

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

MINISTÈRE DE DÉCENTRALISATION ET DU
DÉVELOPPEMENT LOCAL

REGION DU NORD-OUEST

DEPARTEMENT DE BOYO

COMMUNE DE FUNDONG

COMMISSION INTERNE DE PASSATION
DES MARCHES



REPUBLIC OF CAMEROON
Peace – Work – Fatherland

MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT

NORTH-WEST REGION

BOYO DIVISION

FUNDONG COUNCIL

FUNDONG COUNCIL INTERNAL
TENDERS BOARD

Ref: No. _/NWR/BOYO/FC/FCITB/2020

Fundong the 28. AOUT 2020

FUNDONG COUNCIL INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER

OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
RE-LAUNCHED No. *DOYONIT/FC/FCITB/2020*, OF *28/08* /2020 FOR THE
CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE
ILUNG - YUWI - ACHAIN ROAD. IN THE FUNDONG MUNICIPALITY OF BOYO
DIVISION. NORTH WEST REGION

FINANCING: PUBLIC INVESTMENT BUDGET (PIB) , MINDDEVEL 2020

AUTHORISATION N°: IV03492

IMPUTATION N°: 54 27 354 01 641605 2251 821

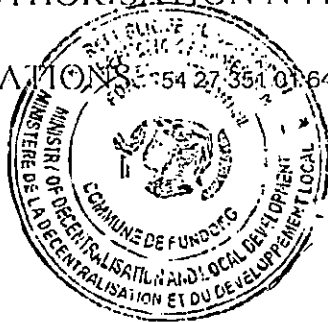
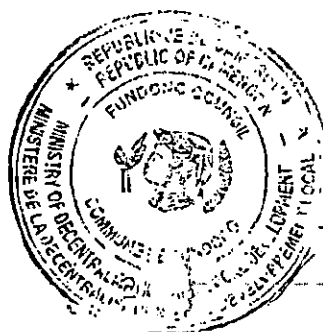
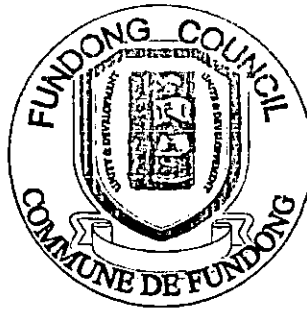


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Ref: No. ____/NWR/BOYO/FC/FCITB/2020

Fundong the 28 AOUT 2020

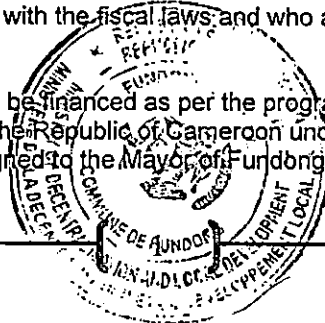
Tender Notice

OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE RE-LAUNCHED
No. 003/ONIT/ FC /FCITB /2020, OF 28/08 /2020 FOR THE CONSTRUCTION OF A
BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN ROAD IN THE
FUNDONG, BOYO DIVISION, NORTH WEST

- 1) **SUBJECT OF THE INVITATION TO TENDER:** Within the framework of the execution of the 2020 state budget, the State of Cameroon represented by the Mayor of Fundong Council hereby launches an open national invitation to tender by emergency procedure for the construction of a bridge over RIVER Yuwi at Pk 1+02 along the Ilung - Ywui - Achain road. in the Fundong, Boyo Division, North West Region
- 2) **NATURE OF SERVICE:** Work to be done consists of:
The different task to be executed for the maintenance and opening of these roads shall comprise the following:
 - Installations
 - Preliminary works
 - Earth works
 - Foundation, abutments - piers - beams - deck- Equipment
 - Painting
 - Equipment
 - Circulation
- 3) **EXECUTION DEADLINE:** The maximum deadline for the execution provided for by the Contracting Authority shall be **Four months (120 calendar days)** with effect from date of notification of the Administrative Order to start works.
- 4) **Lots:** The work consist of construction of a bridge over RIVER Yuwi at PK 1+02 along the Ilung - Yuwi - Achain road
- 5) **Estimated cost:** The estimated cost after preliminary studies are as follows;

LOT	Subject	Amount for the Project	Vote of charge N°	Expenditure authorization N°
1	Construction of a bridge over RIVER Yuwi at PK 1+02 along the Ilung - Yuwi - Achain road	30,000,000 FCFA	54 27 351 01 641605 2251 821	IV03492

- 6) **Participation and origin:** Participation in this invitation to tender is opened to competent Cameroonian enterprises that are in compliance with the fiscal laws and who are not currently excluded from public procurement.
- 7) **FINANCING:** The said works shall be financed as per the programmed budget of the 2020 Public Investment Budget (PIB 2020) of the Republic of Cameroon under the Decentralization and Local Development (MINDDEVEL) assigned to the Mayor of Fundong Council.



- o) **BID BONDS:** 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 - the list of which is found in document No. 12 of the Tender File, whose amount is Six Hundred Thousand (600,000) FCFA shall be valid for thirty (30) days beyond the deadline of validity of bids.

LOT	Subject	Locality	Bid Bond	Tender fee
1	Construction of a bridge over river Yuwi at PK 1+02 along the Ilung - Yuwi - Achain road	Fundong town	600,000 FCA	76,800. FCA

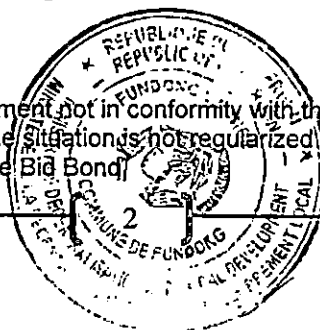
- 9) **CONSULTATION OF TENDER FILE:** The Tender documents may be consulted and obtained immediately after publication of this invitation to tender from the Contracts Management Unit of the Fundong council during working hours
- 10) **ACQUISITION OF TENDER FILE:** The Tender file shall be obtained from the Fundong Council Chamber as soon as this notice is published against payment of a non-refundable sum of Seventy Six Thousand, Eight Hundred (76,800) Francs CFA payable at the Fundong Council Treasury. Such receipt shall identify the payer as representing the company that wants to participate in the tender.
- 11) **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 external envelope - sealed, containing three (3) internal envelopes, that is,
- Envelope A: Administrative Documents,
 - Envelope B: Technical file
 - Envelope C: Financial file.

The sealed external envelope shall bear no information about the company and shall reach the Fundong Council secretariat not later than the 18/09/2020 at 10 am local time and note should be taken that in case of any ambiguities or differences during opening, only the original shall be considered authentic. The sealed pack shall bear the following inscriptions

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(To be opened only during the bids opening session)

- 12) **ADMISSIBILITY OF BIDS:** At the risk of being rejected, only originals or certified true copies by the issuing service or administrative authorities (Senior Divisional Officer, Divisional Officers) must imperatively be produced in accordance with the Special Regulations of this Invitation to Tender. They must not be more than three (3) months old as at the date of submission of bids or must not be established before 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 approved by the Minister in charge of Finance and valid for a period of thirty days shall be rejected.
- 13) **OPENING OF BIDS:** The bids shall be opened in a single phase, in the Fundong Council hall, on 18/09/2020 at 11:00am. Only bidders or their authorized representatives, having a perfect knowledge of the file may attend the bids opening session. Any bid which shall not comply with the requirements of the Tender File shall be rejected.
- 14) **Evaluation criteria**
The bids shall be evaluated in three (03) steps:
- 1st Step: Verification of the conformity of the Administrative file;
 - 2nd step: Evaluation of the technical file;
 - 3rd Step: Analyses of the financial file.
- The criteria of evaluation are the following:
- 14.10- Eliminatory criteria
- 14.11- Administrative documents
- Absent of Bid bond
 - Any Administrative document not in conformity with the prescriptions of this tender file shall results in elimination if the situation is not regularized within forty Eight Hours. This rule shall not be applied to the Bid Bond



- Any bids not in conformity with the prescriptions of this tender shall be inadmissible
- False declaration or falsified documents.

14.12- Technical File

- Complete documents or scanned documents;
- False declaration, forged or scanned documents;
- Technical assessment mark lower than 75% of "YES".

14.13- Financial Offer

- Incomplete financial Offer;
- Non-compliant documents;
- Omission of quantified unit price in the financial offer;
- Absence of breakdown of prices;

14.20 Essential criteria:

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

NO	CRITERIA	MARKS
1.	General presentation	YES/NO
2.	Quality of the personnel	YES/NO
3.	Execution Methodology	YES/NO
4.	Equipment	YES/NO
5.	Pre-financing capacity	YES/NO
6.	References of the bidder	YES/NO
7.	Attestation and report of site visit	YES/NO
8.	Nonexistence in the technical file of the rubric "organization, methodology and planning	YES/NO
9.	Special Technical Clauses initialed in all the pages and signed, stamped and dated on the last page;	YES/NO
10.	Special Administrative Clauses completed and initialed on all the pages and signed, stamped and dated on the last page	YES/NO

15) Award:

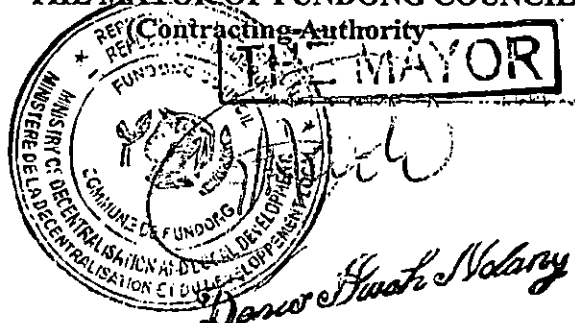
The evaluation will be done in a purely binary manner - (yes) or (no). The contract shall be awarded to the bidder who would have obtained a minimum technical score of 75% in the essential criteria and 100% in the eliminatory criteria, taken in consideration and who would have proposed a bid with the lowest amount, in conformity with the regulations of the tender documents.(see article 33 of the Public Contracts Code).

16) DURATION OF TENDER VALIDITY: Bidders shall remain committed to their offers for a period of ninety (90) days from the last date of the submission of tenders, that is, the tenders shall be valid for 90 (ninety) days with effect from their submission deadline.

17) COMPLEMENTARY INFORMATION: Complementary information which could be technical in nature can be obtained from the Fundong Council Tel.: Phone:(237) 677755510 Email: fundongcouncil2014@gmail.com, Website: fundongcouncil.org

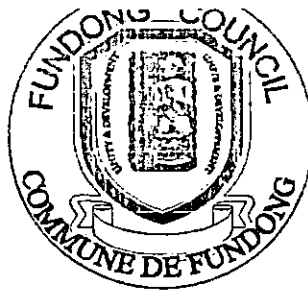
18) AMENDMENT TO THE INVITATION TO TENDER: The Delegated Contracting Authority reserves the right, if need be, to subsequently amend this invitation to tender in conformity with the Public Contracts Code.

Fundong, the 28 AOUT 2020
THE MAYOR OF FUNDONG COUNCIL



Copies:

- SDO/BOYO;
- ARMP/B,DA
- CHAIRPERSON OF DTB/BOYO;
- DD/MINMAP BOYO
- MINEPAT/BOYO
- MINDDEVEL BOYO
- NOTICE BOARDS
- FILE/CHRONO



AVIS D'APPEL D'OFFRES

18/08 **AVIS D'APPEL D'OFFRES NATIONAL OUVERT RE-LAUNCHED NO. 23/ONIT/FC/FCITB /2019, DU 18/08/2020 POUR LES TRAVAUX DE CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN 'ARRONDISSEMENT DE FUNDONG, DEPARTEMENT DU BOYO, REGION DU NORD-OUEST**

1) **OBJET DE L'APPEL D'OFFRES** : Dans le cadre de l'exécution du Budget d'Investissement Public 2020, l'Etat de Cameroun représenté par, le maire de Fundong lance un Appel d'Offres national ouvert pour: **CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN, Département du Boyo, Région du Nord-Ouest**

2) **Consistance des travaux** : Les travaux comprennent notamment lot 1 and 2 : Site installation

- Installations
- Travaux préliminaire
- Travaux de tracement
- Fondation, pile, poutre, dalle équipement
- Peinture
- Equipment
- Circulation

3) **DELAÏ D'EXECUTION** : Le délai prévu pour l'achèvement des travaux du présent appel d'offre est de cent vents jours continus (04 mois) à partir du jour de la notification de l'ordre de service.

4) **Allotissement** : Les travaux ci-après définis les travaux de construction de pont sur rivière yuwi au pk 1+02 dans la piste Ilung – Yuwi – Achain dans l'arrondissement de Fundong, Département du Boyo, Région du Nord-Ouest

5) **Coût prévisionnel** : Le coût prévisionnel de l'opération à l'issue des études préalables est de :

LO Ts	Subject	Amount for the Project	Vote of charge N°	Expenditure authorization N°
1	CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN.	30,000,000 FCFA	54 27 351 01 641605 2251 821	IV03492

6) **Participation et origine** : La participation à cette consultation est ouverte aux entreprises de droit camerounais ayant une expérience avérée dans le domaine concerné et ayant réalisées des opérations similaires.

7) **FINANCEMENT** : Les travaux, objet du présent appel d'offres sont financés par le Budget d'Investissement Public de la République du Cameroun, Budget du MINDEVEL au titre de l'exercice 2020 assigné au Maire de Fundong sur la ligne d'imputation budgétaire. Bon à savoir, cette publication est faite sous réserve de la disponibilité de l'imputation budgétaire du financement du projet.

8) **CAUTIONNEMENT PROVISOIRE** : Chaque soumissionnaire doit pour chaque lot inclure dans ses documents administratifs, une garantie de soumission qui respecte le model prescrites dans le DAO établi par un établissement bancaire agréée par le Ministère en charge des Finances d'un montant égal à 600,000francs CFA. Les cautionnements provisoires seront libérés au plus tard trente (30) jours après le délai de validité des offres pour les soumissionnaires n'ayant pas été retenus. Pour le soumissionnaire attributaire du marché, le cautionnement provisoire sera libéré après constitution du cautionnement définitif. Pour éviter les rejets, tous les documents doivent être les originaux ou des copies certifiées conformes issus des autorités administratives



compétentes (Préfet, Sous-Préfet ou Services Emetteur) pour une durée n'excédant pas trois mois et présentes selon les règlements spéciaux de cet appel d'offre. Les copies certifiées qui seront certifiées pour la deuxième fois ou des copies falsifiées ne seront pas acceptées. Les chapitres seront séparés par format en couleur. Les offres qui ne seront pas en conformité avec les prescriptions de cet appel d'offre seront déclarés inadmissibles.

LOT	Subject	Locality	Bid Bond	Tender fee
1	CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN;	Fundong town	600,000 FCA	76,800. FCA

9) CONSULTATION DU DOSSIER D'APPEL D'OFFRES : Le dossier de consultation peut être consulté aux heures ouvrables à la Mairie de Fundong, dès publication du présent avis.

10) ACQUISITION DU DOSSIER D'APPEL D'OFFRES: Le dossier d'appel d'offres peut être obtenu dès publication du présent avis d'appel d'offres aux services de l'Autorité Contractant (secrétariat de la mairie de Fundong pendant les heures ouvrables contre présentation d'une quittance de versement de la somme non remboursable de 76,800. FCFA à la recette municipale de la Commune de FUNDONG.

10 REMISE DES OFFRES : Chaque offre rédigée en français ou en anglais en Sept (07) exemplaires, c.-à-d. Un original et six copies marqués comme tels sera remise au Service de Passation des Marchés, situé à la Mairie de Fundong, au plus tard le 18/09 /2020 à 10heures. Il doit être dans un paquet contenant trois enveloppes marquées

- A : pour le dossier Administratif,
- B : pour le dossier technique
- C : pour le dossier financier.

Ce paquet devra porter la mention :

- - AVIS D'APPEL D'OFFRES NATIONAL OUVERT No. 003/ONIT/FC/FCITB /2020, du 18/08 /2020 POUR LES TRAVAUX DE CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN DANS L'ARRONDISSEMENT DE FUNDONG, DEPARTEMENT DU BOYO, REGION DU NORD-OUEST

«A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT»

11 Recevabilité des offres: Sous peine de rejet, les pièces du dossier administratif requises doivent être produites en originaux ou en copies certifiées conformes par le service émetteur ou une Autorité Administrative (Préfet, Sous-préfet,...), conformément aux stipulations du Règlement Particulier de l'Appel d'Offres. Elles doivent dater de moins de trois (03) mois précédant la date originale de dépôt des offres ou avoir été établies postérieurement à la date de signature de l'Avis d'Appel d'Offres. Toute offre incomplète conformément aux prescriptions 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 par le Ministère chargé des Finances. Les offres ne respectant pas le mode de séparation de l'offre financière, des offres administratives et techniques seront irrecevables.

12) Ouverture des plis: L'ouverture des plis se fera le 18/09 /2020 à 11heures, heure locale en une phase par la Commission communal de Passation des Marchés de la mairie de Fundong, (Salle de conférence de la Mairie de Fundong) en présence de chaque soumissionnaire qui le désire, ou son représentant dûment mandaté et ayant une parfaite connaissance des offres dont il a la charge. Une seule personne par offre remise, seule ou en groupement, sera admise. Les offres qui ne vont pas respecter les prescriptions du DAO seront rejetées. L'ouverture des plis sera faite en une phase.

- les dossiers administratifs et les offres techniques seront premièrement étudiés par les membres de la Commission communal de Passation des Marchés. Les entreprises n'ayant pas obtenu au moins 100% des points de la notation sur des dossiers administratifs et 75% pour dossier techniques seront éliminées.

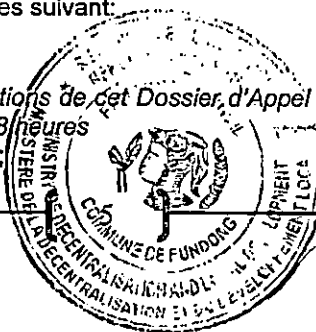
13) ÉVALUATION DES OFFRES: Les offres seront évaluées selon les conditions suivantes :

14) Les Offres sera evalue en 3 etapes

- > 1er etape: evaluation d'Offre technique
- > 2eme etape; Analyse d'offre financiere
- > 3eme etape; Critere d'evaluation sont les suivant:

14-10 Critères éliminatoires

- Absent de cautionne banque
- Les dossier non-conforme aux prescriptions de cet Dossier d'Appel d'Offre sera declarer non-receveable. si la situation n'a pas regularise dan 48 heures
- Fausse déclaration et pièces falsifiées ;



14-12-1- Offre Technique

- Documents non-conforme ou documents scanne
- Fausse déclaration ou document scanne ;
- Obtention des notes inférieure à 75% de "OUI"

14-13- L'Offre Financière

- L'Offre Financière incomplet
- Documents non-conform
- Omission des quantités de Prix Unitaire dans offres financières
- Absence des Prix détaillée.

14-14- Critères essentiels

L'Offre Technique de soumissionnaire sera évaluée de la manière suivante:

No.	Critère	NOTE
1.	Présentation générale	OUI/NON
2.	Qualité du personnel	OUI/NON
3.	Organisation Technique des Travaux	OUI/NON
4.	Équipement	OUI/NON
5.	Capacité financière	OUI/NON
6.	Références de l'entreprise dans la réalisation similaire	OUI/NON
7.	Attestation et Rapport de visite du site	OUI/NON
8.	Non-existence dans l'Offre Technique les mentions "organisation, Méthodologie et Planning"	OUI/NON
9.	Cahier des Clauses Technique Particulière par page	OUI/NON
10.	Cahier des Clauses Administratif particulière complète et par page.	OUI/NON

15 Attribution : Cette évaluation sera binaire (OUI ou NON). Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disante, ayant satisfait à 100% des critères éliminatoires et au moins 75% des critères essentiels.

16) Durée de validité des offres : Les soumissionnaires restent tenus par leurs offres pendant quatre-vingt-dix (90) jours à partir de la date limite fixée pour la remise des offres.

17) Les Renseignements Complémentaires : Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du Maire de Fundong Tel.: Phone:(237) 677755510 Email: fundongcouncil2014@gmail.com, Website: fundongcouncil.org

18) Additif à l'appel D'offres: L'Autorité Contractante se réserve le droit, en cas de nécessité, d'apporter toute autre modification ultérieure utile au présent appel d'offres.

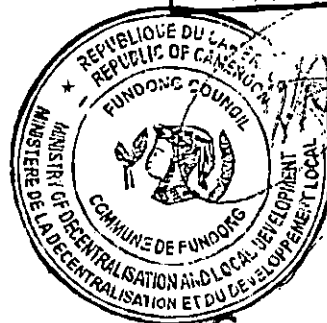
Fundong, le 28 AOÛT 2020.....

