

CALL FOR EXPRESSION OF INTEREST

No. 2023/057/AMI/DG/DAP/DAPD/SDASR/SA/CAMTEL OF 05 SEPT 2023
FOR THE PRE-QUALIFICATION OF FIRMS TO ASSIST CAMTEL IN SETTING UP THE CAMTEL ACADEMY AIMED AT TRAINING AND CERTIFYING THE SKILLS REQUIRED AND NECESSARY FOR THE LONG-TERM SURVIVAL OF THE COMPANY

1. BACKGROUND

Cameroon Telecommunications (CAMTEL), a public corporation, 100% owned by the State of Cameroon, was set up as part of the restructuring of the telecommunications sector by Decree No. 98/198 of 8 September 1998. Its statutory missions are to:

- Study, install, operate, and maintain all infrastructure needed to deliver electronic communications services throughout the country and to connect local or national networks to foreign networks;
- Carry out commercial, industrial, movable asset, real estate, and financial operations directly or indirectly related to the above services or likely to favour the development thereof.

CAMTEL operates in a competitive environment characterised in particular by the presence of three mobile telephone operators (MTN, ORANGE, VIETTEL), which are subsidiaries of international groups, and more than thirty national operators offering various telecommunications services to users.

On 4 March 2020, the Government of the Republic of Cameroon, represented by the Minister of Posts and Telecommunications and the Minister of Finance, granted Cameroon Telecommunications (CAMTEL) 3 (three) licences for the deployment and operation of open public electronic communications networks with nationwide coverage for the delivery of wireline, transport, and mobile services.

The signing of these agreements required overhauling CAMTEL's technical structure with the implementation of an Open Organisational Continuum integrating the creation of Business Units and Services Attached to Management. The implementation of this reform, under the guidance of PricewaterhouseCoopers (PwC), led to the launch, in August 2021, of CAMTEL's new "blue" brand and the updating of CAMTEL's vision and that of its Business Units. CAMTEL thus aims "*To be an innovative corporate citizen and leader in digital transformation in sub-Saharan Africa by 2030.*"

It is within this context of managerial transformation that CAMTEL, like most telecommunications companies throughout the world, is tackling challenges linked to the rapid evolution of telecommunications into electronic communications as a result of the convergence of infrastructure and services. As a result, the skills that mattered fifteen years

or so ago have become outdated, and there is a constant need to upgrade the knowledge and, by extension, the skills of the staff in this sector.

These changes are not confined to technical areas, but also affect sales and management, especially as innovations are accompanied by the emergence of new products and services, leading to new professions and, by extension, new skills. Considering these various perspectives, the company should equip itself with appropriate tools such as ERPs, which are currently being implemented at CAMTEL, and other platforms that facilitate work and offer interfaces for training without content. Training needs have therefore increased considerably, pushing proactive companies to infuse innovation into their training policies.

Furthermore, the telecommunications sector is now one of the most competitive in the world. This competitiveness is no longer limited to the mobile telephony segment, but now also extends to mobile Internet, fixed Internet for homes and businesses, digitalisation solutions, datacentres, etc. To guarantee its long-term viability in this dynamic and hyper-competitive environment, CAMTEL plans to set up an online and face-to-face training centre for refresher courses and ongoing training of its staff.

2. PURPOSE

This call for expressions of interest seeks to pre-qualify firms with a view to assisting CAMTEL in design and producing a training catalogue, supplying an online training platform (LMS), providing the said centre with appropriate equipment, and training staff.

3. FUNDING

Funding shall be sourced from CAMTEL's Investment Budget for the 2023 financial year, under budget line SP4/A62/V088/IJ114/DRH/21310000 >SOFTWARE.

4. ELIGIBILITY

This call for expression of interest is open to national and foreign firms with the technical and financial capacity to carry out similar projects.

5. APPLICATION FILE

The General Manager of CAMTEL, the Project Owner, invites interested firms with an established reputation in the aforementioned field to express their interest.

Application files must be submitted in a sealed envelope containing two envelopes.

