OFFICER FOR BATIBO**, and in keeping with the rules and standards in force in Cameroon and the specifications of this jobbing order.

ARTICLE 9 : CONSISTENCY OF SERVICES

The services of the supplier shall comprise the purchase of equipment, delivery, installation, technical receipt and insurance charges.

ARTICLE 10 : DESCRIPTION OF SUPPLY

The services shall include
SEE LIST OF EQUIPMENTS TO BE SUPPLIED IN THE BILL IF QUANTITIES

ARTICLE 11 : INFORMATION AND DOCUMENTS TO BE FURNISHED

Catalogue of equipment

ARTICLE 12 : ACCEPTANCE OF SUPPLY

The Project Owner or Contract Manager shall fix the date for the reception of supply to be effected in the presence of the supplier by a commission composed of:

- ❖ The contracting authority or his representativeChairperson;
- ❖ The supplier or his representativeobserver;
- ❖ The contract Engineer or his representativesecretary.
- ❖ The stores accountant widikum boffe council.....member
- ❖ The chief of control brigade MINMAP momo or his representative observer

It shall cross-check the conformity of the supply with the prescriptions of the jobbing order and will decide whether there are grounds to rule in favour of acceptance.

Where the supply does not conform, the supplier shall be requested to replace the defective items at his own cost.

Where the supply does conform, the commission shall rule for acceptance. An acceptance report will then be prepared and shall be signed by all the members of the commission and the supplier. Such report shall clearly state the number of items, the quality of the packaging and the compliance with the contractual clauses.

ARTICLE 13: GUARANTEE

The cost of the usual commercial guarantees outlined in the general clauses for any defect or early alteration of the items shall be borne by the supplier. The supply will bear the cost of repairs of the supplied equipment for six months from the date of acceptance of the supply.

ARTICLE 14: INSURANCE

Hazards of whatever nature during transportation up to the place of delivery must be covered by an insurance policy taken by the supplier.

ARTICLE 15: PENALTIES FOR DELAYS

1. The amount set for penalties for delays is set as follows:
 - One two thousandth ($1/2000^{\text{th}}$) of the initial contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the contractual time-limit;
 - One thousandth ($1/1000^{\text{th}}$) of the initial amount of the contract inclusive of all taxes per calendar day beyond the 30th day.
2. The cumulated amounts of penalties for delay shall be limited to ten percent (10 %) of the initial contract inclusive of all taxes.

CHAPTER III FINANCIAL PROVISIONS

ARTICLE 16: GENERAL NOTIONS – PRICES

The supplier shall be reputed to be perfectly knowledgeable about all the constraints inherent in the performance of the services and about all local conditions likely to influence such performance.

The prices of this jobbing order shall be final and not subject to review. They shall take into account all delivery, charges, false charges and contingences and shall be understood to be inclusive of taxes.

ARTICLE 17: AMOUNT OF THE JOBBING ORDER

The total amount of this jobbing order stands at
 CFAF inclusive of taxes (amount in words)

 in accordance with the breakdown of estimates appended here to .

UNITE PRICE SCHEDULE

UNIT PRICE SCHEDULED FOR THE SUPPLY OF MEDICAL EQUIPMENT TO IHC WIDIKUM					
SN	MECURIEL REFERNECS	DESCRIPTION	QTY	UNIT PRICE in figures	UNIT PRICE in words
1	04-001-150010	Simple foam chairs	3		
2	04-003-150043	Wooden open shelf (4 compartments)- 100cm x 170cmx28cm	1		
3	04-008-150069	Wooden office table with 1 drawer 80x60x75 cm	1		
4	04-001-150026	Simple office armchair	1		
5	07-007-15006	Stainless steel examination bed	1		
6	49-002-150155	Metal hospitalisation bed + drip stand + simple metallic bed side cupboard locally fabricated	3		
7	49-001-150012	Salter scale - adult	1		
8	49-002-150124	Salter scale - baby with pan	1		
9	07-007-150007	Anti-bed sore hospitalisation mattress with markintouch	2		
10	07-001-150217	Autoclave pot	1		
11	27-002-150061	Baby wash basin	1		
12	24-001-150800	Bed pan INOX	1		
13	07-002-150037	microscope	1		
14	49-002-150155	Complete delivery kit with foetoscope	1		
15	49-002-150051	Dual head stethoscope	1		
16	07-001-150348	Electronic foetoscope with battery and charger (SONCAX)	1		
17	42-005-150106	Haemoglobinometer talquist piece	1		
18	11-002-150047	Haemoglobinometer (URIT)	1		
19	49-002-150062	Manual centrifuge with 4 tubes	1		