LE MAIRE DE FUNDONG
(AUTHORITE CONTRACTANTE)

THE MAYOR

Copies :

- Préfet/Boyo ;
- ARMP/B,da ;
- Présidents CPMF;
- DD/MINMAP/Boyo;
- DD/MINEPAT/BOYO
- Affichage.
- Chrono



Donat Bwale Nkomo

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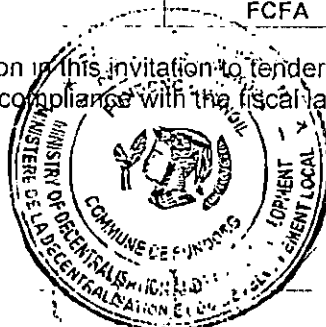
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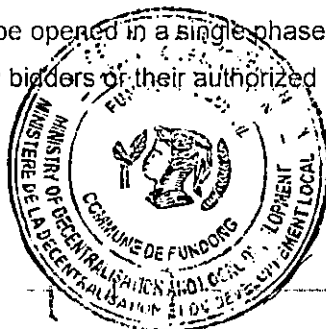
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 - Envelope B: Technical file
 - Envelope C: Financial file.
- The sealed external envelope shall bear no information about the company and shall reach the Fundong Council secretariat not later than the 18/09 /2020 at 10 am local time and note should be taken that in case of any ambiguities or differences during opening, only the original shall be considered authentic. The sealed pack shall bear the following inscriptions

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE NO.
003/ONIT/ FC /FCITB /2020, OF 28/08 /2020 FOR THE CONSTRUCTION OF
A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN
ROAD IN THE FUNDONG- BOYO DIVISION, NORTH WEST REGION**

(To be opened only during the bids opening session)

- 12) **ADMISSIBILITY OF BIDS:** At the risk of being rejected, only originals or certified true copies by the issuing service or administrative authorities (Senior Divisional Officer, Divisional Officers) must imperatively be produced in accordance with the Special Regulations of this Invitation to Tender. They must not be more than three (3) months old as at the date of submission of bids or must not be established before 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 approved by the Minister in charge of Finance and valid for a period of thirty days shall be rejected.
- 13) **OPENING OF BIDS:** The bids shall be opened in a single phase, in the Fundong Council hall, on 18/09 /2020 at 11:00am. Only bidders or their authorized representatives, having a perfect



knowledge of the file may attend the bids opening session. Any bid which shall not comply with the requirements of the Tender File shall be rejected.

14) Evaluation criteria

The bids shall be evaluated in three (03) steps:

- 1st Step: Verification of the conformity of the Administrative file;
- 2nd step: Evaluation of the technical file;
- 3rd Step: Analyses of the financial file.

The criteria of evaluation are the following:

14.10- Eliminatory criteria

14.11- Administrative documents

- Absent of Bid bond
- Any **Administrative document** not in conformity with the prescriptions of this tender file shall results in elimination if the situation is not regularized within forty Eight Hours. This rule shall not be applied to the Bid Bond
- Any bids not in conformity with the prescriptions of this tender shall be inadmissible
- False declaration or falsified documents.

14.12- Technical File

- Complete documents or scanned documents;
- False declaration, forged or scanned documents;
- Technical assessment mark lower than 75% of "YES".

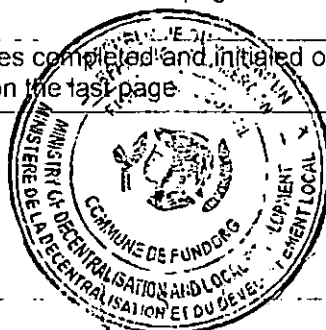
14.13- Financial Offer

- Incomplete financial Offer;
- Non-compliant documents;
- Omission of quantified unit price in the financial offer;
- Absence of breakdown of prices;
-

14.20Essential criteria:

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

NO	CRITERIA	MARKS
1.	General presentation	YES/NO
2.	Quality of the personnel	YES/NO
3.	Execution Methodology	YES/NO
4	Equipment	YES/NO
5	Pre-financing capacity	YES/NO
6.	References of the bidder	YES/NO
7	Attestation and report of site visit	YES/NO
8	Nonexistence in the technical file of the rubric "organization, methodology and planning	YES/NO
9	Special Technical Clauses initialed in all the pages and signed, stamped and dated on the last page;	YES/NO
10	Special Administrative Clauses completed and initialed on all the pages and signed, stamped and dated on the last page	YES/NO



15) Award:

The evaluation will be done in a purely binary manner - (yes) or (no). The contract shall be awarded to the bidder who would have obtained a minimum technical score of 75% in the essential criteria and 100% in the eliminatory criteria, taken in consideration and who would have proposed a bid with the lowest amount, in conformity with the regulations of the tender documents.(see article 33 of the Public Contracts Code).

16) DURATION OF TENDER VALIDITY: Bidders shall remain committed to their offers for a period of ninety (90) days from the last date of the submission of tenders, that is, the tenders shall be valid for 90 (ninety) days with effect from their submission deadline.

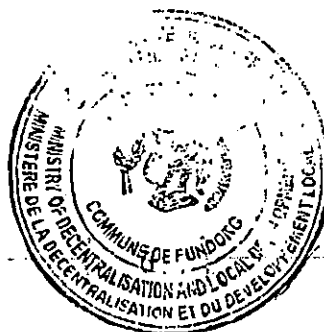
17) COMPLEMENTARY INFORMATION: Complementary information which could be technical in nature can be obtained from the Fundong Council Tel.: Phone:(237) 677755510 Email: fundongcouncil2014@gmail.com, Website: fundongcouncil.org

18) AMENDMENT TO THE INVITATION TO TENDER: The Delegated Contracting Authority reserves the right, if need be, to subsequently amend this invitation to tender in conformity with the Public Contracts Code.

Fundong, the..... **28 AUG 2020**...
THE MAYOR OF FUNDONG COUNCIL
(Contracting Authority)

Copies:

- SDO/BOYO;
- ARMP/B,DA
- CHAIRPERSON OF DTB/BOYO;
- DD/MINMAP BOYO
- MINEPAT/BOYO
- MINDDEVEL BOYO
- NOTICE BOARDS
- FILE/CHRONO



REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

MINISTÈRE DE DÉCENTRALISATION ET DU
DÉVELOPPEMENT LOCAL

REGION DU NORD-OUEST

DEPARTEMENT DE BOYO

COMMUNE DE FUNDONG

COMMISSION INTERNE DE PASSATION
DES MARCHES

Ref. No. _____/NWR/BOYO/FC/FCITB/2020



REPUBLIC OF CAMEROON
Peace – Work – Fatherland

MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT

NORTH-WEST REGION

BOYO DIVISION

FUNDONG COUNCIL

FUNDONG COUNCIL INTERNAL

Fundong the 28 AUG 2020

AVIS D'APPEL D'OFFRES

AVIS D'APPEL D'OFFRES NATIONAL OUVERT RE-LAUNCHED NO. 03/ONIT/FC/FCITB /2019, DU 28/08 /2020 POUR LES TRAVAUX DE CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN 'ARRONDISSEMENT DE FUNDONG, DEPARTEMENT DU BOYO, REGION DU NORD-OUEST

1) **OBJET DE L'APPEL D'OFFRES** : Dans le cadre de l'exécution du Budget d'Investissement Public 2020, l'Etat de Cameroun représenté par, le maire de Fundong lance un Appel d'Offres national ouvert pour: **CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN, Département du Boyo, Région du Nord-Ouest**

2) **Consistance des travaux** : Les travaux comprennent notamment lot 1 and 2 : Site installation

- Installations
- Travaux préliminaire
- Travaux de tracement
- Fondation, pile, poutre, dalle équipement
- Peinture
- Equipment
- Circulation

3) **DELAI D'EXECUTION** : Le délai prévu pour l'achèvement des travaux du présent appel d'offre est de cent vents jours continus (04 mois) à partir du jour de la notification de l'ordre de service.

4) **Allotissement** : Les travaux ci-après définis les travaux de construction de pont sur rivier yuwi au pk 1+02 dans la piste Ilung – Yuwi – Achain dans l'arrondissement de Fundong, Département du Boyo, Region du Nord-Ouest

5) **Cout prévisionnel** : Le coût prévisionnel de l'opération à l'issue des études préalables est de :

LO Ts	Subject	Amount for the Project	Vote of charge N°	Expenditure authorization N°
1	CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN.	30,000,000 FCFA	54 27 351 01 641605 2251 821	IV03492

6) **Participation et origine** : La participation à cette consultation est ouverte aux entreprises de droit camerounais ayant une expérience avérée dans le domaine concerné et ayant réalisées des opérations similaires.

7) **FINANCEMENT** : Les travaux, objet du présent appel d'offres sont financés par le Budget d'Investissement Public de la République du Cameroun, Budget du MINDDEVEL au titre de l'exercice 2020 assigné au Maire de Fundong sur la ligne d'imputation budgétaire. Bon à savoir, cette publication est faite sous réserve de la disponibilité de l'imputation budgétaire du financement du projet.

8) **CAUTIONNEMENT PROVISOIRE** : Chaque soumissionnaire doit pour chaque lot inclure dans ses documents administratifs, une garantie de soumission qui respecte le model prescrites dans le DAO établi



par un établissement bancaire agréé par le Ministère en charge des Finances d'un montant égal à 600,000francs CFA. Les cautionnements provisoires seront libérés au plus tard trente (30) jours après le délai de validité des offres pour les soumissionnaires n'ayant pas été retenus. Pour le soumissionnaire attributaire du marché, le cautionnement provisoire sera libéré après constitution du cautionnement définitif. Pour éviter les rejets, tous les documents doivent être les originaux ou des copies certifiées conformes issus des autorités administratives compétentes (Préfet, Sous-Préfet ou Services Emetteur) pour une durée n'excédant pas trois mois et présentes selon les règlements spéciaux de cet appel d'offre. Les copies certifiées qui seront certifiées pour la deuxième fois ou des copies falsifiées ne seront pas acceptées. Les chapitres seront séparés par format en couleur. Les offres qui ne seront pas en conformité avec les prescriptions de cet appel d'offre seront déclarés inadmissibles.

LOT	Subject	Locality	Bid Bond	Tender fee
1	CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE ILUNG – YUWI – ACHAIN;	Fundong town	600,000 FCA	76,800. FCA

9) CONSULTATION DU DOSSIER D'APPEL D'OFFRES : Le dossier de consultation peut être consulté aux heures ouvrables à la Mairie de Fundong, dès publication du présent avis.

10) ACQUISITION DU DOSSIER D'APPEL D'OFFRES: Le dossier d'appel d'offres peut être obtenu dès publication du présent avis d'appel d'offres aux services de l'Autorité Contractant (secrétariat de la marie de Funong pendant les heures ouvrables contre présentation d'une quittance de versement de la somme non remboursable de **76,800. FCFA** à la recette municipale de la Commune de FUNDONG.

10 REMISE DES OFFRES : Chaque offre rédigée en français ou en anglais en Sept (07) exemplaires, c.-à-d. Un original et six copies marqués comme tels sera remise au Service de Passation des Marchés, situé à la Marie de Fundong, au plus tard le 18/09/2020 à 10heures. Il doit être dans un paquet contenant trois enveloppes marquées

- A : pour le dossier Administratif,
- B : pour le dossier technique
- C : pour le dossier financier.

Ce paquet devra porter la mention :

- AVIS D'APPEL D'OFFRES NATIONAL OUVERT No. 003/ONIT/FC/FCITB /2020, du 28/08 /2020
POUR LES TRAVAUX DE CONSTRUCTION DE PONT SUR RIVIER YUWI AU PK 1+02 DANS LA PISTE
ILUNG – YUWI – ACHAIN DANS L'ARRONDISSEMENT DE FUNDONG, DEPARTEMENT DU BOYO,
REGION DU NORD-OUEST

«A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT»

11 Recevabilité des offres: Sous peine de rejet, les pièces du dossier administratif requises doivent être produites en originaux ou en copies certifiées conformes par le service émetteur ou une Autorité Administrative (Préfet, Sous-préfet,...), conformément aux stipulations du Règlement Particulier de l'Appel d'Offres. Elles doivent dater de moins de trois (03) mois précédant la date originale de dépôt des offres ou avoir été établies postérieurement à la date de signature de l'Avis d'Appel d'Offres. Toute offre incomplète conformément aux prescriptions 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 par le Ministère chargé des Finances. Les offres ne respectant pas le mode de séparation de l'offre financière, des offres administratives et techniques seront irrecevables.

12) Ouverture des plis: L'ouverture des plis se fera le 18/09/2020 à 11heures, heure locale en une phase par la Commission communal de Passation des Marchés de la marie de Fundong, (Salle de conférence de la Marie de Fundong) en présence de chaque soumissionnaire qui le désire, ou son représentant dûment mandaté et ayant une parfaite connaissance des offres dont il a la charge. Une seule personne par offre remise, seule ou en groupement, sera admise. Les offres qui ne vont pas respecter les prescriptions du DAO seront rejetées. L'ouverture des plis sera faite en une phase.

- les dossiers administratifs et les offres techniques seront premièrement étudiés par les membres de la Commission communal de Passation des Marchés. Les entreprises n'ayant pas obtenu au moins 100% des points de la notation sur des dossiers administratifs et 75% pour dossier techniques seront éliminées.



13) **ÉVALUATION DES OFFRES:** Les offres seront évaluées selon les conditions suivantes :

14) Les Offres sera evalue en 3 etapes

- 1er etape: evaluation d'Offre technique
- 2eme etape; Analyse d'offre financiere
- 3eme etape; Critere d'evaluation sont les suivant:

14-10 **Critères éliminatoires**

- Absent de caution banque
- Les dossier non-conforme aux prescriptions de cet Dossier d'Appel d'Offre sera declarer non-recevable si la situation n'a pas regularise dan 48 heures
- Fausse déclaration et pièces falsifiées ;

14-12- **L'Offre Technique**

- Documents non-conforme ou documents scanne
- Fausse déclaration ou document scanne ;
- Obtention des notes inferieur a 75% de "OUI"

14-13- **L'Offre Financiere**

- L'Offre Financiere incomplet
- Documents non-conform
- Omission des quantites de Prix Unitaire dans offres financiere
- Absence des Prix detaillee.

14-14- **Critères essentiels**

L'Offre Technique de soumissionnaire sera evalue de mannier suivant:

No.	Critere	NOTE
1.	Presentation general	OUI/NON
2.	Qualité du personnel	OUI/NON
3.	Organisation Technique des Travaux	OUI/NON
4.	Equipment	OUI/NON
5.	Capacite financière	OUI/NON
6.	Références de l'entreprise dans la réalisation similaire	OUI/NON
7.	Attestation et Rapport de visite du site	OUI/NON
8.	Non-existence dans l'Offre Technique les mentions "organisation, Méthodologie et Planning"	OUI/NON
9.	Cahier des Clauses Technique Particulière paraphe à chaque page	OUI/NON
10.	Cahier des Clauses Administratif particulière complète et paraphe à chaque page.	OUI/NON

15 **Attribution :** Cette évaluation sera binaire (**OUI ou NON**). Le marché sera attribué au soumissionnaire qui aura proposé l'offre le moins disant, ayant satisfait à **100%** des critères éliminatoires et au moins **75%** des critères essentiels.

16) **Durée de validité des offres :** Les soumissionnaires restent tenus par leurs offres pendant quatre-vingt-dix (90) jours à partir de la date limite fixée pour la remise des offres.

17) **Les Renseignements Complémentaires :** Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du Maire de Fundong Tel.: Phone:(237) 677755510 Email: fundongcouncil2014@gmail.com, Website:fundongcouncil.org

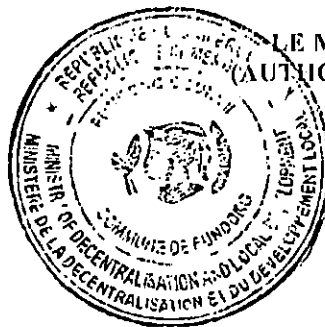
18) **Additif à l'appel D'offres:** L'Autorité Contractante se réserve le droit, en cas de nécessité, d'apporter toute autre modification ultérieure utile au présent appel d'offres.

Fundong, 28 AOÛT 2020

LE MAIRE DE FUNDONG
(AUTHORITE CONTRACTANTE)

Copies :

- Préfet/Boyo ;
- ARMP/B,da ;
- Présidents CPMF;
- DD/MINMAP/Boyo;
- DD/MINEPAT/BOYO
- Affichage.
- Chrono



DOCUMENT No 2:

General Regulations of the Invitation to Tender

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A. General

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Article 3: Fraud and corruption.....	
Article 4: Candidates admitted to compete.....	
Article 5: Building materials, materials, supplies, equipment and authorized services...	
Article 6: Qualification of the bidder.....	
Article 7: Visit of site of works.....	

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D. Submission of bids.....

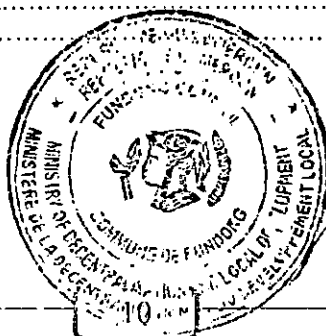
Article 21: Sealing and marking of bids.....	
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Article 37: Signature of the contract.....	
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A. General regulation of the invitation to tender

Article 1: Scope of the tender:

1.1. The Contracting Authority as defined in the Special Regulations of the invitation to tender hereby launches an OPEN NATIONAL INVITATION TO TENDER for the road works described in the Tender notice and briefly described in the Special Regulation.

1.2 The bidder retained or the preferred bidder must complete the works within the time- limit indicated in the Special Regulations and which time-limit runs from the date of notification of the Administrative Order or that indicated in the said Administrative Order.

1.3 In this Tender File, the term "day" means a calendar day.

Article 2: Financing: The source of financing of the works forming the subject of this invitation to tender shall be specified in the Special Regulations.

Article 3: Fraud and corruption:

3.1 The Contracting Authority requires of bidders and contractors the strict respect of rules of professional ethics during the award and execution of public contracts. By virtue of this principle:

a) The following definitions shall be admitted:

a.1 Shall be guilty of "corruption" whoever offers, gives, requests or accepts any advantage in view of influencing the action of a public official during the award or execution of a contract;

a.2 Is involved in "fraudulent manoeuvres" whoever deforms or distorts facts in order to influence the award or execution of a contract;

a.3 "Collusive practices" shall mean any form of agreement between two or among several bidders (whether the Contracting Authority is aware or not) aimed at artificially maintaining the prices of bids at levels not corresponding to those resulting from competition;

a.4 "Coercive practices" shall mean any form of harm against persons or their property or threats against them in order to influence their action during the award or execution of a contract.

b) Any proposed award shall be rejected if it is proved that the proposed preferred bidder is directly or through an intermediary, guilty of corruption or is involved in fraudulent manoeuvres, collusive or coercive practices for the award of this contract.

3.2 The Minister Delegate at the Presidency in charge of public contracts may, as a precaution, take a decision of exclusion from bidding for a period not exceeding two (2) years against any bidder found guilty of influence peddling, of conflicts of interest, insider trading, fraud, corruption or production of non-genuine documents in the bid, without prejudice to criminal proceedings that may be brought against him

Article 4: Candidates allowed to compete.

4.1 If the invitation to tender is restricted, consultation is addressed to all candidates retained after a pre-qualification procedure.

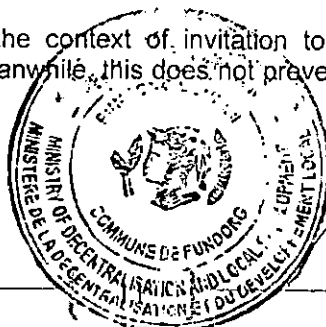
4.2 Generally, the invitation to tender is addressed to all entrepreneurs, subject to the following provisions:

a. A bidder (including all members of a group of enterprises and all sub-contractors to the bidder) must be from an eligible country, in accordance with the funding agreement.

b. A bidder (including all members of a group of enterprises and all sub-contractors to the bidder) must not be in a situation of conflict of interest, subject to disqualification. A bidder shall be judged to be in a situation of conflict of interest if he:

b.1 Is or was associated in the past with an enterprise (or a subsidiary of this enterprise) which provided consultancy services for the conception, preparation of specifications and other documents used within the scope of contracts awarded for this invitation to tender; or

b.2 Presents more than one bid within the context of invitation to tender, except authorized variance according to article 17, where need be; meanwhile, this does not prevent the participation of sub-contractors in more than one bid.



b.3 The Contracting Authority or Project Owner has financial interests in the capital in a way as to compromise the transparency of the procedures of award of public contracts.

c The bidder must not have been excluded from bidding for public contracts.

d. A Cameroonian public enterprise may participate in the consultation if it can demonstrate that it is (i) legally and financially autonomous, (ii) managed according to commercial laws and (iii) not under the direct supervisory authority of the Contracting Authority or Project Owner.