The first envelope (**Envelope A**) shall bear the indication "**Administrative Documents**" and shall contain the following documents:

No.	Document
A1	Certificate of non-bankruptcy or any other document issued by the competent institution of the foreign tenderer's country of residence dated less than 3 (three) months prior to the date of submission of the tenders

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A2	Certificate of non-exclusion from contracts issued by the Cameroon Public Contracts Regulatory Agency (ARMP).
A3	Tax clearance certificate issued by the relevant tax authorities (stamped) or any other document from the tax authorities in the applicant's country of residence certifying that they have made the statutory tax declarations.
A4	Trade and Personal Property Credit Register (RCCM) registration issued by the competent body or any similar document according to the applicant's country of residence, issued by the relevant consular chamber, administration or court

In addition, candidates based in Cameroon shall provide the following documents:

No.	Document
A5	Location plan signed on honour (stamped) showing the Unique Identification Number (UIN), the municipality, the quarter, and the specific neighbourhood name.
A6	Valid registration certificate (stamped).

The second envelope (**Envelope B**) shall be marked "**Technical Offers**" and shall contain the following documents:

No.	Document
B1	Covering letter signed by the authorised official, and organisational charts of the firm or company
B2	References in the delivery of similar assignments (Attach copies of the first pages, the signature page, and the scope of services page for each contract, as well as the reports and/or certificates of service rendered or satisfactory performance)
B3	Document declaring the firm's workforce to the competent body and/or administration (DIPE, DSN or other equivalent documents from the country in which the firm is domiciled)
B4	Certified balance sheets and turnover for the last three financial years (2020, 2021, 2022)
B5	An attestation of funding from a financial organisation approved by MINFI or certified financial statements attesting to access to a line of credit or other financial resources for a minimum amount of CFAF 300,000,000 (three hundred million) corresponding to € 455,957, where € 1=CFAF 657.957.

N.B.: All the administrative documents listed above shall be produced in original copies or certified copies issued by the competent authority, and they shall be less than 3 (three) months old on the date of submission of the offer.

6. EVALUATION CRITERIA

Candidates shall be assessed on the basis of two criteria: disqualifying criteria and essential criteria.

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6. 1. Disqualifying criteria

The disqualifying criteria for this call for expression of interest are as follows:

No.	Description	YES	NO
1	False statements, substitution, non-conformity or forgery of administrative documents		
2	Bankruptcy or compulsory liquidation		
3	Administrative file incomplete or containing at least one non-compliant document, where there's failure to regularise the latter within 48 hours following the opening of the bids.		
4	Technical score below 80% under the key criteria section		
5	Having been banned from participation in public contracts for services not performed or partially performed, or for defaulting		

6.2. Key criteria

The key criteria are as follows:

- a. Applicant's motivation;
- b. Applicant's references in the delivery of similar assignments;
- c. Number of staff employed by the applicant;
- d. Balance sheets and average turnover for the last three financial years equal to or greater than CFAF 450,000,000 (four hundred and fifty million);
- e. Financial capacity of CFAF 300,000,000 (three hundred million) or proof of access to a line of credit of an equivalent or higher amount;
- f. General presentation of the offer;

The minimum technical score is 80/100 points.

7. EVALUATION GRID

CRITERIA	SUB-CRITERIA	Points
APPLICANT'S MOTIVATION	Cover letter duly dated, stamped, and signed by the applicant (5 pts) : <ul style="list-style-type: none"> - Date (1/1pt); - Signature (1/1pt); - Stamp (1/1pt); - Organisation (5/1pt). 	10 pts
	Interest in the assignment (5/5 pts)	
REFERENCES IN THE DELIVERY OF SIMILAR ASSIGNMENTS (ON THE BASIS OF SUPPORTING DOCUMENTS)	Proof of performance of similar services: <ul style="list-style-type: none"> - No proof (0 point); - 1 (one) valid proof (5 pts); - Between 2 and 3 valid proofs (15 points); - Between 4 and 5 valid proofs (25 points); - More than 5 valid proofs (40 points). 	40 pts