20	49-002-150171	Mercury sphygmomanometer	1		
21	07-001-150054	Minor surgical kit	1		
22	49-002-150001	One Touch glucometer with strips	1		
23	07-007-150020	Simple Protected baby's cot with mattress	1		
24	27-002-151089	Stainless steel adjustable stool for laboratory	1		
25	07-001-150396	Stainless steel Cusco Speculum	1		
26	49-002-150166	Stainless steel dressing trolley on wheel	1		
27	52-005-150051	Stainless steel dust bins with foot opening mechanism	1		
28	13-004-150558	Stainless steel galipots	1		
29	13-04-15079	Delivery bed with metress	1		
30	13-004-150714	Stainless steel otoscope with batteries	1		
31	13-004-150707	Wall clock	1		
32	20-004-150008	Wheel chair	1		

COST ESTIMATE

BILL OF QUANTITIES AND COST ESTIMATE FOR THE SUPPLY OF MEDICAL EQUIPMENT TO IHC WIDIKUM					
SN	MECURIEL REFERNECS	DESCRIPTION	QTY	UP	TOTAL
1	04-001-150010	Simple foam chairs	3		
2	04-003-150043	Wooden open shelf (4 compartments)- 100cm x 170cmx28cm	1		
3	04-008-150069	Wooden office table with 1 drawer 80x60x75 cm	1		
4	04-001-150026	Simple office armchair	1		
5	07-007-15006	Stainless steel examination bed	1		
6	49-002-150155	Metal hospitalisation bed + drip stand + simple metallic bed side cupboard locally fabricated	3		
7	49-001-150012	Salter scale - adult	1		
8	49-002-150124	Salter scale - baby with pan	1		
9	07-007-150007	Anti-bed sore hospitalisation mattress with markintouch	2		
10	07-001-150217	Autoclave pot	1		
11	27-002-150061	Baby wash basin	1		
12	24-001-150800	Bed pan INOX	1		
13	07-002-150037	microscope	1		
14	49-002-150155	Complete delivery kit with foetoscope	1		
15	49-002-150051	Dual head stethoscope	1		
16	07-001-150348	Electronic foetoscope with battery and charger (SONCAX)	1		
17	42-005-150106	Haemoglobinometer talquist piece	1		
18	11-002-150047	Haemoglobinometer (URIT)	1		
19	49-002-150062	Manual centrifuge with 4 tubes	1		
20	49-002-150171	Mercury sphygmomanometer	1		
21	07-001-150054	Minor surgical kit	1		

REQUEST FOR QUOTATION FOR SUPPLY OF MEDICAL EQUIPMENT TO WIDIKUM IHC, WIDIKUM BOFFE COUNCIL, 2020.

22	49-002-150001	One Touch glaucometer with strips	1		
23	07-007-150020	Simple Protected baby's cot with mattress	1		
24	27-002-151089	Stainless steel adjustable stool for laboratory	1		
25	07-001-150396	Stainless steel Cusco Speculum	1		
26	49-002-150166	Stainless steel dressing trolley on wheel	1		
27	52-005-150051	Stainless steel dust bins with foot opening mechanism	1		
28	13-004-150558	Stainless steel galipots	1		
29	13-04-15079	Delivery bed with metress	1		
30	13-004-150714	Stainless steel otoscope with batteries	1		
31	13-004-150707	Wall clock	1		
32	20-004-150008	Wheel chair	1		
TOTAL (without tax)					
VAT =19.25%					
AIR= 5.5% or 2.2%					
Total Taxes= VAT + AIR					
Amount ATI = HT + VAT					
Net= HT - AIR					
Closed the present bill at (TTC):					

ARTICLE 18: TERMS AND CONDITIONS FOR PAYMENT

17.1 Start up advance:

Upon notification of the contract to the contractor, an advance payment corresponding to (20% of the contract amount, after tax) may be granted to the holder of the jobbing order, at his request.

This advance payment shall be guaranteed 100% (one hundred percent) by a first class bank approved by the Ministry in charge of finance.

Release of this guarantee shall be issued upon acceptance of all the supply which were the purpose of the jobbing order.

17.2. Scheduling payments:

Payments shall be made in proportion to the services performed and deduction made of the advance payment.

The supplier shall be paid upon presentation of invoices after acceptance of supply.

ARTICLE 19: BANK DOMICILIATION

The Project Owner or Contract Manager shall pay in full all sums owed for the execution of this jobbing order by bank transfer to account No. at in the name of

ARTICLE 20: TAX SYSTEM

This jobbing order shall be subject to all the taxes and duties in force in the Republic of Cameroon.