Article 5: Building materials, materials, supplies, equipment and authorized services:

5.1 Building materials, the contractor's materials, supplies, equipment and services forming the subject of this contract must originate from countries meeting the criteria of origin defined in the Special Regulations of the invitation to tender and all expenditure done within the context of the contract shall be limited to the said building materials, materials, supplies, equipment and services.

5.2 Within the meaning of this 5.1 above, the term "originate" shall designate the place where the goods are extracted, cultivated, produced, manufactured and from where the services originate.

Article 6: Qualification of bidder:

6.1 As an integral part of their bid, bidders must:

6.1.1 Submit a power of attorney making the signatory of the bid bound by the bid; and

6.1.2 Provide all information (complete or update information included in their request for pre-qualification which may have changed in the case where the candidates took part in pre-qualification) requested of bidders in the Special Regulations of the invitation to tender, in order to establish their qualification to execute the contract.

Where necessary, bidders should provide information relating to the following points:

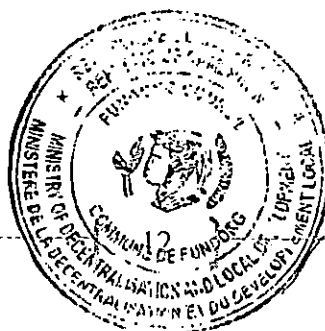
- (i) The production of certified balance sheets and recent turnovers;
- (ii) Access to a line of credit or availability of other financial resources;
- (iii) Orders acquired and contracts awarded;
- (iv) Pending litigations; and
- (v) Availability of indispensable equipment.

6.2 Bids presented by two or more associated undertakings (joint-contracting) must satisfy the following conditions:

- a The bid must include all the information listed in article 6(1) above. The Special Regulations must indicate the information to be furnished by the group and that to be furnished by each member of the group;
- b. The bid and the contract must be signed in a way that is binding on all members of the group;
- c. The nature of the group (joint or several) must be specified in the Special Regulations and justified with the production of a joint venture agreement in due form;
- d. The member of the group designated as the representative will represent all the undertakings vis à vis the Project Owner and Contracting Authority with regard to the execution of the Contract;
- e. In case of joint co-contracting, the co-contractors shall share the sums which are paid by the Project Owner into a single account. On the other hand, each undertaking is paid into its own account by the Project Owner where it is joint co-contracting.

6.3 Bidders must equally present sufficiently detailed proposals to demonstrate that they comply with the technical specifications and execution time-limits set in the Special Regulations of the invitation to tender.

6.4 Bidders requesting to benefit from the margin of preference must furnish all the necessary information to prove that they satisfy the eligibility criteria set in article 33 of the General Regulations of the invitation to tender.



Article 7: Visit of works site:

7.1 The bidder is advised to visit and inspect the site and its environs and obtain by himself and under his own responsibility, all the information which may be necessary for the preparation of the bid and the execution of the works. The related cost of the visit of the site shall be borne by the bidder.

7.2 The Project Owner shall authorize the bidder and his employees or agents to enter the premises and the land for the said visit but only on the express condition that the bidder, his employees and agents free the Project Owner, his employees and agents of any responsibility that may ensue and indemnify them if necessary and that they shall remain responsible for any deadly or corporal accident, loss or material damages, costs and fees incurred from this visit.

7.3 The Project Owner may organize a visit of the site of the works during the preparatory meeting to establishing the bids mentioned in article 19 of the General Regulations of the invitation to tender.

B. TENDER FILE

Article 8: Content of Tender File:

8.1 The Tender File describes the works forming the subject of the contract, sets the consultation procedure of contractors and specifies the terms of the contract. Besides the addendum (addenda) published in accordance with article 10 of the General Regulations of the invitation to tender, it includes the following documents:

Document No. 1. The letter of invitation to tender (for restricted invitation to tender);

Document No. 2. The tender notice;

Document No. 3. The General Regulations of the invitation to tender;

Document No. 4. The Special Regulations of the invitation to tender;

Document No. 5. The Special Administrative Conditions;

Document No. 6. The Special Technical Conditions;

Document No. 7. The schedule of unit prices;

Document No. 8. The bill of quantities and estimates;

Document No. 9. The sub details of unit prices;

Document No. 10. Model documents of the contract:

- The execution schedule;
- Model of forms presenting the equipment, personnel and references;
- Model bidding letter;
- Model bid bond;
- Model final bond;
- Model of bond of start-off advance;
- Model of guarantee in replacement of the retention fund;
- Model contract;

Document No. 11. Models to be used by bidders;

- Model contract;

Document No. 12. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

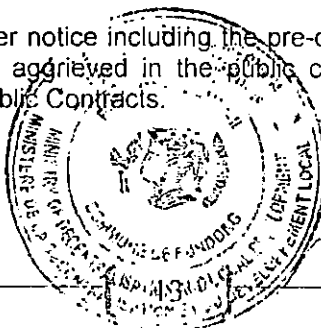
Document No. 13. List of first grade banking establishments or financial institutions approved by the Minister in charge of Finance authorized to issue bonds for public contracts to be inserted by the Contracting Authority.

8.2 The bidder must examine all the regulations, forms, conditions and specifications contained in the Tender File. It is up to him to furnish all the information requested and prepare a bid in compliance with all aspects of the said file.

Article 9: Clarifications on the Tender File and compliance

9.1 Any bidder who wants to obtain clarifications on the Tender File may request them from the Contracting Authority in writing or by electronic mail (fax or e-mail) at the Contracting Authority's address indicated in the Special Regulations of the invitation to tender and send a copy to the Project Owner. The Contracting Authority replies in writing to any request for clarification received at least fourteen (14) days prior to the deadline for the submission of bids. A copy of the Contracting Authority's response, indicating the question posed but not mentioning the author, is addressed to all bidders who bought the Tender File.

9.2 Between the publication of the tender notice including the pre-qualification phase of candidates and the opening of bids, any bidder who feels aggrieved in the public contracts award procedure may lodge a complaint to the Minister in charge of Public Contracts.



9.3 A copy of the complaint should be addressed to the Contracting Authority and to the body in charge of the regulation of public contracts and the chairperson of the Tenders Board.

9.4 The Contracting Authority has five (5) days to react. A copy of the reaction shall be forwarded to MINMAP and the body in charge of the regulation of public contracts.

Article 10: Amendment of the Tender File

10.1 The Contracting Authority may at any moment, prior to the deadline for the submission of bids and for any reason, be it at his initiative or in reply to a request for clarification formulated by a bidder, amend the Tender File by publishing an addendum.

10.2 Any published addendum shall be an integral part of the Tender File, in accordance with article 8.1 of the General Regulations of the invitation to tender and must be communicated in writing or made known by a traceable means to all bidders who bought the Tender File.

In order to give bidders sufficient time to take account of the addendum in the preparation of their bids, the Contracting Authority may postpone as is necessary, the deadline for the submission of bids, in accordance with provisions of article 22 of the General Regulations of the invitation to tender.

C - PREPARATION OF BIDS

Article 11: Tender costs: The candidate shall bear the costs related to the preparation and presentation of his bid and the Contracting Authority and the Project Owner shall in no case be responsible for these costs nor pay for them whatever the evolution or outcome of the invitation to tender procedure.

Article 12: Language of bid: The bid as well as any correspondence and any document exchanged between the bidder and the Contracting Authority shall be written in English or French. Complementary documents and the forms provided by the bidder may be written in another language on condition that a precise translation into either English or French of the passages concerning the bid is included; in which case for reasons of interpretation, the translation shall be considered to be authentic.

Article 13: Constituent documents of the bid

13.1 The bid presented by the bidder shall include the documents detailed in the Special Regulations of the invitation to tender, duly filled and put together in three volumes:

a. Volume 1: Administrative file: It includes:

a.1 All documents attesting that the bidder:

- Has subscribed to all declarations provided for by the laws and regulations in force;
- Paid all taxes, duties, contributions, fees or deductions of whatever nature;
- Is not winding up or bankrupt;
- Is not the subject of an exclusion order or forfeiture provided for by the law in force;

a.2 The bid bond established in accordance with the provisions of article 17 of the General Regulations of the invitation to tender;

a.3 The written confirmation empowering the signatory of the bid to commit the bidder, in accordance with the provisions of article 6(1) the General Regulations of invitation to tender.

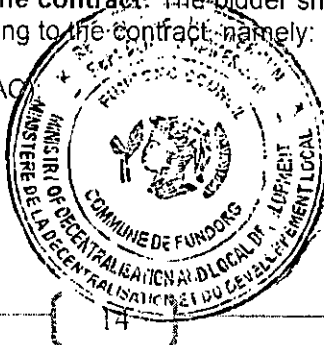
b. Volume 2: Technical bid

b.1 Information on qualifications: The Special Regulations list the documents to be furnished by bidders to justify the qualification criteria mentioned in article 6(1) of the Special Regulations of the invitation to tender.

b.2 Methodology: The Special Conditions of the invitation to tender specifies the constituent elements of the technical bid of the bidders especially: a methodological statement on an analysis of the works and specifying the organization and programme which the bidder intends to put in place or use to execute the works (installations, schedule, Quality Assurance Plan (QAP), sub-contracting, attestation of visit of the site, where necessary, etc).

b.3 Proof of acceptance of conditions of the contract: The bidder shall submit duly initialed copies of the administrative and technical documents relating to the contract, namely:

- The Special Administrative Conditions (SAC)
- The Special Technical Conditions (STC).



Article 22: Date and time-limit for submission of bids

22.1 The bids must be received by the Contracting Authority at the address specified in article 21(2) of the Special Regulations not later than the date and time stated in the Special Regulations.

22.2 The Contracting Authority may, at his discretion, postpone the deadline set for the submission of the bids by publishing an addendum in accordance with the provisions of article 10 of the General Regulations. In this case, all the rights and obligations of the Contracting Authority and bidders previously governed by the initial date will henceforth be governed by the new date.

Article 23: Late bids: Any bid received by the Contracting Authority beyond the deadline for the submission of bids in accordance with article 22 of the General Regulations shall be declared late and consequently rejected.

Article 24: Modification, substitution and withdrawal of bids

24.1 A bidder may modify or withdraw his bid after submitting it, on condition that the written notification of the modification or withdrawal is received by the Contracting Authority prior to the end of the time-limit prescribed for the submission of the bids. The said notification must be signed by an authorized representative in application of article 20(2) of the General Regulations. The modification or the corresponding replacement bid must be attached to the written notification. As the case may be, the envelopes must bear the inscription "WITHDRAWAL", and "REPLACEMENT BID" or "MODIFICATION".

24.2 Notification of modification, replacement or withdrawal of the bid by the bidder should be prepared, sealed, marked and forwarded in accordance with the provisions of article 21 of the General Regulations. Withdrawal may equally be notified by telex but should in this case be confirmed by a duly signed written notification whose date, post mark being authentic, shall not be posterior to the time-limit set for the submission of bids.

24.3 In application of article 24(1), bids being requested to be withdrawn by bidders shall be returned to them unopened.

24.4 No bid may be withdrawn during the interval between the submission of bids and the expiry of the validity of bids specified by the model tender. The withdrawal of a bid by a bidder during this interval may lead to the confiscation of the bid bond in accordance with the provisions of article 17(6) of the General Regulations.

E. OPENING AND EVALUATION OF BIDS

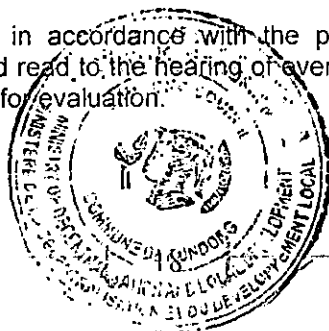
Article 25: Opening of the bids and petitions

25.1 The competent Tenders Board shall open the envelopes in single or double phases and in the presence of the representatives of bidders who wish to attend at the date, time and address specified in the Special Regulations. Representatives of bidders shall sign a register attesting to their presence.

25.2 Firstly, envelopes marked "withdrawal" shall be opened and the contents announced to the hearing of everyone, while the envelope containing the corresponding bid shall be returned to the bidder unopened. Withdrawal shall be allowed only if the corresponding notification contains a valid empowerment of the signatory to request this withdrawal and if this notification is read to the hearing of everyone. Then the envelopes marked "Replacement bid" are opened and announced to the hearing of everyone and the new corresponding bid substituted for the preceding one which will be sent to the bidder concerned unopened. The replacement of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the replacement and read to the hearing of everyone. Lastly, the envelopes marked "modification" shall be opened and their contents read to the hearing of everyone with the corresponding bid. The modification of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the modification and read to the hearing of everyone. Only bids which were opened and announced to the hearing of everyone during the opening of bids shall then be evaluated.

25.3 All envelopes shall be opened successively and the name of the bidder announced aloud as well as the possible modification mentioned, the price offered, including any rebates [in case of opening of financial bids] and any variant, where necessary, the existence of a guarantee of the bid if it is required and any other details which the Contracting Authority deems useful to be mentioned. Only rebates and variants of bids announced to the hearing of everyone during the opening of bids shall be submitted for evaluation.

25.4 Bids (and modifications received in accordance with the provisions of article 24 of the General Regulations) which were not opened and read to the hearing of everyone during the bid-opening session for whatever reason, shall not be submitted for evaluation.



25.5 Bid-opening minutes are recorded on the spot mentioning the admissibility of bids, their administrative regularity, prices, rebates and time-limits as well as the composition of the Evaluation sub-committee. A copy of the said minutes to which is attached the attendance sheet is handed over to all the participants at the end of the session.

25.6 At the end of each bid-opening session, the chairperson of the Tenders Board immediately hands over to the focal point designated by the body in charge of regulation of public contract an initialed copy of the bids presented by bidders.

25.7 In case of petition as provided for by the Public Contracts Code, it should be addressed to the Minister Delegate in charge of Public Contracts with a copies to the body in charge of the regulation of public contracts, the head of structure to which is attached the Tenders Board concerned.

It must reach within a maximum deadline of three (3) working days after the opening of bids in the form of a letter to which is obligatorily attached a sheet of the petition form duly signed by the petitioner and possibly by the chairperson of the Tenders Board.

The Independent Observer attaches to his report the sheet that was handed to him, including any related commentaries or observations.

Article 26: Confidential nature of the procedure

26.1: No information relating to the examination, clarification, evaluation and comparison of bids and verification of the qualification of the bidders and the recommendation for the award shall be given to bidders or to any person not concerned with the said procedure as long as the preferred bidder has not been made public, subject to the disqualification of the bid of the bidder and suspension of the authors from all activities in the domain of public contracts.

26.2 Any attempt by a bidder to influence the Tenders Board or the Evaluation sub-committee of bids or the Contracting Authority in its award decision may lead to the rejection of his bid.

26.3 Notwithstanding the provisions of paragraph 26.2 above, between the opening of bids and the award of the contract, if a bidder wishes to enter into contact with the Contracting Authority for reasons having to with his bid may do so in writing.

Article 27: Clarifications on the bids and contact with the Contracting Authority

27.1 To ease the examination, evaluation and comparison of bids, the Tenders Board may, if it so desires, request any bidder to give clarifications on his bid. This request for clarification and the response thereto are formulated in writing but no change on the amount or content of the bid is sought, offered or authorized, except it is necessary to confirm the correction of calculation errors discovered by the Evaluation Sub-committee during the evaluation in accordance with the provisions of article 30 of the General Regulations.

27.2 Subject to the provisions of paragraph 1 above, bidders shall not contact members of the Tenders Board and the Evaluation Sub-committee for questions related to their bids, between the opening of envelopes and the award of the contract.

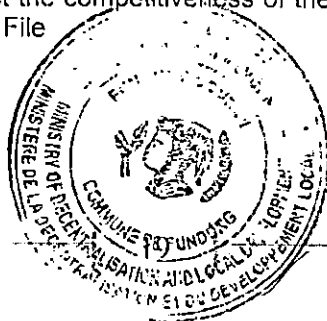
Article 28: Determination of compliance of bids

28.1 The Evaluation sub-committee shall carry out a detailed examination of bids to determine if they are complete, if the required guarantees are furnished, if the documents were correctly signed and if generally the bids are in proper order.

28.2 The Evaluation sub-committee shall determine if the bid is essentially in compliance with the conditions fixed in the Tender File based on the content without recourse to external elements of proof.

28.3 A bid that complies with the Tender File shall essentially be a bid that respects all the terms, conditions and specifications of the Tender File, without substantial divergence or reservation. A substantial divergence or reservation is that:

- Which substantially limits the scope, quality or realization of the works;
- which substantially limits, contrary to the Tender File, the rights of the Contracting Authority or his obligations in relation to the contract,
- Whose correction would unjustly affect the competitiveness of the other bidders who presented bids that essentially complied with the Tender File



28.4 If a bid is essentially not in compliance, it shall be rejected by the competent Tenders Board and shall not subsequently be rendered in compliance.

28.5 The Contracting Authority reserves the right to accept or reject any modification, divergence or reservation. Modifications, divergences, variants and other factors which are beyond the requirements of the Tender File shall not be considered during the evaluation of bids.

Article 29: Qualification of the bidder: The Evaluation sub-committee shall ensure that the successful bidder retained for having submitted a bid substantially in compliance with the provisions of the Tender File, fulfils the qualification criteria stipulated in article 6 of the Special Regulations. It is essential to avoid any arbitrariness in determining qualification.

Article 30: Correction of errors

30.1 The Evaluation sub-committee shall verify bids considered essentially in compliance with the Tender File to correct the possible calculation errors. The Evaluation sub-committee shall correct the errors in the following manner:

a. Where there is an incoherence between the unit price and the total obtained by multiplying the unit price by the quantity, the unit price being authentic, the total price shall be corrected, unless the Evaluation sub-committee judges that it is a gross error of decimal point in the unit price in which case the total price as presented shall be authentic and the unit price corrected.

b. If the total obtained by addition or subtraction of the totals is not exact, the sub totals shall be considered authentic and the total corrected.

c. Where there is a difference between the price indicated in letters and in figures, the amount in letters shall be considered authentic, unless the amount is linked to an arithmetical error confirmed by the sub-detail of the said price, in which case the amount in figures shall prevail subject to paragraphs (a) and (b) above.

30.2 The amount featuring in the bid shall be corrected by the Evaluation sub-committee, in accordance with the error correction procedure above and with confirmation by the bidder, the said amount shall be deemed to commit him.

30.3 If the bidder who presented the bid evaluated as the lowest refuses the correction thus carried out, his bid shall be rejected and the bid bond may be seized.

Article 31: Conversion into a single currency

31.1 To facilitate the evaluation and comparison of bids, the Evaluation sub-committee shall convert the prices of bids expressed in various currencies into those in which the bid is payable in CFA francs.

31.2 The conversion shall be done using the selling rate fixed by the Bank of Central African States (BEAC) under the conditions defined by the Special Regulations.

Article 32: Evaluation and comparison of financial bids

32.1 Only bids considered as being in compliance, as per the provisions of article 28 of the General Regulations, shall be evaluated and compared by the Evaluation sub-committee.

32.2 By evaluating the bids, the Evaluation Sub-committee shall determine for each bid the evaluated amount of the bid by rectifying the amount as follows:

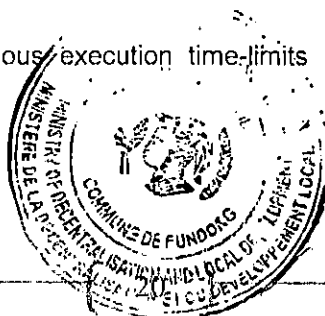
a. By correcting any possible error in accordance with the provisions of article 30.2 of the General Regulations;

b. By excluding projected sums and where necessary provisions for unforeseen occurrences featuring in the bill of quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as specified in the Special Regulations.

c. By converting into a single currency the amount resulting from the rectifications (a) and (b) above, in accordance with the provisions of article 31(2) of the General Regulations;

d. By appropriately adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.

e. By taking into consideration the various execution time-limits proposed by the bidders, if they are authorized by the Special Regulations;



f. If need be, in accordance with the provisions of article 13(2) of the General Regulations and the Special Regulations by applying the rebates offered by the bidder for the award of more than one lot, if this invitation to tender is launched simultaneously for several lots

g. If need be, in accordance with the provisions of article 18(3) of the Special Regulations and the Technical Specifications, the proposed technical variants, if they are permitted, shall be evaluated on their own merit and independently of the fact that the bidder offered or not a price for the technical solution specified by the Contracting Authority in the Special Regulations.

