

FCN^o 01803/2022/M.A.M/KUMBA I/CRA LOW
TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER

N^o: 01/ONIT/KUMBA I COUNCIL/MEME/ITB/2022 OF 05/05/2022, FOR THE REHABILITATION OF THE KUMBA WOMEN EMPOWERMENT CENTER IN KUMBA I COUNCIL AREA-MEME DIVISION-S.W.R

(THROUGH THE EMERGENCY PROCEDURE)

FINANCING: PUBLIC INVESTMENT BUDGET 2022, MINISTRY FOR THE PROMOTION OF WOMEN AND FAMILY

1. SUBJECT OF THE INVITATION TO TENDER:

Within the framework of the execution of the Public Investment Budget (PIB) of 2022 The Lord Mayor of the Kumba I Council (the Contracting Authority) hereby launches an Open National Invitation to Tender (*BY EMERGENCY PROCEDURE*) N^o: OPEN NATIONAL INVITATION TO TENDER N^o: 01/ONIT/KUMBA I COUNCIL/MEME/ITB/2022 OF 05/05/2022, FOR THE REHABILITATION OF THE KUMBA WOMEN EMPOWERMENT CENTER IN KUMBA I COUNCIL AREA-MEME DIVISION-S.W.R

Project	Locality	Project Amount (Fefa)	Amount For Bid Bond(Fefa)	Duration In Months	Year
FOR THE REHABILITATION OF THE KUMBA WOMEN EMPOWERMENT CENTER IN KUMBA I COUNCIL AREA-MEME DIVISION-S.W.R	Kumba I Sub Division	20,000,000	400,000	03	2022

2. NATURE OF WORKS:

The works comprise notably *THE REHABILITATION OF THE KUMBA WOMEN EMPOWERMENT CENTER IN KUMBA I COUNCIL AREA-MEME DIVISION-S.W.R*

3. PARTICIPATION AND ORIGIN:

The tender is open to duly legalized Cameroonian enterprises that fulfil the requirements of this invitation to tender.

4. LOTS: NOT APPLICABLE

5. FINANCING:

Works of this invitation to tender shall be financed by Public Investment Budget of the 2022 financial year by the **MINISTRY FOR THE PROMOTION OF WOMEN AND FAMILY**. PROVISION: TWENTY MILLION (F.cfa 20,000,000) tax inclusive by the

6. CONSULTATION OF THE TENDER FILE:

Interested eligible bidders may obtain further information during working hours as from the date of publication of this tender notice, at the service of the Council Development Office of the Kumba I Council Door 209.

7. ACQUISITION OF TENDER FILE:

The complete tender file may be obtained from the Council Development Office-- KUMBA I Council Door 209 upon presentation of a treasury receipt attesting to the payment of a non-refundable sum of THIRTY THOUSAND (30 000) FCFR into the Kumba I Council Treasury.

8. SUBMISSION OF BIDS:

Each bid drafted in **English or French** in **seven (07) copies** including **one (01) original** and **Six (06) copies** marked as such, should reach the COUNCIL DEVELOPMENT OFFICE for Kumba I Council, against a receipt not later than **08/06/2022, at 9:00am** local time in three (03) distinct envelops which shall be labelled as follows:

- Envelop A: Administrative documents;
- Envelop B: Technical offer;
- Envelop C: Financial offer.

These three (03) envelops will be put in a fourth one which shall be labelled imperatively as follows:

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(THROUGH THE EMERGENCY PROCEDURE)
“To be opened only during the bid opening session”.

9. ADMISSIBILITY OF OFFERS:

Under penalty of rejection, the required administrative documents must be imperatively produced as original documents or photocopies certified as authentic by the issuing authority, in accordance with the Special Regulations of the Invitation to Tender, within the last three months, otherwise they shall not be accepted.

Any bid not in compliance with the specifications of this tender notice and file shall be declared inadmissible.