The Value Added Tax shall be borne by the Project Owner or Project Manager.

ARTICLE 21: STAMP DUTY AND REGISTRATION

Seven (7) original copies of this jobbing order shall be stamped and registered by the supplier at his cost, in accordance with the regulations in force.

CHAPTER IV

MISCELLANEOUS PROVISIONS

ARTICLE 22: PRODUCTION AND CIRCULATION OF THE JOBBING ORDER

Fifteen (7) copies of this jobbing order shall be produced and circulated.

ARTICLE 23: DISPUTES

Any dispute arising between the contracting parties shall be the subject of an attempt at reconciliation through direct understanding.

Failing an amicable settlement, the final verdict of any dispute stemming from this jobbing order shall be passed by the competent Cameroonian court.

ARTICLE 24: CANCELLATION OF THE JOBBING ORDER

This jobbing order may be cancelled under the conditions and formalities provided for by the regulations in force.

ARTICLE 25: VALIDITY OF THE JOBBING ORDER

This jobbing order shall be valid only after its signature by the Project Owner (or the Contract Manager) and shall become enforceable only after its notification to the Supplier.

PAGE AND LAST OF JOBBING ORDER No....RQ/WBC/ITB/2020

AFTER

WITH THE COMPANY:

FOR THE SUPPLY

AMOUNT OF THE JOBBING ORDER: CFAF

(In words

CFA francs inclusive of taxes)

EXECUTION TIME: 02 MONTHS

Read and accepted by the contractor
WIDIKUM, _____ Signature of Contracting Authority
WIDIKUM, _____ Registration

Table of models

: Model bid bond

: Model final bond

: Model of start-off advance bond

: Model retention fund

: MODEL BID BOND

Addressed to *[indicate the Contracting Authority and his address]* "Contracting Authority"

Whereas the undertaking _____ hereinafter referred to as the "bidder" has submitted his bid on _____ for *[recall the subject of the invitation to tender]*, hereinafter referred to as "the bid" and to which must be attached a bid bond equivalent to *[indicate the amount]* CFA francs.

We _____ *[name and address of the bank]*, represented by _____ *[names of signatories]*, hereinafter referred to as "the bank" hereby guarantee payment to the Contracting Authority of the maximum sum of *[indicate the amount]* CFA francs, that the bank pledges to pay in full to the Contracting Authority, binding itself, its successors and assignees.

The conditions of this commitment are as follows:

If the bidder retires his bid during the validity period provided for in the Tender File;
Or

If the bidder, having been notified of the award of the contract by the Contracting Authority during the validity period:

- Fails or refuses to sign the contract, even though required to do so;
- Fails or refuses to furnish the final bond for the contract (final bond) as provided for by the contract;

We pledge to pay to the *[Contracting Authority]* an amount up to the maximum of the sum referred to above upon reception of the his first written request, without the Contracting Authority having to justify his request, given, however, that in his request the Contracting Authority shall note that he is due the amount he is claiming because one 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 bids. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of bids. 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 and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank at _____, on _____

[Bank's signature]

: Model final bond

Bank:

Reference of the bond: No _____

Addressed to *[Indicate the Project Owner and his address]* Cameroon, hereinafter referred to as the "Project Owner"

Whereas _____ *[name and address of Contractor]*, hereafter referred to as "the Contractor", has committed himself, in execution of the contract referred to as "the contract", to carry out *[indicate the nature of the supply]*.

Whereas it is stated in the contract that the Contractor shall entrust to the Project Owner a final bond of an amount equal to *[indicate the percentage between 2 and 5%]* of the amount of the corresponding portion of the contract, as guarantee of the execution of his full obligations in accordance with the terms of the contract,

Whereas we have agreed to issue the Contractor this guarantee,

We, _____ *[name and address of bank]*
represented by _____ *[name of signatories]*,
hereinafter referred to as "the bank", commit ourselves to pay the Project Owner, within a maximum deadline of eight (8) weeks, upon the simple written request declaring that the Contractor has not satisfied his contractual commitments within the meaning of the contract, without being able to defer the payment nor raise any contests for whatever reason, any sum up to the sum of _____ *[in figures and words]*.

We agree that no change or addendum or any other amendment to the contract shall free us of any obligation incumbent on us by virtue of this final bond and we hereby incline to any notification, addendum or change.

This final bond shall enter into force upon signature and notification of the contract. It shall be released within a deadline of *[indicate the deadline]* from the date of the provisional acceptance of the supply.

