

**OPEN NATIONAL INVITATION TO**  
**TENDER No: 006/ONIT/MAYOR MUYUKA/MCITB/PIB 2023 OF THE 16/03/2023**  
**FOR THE COMPLETION OF THE BANQUET HALL AND CONSTRUCTION OF A SECURITY FENCE AT MUYUKA.**

**1. Subject of the invitation to tender:** Within the framework of the execution of the 2023 State Budget, the Mayor Muyuka council hereby launches by emergency procedure, an open national invitation to tender for **THE COMPLETION OF THE BANQUET HALL AND CONSTRUCTION OF A SECURITY FENCE AT MUYUKA.**

**2. Nature of works:** The works comprise notably:

This involves the realisation of the tasks outlined in the bills of quantities and cost estimates and elaborated in the special technical clauses comprising notably:

- Site installation and preliminary works;
- Masonry works;
- Roofing and ceiling works ;
- Wood/ metal works ;
- Electricity works;
- Painting Works;
- V.R.D

**3. Execution deadline:** The maximum duration of execution provided for by the Contracting Authority is **four (04) months**. This duration is as from the date of notification of the service order to start work.

**4. Number of Lots**

The works which are subject of this invitation to tender are grouped into one Lot;

**5. Estimated cost**

The estimated cost after preliminary studies stands at **one hundred million (100 000 000) FCFA.**

**6. Participation and origin**

The tender is open to duly registered Cameroonian Enterprises that fulfil the requirements of this invitation to tender.

**7. Financing**

Works which formed the subject of this invitation to tender shall be financed by the **PUBLIC INVESTMENT BUDGET – 2023 MINDDEVEL, Budgetary Head No:57 27 100 02 641938 523315 821 and Credit Card No: IY03519**

**8. Bid bond:**

Each bidder must include in his/her administrative documents, a bid bond that respects the models of this tender file, issued by a first-rate banking establishment approved by the Ministry in charge of finance, (see list in document No. 12 of this tender file), of an amount of **two million (2 000 000) FCFA**. Bid bonds for unsuccessful bidders shall be withdrawn not later than fifteen (15) days after the award of the contract and those of successful bidder shall be retained until the required performance guarantee for good execution is provided.

**9. Consultation of tender file:**

The tender file may be consulted during working hours at Muyuka council secretariat.

## 10. Acquisition of tender file :

The tender file may be acquired from the Muyuka council; upon presentation of a non-refundable treasury receipt (payable at the Council Treasury) of **One Thousand (100.000) FCFA**. Such a receipt shall identify the concerned bidder.

## 12. Submission of bids:

Each bid drafted in English or French shall be signed by the bidder or by a duly authorized representative and presented in **seven (07) copies** including the original and six (06) copies marked as such. These shall be submitted in one sealed pack containing three (3) envelopes; (A: Administrative file, B: Technical file, C: Financial file). The sealed pack shall bear no information on the enterprise, and should reach the Office of the Muyuka council latest the 13/04/2023 at **8:00 am** and should carry the inscription:

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MUYUKA COUNCIL.  
"To be opened only during the bid-opening session"**

In case of any ambiguities or differences, only the original shall be considered authentic.

## 13. Admissibility of bids

Any bid that does not respect the mode of separation of the financial, administrative and technical bids shall be rejected.

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. Notably, the absence of bid bond delivered by a first order bank approved by the Minister in charge of Finance valid for thirty (30) days after the validity of bids.

Under penalty of being rejected, only originals or true copies certified by the issuing service or administrative authorities and 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 before the latest date set for the opening of bids. Cumulative bidding shall not be accepted.

## 14. Opening of bids:

The opening of the bids in one phase shall be done on the 13/04/2023 at **9:00am** prompt in the Conference Hall of the Muyuka council Internal Tender's board.  
Only bidders may attend or be duly represented by a person of their choice, who has a full knowledge of the file and mandated in that capacity.

## 15. Evaluation criteria

The evaluation of bids shall be carried out in three stages:

- 1<sup>st</sup> Stage : verification of the presence and conformity of each administrative document ;
- 2<sup>nd</sup> Stage : Evaluation of the technical bids ;
- 3<sup>rd</sup> Stage: Analyses of the financial bids.

The criteria of evaluation shall be as follows:

### 15.1-Eliminatory criteria

- Absence of a document in the administrative fil, the bidder is given 48 hours following the opening of bids;
- Deadline of execution more than the prescribed duration



- False declaration or falsified or scanned documents;
- Absence or insufficient bid bond;
- Omission of a quantified task on the bill of quantities and cost estimates
- Enterprise with history of an abandoned contract or uncompleted project (above 10% lateness penalties without due justification) in the South west Region.
- Non satisfaction of at least 75% of the main qualification criteria.

**15.2. Main qualification criteria:** The evaluation of the bids shall be done on predefined technical criteria on a global mark of 100. The criteria relating to the qualification of candidates could indicatively be on the following:

- |   |          |
|---|----------|
| o Access to credit or other financial sources at least 50 000 000 | Yes/ No  |
| o References of similar jobs;                                     | Yes / No |
| o Availability of material and essential equipment                | Yes / No |
| o Experience of supervisory staff                                 | Yes / No |
| o Methodology   | Yes / No |
| o Turnover as in business license above or equal 50 000,000 FCFA  | Yes / No |
| o Qualified personnel relevant for the job                        | Yes/No   |

#### 16.Award

The jobbing order shall be awarded to the bidder whose bid is in conformity to the dispositions of the tender file and on the basis of the lowest bid and technical quality, in accordance with article 99 of the public contracts code.

#### 17.Validity of bids

The bidders shall remain committed to their offers during a period of (ninety) 90 days from the deadline set for the submission of bids.

#### 18.Complementary information

Complementary technical information may be obtained every day during working hours from the Muyuka council Office

Copies:

- ARMP/SWR
- Chairman/MCITB
- Contract Services (archives)
- Notice Boards
- File/archives

Muyuka, the **16 MARS 2023**  
**The Mayor Muyuka Council**  
**(Contracting Authority)**