32.3 The estimated effect of price revision formulae featuring in the GAC and SAC applied during the period of execution of the contract shall not be considered during the evaluation of bids.

32.4 If the bid judged the lowest bid is considered abnormally low or strongly unbalanced in relation to the estimates of the Project Owner for the works to be executed in this contract, the Tenders Board may, from the sub-details of prices furnished by the bidder for any element or all the elements of the bill of quantities and estimates, verify if these prices are compatible with the construction methods and proposed calendar. In the case where the justifications presented by the bidder are not satisfactory, the Contracting Authority may reject the bid after the technical opinion of the Public Contracts Regulatory Agency.

Article 33: Preference granted national bidders: National contractors shall benefit from a margin of national preference during the evaluation of bids as provided for in the Public Contracts Code.

F- AWARD OF THE CONTRACT

Article 34: Award

34.1 The Contracting Authority shall award the contract to the bidder whose bid was judged essentially in compliance with the Tender File and who has the required technical and financial capacities to execute the contract satisfactorily and whose bid was evaluated as the lowest by including, where necessary, proposed rebates

34.2 If, according to article 13(2) of the General Regulations, the invitation to tender comprises several lots, the lowest bid shall be determined by evaluating this contract with other lots to be awarded concurrently, by taking into account the rebates offered by the bidders in the case of more than one lot.

34.3 Any award of contract shall be made to the bidder fulfilling the technical and financial capacities required resulting from the evaluation criteria and presenting the bid evaluated as the lowest.

Article 35: The right by the Contracting Authority to declare an invitation to tender unsuccessful or cancel a procedure: The Contracting Authority reserves the right to cancel a procedure of invitation to tender after the authorization of the Minister Delegate at the Presidency in charge of Public Contracts where the bids have been opened or to declare an invitation to tender unsuccessful after the advice of the competent Tenders Board, without any claims being entertained

Article 36: Notification of award of the contract: Before the expiry of the validity of the bids set in the Special Regulations, the Contracting Authority shall notify the preferred bidder by telecopy confirmed by registered mail or by any other means that his bid was retained. This letter will indicate the amount the Project Owner will pay the contractor to execute the works and the execution time-limit.

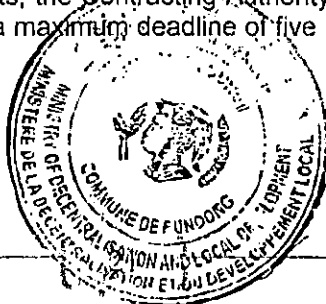
Article 37: Publication of results of award and petitions

37.1 The Contracting Authority shall communicate to any bidder or administration concerned, upon request addressed to it within a maximum deadline of five (5) days after publication of the award results, the Independent Observer's report as well as the minutes of the award session of the related contract to which shall be attached the evaluation report of the bids.

37.2 The Contracting Authority is bound to communicate the reasons for the rejection of bids of the bidders concerned who so request.

37.3 After publication of the award results, bids that are not withdrawn within fifteen (15) days shall be destroyed, without any claims for compensation being entertained. Only the copy destined for the body in charge of regulation shall be kept.

37.4 In case of petition, it should be addressed to the Public Contracts Authority, with copies to the body in charge of the regulation of public contracts, the Contracting Authority and the chairperson of the Tenders Board concerned. It must take place within a maximum deadline of five (5) working days after the publication of the results.



Article 38: Signing of the contract

38.1 After publication of the results, the draft contract subscribed by the successful bidder is submitted to the Tenders Board for examination and where applicable, to the Minister in charge of Public Contracts for prior endorsement.

38.2 The Contracting Authority has a deadline of seven (7) days to sign the contract from the date of reception of the draft contract examined by the competent Tenders Board and subscribed by the successful bidder and where applicable, the endorsement of the Minister in charge of Public Contracts.

38.3 The contract must be notified to the successful bidder within five (5) days of its date of signature.

Article 39: Final Bond

39.1 Within twenty (20) days of the notification by the Contracting Authority, the contractor shall furnish the Project Owner with a final bond, to guarantee the complete execution of the works.

39.2 The bond whose rate varies between 2 and 5 per cent of the amount of the contract inclusive of all taxes, may be replaced by a guarantee from a banking establishment approved according to the instruments in force with the Project Owner as beneficiary or by a joint or several guarantee.

39.3 Small and medium-sized enterprises (SME) constituted of national capital and managed by nationals may, in lieu of the guarantee, provide a statutory lien or a bond issued by a banking establishment or first rate financial institution approved in accordance with the instruments in force.

39.4 Failure to produce the final bond within the prescribed time limit shall likely cause the termination of the contract under the terms laid down in the General Administrative Conditions.



DOCUMENT N°. 3:

SPECIAL REGULATIONS OF THE INVITATION TO TENDER

ARTICLE 1: Definition of works: The construction of a bridge over river yuwi at pk 1+02 along the Ilung - Yuwi - Achain road. in the Fundong municipality, Boyo Division of the North West Region.

- a) **Name and address of the Contracting Authority:** the Mayor of Fundong Council, P.O Box 06, Fundong, Phone:(237) 677755510 Email: fundongcouncil2014@gmail.com, Website:fundongcouncil.com
- b) **Reference of Invitation to tender:** OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE No. 02 /ONIT/ FC/FCITB /2020, OF 08/08 /2020 FOR CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN ROAD. IN THE FUNDONG MUNICIPALITY, BOYO DIVISION OF THE NORTH WEST REGION.

ARTICLE 2: Execution deadline: One hundred and twenty (120) days

ARTICLE 3: Source of financing: Works which form the subject of this Invitation to Tender shall be financed through the 2020 Public Investment Budget of the the Ministry of Decentralization and Local Development (MINDDEVEL) for LOT1 and the Ministry of Agriculture and Rural Development (MINADER) for lot 2

ARTICLE 5: ADMISSIBILITY OF BIDS: At the risk of being rejected, only originals or certified true copies by the issuing services or administrative authorities must imperatively be produced in accordance with the Special Regulations of this Invitation to Tender. They must not be more than three (3) months old as at the date of submission of bids. 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 approved by the Minister in charge of Finance and valid for a period of thirty days shall be rejected

ARTICLE 6: Language of the bids: The offer like any correspondence and all documents concerning the tender, exchanged between the Tenderer and the Administration shall be written either in English or in French

ARTICLE 7: The bids shall be evaluated in three (03) steps:

- > 1st Step: Verification of the conformity of the Administrative file;
- > 2nd step: Evaluation of the technical file;
- > 3rd Step: Analyses of the financial file.

The criteria of evaluation are the following:

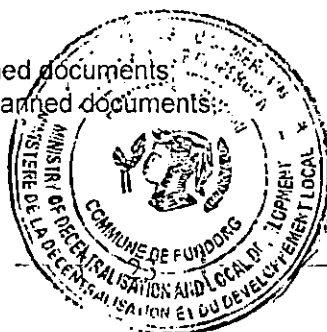
710- Eliminatory criteria

7.11- Administrative documents

- Absent of Bid bond
- Any **Administrative document** not in conformity with the prescriptions of this tender file shall results in elimination if the situation is not regularized within forty Eight Hours. This rule shall not be applied to the Bid Bond
- Any bids not in conformity with the prescriptions of this tender shall be inadmissible
- False declaration or falsified documents.

7.12- Technical File

- Complete documents or scanned documents;
- False declaration, forged or scanned documents;



- Technical assessment mark lower than 75% of "YES".

7.13- Financial Offer

- Incomplete financial Offer;
- Non-compliant documents;
- Omission of quantified unit price in the financial offer;
- Absence of breakdown of prices;

7.20 Essential criteria:

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

NO	CRITERIA	MARKS
1.	General presentation	YES/NO
2.	Quality of the personnel	YES/NO
3.	Execution Methodology	YES/NO
4.	Equipment	YES/NO
5.	Pre-financing capacity	YES/NO
6.	References of the bidder	YES/NO
7.	Attestation and report of site visit	YES/NO
8.	Nonexistence in the technical file of the rubric "organization, methodology and planning	YES/NO
9.	Special Technical Clauses initialed in all the pages and signed, stamped and dated on the last page;	YES/NO
10.	Special Administrative Clauses completed and initialed on all the pages and signed, stamped and dated on the last page	YES/NO

ARTICLE 8: Presentation of the Bids

The bids prepared in English or French and in seven (07) copies with one (01) original and six (06) copies marked as such, shall be presented in three (03) volumes as follows:

- A) Administrative Documents
- B) Technical Documents
- C) Financial Documents

8.1 **External envelope:** Each bidder shall seal these three (03) envelopes (A, B and C) in one sealed external envelope on which shall be written.

- OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE No. 003/ONIT/ FC /FCITB /2020, OF 28/08 /2020 FOR THE CONSTRUCTION OF A BRIDGE OVER RIVERR YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN ROAD IN THE FUNDONG MUNICIPALITY, BOYO DIVISION OF THE NORTH WEST REGION.

(To be opened only during the bids opening session)

N.B: The external envelope should not carry any mark or sign that can lead to the identification of the bidder.

8.2 Internal envelopes

Three (03) internal envelopes must be sealed in an external envelope.

The first internal envelope shall be labeled;

<<ENVELOPE A: ADMINISTRATIVE DOCUMENTS>> and shall contain the administrative documents of the enterprise. These documents shall be original or copies certified by competent authorities not more than three months old.



ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Declaration of intention to tender, written by the bidder, stamped with the tariff in force
A.2	Purchase receipt of Tender File issued by a Fundong Council Treasury in the amount of 76,800. (Seventy-Six Thousand, Eight Hundred) F.cfa as stipulated in the Tender Notice.
A.3	A bid bond of 600,000 (Six Hundred Thousand) FCFA for LOT 1 and 360,000 (Three Hundred and Sixty Thousand) FCFA for LOT 2 issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions
A.4	Certified Copy of the Business Registration, not more than three months old.
A.5	Business License (photocopy certified by the chief of center of Taxes, not more than three months).
A.6	Certified Copy of a valid taxpayer's card, delivered by the chief of center of Taxes, valid dated at most three months.
A.7	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber of Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.
A.8	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance, not more than three months.
A.9	An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP) and should be valid for at least three months
A.10	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund and should be valid for the tender concerned; the attestation should be less than three months old.
A.11	Attestation of site visit dated and signed by the Contractors or their representatives (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).
A.12	Plan and Attestation of localization of the enterprise signed by the taxation authorities.
A.13	CCAP completed and initialed on all the pages and signed, stamped and dated on the last page.
A.14	Power of attorney where necessary

The absence or the nonconformity of one of these documents shall result in the elimination of the bid. However the bidder shall have a period of 48hour to comply. This rule shall not be applied to bid bond

The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

B.1	General presentation of the bids		
	<ul style="list-style-type: none"> - Table of content page - Coloured page separators - Presentation of documents in the order given in this Tender File - Clarity of the documents presented - Quality of binding (Spiral binding /slotting with transparent fly leaf on the front cover) - Special Administrative and Technical conditions present 		
B.2	LIST OF REFERENCES OF THE ENTERPRISE IN SIMILAR JOBS		
B.2.1	List of references of the enterprise in similar jobs of at least 15,000,000 Fcfa for lot 1 and 10,000,000 for lot 2 justified by signed contracts (first and last pages) and minutes of reception or attestation of clearances for works executed. (minutes of final reception within the past years for up to 2019) Minimum acceptable: 02 Contracts realized in the domain of building construction over the last 05 years		
	1st Reference		
	2nd reference		
NB: Final Acceptance for 2017 to 2019 and provisional Acceptance for 2017-2019 should be presented for the two references.			
B.3	QUALIFICATION AND EXPERIENCE OF THE TECHNICAL STAFF		
B.3.1	01- works supervisor		
	Qualification of the works supervisor: Civil Engineer or Senior Civil Engineering Technician		
	Professional experience in the domain of civil engineering and road works of at least three (03) years for Civil Engineer and five(05) years for Senior Civil Engineering Technician		
	<ul style="list-style-type: none"> > CV signed and dated by the supervisor > A certified copy of the technical diploma 		



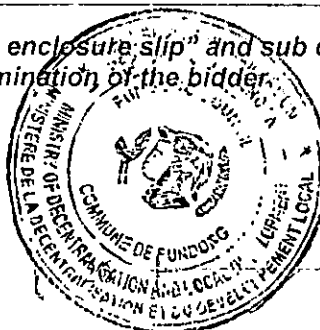
	<ul style="list-style-type: none"> ➤ An Attestation of presentation of original of the technical diploma ➤ An attestation of availability signed and dated by the concerned ➤ Certified copy of ID card signed and dated by the Police 		
B.3.2	02 - Site foreman (at least Basic Civil Engineering Technician)		
	<p>Qualification of the Site foreman: (at least Basic Civil or Rural Engineering Technician with at least three years' experience in the domain of Civil Constructions and other works.</p> <p>Professional experience of the Site foreman in the domain of Civil Engineering and road works of at least three (03) years for Lot 1</p> <ul style="list-style-type: none"> ➤ CV signed and dated by the foreman. ➤ A certified copy of the technical diploma ➤ An Attestation of presentation of original of the technical diploma ➤ An attestation of availability signed and dated by the foreman ➤ Certified copy of ID card signed and dated by the Police 		
B.3.3	03- Other personnel		
	<ul style="list-style-type: none"> ➤ 02 (two) bricklayers with at least GCE O/L Technical in Building construction or its equivalent(CAP Maçonnerie) and with 3 years professional experience in the domain of Civil construction and similar works. Certified copy of their certificate and NIC should be included (CVs signed and dated by the candidates) ➤ 02 (Two) Carpenters with at least GCE O/L Technical in wood works or its equivalent(CAP Menuiserie) with 3 years professional experience in the domain of Civil construction and similar works. Certified copy of their certificate and NIC should be included (CVs signed and dated by the candidates) 		
B.4	TECHNICAL PROPOSALS		
B.4.2	Organigram of the project (Specify names of the personnel handling the various functions)		
B.4.3	Work schedule		
B.4.5	Quality control method		
B.4.7	Environmental impact notice obtained from the council <i>(To be submitted only by the winner, after publication of results)</i>		
B.4.8	Security and safety at the site		
B.4.9	Duration of execution in respect with the Tender File		
B.5	LOGISTICS (Equipment put aside for this project)		
B.5.1	Proof of ownership or rental of a pick-up or other vans		
B.5.2	Proof of ownership or rental of a concrete hand mixer		
B.5.3	Proof of ownership or rental of a concrete a vibrator		
B.5.4	List of small tools		
B.5.5	Prove of ownership tools		
B.6	FINANCIAL CAPACITY		
B.6.1	An attestation of financial capacity (solvency) of the enterprise issued by a 1st class bank in Cameroon and approved by the Ministry of Finance and respect COBAC conditions.		
B.7	Comprehensive report of site visit signed by the company engineer and justified by photos		
B.8	Special Technical Clauses initialed in all the pages and last page signed, dated and stamped.		

NB: THE signature of the concerned in CV and Availability should be the same with that found in the National Identity Cards.

ENVELOPE C- FINANCIAL FILE

No.	DESIGNATION.
C1	A submission letter, signed, dated and stamped. (see ANNEX 3)
C2	Completed and signed frame work of unit prices excluding VAT in words and in figure.
C3	Signed Bills of quantities and cost estimates indicating the total amount without taxes (HT) and with taxes (TTC) and net payable
C4	Sub details of unit prices according to the model attached.

NB: THE absence of unit price "in the mail enclosure slip" and sub detail of these prices will lead to the elimination of the bidder.



- The bidders shall use for this purpose the documents and models provided in the Tender File, subject to the provisions of Article 19.2 of the RGAO concerning the other possible forms of bid bond.
- The various parts of the same file must be separated with colour pages in the original as well as in the copies, so as to facilitate its examination

ARTICLE 9: Currency of payment: This National Invitation to tender is awarded on total and contractual price, inclusive of all taxes, firm and non-revisable for the whole of the works and the equipment defined in the present Invitation to tender. The corresponding amount shall be calculated inclusive of all taxes and the prices will be obligatorily expressed in francs CFA

The unit Schedule price expressed out in figures and letters and in seven (07) copies will be joined to the offer. In the event of error between the prices in figures and letters, the latter will precede and be used as a basis of calculation of the amount of the offer.

The establishment of the prices will be done on the basis of economic condition into force in the Republic of Cameroon at the handover date of the offers.

ARTICLE 10: Transport and delivery: The materials for work must be protected during transportation through packaging whether by air, railway or road according as the case may be. The conditions of storage must be of tropical type.

ARTICLE 11: Guarantee and retention guarantee

11.1 Provisional guarantee: The amount of the provisional guarantee or guarantee of tender is fixed at 600,000 FCFA (Six Hundred Thousand) FCFA. The time of validity of this guarantee is ninety (90) days as from the date of depositing of the offers.

11.2 Final Bond: The final Bond is fixed at two percent (2%) of the initial amount of the services envisaged in the country. It could be replaced by a guarantee personal and interdependent of a banking house approved by the Ministry of Finances following COBAC conditions. It will have to be made up in the twenty (20) days following the notification of the signature of the contract in a bank approved by the Minister in charge of Finances.

11.3 Guarantee Retention: A guarantee Retention of ten percent (10%) shall be operated on the amount including all taxes of the contract. The guarantee and corresponding sum shall be paid or released, after the final acceptance of works.

ARTICLE 12: Period of validity of the offers: The bidder will remain committed to his offer for ninety (90) days as from the handover date of the offers. If at the end of this period, the contract were not notified to him, the bidder will be able, either to cancel his offer, or to ask for a new negotiation of the unit prices.

ARTICLE 13: Number of copies of Bids to be submitted: The bids, as all the parts accompanying it shall be submitted in seven (07) copies, including one (01) original and six (06) copies. The bidder shall present his documents in a sealed labeled external envelope marked:

OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE No. 003/ONIT/ FC /FCITB /2020, OF 28/08 /2020 FOR THE CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN ROAD. (IN THE FUNDONG MUNICIPALITY, BOYO DIVISION OF THE NORTH WEST REGION.

TO BE OPENED ONLY DURING THE BIDS OPENING SESSION»

ARTICLE 14: Date and latest time of deposit of bids: The bids will have to RIVER under closed fold and seal latest 18/09 /2020 at 10:00am, by mail registered with acknowledgement of delivery or by deposit against a receipt to the following address:

Fundong council, P.O Box 06, Fundong

Tel.: Phone: (237) 677755510 Email: fundongcouncil2014@gmail.com, Website: fundongcouncil.org

Beyond the above stated date and time, no bids shall be accepted.

ARTICLE 15: Opening of the bids: The opening of the folds will be carried out in the Fundong Council hall on the 18/09 /2020 as from 11:00 AM, by the Fundong Council Tender Board sitting in the presence of the duly elected bidders or their representatives and having a good knowledge of the bids.



ARTICLE 16: 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 tender file 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 contradiction between the price in words and the price in figures, the price in words will govern;
- If there is a contradiction between the amount in the unit price in the bill of quantities and estimates, and the unit price breakdown (sub detail), the amount in the unit price breakdown shall govern.

AWARD OF THE CONTRACT

ARTICLE 17: Award of the contract: Upon the proposal of the Tenders Board, the Contracting Authority shall award the contract to the technically qualified bidder with the lowest amount. The decision carrying the award of the contract shall be published by way of press release or any other means of publication used in the Administration.