10. BID BOND.

Each bidder must include in his administrative documents, a bid bond issued by a first-rate banking establishment approved by the Ministry in charge of finance in conformity with COBAC conditions and whose list is found in document N° 11 of the tender file, of an amount of **FOUR HUNDRED THOUSAND FCA (400,000Fr) CFA** valid for thirty (30) days beyond the date of validity of offers.

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

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

Any offer not in conformity with the prescriptions of this notice and tender file shall be declared inadmissible. Especially the absence of a bid bond issued by a first-rate bank approved by the Minister in

charge of finance or the non-respect of the models of the tender file documents shall lead to a pure and simple rejection of the offer.

11. OPENING OF BIDS:

The bids shall be opened in a single (01) phase on the 08/06/2022 at 10:00am local time by the Tender Board of the Kumba I Council in the KIC conference hall, in the presence of the bidders or duly authorized representatives having full knowledge of the file (power of attorney).

12. DEADLINE FOR EXECUTION:

The maximum period provided for the execution of the works by the Authorising Officer is fixed at: **THREE (3) months**

13. MAIN EVALUATION CRITERIA

There are two types of evaluation criteria: eliminatory criteria and essential criteria. The aim of this criteria is to identify and reject incomplete bids or bids not in conformity with the essential conditions laid down in the Tender File.

A/Eliminatory Criteria.

A bid shall be rejected if:

- It lacks any Administrative document;
- Insufficient or Absent of amount of bid bond
- The technical score is less than the minimum required;
- It has any fake or forged document;
- It lacks a quantified unit price;
- It carries any false information.
- It does not respect the model documents
- The bidder has antecedents of abandoned or uncompleted project

NB: when an administrative document is missing or found to be non-compliant during the bid opening session, the bidder shall have 48hrs (forty eight hours) to produce or replace the document concerned.

B/Essential Criteria.

Essential criteria are primordial in the judgment of the technical and financial capacity of candidates to execute the works forming the subject of the invitation to tender. The criteria relating to the qualification of candidates are based on the following:

- General presentation of the tender file,
- References of the company in the similar achievements,
- Experience of supervisory staff,
- Logistics (equipment),
- Methodology,
- Financial capacity,
- Attestation of site visit signed by the bidder,
- Report of site visit signed by the bidder,
- The Special Administrative clauses (SAC), each page should be initialled and the last page signed and stamped.
- The Special Technical Clauses (STC). Each page should be initialled and the last page signed and stamped.
- Pre-financing capacity not less than 70% of the amount required in the offer.

The essential criteria are subjected to minima whose detail is given in the Special Regulation of the Invitation to tender (RPAO).

C/Main qualification Criteria.

The criteria for qualification of candidates should be on the following:

- Access to credit or other financial sources (70% of project amount tax inclusive)
Yes / No
- References of similar jobs; Yes / No
- Availability of material and essential equipment Yes / No
- Experience of supervisory staff Yes / No
- Methodology Yes/No
- Turnover as in business license above or equal to 70% of project amount tax inclusive; Yes/No
- Qualified personnel relevant to the job. Yes/No

Non-respect of two (02) of the above criteria shall entail rejection of the bid.

14. VALIDITY OF OFFERS:

Bidders shall be bound by their bids for a period of ninety (90) days with effect from the date of opening of bids.

15. COMPLEMENTARY INFORMATION:

Further complementary information may be obtained during working hours from the **Council Development Office** of the Kumba I Council.

16. AWARD OF CONTRACT:

The **CONTRACT** shall be awarded to the bidder with the lowest realistic financial offer having the technical and administrative files which are in conformity with the tender document/file.

Done at KUMBA, the 10/05/2022

THE MAYOR KIC
(Contracting Authority)



Copies:

- ARMP (for publication and archiving)
- RDMINMAP SW (For publication)
- S.D.O for Meme (For publication)
- Chairperson of Tender's board (for information)
- DDMINCAF/Meme(for archiving)
- DDMINMAP/Meme (for publication)
- Notice boards (for information)
- COUNCIL DEVELOPMENT Service (for archiving)
- DD MINPROFF/Meme (for information)
- DD MINDDEVEL/ MEME