<p align="center">NUMBER OF STAFF EMPLOYED BY THE FIRM OR COMPANY</p>	<p>Number of staff employed by the firm/company:</p> <ul style="list-style-type: none"> - Workforce of < 5 people (0 points); - Workforce of 5 to 10 people (5 points); - Workforce of 11 to 20 people (10 points) - Workforce of > 20 people (20 points). 	<p align="center">20 pts</p>
<p align="center">BALANCE SHEETS AND AVERAGE TURNOVER FOR THE LAST THREE FINANCIAL YEARS EQUAL TO OR GREATER THAN CFAF 6,000,000 (SIX HUNDRED MILLION)</p>	<p><u>Certified balance sheets for 2020, 2021, 2022:</u></p> <ul style="list-style-type: none"> - Presence of three balance sheets certified by an authorised person or body (1 point per balance sheet presented, for a total of 3 points); - Consistency between the balance sheets and the average turnover (AvTO) over the last three financial years showing the result: AvTO < CFAF 600,000,000 (0 points); AvTO = CFAF 600,000,000 (7 points); AvTO > CFAF 600,000,000 (15 points) 	<p align="center">15 pts</p>
<p align="center">FINANCIAL CAPACITY OF CFAF 300,000,000 (THREE HUNDRED MILLION) OR PROOF OF ACCESS TO A LINE OF CREDIT OF AN EQUAL OR GREATER AMOUNT</p>	<ul style="list-style-type: none"> - Presentation of an attestation of funding from a financial organisation, or a financial statement certified by a competent body or person (1 point); - Attestation of funding or valid financial statements certifying that the company has a funding capacity < CFAF 300 million (0 point), = CFAF 300 million (4 points), > CFAF 300 million (9 points) 	<p align="center">10 pts</p>
<p align="center">GENERAL PRESENTATION</p>	<p>Good binding (1/1 pt.)</p>	<p align="center">5 pts</p>
	<p>Arrangement of documents in the correct order (2pts)</p>	
	<p>Coloured dividers between documents (1 pt.)</p>	
	<p>Pagination (1 pt.)</p>	
<p align="center">TOTAL POINTS</p>		<p align="center">100 pts</p>

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8. DATE AND PLACE OF SUBMISSION

Application files prepared in French and/or in English, in 5 (five) copies, including 1 (one) original and 4 (four) copies respectively marked as such, shall be submitted during working hours at the Procurement and Property Department, Sub-Department for Services Attached to Management (Procurement Service), located on the 6th floor, Door No. 603 not later than 12.6 SEPT 2023 at 10, in a sealed enveloped bearing the following indication:

NOTICE OF CALL FOR EXPRESSION OF INTEREST

**No. 2023/008/AMI/DG/DAP/DAPD/CAMTEL OF 5 SEPT 2023
FOR THE PRE-QUALIFICATION OF FIRMS TO ASSIST CAMTEL IN SETTING UP THE CAMTEL ACADEMY AIMED AT TRAINING AND CERTIFYING THE SKILLS REQUIRED AND NECESSARY FOR THE LONG-TERM SURVIVAL OF THE COMPANY**

"To be opened only during the bid-opening session"

Bids received after the submission deadline shall not be accepted.

9. OPENING OF BIDS

The administrative documents, and the technical and financial offers shall be opened at the same time on 12.6 SEPT 2023 at 11 by the Ad Hoc Committee set up by the General Manager of CAMTEL.

10. ADDITIONAL INFORMATION

Further information can be obtained from the Procurement and Property Department, Sub-Department for Services Attached to Management (Procurement Service), 6th floor, Door 603, PO Box 1571 Yaounde, Phone: (237) 222 23 40 65, (237) 222 23 70 53; Fax: (237) 222 23 03 03. Website: www.camtel.cm.

11. PUBLICATION OF RESULTS

Only tenderers whose bids include all up-to-date administrative documents and who obtain a score of at least 80 points on 100 will be pre-qualified for the restricted international call for tenders that will be launched in accordance with Article 57 of Decree No. 2018/355 of 12 June 2018 to lay down the common rules applicable to contracts awarded by public undertakings.

Done in Yaounde, on 05 SEPT 2023

Cc.:

- Board Chairman/CAMTEL
- CRRMPC/ARMP;
- ARMP (for publication);
- Archives/Chrono Records.



LE DIRECTEUR GENERAL

*Mme Judith Yah Sunday
épse Achidi*