DOCUMENT No. 4:
SPECIAL ADMINISTRATIVE CONDITIONS (SAC)

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- Article 2 - Award procedure
- Article 3 - Definitions and duties (article 2 of GAC supplemented)
- Article 4 - Language, applicable law and regulations
- Article 5 - Constituent documents of the contract (article 4 of GAC)
- Article 6 - General applicable instruments
- Article 7 - Communication (GAC articles 6 and 10 supplemented)
- Article 8 - Administrative Orders (article 8 of GAC supplemented)
- Article 9 - Contracts with conditional phases (article 15 of GAC)
- Article 10 - Contractor's personnel (article 15 of GAC supplemented)

Chapter II: Financial conditions

- Article 11 - Guarantees and bonds (articles 29 and 41 of GAC supplemented)
- Article 12 - Amount of contract (articles 18 and 19 supplemented)
- Article 13 - Place and method of payment
- Article 14 - Price variation (article 20 of GAC)
- Article 15 - Price revision formulas
- Article 16 - Price updating formulas (article 21 of GAC)
- Article 17 - Work under State supervision (article 22 of GAC supplemented)
- Article 18 - Evaluation of works (article 23 supplemented)
- Article 19 - Evaluation of supplies (article 24 of GAC) supplemented)
- Article 20 - Advances (article 28 of GAC)
- Article 21 - Payments for the works (articles 26, 27 and 30 of GAC supplemented)
- Article 22 - Interests on overdue payments (article 31 of GAC supplemented)
- Article 23 - Penalties for delay (article 32 of GAC supplemented)
- Article 24 - Payment in case of a group of enterprises (article 33 of GAC)
- Article 25 - Final detailed account (article 35 of GAC)
- Article 26 - General detailed account (article 35 of GAC)
- Article 27 - Tax and customs schedule (article 36 of GAC)
- Article 28 - Stamp duty and registration (article 37 of GAC)

Chapter III: Execution of the works

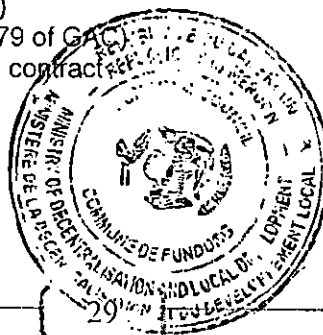
- Article 29 - Nature of works
- Article 30 - Obligations of the Project Owner (GAC supplemented)
- Article 31 - Execution deadline of contract (article 38 of GAC)
- Article 32 - Roles and responsibilities of the contractor (article 40 of GAC)
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Chapter 1: General

Article 1: Subject of contract: The purpose of this contract is the for the re-construction of the Fundong grandstand (lot 1) and embellishment of the Fundong council premises (lot 2) in the Fundong Municipality of Boyo Division, North West Region-

Article 2: Contract award procedure: This contract is awarded through an Open National Invitation to Tender by emergency procedure.

Article 3: Definitions and duties

3.1 General definitions

- **The Contracting Authority:** shall be the **Mayor of Fundong Council**: He shall award the contract, ensure the preservation of originals of said contract documents and the transmission of copies to the Delegation in charge of Public Contracts and to the body in charge of regulation.
- **The Project Owner:** shall be the **Mayor of Fundong Council**. He shall represent the beneficiary administration of the works.
- **The Contract Manager:** shall be the **Council Development Officer for Fundong Council**. She shall ensure respect of the administrative, technical and financial conditions and contractual deadlines.
- **The Contract Engineer:** shall be the **Divisional Delegate of Public Works for Boyo**, hereinafter referred to as the Engineer.
- **The Project Manager** shall be the **technician designated by the Divisional Delegate of Public Works, Boyo from his office**. He/She shall ensure the quality and quantity of works as prescribed by the regulations in force up to the acceptance stage. He may assist at the definition and preparatory stages
- **Security:** This contract may be used as a security subject to any form of transfer of the debt.
In this case:
 - The authorities in charge of authorising payments shall be the **Mayor of Fundong Council**
 - The authority in charge of the clearance of expenditures shall be *the Divisional Finance Controller Boyo*
 - The body or official in charge of payment shall be the *Municipal Treasurer of Fundong Council*
 - The official competent to furnish information within the context of execution of these contracts shall be *the Divisional Delegate of Public Contracts*.
 - The service for the controlling and monitoring of the project shall be the **Divisional Control Brigade of MINMAP Boyo**

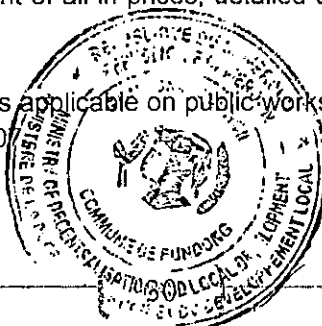
Article 4: Language, applicable law and regulation

1.4 The language to be used shall be English or French.

1.5 The contractor shall be bound to observe the law, regulations and ordinances in force in Cameroon both within his own organization and in the execution of the contract. If the laws and regulations in force at the date of signature of this contract are amended after the signature of the contract, the possible direct resulting costs shall be taken into account without gain or loss for either party.

Article 5: Constituent documents of the contract: The constituent contractual documents of this contract are in order of priority:

- 1) The tender or commitment letter;
- 2) The bidder's tender and its annexes in all provisions not contrary to the General Administrative Conditions (GAC) and the Special Technical Conditions (STC) hereunder;
- 3) The Special Administrative Conditions (SAC);
- 4) The Special Technical Conditions (STC);
- 5) The particular elements necessary for the determination of the contract price, such as, in order of priority: the unit price schedule, the statement of all-in prices, detailed estimates, the breakdown of all-in prices and the sub-details of unit prices;
- 6) Plans;
- 7) The General Administrative Conditions applicable on public works contracts that went into effect by Order No. 033/CAB/PM of 13 February 2007



8) The Technical specifications applicable on the services forming the subject of the contract.

Article 6: General instruments in force: This contract shall be governed by the following general instruments.

1. *Framework Law No. 96/12 of 5 August 1996 on the management of the environment;*
2. *The Mining Code;*
3. *Instruments governing the various professional bodies;*
4. *Decree No. 2001/048 of 23 February 2001 relating to the setting up, organization and functioning of the Public Contracts Regulatory Agency*
5. *Decree No. 2003/651/PM of 16 April 2003 to lay down the procedure for implementing the tax and customs system applicable to public contracts;*
6. *Decree No. 2012/075 of 8 March 2012 to organise the Ministry in charge of Public Contracts;*
7. *Decree No. 2018/366 of 20th June 2018 to institute the Public Contracts Code;*
8. *Circular No. 001/CAB/PR of 19 June 2012 relating to the award and control of execution of Public Contracts;*
9. *Letter No; 00908/MINTP/DR of 1997 to publish guidelines for the consideration of environmental impact of road maintenance;*
10. *Circular No 001/C/MINFI du December 2019 relating to the execution, and control of execution of the budget of the State, Public Administrative Establishments and Regional and Local Authorities and other bodies receiving government subsidies for 2020 financial year.*
11. *Unified Technical Documents (DTU) for Bojo works;*
12. *Applicable standards;*
13. *Other instruments specific to the domain concerned with the contract*
14. *Circular no 403/MINMAP/CAB OF THE 21/OCT/2019 fixe upper limite for payment of indemnities to presidents, rapporteurs and members of follow up, acceptance and technical financial commissions*

Article 7: Communication

1.1 All communications within the framework of this contract shall be written and notifications sent to the following address:

a) In the case where the contractor is the addressee: Sir/Madam **THE CONTRACTOR**

Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his residence/base known to the Project Owner and Contract Manager, correspondences shall be validly addressed to Fundong Council.

b) In the case where the Project Owner is the addressee: **The Mayor of Fundong Council** and a copy addressed to the Contracting Authority, Contract Manager, Contract Engineer, Project Manager and where need be, within the same deadline.

c) In the case where the Contracting Authority is the addressee: **The Mayor of Fundong Council** with a copy addressed within the same deadline to the Project Owner, Contract Manager, Contract Engineer and Project Manager, where applicable

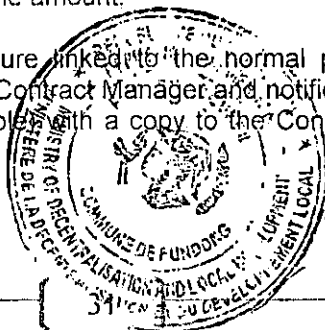
1.2 The contractor shall address all written notifications or correspondences to the Project engineer with a copy to the Contracting Authority.

Article 8: Administrative Orders: The various Administrative Orders shall be established and notified as follows:

8.1 The Administrative Order to start execution of works shall be signed by the Contracting Authority and notified to the contractor by the , Contract Engineer, the Project Manager and the Paying Body, where applicable, with a copy to the Contract Manager, Contract Engineer, the Project Manager, MINMAP BOYO and the Paying Body, where applicable.

1.2 Upon proposal by the Project Owner, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Contracting Authority and notified by the Project Owner to the Contractor with a copy to the Contract Manager, the Contract Engineer, the Project Manager, MINMAP BOYO and the Paying Body. The prior endorsement of the Paying Body shall possibly be required before the signature of those that have an incidence on the amount.

1.3 Administrative Orders of a technical nature linked to the normal progress of the work and without financial incidence shall be signed directly by Contract Manager and notified to the contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Contracting Authority, MINMAP BOYO and Contract Manager.



1.4 Administrative Orders serving as warnings shall be signed by the Project Owner and notified to the contractor by the Contract Manager with a copy to the Contracting Authority, the Contract Engineer, MINMAP BOYO and Project Manager.

1.5 Administrative Orders for suspension or resumption of work as a result of the weather or any other case of force majeure shall be signed by the Contracting Authority and notified by his services to the contractor with a copy to the Project Owner, Contract Manager, Contract Engineer, MINMAP BOYO and Project Manager.

1.6 Administrative Orders prescribing works necessary to remedy disorders which could appear on structures during the guarantee period and not related to normal usage shall be signed by the Contract Manager upon the proposal of the Contract Engineer and notified to the contractor by the Contract Engineer.

1.7 The contractor has a time-limit of fifteen (15) days to issue reservations on any Administrative Order received. Having reservations shall not free the enterprise of executing the Administrative Orders received.

1.8 Concerning Administrative Orders signed by the Contracting Authority and notified by the Project Owner, the notification must be done within a maximum of 30 days from the date of transmission by the Contracting Authority to the Project Manager. Beyond this deadline, the Contracting Authority shall establish the default of the Project Owner, take over from him and carry out the said notification.

Article 9: Contracts with conditional phases:

9.1 This contract shall be in one phase only. At the end of a phase, the Project Owner shall carry out the acceptance of the works and issue an attestation of proper execution to the contractor. This attestation shall condition the start of the following conditional phase

9.2 The time-limit granted for notification of the Administrative Order to start execution of a conditional phase shall be five (5) days.

Article 10: Contractor's equipment and personnel:

10.1 Any modification, even partial, made to the technical bid shall only occur after the written approval of the Contract Manager. In case of modification of personnel, the contractor shall replace the personnel by another member of staff of equal competence or more (qualifications and experiences).

10.2 In any case, the lists of supervisory staff to be used shall be subject to the approval of the Project Owner in the days following notification of the Administrative Order to start execution. The Project Manager has **5 (five) days** to notify his opinion in writing with a copy sent to the Contract Manager. Beyond this time-limit, the staff list shall be considered as approved.

10.3 Any unilateral modification on the supervisory staff made in the technical bid prior to and during the works shall be a reason for termination of the contract as mentioned in article 45 below or the application of penalties: *[to be specified where need be]*.

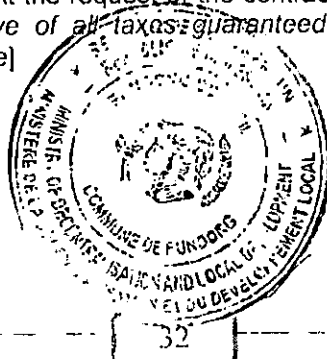
Chapter II: FINANCIAL CONDITIONS

Article 11 Guarantees and bonds:

11.1 Final bond: The final bond shall be set at 2 % of the amount of the contract, inclusive of all taxes. It is constituted and transmitted to the Contract Manager within a maximum deadline of twenty (20) days of the notification of the contract. The bond shall be returned or the guarantee released within one month following the date of provisional acceptance of the works, following a release issued by the Contracting Authority upon request by the contractor.

11.2 Performance bond: The retention fund shall be set at 10 % of the amount of the contract, inclusive of all taxes. The return or release of the retention fund or security shall be done within one month after final acceptance by release issued by the Contracting Authority upon request by the contractor.

11.3 Guarantee of start-off advance: At the request of the contractor a start-off advance of 20% maximum of the amount of the contract inclusive of all taxes guaranteed at 100%, shall be accorded him and conditions for the return of the guarantee]



Article 12: Amount of the contract: The amount of this contract as indicated by the attached bill of quantities and estimates is _____ (in figures) _____ (in letters) CFA francs Inclusive of All Taxes; that is:

- Amount exclusive of VAT: _____ () CFA F
- Amount of VAT: _____ () CFA F.
- Amount of TSR and/or _____ CFA F
- Net to be paid= EVAT-TSR and/or AIR

Article 13: Place and method of payment: The Project Owner shall release the sums due in the following manner:

- a. For payments in CFA francs (*amount in figures and letters exclusive of taxes*) by credit to account No. _____ opened in the name of the contractor in the _____ bank.
- b. For payments in foreign currencies (*amount in figures and letters exclusive of taxes*) by credit to account No. _____ opened in the name of the contractor in _____ bank.

Article 14: Price variation:

15.1 Prices shall be firm.

- a. Payments on account made to the contractor as advances shall not be revisable.
- b. Revision shall be "frozen" upon expiry of the contractual time-limit, except in the case of price reductions.

15.2 Price updating modalities (not applicable)

Article 15: Price revision formulae: Not applicable

Article 16: Price updating formulae: Not applicable

Article 17: Works under State supervision:

17.1 The percentage of works under State supervision shall be 2 % of the amount of the contract and its additional clauses, where applicable.

17.2 In the case where the contractor was invited to execute works under State supervision, the submitted and duly justified expenditures shall be reimbursed to him under the following conditions:

- The quantities considered shall be the hours used or the quantities of building materials and materials used that was the subject of joint job cost sheets;
- The remunerations and salaries effectively paid to local labour shall be increased by forty percent (40 %) to take account of social benefits;
- The hours put in by the heavy equipment shall be counted at the rate featuring in the sub-detail of prices;
- Building materials and materials shall be reimbursed at cost price duly justified at the place of use, marked up by ten percent for loss, stocking and handling;
- The amount for services thus calculated, including the hours put by heavy equipment shall be marked up by 25 % to take into account the overheads, profits and the contractor's unforeseen.

Article 18: Evaluation of works: This contract is evaluated at unit prices

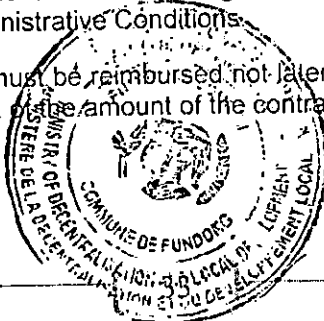
Article 19: Evaluation of supplies: No security shall be requested for payments on account on supplies.

Article 20: Advances:

20.1 The Contracting Authority may grant a start-off advance equal to 20 % of the amount of the contract.

20.2 This advance whose value cannot exceed twenty (20) percent of the initial amount inclusive of all taxes shall be guaranteed at one hundred (100) percent by a banking establishment governed by Cameroon law or a first-rate financial institution in accordance with the instruments in force and reimbursed by deduction of the payments on accounts to be paid to the contractor during the execution of the contract according to the modalities laid down in the Special Administrative Conditions.

20.3 The total amount of the advance must be reimbursed not later than when the value in Secondary price of the works reaches eighty (80) percent of the amount of the contract.



20.4 As the reimbursement advances, the Project Owner shall issue the release of the corresponding part of the guarantee upon the express request by the contractor.

20.5 The possibility of granting start-off advance or advance for supplies must be expressly stipulated in the Tender File.

Article 21: Payment for works:

21.1 Establishment of works executed: Before the 30th of each month, the contractor and the Project Manager shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

21.2 Monthly detailed account: Not later than the fifth (5th) of the month following the month of the services, the contractor shall hand over to the Project Manager two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other inclusive of taxes), according to the agreed model and establishing the total amount of the sums to which he may lay claim as a result of the execution of the contract since the start of the contract.

Only the detailed account exclusive of VAT shall be paid to the contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance

Only the amount exclusive of VAT shall be paid to the contractor.

The Project Manager has a time-limit of seven (7) days to forward to the Contract Manager the detailed accounts he has approved. The Contract Engineer has a maximum time-limit of twenty-one (21) days to forward the detailed accounts he approved such that they are in his possession not later than the twelve of the month. The Contract Manager has a deadline of fourteen (14) days maximum to sign the detailed accounts.

Payments shall be done by the Project owner within a maximum deadline of three (03) calendar days from the date of submission of the approved detailed accounts.

21.3 Detailed account of start-off account: Not applicable

Article 22: Interest on overdue payments: Possible interests on overdue payments are paid by statement of sums due in accordance with article 166 of Decree No. 2018/366 of 20 June 2018 to institute the Public Contracts Code.

Article 23: Penalties:

A. Penalties for delay

23.1 The amount set for penalties for delays shall be set as follows:

- a) One two thousandth (1/2000th) 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;
- b) One thousandth (1/1000th) of the initial amount of the contract inclusive of all taxes per calendar day beyond the 30th day.

23.2 The cumulated amounts of penalties for delay shall be limited to ten percent (10 %) of the initial contract inclusive of all taxes.

B. Specific penalties

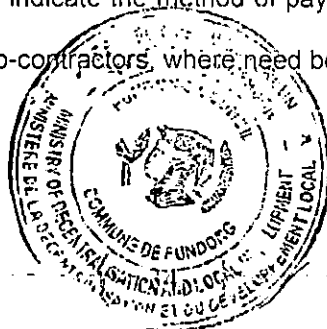
23.3 Independently of penalties for overrun of contractual time-limit, the contractor shall be liable for the following special penalties for the non-observation of the provisions of the contract, especially:

- Late submission of final bond;
- Late submission of insurances;
- Late submission of the draft execution schedule if the lateness is caused by the contractor.

Article 24: Payment in case of a group of enterprises:

1. In the case of a group of enterprises, indicate the method of payment of co- and sub-contractors, where need be.
2. Indicate the method of payment of sub-contractors, where need be.

Article 25: Final detailed account:



25.1 After completion of the works and within a maximum time-limit of fourteen (14) days after the date of provisional acceptance, the contractor shall establish, based on joint reports, the draft final detailed account of works executed and which detailed account summarises the total sums to which the contractor may be entitled as a result of the execution of the whole contract.

25.2 The Contract Manager has up to thirty (30) days to notify the corrected and approved draft to the Project Manager.

25.3 The contractor has up to thirty (30) days to return the signed final detailed account.

Article 26: General and final detailed account

26.1 The Contract Manager or the Project Manager has up to thirty (30) days to *establish the general detailed account and forward to the contractor after final acceptance.*

At the end of the guarantee period which results in the final acceptance of the works, the Contract Manager draws up the general and final detailed accounts of the contract which he had signed jointly by the contractor and the Contracting Authority. This detailed account includes:

- the final detailed account,
- the balance
- the summary of monthly payments on account.

The signing of the general and final detailed account without reservation by the contractor definitely binds the two parties, puts an end to the contract, except with regard to interest on overdue payments.

26.2 The contractor has up to thirty (30) days to return the signed final detailed account.

Article 27: Tax and customs regulations: Decree No. 2003/651/PM of 16 April 2003 lays down the terms and conditions for implementing the tax regulations and customs procedures applicable to public contracts. The taxes applicable to this contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the AIR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the contract;
- Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
- Council dues and taxes;
- Dues and taxes relating to the extraction of buildings materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes. All taxes inclusive prices mean VAT included.

Article 28: Stamp duty and registration of contracts: Seven (7) original copies of the contract shall be stamped by taxation service and at the cost of the contractor, in accordance with the applicable regulations.

Chapter III: Execution of works

Article 29: Nature of the works: The works shall include especially: (position or volume of works), See Special Technical Conditions.

Article 30: Role and responsibilities of the Project Owner

30.1 The Project Owner shall be bound to furnish the contractor with information necessary for the execution of his mission and to guarantee, at the cost of the contractor, access to sites of projects.

30.2 The Project Owner shall ensure the contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

Article 31: Execution time-limit of the contract:

31.1 The time-limit for the execution of the works forming the subject of this contract shall be **three (03) months - ninety (90) days.**

31.2 This time-limit shall run from the date of notification of the Administrative Order to commence execution of the works.

Article 32: Role and responsibilities of the contractor: The detailed and general plan of progress of the works shall be communicated to the Project Manager in **five (05) copies** at the beginning of each month.



Article 33: Provision of documents and site: A reproducible copy of the plans featuring in the Tender File shall be submitted by *the Contract Manager*. The Project Owner shall make available the site and access ways to the contractor at the appropriate time as the works progress.

Article 34: Insurance of structures and civil liabilities: The following insurance policies are required within the scope of this contract in the minimum amounts indicated hereafter within fifteen (15) days of the notification of the contract (*to be adapted*):

- *Liability insurance, business manager;*
- *Comprehensive insurance of the site;*
- *Insurance covering its ten-year obligation, where applicable.*

Article 35: Documents to be furnished by the contractor:

35.1 Programme of works, Quality Assurance Plan and others.

a) Within a minimum deadline of fifteen (15) days from the date of notification of the Administrative Order to commence execution, the contractor shall submit in six (6) copies for the approval of Contract Manager after the endorsement of the Contract Engineer the execution programme of the works, his work calendar, his draft Quality Assurance Plan and the Environment Impact Notice, where applicable.