After this date, the bond shall be baseless and should be returned to us without the express request on our part.

Any request for payment made by the Project Owner by virtue of this guarantee should be done by registered mail with acknowledgement of receipt to reach the bank during the period of validity of this commitment.

This bond shall, for purposes of its interpretation, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank at _____ on _____

[Signature of the bank]

: Model of start-off advance bond

Bank: reference, address _____

We, the undersigned, (bank, address) hereby declare by the present to guarantee on behalf of _____ [the holder] to the benefit of the Project Owner [address of the Project Owner] (the beneficiary)

The payment, without contest and upon receipt of the first written request by the beneficiary, declaring that _____ [the holder] has not fulfilled his obligations relating to the reimbursement of the start-off advance according to the terms of contract No. _____ of _____ relating to _____ supply [indicate the subject of the supply, the references of the invitation to tender and the lot, if possible] of the total sum corresponding to the advance of [twenty (20) %] of the amount inclusive of all taxes of contract No. _____, payable upon notification of the corresponding Administrative Order that is, _____ CFA francs.

This bond shall enter into force and shall take effect upon reception of the respective parts of this advance into the accounts of _____ [the holder] opened in the _____ bank under No. _____.

This bond shall remain in force up till the reimbursement of the advance in accordance with the SAC. However, the amount of the bond shall be proportionately reduced on the progressive reimbursement of the advance.

The applicable law and jurisdiction shall be those of the Republic of Cameroon.

Signed and authenticated by the bank at _____ on _____

[Signature of the bank]

: Model of performance bond (Retention fund)

Bank: _____

Reference of the bond: No. _____

Addressed to *[Indicate the Project Owner]*

[Address of Contracting Authority]

Hereinafter referred to as "the Project Owner"

Whereas _____ *name and address of Supplier* hereinafter referred to "the contractor", pledged, in execution of the contract, to carry out the supply of *[indicate the subject of the supply]*

Whereas it is stipulated in the contract that the retention fund fixed at *[percentage below 10 % to be specified]* of the amount of the contract may be replaced by a joint guarantee,

Whereas we have agreed to provide the Contractor with this guarantee,

We, _____ *[name and address of the bank]*,

Represented by _____ *[names of signatories]* and hereinafter referred to as "the bank",

Hence, we hereby affirm that on behalf of the Contractor, we guarantee and are responsible to the Project Owner for a maximum amount of _____

[in figures and letters] corresponding to *[percentage below 10 % to be specified]* of the contract price.

And we pledge to pay to the Project Owner within a maximum deadline of eight (8) weeks upon his simple written request declaring that the contractor has not fulfilled his contractual obligations or is indebted to the Project Owner within the meaning of the contract, amended where need be, by its additional clauses, without being able to defer the payment nor raise any contest for whatever reason, any sum(s) within the limits of the amount equal to *[percentage below 10 % to be specified]* of the total amount of the supply featuring in the final detailed account, without the Project Owner having to prove or give the reasons nor the motive for the amount of the sum indicated above.

We hereby agree that no change or addendum or any other amendment shall release us of any obligation incumbent on us by virtue of this bond and we hereby incline by the present to the notification of any amendment, addendum or change.

This bond shall enter into force upon signature. It shall be released within thirty (30) days from the date of the final acceptance of the supply and upon release issued by the Project Owner.

Any request for payment made by the Project Owner by virtue of this bond should be done by registered mail with acknowledgement of receipt to reach the bank during the period of validity of this commitment.

This bond shall, for purposes of its interpretation and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this pledge and its consequences.

Signed and authenticated by the bank at _____ on _____

[Signature of the bank]

List of banking establishments and financial bodies authorised to issue bonds for public contracts

BANKS

1. Afriland First Bank (AFB)
2. Banque Atlantique Cameroun (BACM)
3. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC)
4. CITI Bank N.A. CAMEROON
5. Commercial Bank of Cameroon (CBC)
6. Ecobank Cameroon (EBC)
7. National Financial Credit Bank (NFC BANK)
8. Société Commercial de Banques Cameroun (CA-SCB)
9. Société Générale de Banque au Cameroun (SGBC)
10. Standard Chartered Bank Cameroon (SCBC)
11. Union Bank of Cameroon PLC (SCBC)
12. United Bank for Africa (UBA)

II- Insurance companies

1. Chanas Assurances S.A. BP 109/Douala;
2. Activa Assurnces S.A. BP 12970/Douala ;
3. Zenithe Insurance S.A. BP 1540/Douala.

N.B: la liste ci-dessus est également disponible sur le site web :www.arnp.cm