This programme shall be exclusively presented according to the furnished models.

Two (2) copies of these documents will be returned to him within a deadline of fifteen (15) days from the date of receipt with:

- Either the indication "GOOD FOR EXECUTION";
- Or the indication of their rejection including the reasons for the said rejection.

The contractor has eight (8) days to present a new draft. The Project Engineer and the Contract Manager then have a deadline of five (5) days each to give his approval or possibly make comments. Delay in approving the draft execution schedule shall stay the execution deadline.

The approval given by the Contract Manager or Project Manager does not in any way release the contractor of his responsibilities. Meanwhile, works executed before the approval of the programme shall neither be ascertained nor paid for. The updated and approved schedule will become the contractual schedule.

The contractor shall constantly update on site, a schedule that will take account of real progress of the site. Significant modifications may only be made on the contractual programme upon receiving the approval of the Project Manager. After approval of the execution schedule by the Contract Manager, the latter shall transmit it within five (5) days to the Contracting Authority without staying its execution. However, if important modifications alter the objective of the contract or the nature of the works, the Contracting Authority shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

b) The Environment Impact Notice should bring out notably the choice of technical conditions of the site and Secondary life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites.

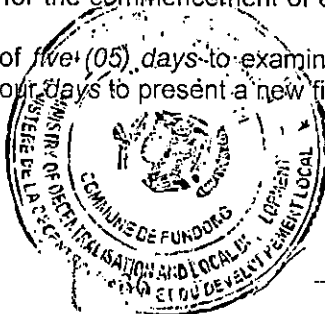
c) The contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.

d) The approval granted by the Contract Manager or Project Manager shall in no way diminish the responsibility of the contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the contract.

35.2 Execution draft

a) The execution plan documents (*calculations and drawings*) necessary for the realisation of all the parts of the structure must be submitted for the endorsement of the *Contract engineer or Project Manager* at most fifteen (15) days prior to the date provided for the commencement of execution of the corresponding part of the structure.

b) The *Contract engineer* has a deadline of ~~five (05) days~~ to examine and make known his observations. The contractor then has a deadline of [04] four days to present a new file including the said observations.



35.3 In case of the non-observance of the approval deadlines of the above documents by the Administration, these documents shall be deemed to have been approved.

Article 36: Organisation and safety on site: Signboards at the beginning and end of each section must be placed within a maximum deadline of fifteen days after the notification of the Administrative Order to commence work. The services to inform in case of interruption of traffic or along the deviated itinerary are *the Delegated Contracting Authority, Project Owner, contract Engineer*

ARTICLE 37: Commencement of work: Before the commencement of work, the contractor shall be installed on the site by a commission that is made up of the following:

- ❖ The Project Owner or his representative (Chairperson)
- ❖ The Contract Manager (Member)
- ❖ The Contract Engineer or his representative (Secretary)
- ❖ The Divisional Delegate of MINEPAT or his representative (Member)
- ❖ The Divisional Delegate of MINMAP or his representative (Observer)
- ❖ The Contractor or his Representative.....(Member)

The Project Owner (Chairperson) shall schedule for the site installation and invite the members of the commission by a letter of invitation - not more than five (5) working days.

Article 38: Setting out of the structures: The Project engineer, upon receipt of the contract documents transmitted by the Contracting Authority shall indicate to the contractor - within five (5) days the building line and all other Secondary points and levels of the project, for proper setting out.

Article 39: Sub-contracting: The part of the works that can be sub-contracted shall be 30 % of the initial amount of the contract and its additional clauses.

Article 40: Site laboratory and trials: The project engineer has a deadline of three days to approve the contractor's personnel and laboratory as soon as the request is made.

Article 41: Site logbook:

40.1 The Site logbook must be systematically jointly signed by the Project Manager or Engineer, where need be and the contractor's representative each day.

40.2 It is a joint document in a single copy. Its pages must be numbered and initialled. No page should be removed. The erased or cancelled parts must be mentioned on the margin for validation.

NB: The Site logbook must be such that two carbon copies of each page are left behind.

Article 42: Use of explosives: The contractor shall not use any explosives without prior authorization.

Chapter IV: ACCEPTANCE OF WORKS

Article 43: Pre- Acceptance: Before the provisional acceptance of the works, the contractor shall make a written request to the Contract Engineer, who shall then organize a technical visit for pre-acceptance. This visit shall include the following operations.

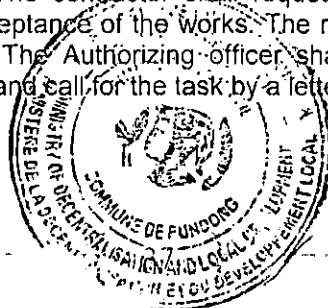
- Qualitative and quantitative evaluations of the different works that have been executed.
- Findings and statement of the unexecuted task envisaged in the present jobbing order.
- Findings relative to the completion of the work

These operations shall be subject to a site report drawn up and signed on the field, by the following.

- The Contract Engineer or his representative.....(Secretary)
- The Project Manager..... (Member)
- The Contractor or his Representative..... (Member)
- The Control brigade MINMAP Boyo..... (Member)

During this pre-acceptance, the commission shall eventually specify the reserves to be up-lifted and the corresponding works to be affected before the provisional acceptance.

Article 44: Provisional Acceptance: The contractor shall request the Authorizing officer in writing, to schedule and call for the provisional acceptance of the works. The report (minutes) of the Pre- Acceptance shall be attached to the said request. The Authorizing officer shall then fix the date of acceptance in collaboration with the Contract Engineer and call for the task by a letter of invitation.



The acceptance commission shall comprise the following;

-The Project Owner or his representative	(Chairman)
-The Contract Manager.....	(Member)
-The Contract Engineer or his representative.....	(Secretary)
- The Project Manager.....	(Member)
- The Fundong Council Stores Accountant	(Member)
-The Divisional Delegate MINMAP boyo or his representative.....	(Observer)
-The Contractor or his Representative.....	(Member)
-The Divisional Delegate MINEPAT or his representative.....	(Member)

The commission shall examine the report of the Pre-acceptance and shall proceed to the Provisional Acceptance if satisfied with the works executed. An acceptance report (process - verbal) of the works shall be prepared by the Contract Engineer and signed by all the commission members on the site.

Article 45: Final acceptance: Final acceptance shall take place within a maximum deadline of fifteen (15) days from the date of expiry of the guarantee. The commission and procedure for final acceptance shall be the same as for Provisional Acceptance

Article 46: Guarantee Period: The guarantee period shall last for one (01) year from the date of the provisional acceptance.

Chapter V: SUNDRY PROVISIONS

Article 47: Termination of the contract (article 74 of the GAC)

The contract may be terminated as provided for in Section II Paragraph 1 and 2 of Decree No. 2018/366 of 20 June 2018 and equally under the conditions laid down in articles 74, 75 and 76 of the GAC especially in one of the following cases:

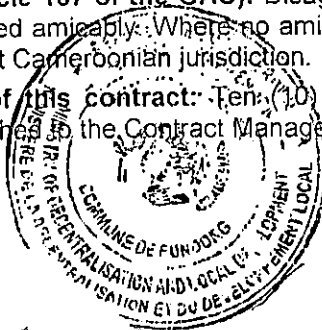
- Death of the allottee.
- Bankruptcy of the allottee
- Judicial liquidations
- In case of sub-contracting, co-contracting or subsidiary orders with the prior authorisation of the project owner
- Failure to comply with labour laws and regulations
- Significant price variation under the conditions laid down by the General Administrative Clauses due to changes in economic conditions or in the initial quantities of the contract.
- Duly established fraudulent and corrupt practices
- Delay of more than fifteen (15) calendar days in the execution of an Administrative Order or unjustified stoppage of more than seven (7) calendar days;
- Delay in work resulting in penalties of more than 10 % of the amount of the works;
- Refusal to repeat poorly executed works;
- Default by the contractor;
- Persistent non payment for services.

Article 48: Case of force majeure (article 183 of the GAC): If the contractor were to raise the issue of force majeure, the thresholds below which claims shall not be admitted are:

- *Rainfall: 200 millimetres in 24 hours;*
- *Wind: 40 metres per second;*
- *Flood: decennial flood frequency.*
- *War and insecurity*
- *Road blockage*
- *Terror*
- *Out break of pandemic*

Article 49: Disagreements and disputes (article 187 of the GAC): Disagreements and disputes resulting from the execution of this contract may be settled amicably. Where no amicable solution can be found for a disagreement, it is brought before the competent Cameroonian jurisdiction.

Article 50: Production and dissemination of this contract: Ten (10) copies of this contract shall be produced at the cost of the contractor and furnished to the Contract Manager.



Article 51: Entry into force of this contract: This contract shall be final only upon its signature by the Contracting Authority. It shall enter into force as soon as it is notified to the contractor by the Contracting Authority.

Article 52 and last: INFORMATION TO BE POSTED: The Contractor shall put up a visible sign board (*total height=2.80m, width=1.20m, board thickness=2.5cm at 1,20m above the ground level with poles embedded in concrete*) at the entrance to the site on a place approved by the Contract Engineer, bearing the following text written on one side of the board.

REPUBLIC OF CAMEROON

CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN ROAD. (IN THE FUNDONG MUNICIPALITY, BOYO DIVISION OF THE NORTH WEST REGION

CONTRACTING AUTHORITY: THE MAYOR OF FUNDONG COUNCIL

PROJECT OWNER: THE MAYOR OF FUNDONG COUNCIL

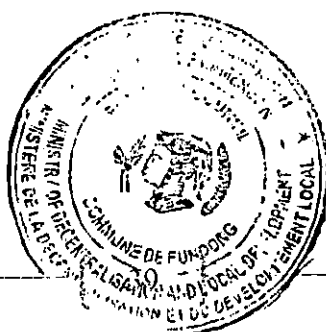
CONTRACT MANAGER: THE COUNCIL DEVELOPMENT OFFICER OF FUNDONG COUNCIL

FINANCING: 2020 PUBLIC INVESTMENT BUDGET (MINDDEVEL) FOR LOT 1 and MINADER FOR LOT 2

CONTRACTOR:.....

CONTRACT ENGINEER: THE DIVISIONAL DELEGATE OF PUBLIC WORKS BOYO DIVISION

DURATION OF CONTRACT: FOUR MONTHS (120 CALENDAR DAYS)



DOCUMENT NO. 5:

Special Technical Conditions (STC)

VII. SPECIFIC TECHNICAL CLAUSES (CCTP)

TECHNICAL SPECIFICATIONS OF WORKS

GENERAL DISPOSITIONS

Article 1: OBJECT OF THIS DOCUMENT

This book of technical specification of works schedule is aimed at setting the rules and techniques of construction of infrastructures in the zone of intervention of the PNDP. It is simplified and indicates the procedure of work envisaged for the construction of a bridge.

Article 2: PROCEDURE OF THE WORK

The realization of the works was conceived according to the classic construction principle of a reinforced concrete frame made up of slab, abutment wall, footing and wind wall.

Article 3: CONSISTENCE OF WORK

The complete project comprises the following lots

- 100-INSTALLATION
- 200- SITE PREPARATION
- 300- EARTH WORKS
- 400-FFOUNDATIONS - ABUTMENT -FOOTINGS -BEAMS-SLAB-BERGES
- 500- ASSEMBLING OF IPE
- 600- PAINTING
- 700- SIGNALISATION
- 800- SOCIO-ENVIROMENTAL

ORIGIN AND QUALITY OF MATERIALS

Article 4: Origin of materials

- The fine and coarse aggregates shall either be from a RIVER or quarry crushed and has to be approved by the project engineer.
- The necessary borrow pits shall be those indicated by the project engineer after running identification tests on the materials.
- If need be, the contractor may choose other borrow pits and submit them for the approval of the project engineer whose refusal will warrant that the contractor look for new borrow pits without claiming any compensation or using those indicated.
- When a borrow pit chosen by a contractor has been approved, he shall run the necessary identification tests prescribed by the project engineer.
- The contractor may start exploiting an identified quarry only if the supervising Engineer has carried out quality control and given his authorization.
- In case of contradictory test results, the project engineer may ask the contractor to run further tests at his own cost.
- The Project engineer may withdraw the authorization at any time once the quarry no longer provides good quality material. In that case, the contractor cannot claim any compensation.
- Bush clearing, top soil removal and tree felling required for the exploitation of borrow pits shall be at the expense of the contractor and shall not be paid for as of right.

Article 5: Quality of materials:

5.1 Fill Adjacent to Structures

Fill adjacent to structures and culverts shall meet the following basic specifications:

- No particle shall have a dimension above 50 mm;
- The Plasticity Index (PI) shall be below 30.

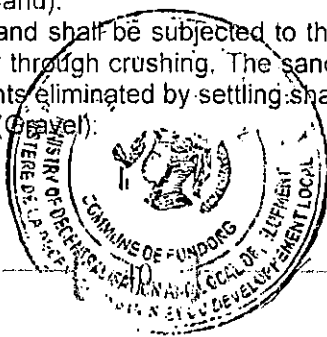
Moreover, fill shall be free of organic elements and be of well graded laterite identified and approved by the project engineer.

5.2 Materials for mortar and concrete

> Fine aggregate (Sand):

The nature and origin of sand shall be subjected to the Project engineer's approval. It shall be obtained from Rivers or through crushing. The sand component shall be more than 80% and the very fine constituents eliminated by settling shall be less than 4%.

> Coarse aggregate (Gravel):



Aggregate shall be obtained from deposits or quarries chosen by the contractor, and approved by the project engineer. It shall be clean (constituents eliminated through settling shall be less than 2%). Aggregate shall be well graded.

➤ Cement:

Cement shall be of CPA 325 class and be obtained from an approved factory.

➤ Reinforcement rods:

It shall be mild and high yield steel cold drawn of specified diameters by the project engineer according to their location in the structure concerned.

5.3 Stones for masonry

Stones for masonry shall be non porous basalt of hard RIVER granite obtained from a quarry or deposit approved by the project engineer and none shall be smaller than 20 cm.

5.4 Timber work for Scaffoldings

The wood, used for scaffolding work shall have the following characteristics:

- A minimum bulk density of 800 kg/m³ at 12% humidity
- Hardness not less than N6 (Chalais-Mendons to Monnin hardness)

Some of the Cameroonian wood species with these characteristics are: Doussie, Moabi, Tali, Azobe, Iroko, Bibinga and Eucalyptus.

Article 6: Laboratory and quality control

Materials shall be selected and set up according to the prescriptions of these Technical Specifications and price schedule. If the Project engineer feels that the specifications for laying have not been well respected or if he doubts the quality of any lab results, he may carry out the necessary control tests or ask any other reputable laboratory to carry out tests. If the results are not up to the required standard, the contractor shall make the necessary corrections before further tests are conducted and bear the cost of laboratory expenses for this work.

NOTE: Reinforcement Schedule for lot 1.

N ^o	STRUCTURE	SIZES	RODS φ	RODS Torsφ	STIRRUP Spacings	DOSAGE	TYPE
		Nos/Sec					
1	FOUNDATION	06	12mm			400kg/m ³	Fe-E-400
2	FOUNDATION	15	10mm			400kg/m ³	Fe-E-400
3	ABUTMENT PLATE (50X50)	04	12mm	6mm	30mm	400kg/m ³	Fe-E-400
4	RC BEAMS (90x40)	16	16mm	8mm	20cm	400kg/m ³	Fe-E-400
5	RC BEAMS (90x40)	04	10mm	8mm	20cm	400kg/m ³	Fe-E-400
6	RC DECK (4000X20)	60	14mm			400kg/m ³	Fe-E-400
7	RC DECK (4000X20)	31	14mm			400kg/m ³	Fe-E-400
8	RC DECK (4000X20)	30	10mm			400kg/m ³	Fe-E-400
9	WHEEL GUARD (20X20)	02	12mm	6mm	30cm	400kg/m ³	Fe-E-400
10	MIXED GUARD RAILS (20X20)	4	10mm	6mm	20cm	400kg/m ³	Fe-E-400

NOTE: Reinforcement Schedule for lot 2.

N ^o	STRUCTURE	SIZES	RODS φ	RODS Torsφ	STIRRUP Spacings	DOSAGE	TYPE
		Nos/Sec					
1	FOUNDATION	06	12mm			400kg/m ³	Fe-E-400
2	FOUNDATION	15	10mm			400kg/m ³	Fe-E-400
3	ABUTMENT PLATE (50X50)	04	12mm	6mm	30mm	400kg/m ³	Fe-E-400
4	RC BEAMS (50x25)	8	16mm	8mm	20cm	400kg/m ³	Fe-E-400
5	RC BEAMS (50x25)	2	10mm	8mm	20cm	400kg/m ³	Fe-E-400
6	RC DECK (4000X20)	60	14mm			400kg/m ³	Fe-E-400
7	RC DECK (4000X20)	31	14mm			400kg/m ³	Fe-E-400
8	RC DECK (4000X20)	30	10mm			400kg/m ³	Fe-E-400
9	WHEEL GUARD (20X20)	02	12mm	6mm	30cm	400kg/m ³	Fe-E-400
10	MIXED GUARD RAILS (20X20)	4	10mm	6mm	20cm	400kg/m ³	Fe-E-400



EXECUTION OF WORKS

Generalities.

1.1 Security

The contractor shall be required to place at the entrance of the project site and in its vicinity; signboards' indicating that work is ongoing and shall be responsible for any accident that occur on the project site and/or suffered by a third party, the staff and employees as a result of their presence on the project site. Organization of work and security on the project site shall be the responsibility of the contractor. The contractor shall also be expected to recruit guards to maintain security during the day and night at the project site.

1.2 Traffic

The contractor shall be responsible for ensuring that a deviation is created such that traffic is not obstructed on the entire stretch of the project site throughout the period of work up till provisional reception if the road was originally passable by traffic.

Where interference with traffic is inevitable, the opinion of local administrative authorities shall be required for any obstruction for a given period.

1.3 Laboratory

Materials shall be selected and set up according to the prescriptions of these Technical Specifications and price schedule. If the Project engineer feels that the specifications for laying have not been well respected or if he doubts the quality of any lab results, he may carry out the necessary control tests or ask any other reputable laboratory to carry out tests. If the results are not up to the required standard, the contractor shall make the necessary corrections before further tests are conducted and bear the cost of laboratory expenses for this work.

1.4 Work schedule - execution programme

The Contractor shall provide an execution programme and a work schedule which shall be followed up daily and especially updated after precise definition of works and the execution documents.

2 - PRELIMINARY WORKS

Preliminary works shall include:

- Reports drawn up by both parties of trees to be felled and the surface area to be cleared and deforestation required, then execution of such tasks.
- Positioning of the actual location of the bridge.

3 - DEFINITION WORKS

After the general clearance of the site from the report drawn up during the preliminary visit, the contractor and the project engineer shall carry out a penetrometer test (bearing capacity test) to determine the actual depth at which the footing of the bridge would commence and there after a report shall be signed on the basis of the final working document.

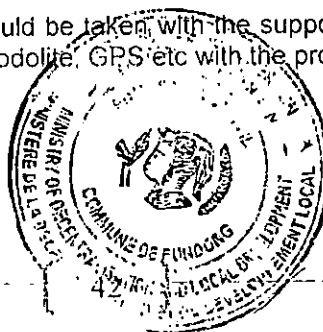
4 - EXECUTION DOCUMENTS

After definition of the works described by the Project engineer, the contractor shall prepare five copies of the following performance documents, in accordance with the contract documents and submit them to the project engineer within a period of at least 15 days before any start and performance of corresponding works.

- Site log book
- Site minutes book
- Working registers;
- Quantities corresponding to works.

The register shall show:

- The actual depth and width of excavation
- Depth of unsuitable material to be excavated
- Volume of hardcore to be filled for the footing
- Amount of earth fill for the structure
- The amount of earthworks to be performed shall be calculated by the Contractor in consultation with the Project engineer by taking down the rectangular coordinates, the distances on the centre line X, and height from the natural ground level at the right angles of each horizontal point Y of the characteristic points of the cross-section after bush clearing.
- These measurements could be taken, with the support of a mason's level, a measuring tape, an abney-level, theodolite, GPS etc with the project engineer's approval.



- A copy of the execution documents shall be returned to the Contractor with the project engineer's signature or, where necessary, with his observations within a period of 15 (fifteen) days as from the date of their reception.
- This document will be used to determine the quantities to be stated down except there is any on-site modification duly observed and approved by the Project engineer and measured by both parties.

5- SITE INSTALLATION AND MOBILISATION

- Installation of building site

The installation of building site will be at the expenses of the executing enterprise. It will include:

- Provisional water connections, electricity and telephone
- The cleaning and the guarding of the project site
- Necessary measures for the respect of legal/lawful provisions relating to hygiene and safety on site. (Installation of a latrine, provision of drinkable water, provision of a first aid box equipped with products such as: aspirin, nivaquine, adhesive plaster, bétadine, bands, compress, alcohol...);
- Provisional access roads to the building site;
- A storeroom on site;
- A site office, where the site book, the building plans will be available permanently throughout all realization of works;
- An office or room of at least of 8 m² equipped with a table office and two chairs reserved with the Project superintendent;
- A meeting room for the building site which can receive at least 5 people equipped with a table, two benches of 1.5 m, a display board for plans and planning placed permanently.

Receptacles to receive waste are to be installed near the various installations. These receptacles are to be emptied periodically and waste to be deposited in a vat for recovery or a dump (pit). This pit must be located at least 100m installations and in the event of presence of River with at least 150m. At the end of work, the pit is to be filled with ground up to the level of the original ground.

-The placing site signboards

Two very visible building site signboards shall be displayed on positions indicated by the project manager. These placing site signboards will carry the following indications:

No other signboard will be authorized on the work place except the authorized signboards prohibiting access to the building site and those relating to safety, unless there is a written agreement.

6 - SITE CLEARANCE

- Before the actual works on the construction of the bridge commences, it shall be required that the area of the stream around where the bridge is to be built is cleared of all shrubs, vegetation, trees and up to the removal of the vegetable soil so as to allow for an easy access to the site for both supply of materials and personnel to perform their works.
- The project engineer shall approve of this stage before the next stage for works are engaged.

7 - EXCAVATION

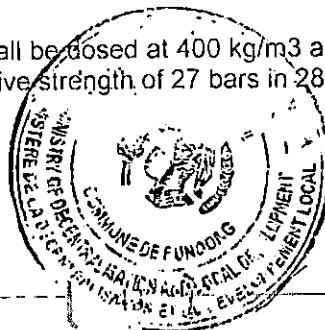
- The aim of these works will be to be able to reach a safe stratum within the RIVER bed where the footing of the foundation for the bridge could conveniently be placed and also to give enough working space during the construction for the masonry abutment and wing walls according to the dimensions specified in the working drawings.
- The project engineer shall ensure that this activity is optimal so as to limit the excessive cost of the project. The excavated material shall either be stockpiled as fill material if approved by the project engineer or be disposed of, if it does not meet the requirements of a fill material.
- The excavation could be performed manually or mechanically in accordance with the technical specifications and price schedule after the approval of the Project engineer.
- Excavation shall also include the loos part of the rock.

8 - UNSUITABLE SOILS

- Where there is black cotton soil or clay soil of low bearing capacity at the bottom trench for the footing, the contractor shall continue to excavate up to a depth as approved by the project engineer, then the base shall be filled with hard core material, the spoil shall be disposed off to a suitable location away from the construction site.

9 - REINFORCED CONCRETE FOOTING

- Reinforced concrete footing shall be dosed at 400 kg/m³ and shall be vibrated during pouring. It shall have a minimal compressive strength of 27 bars in 28 days.



- Depending on the volume of concrete required, the project engineer may carry out quality control tests at his expense or, if he deems it necessary, ask an approved laboratory to collect samples and carry out compression tests to check the quality of the concrete.
- If the required minimum strength is not attained, the contractor shall bear the cost of tests and the Project engineer shall decide on the measure to take in respect of the structure concerned.
- The RC footing shall be laid on a blinding concrete of thickness as specified by the project engineer in the working drawings and shall be composed as follows: Volume of medium and big size coarse aggregates in the C150 concrete shall be twice the volume of sand i.e. ratio 1:2.
- Measures shall also be taken to imbed the footing to the rock by drilling rod 16mm into the rock for casting the footings.

10 - STONE MASONRY

- The stone masonry required for the construction of the structure shall be esthetical and according to the structure type (shape, size of stones, joints etc...) in accordance with Engineering rules.
- Binding mortar shall for construction works shall be dosed at 300 kg/m³. The visible sides of the stone masonry must be of regular rubbles.
- The minimal sizes of the sides' stones must not be less than 15 cm.
- The external joints shall be finished with M450 mortar.

11 - REINFORCED CONCRETE DECK

Reinforced concrete deck and beams shall be dosed at 400 kg/m³ and shall be vibrated using the appropriate tools and methods during pouring. It shall have a minimal compressive strength of 27 bars in 28 days. Depending on the volume of concrete to be made, the project engineer may carry out quality control tests at his expense or, if he deems it necessary, ask an approved laboratory to collect samples and carry out compression tests to check the quality of the concrete. If the required minimum strength is not attained, the contractor shall bear the cost of tests and the Project engineer shall decide on the measure to take in respect of the structure concerned.

12 - FILL FROM BORROW PITS

If the Project engineer observes a shortage in good quality materials from the excavations, the material required to complete the fill of the bridge shall be taken from a laterite pit or other deposits. The required compaction of the fill shall be 98% of the dry modified optimum Proctor density. To obtain this result, the Contractor shall use laterite or volcanic scoria bulked, reserved and approved according to the requirements of these technical specifications, and at least four passes of a compactor previously approved by the Project engineer on the entire surface of the fill at layers of maximum thickness of 30cm. Density test shall be conducted randomly in the presence of the project engineer so as to ascertain the degree of compaction.

13 FORMWORK

The formwork will be simple robust. They will have to support without appreciable deformation the weight and the pushing of the concrete, the effects of vibration and the weight of the men employed at the time of the implementation.

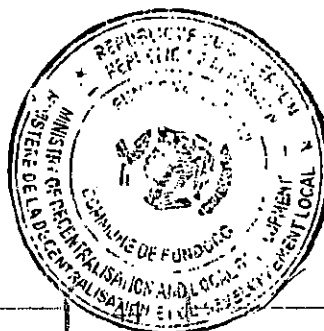
The formwork will have to be sufficiently rigid to support the vibration and settling of cast concrete. They must be perfectly tight to avoid the losses of milt. The cutting of the form panels will have to be neat.

The minimal time of dismantling of the cast works will have to be respected:

- Vertical Faces: two (2) days
- Horizontal Faces: twenty-one (21) days

14 MIXED GUARD RAILS

Mix guard rails shall comprise of RC piers of 20x20cm and of 1.2m height with galvanized pipe 63mm to run through the piers. The mixed guard rails shall be painted in red and white colours



UNIT PRICE SCHEDULE LOT 1

UNIT PRICE LIST FOR THE CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1 +02 ALONG THE ILUNG - YUWI - ACHAIN ROAD IN THE FUNDONG MUNICIPALITY OF BOYO DIVISION, N.W.R.

ROAD: ILUNG - YUWI - ACHAIN

SPAND: 8M

TYPE OF STRUCTURE: PERMANENT BRIDGE

HEIGHT: 3.5M

No PRIX	DESIGNATION	UNIT	QTY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS
	LOT 000 - Installations				
001	Site installation and mobilization	ff	1		
	Sub-Total 000				
	LOT 100 -Preliminary works				
101	Studies, works execution plan and as realized report	ff	1		
102	Site clearance	m2	700		
103	Deviation	LS	1		
104	Setting out	LS	1		
	Sub-Total 100				
	LOT 200 - Earth works				
203	Demolition of existing temporal structure	LS	1		
204	Excavation works	m3	82.5		
202a	Fill with selected materials	m3	450		
	Sub-Total 200				
	LOT 300 - Foundation, abutments - piers - beams - deck - Equipment				
301	Stone masonry abutments	m3	83.4		
302	Lean Concrete	m3	2.4		
303	Reinforced concrete for the foundation, beams, deck, wheel guard and mixed guard rails	m3	35.24		
304	Formwork	m2	65		
	Sub-Total 300				
	LOT 400 - Painting				
401	Anti-corrosive paint (red and red colours)	m2	24		
	Sub-Total 400				
	LOT 500 - Equipment				
501	Mixed guard rails	ml	12		
502	Triangular road sign post (type A OR AB)	u	2		
503	Wooden sign pegs (red and white)	u	8		
	Sub-Total 500				
	LOT 600 - Circulation				
601	Restoration of circulation	ff	1		
	Sub-Total 600				



DOCUMENT N° 07
BILL OF QUANTITIES AND COST ESTIMATES LOT 1

**DETAILED BILL OF QUANTITIES AND COST ESTIMATES FOR THE CONSTRUCTION OF A BRIDGE OVER RIVER
YUWI AT PK 1 +02 ALONG THE ILUNG - YUWI - ACHAIN ROAD IN THE FUNDONG MUNICIPALITY OF BOYO
DIVISION, N.W.R.**

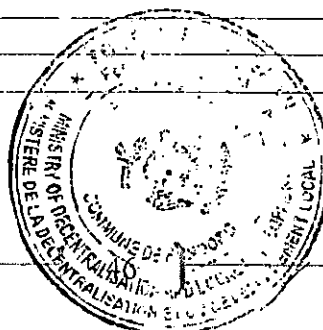
ROAD: ILUNG - YUWI - ACHAIN

SPAND : 8M

TYPE OF STRUCTURE: PERMANENT BRIDGE

HEIGHT : 3.5M

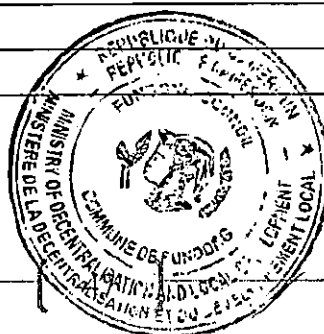
No PRIX	DESIGNATION	UNIT	QTY	PRIX UNITAIRE	TOTAL
	LOT 000 – Installations				
001	Site installation and mobilization	ff	1		
	Sub-Total 000				
	LOT 100 -Preliminary works				
101	Studies, works execution plan and as realized report	ff	1		
102	Site clearance	m2	700		
103	Deviation	LS	1		
104	Setting out	LS	1		
	Sub-Total 100				
	LOT 200 - Earth works				
203	Demolition of existing temporal structure	LS	1		
204	Excavation works	m3	82.5		
202a	Fill with selected materials	m3	450		
	Sub-Total 200				
	LOT 300 - Foundation, abutments - piers - beams - deck - Equipment				
301	Stone masonry abutments	m3	83.4		
302	Lean Concrete	m3	2.4		
303	Reinforced concrete for the foundation, beams, deck, wheel guard and mixed guard rails	m3	35.24		
304	Formwork	m2	65		
	Sub-Total 300				
	LOT 400 – Painting				
401	Anti-corrosive paint (red and red colours)	m2	24		
	Sub-Total 400				
	LOT 500 – Equipment				
501	Mixed guard rails	ml	12		
502	Triangular road sign post (type A or AB)	u	2		
503	Wooden sign pegs (red and white)	u	8		
	Sub-Total 500				
	LOT 600 – Circulation				
601	Restoration of circulation	ff	1		
	Sub-Total 600				
	MONTANT TOTAL HTV				
	TVA (19.25%)				
	AIR (5.5%) or (2.2%)				
	MONTANT TOTAL TTC				
	MONTANT A MANDATER				



DOCUMENT N°. 8

FRAMEWORK OF SUB-DETAIL OF PRICES

DESIGNATION: Studies and site installation					
No	Daily out put		Total quantity	Unit	Duration of activity
WORKMAN SHIP	Category	No	Daily wage	Days break up	Amount
TOTAL A					
EQUIPMENT/MECHANIS	Type	No	Daily rate	Days break up	Amount
TOTAL B					
MATERIAL AND MISCELLANEOUS	Type	Unit	Unit cost	Quantity	Amount
TOTAL C					
D	DIRECT TOTAL COST			A+B+C	
E	GENERAL SITE EXPENSESES			Dx%	
F	GENERAL OFFICE EXPENSES			Dx%	
G	NET COST			D+E+F	
H	RISK + BENEFITS			Gx%	
P	TOTAL COST (HT)			G+H	
V	UNIT COST (HT)			P/Q'TY	



Document No. 9:
Model contract

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

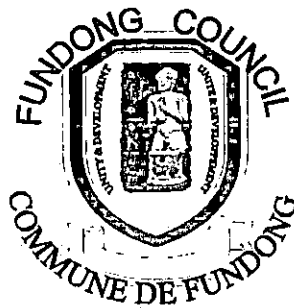
MINISTÈRE DE DÉCENTRALISATION ET DU
DÉVELOPPEMENT LOCAL

REGION DU NORD-OUEST

DEPARTEMENT DE BOYO

COMMUNE DE FUNDONG

COMMISSION INTERNE DE PASSATION
DES MARCHES



REPUBLIC OF CAMEROON
Peace – Work – Fatherland

MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT

NORTH-WEST REGION

BOYO DIVISION

FUNDONG COUNCIL

FUNDONG COUNCIL INTERNAL
TENDERS BOARD

Ref: No. ____/NWR/BOYO/FC/FCITB/2020

Fundong the ____

JOBGING ORDER No 001/JO/BOYO/FC OF2020

Awarded following OPEN NATIONAL INVITATION TO TENDER No. ____/ONIT/ FC /FCITB /2020,
OF ____/2020 FOR THE CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG
THE ILUNG - YUWI - ACHAIN ROAD
IN THE FUNDONG

Project Owner

HOLDER : [indicate name and full address of holder]

P.O. Box _____, Tel: _____ Fax: _____

Business Registration N°. _____ at
Taxpayer's N°. _____

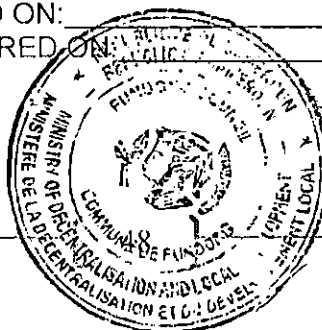
SUBJECT : Execution of _____ works;
Lot No. _____; Network _____

PLACE: FUNDONG **Region:** NORTH WEST REGION
EXECUTION DEADLINE: One Hundred and Twenty days (04) months
AMOUNT IN CFA F:

THT	
TTTC	
VAT (19.25%)	
AIR (5.5%) or (2.2%)	
NET PAYABLE	

FINANCING : MINEDUB: BIP 2019
BUDGET HEAD : _____

SUBSCRIBED ON: _____
SIGNED ON: _____
NOTIFIED ON: _____
REGISTERED ON: _____



Between:

The Government of the Republic of Cameroon, represented by _____
hereinafter referred to the "Contracting Authority"

On the one hand,

And

_____ (enterprise)

P.O. Box _____ Tel: _____ Fax: _____

Business Registration N°. _____

Taxpayer's N°. _____

Represented by M _____, its General Manager, hereinafter referred to as
the "Contractor"

On the other hand,

Agree on the following:

Summary

Part I: Special Administrative Conditions (SAC)

Part II: Special Technical Conditions (STC)

Part III: Schedule of Unit Prices (SUP)

Part IV: Bill of Quantities and Estimates



Page _____ and last of JOBBING ORDER No 00_ /JO/ SG/MINDEVEL/NWR/BOYO/FC OF2020 Awarded following OPEN NATIONAL INVITATION TO TENDER No. ____/ONIT/ FC /FCITB /2020, OF ____/2020 FOR THE CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE ILUNG - YUWI - ACHAIN ROAD.) IN THE FUNDONG

With _____,

EXECUTION DEADLINE _____ (_____) months

Amount of contract in CFA F:

THT	
TTTC	
VAT (19.25%)	
AIR (5.5%) or (2.2%)	
NET PAYABLE	

Read and accepted by the contractor

(place of signature) _____ (date)

Signature of Contracting Authority

(place of signature) _____ (date)

Registration



DOCUMENT N°. 10
MODEL FORMS APPLICABLE

FORM N° 1:
DECLARATION OF THE INTENTION TO TENDER

COMPANY'S LETTER HEAD

DECLARATION OF THE INTENTION TO TENDER

Fiscal stamp

1000

I, the undersigned Mr.

Nationality

Function

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

Hereby acknowledge receipt of the file for Tender Notice

N° of

Concerning the

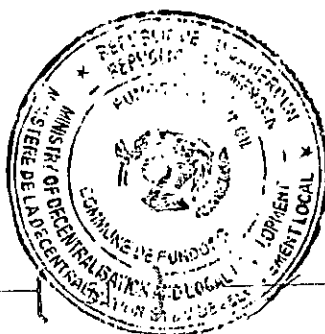
.....

.....

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

Done at On the

General Manager



THE MODEL TENDER LETTER

I (We) the undersigned

Acting in the capacity of In the name and on behalf of.....

.....atRC N°.by virtue of the power
vested in me (us), resident at (Town), P.O.Box....., telephone N°.
..... after having studied all the documents of the tender file relating to the Invitation to
Tender N°. and after having assessed in my (our) point of view and
under my (our) responsibility the nature and difficulties entailed with the execution of the job, I (we)
do hereby tender and commit myself (ourselves) to carry out works FOR -----

-, in keeping with the terms and conditions of the tender file in return for the sum of.....FCFA
(.....Francs) All Taxes Inclusive, calculated on the basis of the unit
prices stated in the Unit Price List and the detailed estimates, appended to this tender. The prices
stated are tax inclusive.

I commit myself (we commit ourselves) if my (our) tender is retained, to execute the contract
within three (03) months as from the date of notification of the award of contract.

I hereby commit myself (we hereby commit ourselves) to maintain the amount of my (our) tender
for a period of sixty (60) days with effect from the deadline for submission of bids.

I (we) hereby request that the amounts due by the Contracting Authority be paid to me (us) in
the national currency (FCFA) in account No..... opened in the name of.....,
in the records of (Bank) at.....

Enclosed with this tender are:

- The price list and the detailed estimates duly filled, dated and signed.
- Other documents which in keeping with the requirements of the Tender file must be enclosed with the tender letter.

Done at....., on.....

Signature(s)

Bidder(s)

For companies, indicate:

Fiscal stamp

1000

The company (company or trade name, form, nationality and registered office)

« represented by the undersigned » (Name, first name and status)

For companies without a legal status, indicate:

« We, the undersigned, »

(For each person: name, first name, company name, nationality, location of the registered office)

« Constituted in a group of companies for the execution of this contract, jointly commit ourselves

.....



FORM N° 03
THE MODEL SURETY BOND

Bank

Reference of guarantee: No.

To : **THE MAYOR OF FUNDONG COUNCIL**

Invitation to Tender No.

BID BOND FOR

The Contractor (5)hereby submits on to
the Mayor of Fundong Council a bid relating TO

..... To this effect, and in keeping with the conditions stated in the
Tender file, the bidder shall present to the Mayor of Fundong Council acting in the capacity of
Contracting Authority, a bid bond amounting to CFA Francs
..... (6).

By this guarantee, we the undersigned,(7).....with our registered office in
....., are committed towards the Mayor of Fundong Council , through the
bidder for the sum of CFA Francs(in
figures).....(in
words).

By this guarantee, we irrevocably commit ourselves, without any argument or delay, to pay into an
account indicated by the Mayor of Fundong Council, the amount of the guarantee at the first written
request, as soon as the latter shall inform us in writing that the bidder does not keep the
commitment he took in his tender.

The request for payment of guarantee shall be countersigned by the Mayor of Fundong Council.
This guarantee shall be released latest thirty (30) days after the expiration of the validity of the
tender or, in case the company shall be the successful bidder, after presentation of the
performance bond which shall be kept by the MAYOR OF FUNDONG COUNCIL

The laws as well as the jurisdiction of application for the guarantee shall be those of the Republic
of Cameroon.

Done at, on

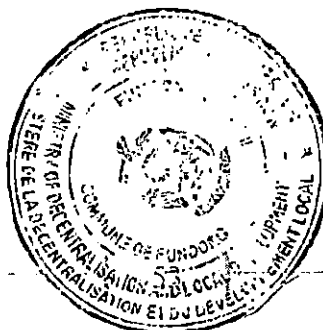
Mr(Messrs).....

Signature(s) & stamps

(5) Bidder

(6) Stated in the Special regulations governing the invitation to tender

(7) Bank



FORM N° 04
MODEL BID BOND

Whereas _____ (Hereafter called the "the bidder") has submitted his bids dated _____, Here in after called "the bid")

KNOW YE ALL PEOPLE by the presence that WE _____, having our registered office at _____ hereinafter called "the Bank", are bound onto the Mayor of Fundong Council (hereinafter called "the Contracting Authority) in the sum of _____ for which payment will and truly be made to the said Contracting Authority, the bank binds itself, its successors, and assigns by the present if our client refuses or incapable of completing the jobs as stipulated in the contract.

We undertake to pay the Contracting Authority up to the above amount upon receipt of his first written demand, without the Contracting Authority having to substantiate his demand, provided that in his demand the Contracting Authority will note that the amount claimed by him is due to him, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions

This guarantee will remain in force up to and including _____ () days after the period of bid validity. Any demand in respect thereof should reach the bank not later than the above date.

Sealed with the common seal of the said bank this _____ day of _____

SIGNATURE OF BANK AUTHORITY



THE MODEL PERFORMANCE BOND (RETENTION BOND)

Bank

Reference of guarantee: No.

To: **THE MAYOR OF FUNDONG COUNCIL** **REPUBLIC OF CAMEROON**

Invitation to Tender No.

PERFORMANCE BOND FOR

We..... (Bank) have been informed that a contract has been signed between the **Mayor of Fundong Council** acting in the capacity of the Contracting Authority, and....., acting as contractor FOR

In compliance with the provisions of Contract N°., the contractor is bound to present to the **Mayor of Fundong Council, Contracting Authority**, a performance bond for the execution of work, covering security, commitments and other obligations incumbent on the contractor under the contract, worth 3% of the amount of the contract all taxes inclusive, i.e. CFA Francs

We,(bank) do hereby commit ourselves irrevocably and without arguing to pay to the **Mayor of Fundong Council**, at his first written request, and for three (03) months the amount of this bond, that is to say,, all the amounts that the contractor may owe the Contracting Authority for failing to fulfil one or more of his obligations under the contract.

The request to partially or fully stake this guarantee shall be the subject of a registered letter of justification with confirmation of receipt and a copy to the contractor clearly stating and supplementing the reasons for his request. This letter shall be countersigned by the **Mayor of Fundong Council**. The bank guarantee shall take effect as from the date of notification of the contract. The original of this guarantee shall be kept by the Mayor of Fundong Council.

The guarantee shall be released within sixty (60) days with effect from the date of provisional acceptance. After this date, the guarantee shall no longer apply and shall be returned to us without express request.

The laws as well as the jurisdiction of application for the guarantee shall be those of the Republic of Cameroon.

Done at, on

Mr (Messrs).....

Signature(s) & stamps



**MODEL BANK GUARANTEE FOR THE REFUND OF THE
START-OFF ADVANCE**

Bank

Reference of guarantee No.....

To : THE MAYOR OF FUNDONG COUNCIL Republic of Cameroon

Invitation to Tender N°.

**BANK GUARANTEE FOR THE REFUND OF THE START-OFF ADVANCE RELATING TO THE
CONSTRUCTION WORKS**

We..... (Bank) have been informed that a contract shall be signed
between the Divisional Delegate of Public Contracts, acting in the capacity of Delegated
Contracting Authority, and....., acting as FOR

In compliance with the provisions of Article of Contract N°., the contractor shall
be bound to present to the Divisional Delegate of Public Contracts, Contracting Authority, a bank
guarantee with the purpose to assure the refund of the start-off advance granted to the company
and amounting to CFA Francs

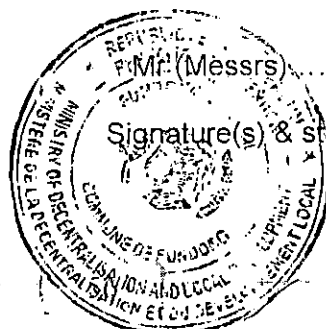
We,(bank) do hereby commit ourselves, irrevocably and without
arguing to pay to Divisional Delegate of Public Contracts, at the written request the Divisional
Delegate of Public Contracts, and within four (04) weeks the amount of this guarantee, that is to
say. all the amounts that the contractor may owe the Contracting
Authority for failing to fulfil one or more of his obligations under the contract.

The request to partially or fully stake this guarantee shall be the subject of a registered letter of
justification with confirmation of receipt and a copy to the contractor clearly stating and
supplementing the reasons for his request. This letter shall be countersigned by the Divisional
Delegate of Public Contracts.

The bank guarantee shall take effect as from the date of payment of the start-off advance. The
original of this guarantee shall be kept by the Divisional Tenders Board. The guarantee shall be
released upon refund of the full amount of the advance. After this date, the guarantee shall no
longer apply and shall be returned to us without express request.

The laws as well as the jurisdiction of application for the guarantee shall be those of the Republic
of Cameroon.

Done at, on



Mr. (Messrs)

Signature(s) & stamps

THE MODEL UNDERTAKING BY THE BIDDER

Name of project:.....Invitation to tender N° :

Construction of two classrooms at

I (We) the undersigned (8)

Acting in the capacity of (9) in the name and on behalf of (10)..... at RC N°
 by virtue of the power vested in me (us), domiciled at P.O.Box..... (Town)
, telephone No., after having studied all the documents of the tender file
 relating to the Invitation to Tender No., and after having assessed in my (our)
 point of view and under my (our) responsibility the nature and difficulties entailed with the execution of the
 job, I (we) do hereby tender and commit myself (ourselves) to carry out works FOR

.....in keeping with the terms and conditions of
 the tender file.

I commit myself (We commit ourselves) in case my (our) tender is retained, to execute the contract within
(.....) months as from the date of notification of award of the contract.

I hereby commit myself (We hereby commit ourselves) to maintain the amount of my (our) tender for a period
 of sixty (60) days with effect from the deadline for submission of bids.

Done at, on

Signature(s).....

Bidder(s).....

For companies, indicate:

The company (company or trade name, form, nationality and registered office)

« represented by the undersigned » (name, first name and status)

For companies without a legal status, indicate:

« We, the undersigned, »

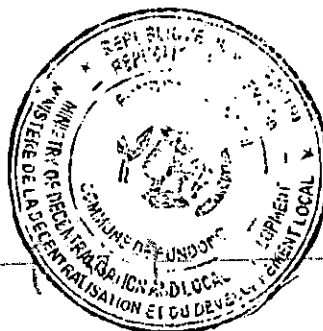
(For each person: name, first name, company name, nationality, location of the registered office)

« Constituted in a group of companies for the execution of this contract, jointly commit ourselves »

(8) Name, first name, profession, residence

(9) Position in the company

(10) Company name



FORM N° 08
MODEL OF COMMITMENT OF AVAILABILITY

To Whom It May Concern:

Subject: COMMITMENT OF AVAILABILITY.

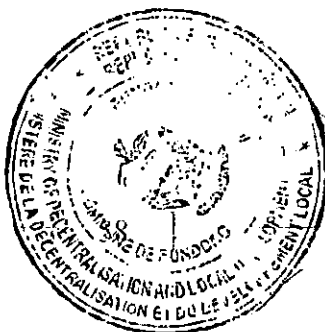
I the undersigned, _____ a _____
(*specify diploma or certificate*) and holder of National Identity Card N°
_____ issued on _____ at _____ Tel:
_____ is committed and available to work as _____ (*specify
post to be occupied*) with _____ (*name of company*) if
awarded the contract for _____ (*indicate the name of project*)
Boyo Division of the North West Region. This is in response to Tender N°

Done in _____ the _____

Sign; _____

Certified at On the By

REMARK- This form shall be certified by the National Security Service (i.e. Police officer or Commissioner)



DOCUMENT N°11: ANNEXES

ANNEX N° 01

THE MODEL CURRICULUM VITAE

Name & First name : _____

Date of birth : _____

Nationality _____

Level of education _____

Languages Spoken	Level	Very good	Good	Average	Poor
ENGLISH	Written				
	Read				
	Spoken				
FRENCH	Written				
	Read				
	Spoken				
LOCAL LANGUAGE OF THE AREA OF THE PROJECT	Written				
	Read				
	Spoken				

Training school: _____

Date of admission : _____

Date of graduation: _____

Diploma obtained: _____ Date _____

Specific knowledge: Publication, research work _____

Date of start of service: _____

Nature of service rendered: _____

Number of years of service : _____

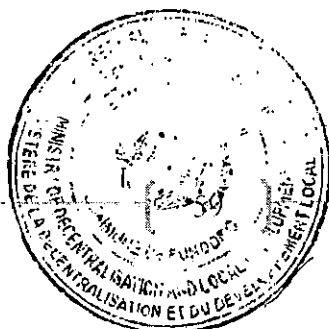
Number of years in the company : _____

Date of start of service in the company : _____

WORK EXPERIENCE (*)

(*) – Work attestations issued by the various employers shall be enclosed with this curriculum vitae which shall be signed.

- The curriculum vitae shall highlight the importance of projects in which the personnel has worked and the position he actually held in the said projects.



ANNEX N° 02

THE MODEL PROFESSIONAL REFERENCES

N°	Year	Project	Name of Client, Address and Contactable telephone N°	Budgeted Project amount	Contract amount	Period of the contract	Acceptance date
1							
2							

NB: For each contract named in the above list, are attached the following:

- Photocopy of first and last pages of the contract,
- Photocopy of provisional acceptance report and of final acceptance (*as the case may be*).

Done on

at

Mr (Messrs.).....

Signature(s).....



ANNEX N° 03

MODEL EQUIPMENT LIST

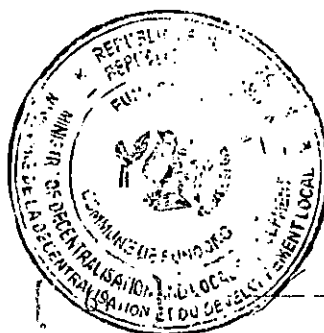
SN	DESIGNATION <i>Description & frame (châssis) number</i>	MARK (& HORSE POWER if vehicle)	REGISTRATION NUMBER <i>(if vehicle)</i>	QUANTITY	STATUS <i>(Hired or owned)</i>
1					
2					
3					
Etc					

I the undersigned, _____ holder of
National Identity Card N° _____ issued on _____ at
_____ being Managing Director of this Company called
_____ testifies that the above information is correct and
commit myself to present any of the above equipments and tools at any given time
requested. As well any of them must be present at the site before and during each
phase at any given moment required or requested by the Authorities in charge of
the project I am tendering for.

Remark- For equipment I will take on hire I hereby attached to this form certified
attestations (*lease documents*) of commitment between I and the Owner(s) of the
equipment(s).

Done on....., at

Signed



ANNEX N° 04

KEY STAFF

DESCRIPTION	NAME	QUALIFICATION	EXPERIENCE	FUNCTION
ADMINISTRATIVE AND TECHNICAL STAFF ON SITE				
SUPPORT STAFF				



ANNEX N° 05

MODEL OF SUB- DETAIL OF UNIT PRICE

Designation of Works :					
N° price	Daily output		Total Quantity		Duration (days)
	/ day				
WORKMANSHIP	Category	Number	Daily Salary	Days paid	Amount
	Site engineer				
	Site foreman				
	Team chiefs				
	Administrative staff				
	DRIVERr				
	Specialised Technicians				
	Labourers				
	Store keeper				
	Total A				
	Type	Quantity	Daily rate	Days paid	Amount
	Pickup for follow-up				
	Small equipment				
	Total B				
	Type	Quantity	Unit Price	Consumption	Amount
	*				
	*				
	*				
	Total C				
D	TOTAL DRY PRICE A+B+C				
E	General site expenses		X%	D x X%	
F	General head office expenses		Y%	D x Y%	
G	TOTALCOST PRICE			D + E + F	
H	Risks + benefits		Z%	G x Z%	
P	TOTAL COST PRICE WITHOUT TAXES			G + H	
V	SELLING UNIT PRICE WITHOUT TAXES			P/QTE	



ANNEX N° 06
MODEL OF SITE VISIT REPORT
[not more than five (05) pages]

I) INTRODUCTION

TENDER N° (with project title).....

NAME

OF

COMPANY

DATE:..... TIME:.....

II) COMMENTARY:

II-1) Nature of the project site.....

II-2) Accessibility to the project site:

II-3) Vegetation (trees, shrubs etc).....

II-4) Topography of the site.....

**NB: ATTACHED TO THIS REPORT ARE PICTURES SHOWING ME ON THE SITE AND
SO JUSTIFY MY COMMENTARY ABOVE**

III) AVAILABILITY OF SERVICES (water, electricity, etc)

**IV) AVAILABILITY OF CONSTRUCTION MATERIALS (stones, sand, gravel, wood
etc)**

V)

DIFFICULTIES:

.....
.....
.....

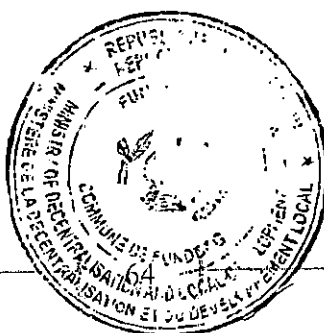
V) CONCLUSION.....

.....

SIGNATURES :

Signature, name and stamp of Contractor's Engineer
or

Technical Director, of Enterprise



ANNEX N° 07

THE EVALUATION GRID

**FOR THE CONSTRUCTION OF A BRIDGE OVER RIVER YUWI AT PK 1+02 ALONG THE
ILUNG - YUWI - ACHAIN ROAD. IN THE FUNDONG MUNICIPALITY OF BOYO
DIVISION, NORTH WEST REGION**

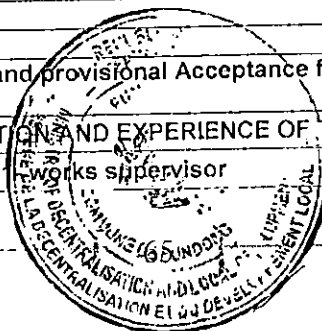
ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Declaration of intention to tender, written by the bidder, stamped with the tariff in force
A.2	Purchase receipt of Tender File issued by a public treasury in the amount of 76,800. (Seventy Six Thousand, Eight Hundred) Fcfa as stipulated in the Tender Notice.
A.3	A bid bond of 600,000 (Six Hundred Thousand) FCFA issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions
A.4	Certified Copy of the Business Registration, not more than three months old.
A.5	Business License (photocopy certified by the chief of center of Taxes, not more than three months).
A.6	Certified Copy of a valid taxpayer's card, delivered by the chief of center of Taxes, valid dated at most three months.
A.7	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber of Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.
A.8	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance, not more than three months.
A.9	An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP) and should be valid for at least three months
A.10	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund and should be valid for the tender concerned; the attestation should be less than three months old.
A.11	Attestation of site visit dated and signed by the Contractors or their representatives (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).
A.12	Plan and Attestation of localization of the enterprise signed by the taxation authorities.
A.13	CCAP completed and initialed on all the pages and signed on the las page.
A.14	Power of attorney where necessary

The absence or the nonconformity of one of these documents shall result in the elimination of the bid. However the bidder shall have a period of 48hour to comply. This rule shall not be applied to bid bond

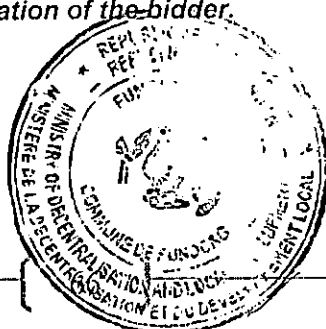
The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

B.1	General presentation of the bids		
	<ul style="list-style-type: none"> - Table of content page - Coloured page separators - Presentation of documents in the order given in this Tender File - Clarity of the documents presented - Quality of binding (Spiral binding /slotting with transparent fly leaf on the front cover) - Special Administrative and Technical conditions present 		
B.2	LIST OF REFERENCES OF THE ENTERPRISE IN SIMILAR JOBS		
B.2.1	List of references of the enterprise in similar jobs of at least 20,000,000fcfa, justified by signed contracts (first and last pages) and minutes of reception or attestation of clearances for works executed. (minutes of final reception within the past years for up to 2017) Minimum acceptable: 02 Contracts realized in the domain of building construction over the last 05 years		
	1st Reference		
	2nd reference		
NB: Final Acceptance for 2014 to 2020 and provisional Acceptance for 2020 should be presented for the two references.			
B.3	QUALIFICATION AND EXPERIENCE OF THE TECHNICAL STAFF		
B.3.1	0 Works supervisor		



	Qualification of the works supervisor: Civil Engineer or Senior Civil Engineering Technician		
	Professional experience in the domain of civil engineering and road works of at least three (03) years for Civil Engineer and five (05) years for Senior Civil Engineering Technician		
	<ul style="list-style-type: none"> ➤ CV signed and dated by the supervisor, ➤ A certified copy of the technical diploma ➤ An Attestation of presentation of original of the technical diploma ➤ An attestation of availability signed and dated by the concerned ➤ Attestation of any training of seminar on the Labour Bases approach for lot 2 ➤ Certified copy of ID card signed and dated by the Police 		
B.3.2	02 - Site foreman (at least Basic Civil Engineering Technician)		
	Qualification of the Site foreman: (at least Basic Civil or Rural Engineering Technician with at least three years' experience in the domain of Civil Constructions and other works.		
	Professional experience of the Site foreman in the domain of Civil Engineering and road works of at least three (03) years		
	<ul style="list-style-type: none"> ➤ CV signed and dated by the foreman, ➤ A certified copy of the technical diploma ➤ An Attestation of presentation of original of the technical diploma ➤ An attestation of availability signed and dated by the foreman ➤ Certified copy of ID card signed and dated by the Police 		
B.3.3	03- Other personnel		
	<ul style="list-style-type: none"> ➤ 02 (two) bricklayers with atleast GCE O/L Technical in Building construction or its equivalent(CAP Maçonnerie) and with 3 years professional experience in the domain of Civil construction and similar works. Certified copy of their certificate and NIC should be included (CVs signed and dated by the candidates) ➤ 02 (Two) Carpenters with atleast GCE O/L Technical in wood works or its equivalent(CAP Menuiserie) with 3 years professional experience in the domain of Civil construction and similar works. Certified copy of their certificate and NIC should be included (CVs signed and dated by the candidates) 		
B.4	TECHNICAL PROPOSALS		
B.4.2	Organigram of the project (Specify names of the personnel handling the various functions)		
B.4.3	Work schedule		
B.4.5	Quality control method		
B.4.7	Environmental impact notice obtained from the council <i>(To be submitted only by the winner, after publication of results)</i>		
B.4.8	Security and safety at the site		
B.4.9	Duration of execution in respect with the Tender File		
B.5	LOGISTICS (Equipment put aside for this project)		
B.5.1	Proof of ownership or rental of a pick-up or other vans		
B.5.2	Proof of ownership or rental of a concrete hand mixer		
B.5.3	Proof of ownership or rental of a concrete a vibrator		
B.5.4	List of small tools		
B.5.5	Prove of ownership tools		
B.6	FINANCIAL CAPACITY		
B.6.1	An attestation of financial capacity (solvency) of the enterprise issued by a 1st class bank in Cameroon and approved by the Ministry of Finance and respect COBAC conditions.		
B.7	Comprehensive report of site visit signed by the company engineer and justified by photos		
B.8	Special Technical Clauses initialed in all the pages and last page signed, dated and stamped.		

NB: THE absence of unit price "in the mail enclosure slip" and sub detail of these prices will lead to the elimination of the bidder.



ANNEX 8: MODELE ATTESTATION OF SITE VISIT

I, Mr./Mrs./Miss (Surname and Name)

Director or Engineer of the Company: (Name of Enterprise),

have actually visited the site which is going to receive the structure relative to

.....
.....
.....

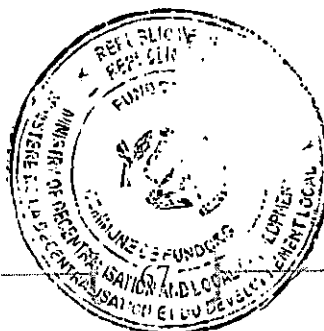
I declare:

- To have carried out a thorough study of the site taking into consideration all the constraints relative to the execution of the job with respect to norms.
- To establish his unit price schedules taking into account the difficulties of the site relative to the execution of the works and shall on no condition claim the Contracting Authority for any increase of unit price.

In Testimony Whereof, this present ATTESTATION OF SITE VISIT is established and issued to serve the purpose it deserves.

DATE:

VISA OF THE CONTRACTOR
OR HIS REPRESENTATIVE



DOCUMENT N^o. 12:
List of banking establishments and financial bodies
authorised to issue bonds for public contracts

I- BANKS

1. Afriland First Bank
2. Banque Atlantique
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- Insurance companies

14. Chanas Insurance;
15. Activa Insurance



**DOCUMENT N°13:
WORKING PLANS**

