

REPUBLIQUE DU CAMEROUN

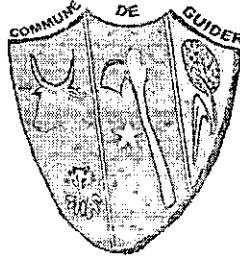
Paix - Travail - Patrie

REGION DU NORD

DEPARTEMENT DU MAYO-LOUTI

COMMUNE DE GUIDER

SECRETARIAT GENERAL



REPUBLIC OF CAMEROON

Peace - Work - Fatherland

NORTH REGION

MAYO-LOUTI DIVISION

GUIDER COUNCIL

SECRETARIAT GENERAL

## OPEN NATIONAL INVITATION TO TENDER

**No.17/AONO/C-GUIDER/CIPM/ISAMPC /2023 UNDER URGENT PROCEDURE OF  
06/12/2023 FOR THE CONSTRUCTION OF A MEAT SALES MARKET IN GUIDER COUNCIL,  
MAYO-LOUTI DIVISION, NORTH REGION**

**FINANCING: PDCVEP BUDGET, 2023 FINANCIAL YEAR and subsequent financial year**

### 1. Subject of the Invitation to Tender

Within the framework of the implementation of the Municipal Housing Construction Program aimed at improving the living conditions of the populations, the Mayor of GUIDER Council, MAYO-LOUTI division, NORTH Region, hereby launches an Open National Invitation to Tender for the construction of a meat sales market in GUIDER Council.

### 2. Nature of services

The works shall include in particular:

- Preliminary works and site installation;
- Complementary Earthworks – Foundations;
- Reinforced concrete - Masonry - Elevation;
- The Frame – cover;
- Wood, aluminium and metal joinery;
- Plumbing and sanitation;
- Electricity;
- Painting;
- Floor and wall coverings;
- External works (VRD);
- The Cold Room;
- Conservation and sales stalls.

The building to be constructed is presented in accordance with the plans and models contained in Exhibit 14 of this DAO.

### 3. Exécution deadline

The maximum time provided by the Project Owner to carry out the works which are the subject of this Invitation to Tender is **four (04) months** from the notification of the Service Order to start works.

#### **4. Lots**

The works that are the subject of this Invitation to Tender include a single lot.

#### **5. Estimated cost**

The estimated cost of these services is **one hundred million (100,000,000) CFA francs, including taxes.**

#### **6. Participation and origin**

Participation is open on equal terms to all Cameroonian companies established in the Republic of Cameroon and meeting the conditions set out in the Special Regulations of the Invitation to Tender (RPAO), which are provided in Document No. 3 of this Tender File.

#### **7. Financing:**

The works which are the subject of this Invitation to Tender are financed by the Budget of the Municipal Housing Construction Program (PDCVEP), 2023 Financial Year and subsequent financial year.

#### **8. Bid bond**

Each bidder must include in his/her administrative documents, a bid bond issued by a first class bank approved by the Ministry of Finance, whose list is provided in Document 12 of the Tender File, and amounting to **CFA francs two million (2,000,000)**, valid for **one hundred and twenty thousand (120) days.**

#### **9. Consultation of Tender File**

The Tender File may be consulted as soon as this notice is published, during working hours, at the internal structure for the administrative management of public contracts of GUIDER Council and/or at the Service of Administrative Assistance and Contracts of the Partnership Projects and Programmes Department (DPPP) located at the former Head Office building of **FEICOM, in MIMBOMAN, Yaoundé.**

#### **10. Acquisition of Tender File :**

The Tender File may be obtained from the internal structure for the administrative management of public contracts of GUIDER Council, against payment of a non-refundable amount of CFA francs one hundred thousand (100,000), payable to the **Municipal Treasury of GUIDER COUNCIL.**

When collecting the DAO, bidders must register and communicate their full address (telephone, e-mail, post office, fax, etc.).

**However, in accordance with the provisions of Article 82 of the Circular letter on the application of the Public Contracts Code, a tenderer who has paid the acquisition fees of the tender file to the Public Treasury as a result of difficulties encountered at the Municipal Treasury concerned, should include in his bid a report duly established by a bailiff or an acknowledgement of receipt of the letter, addressed to this effect to the Mayor or to a local administrative authority with a copy to FEICOM.**

#### **11. Presentation of bids**

Documents included in the offer shall be presented in three volumes, and placed in three envelopes as follows:

- Envelope A: comprising the administrative offer (volume 1);

- Envelope B: comprising the technical offer (volume 2)
- Envelope C: comprising the financial offer (volume 3).

All the documents provided in the offers (envelopes A and B) shall be placed in a big external sealed envelope bearing only the inscription of the said Invitation to Tender.

The documents of each offer shall be numbered in accordance with the order the Tender File (DAO) and separated by inserts of identical color.

## **12. Submission of bids**

Under pain of rejection, each bid should be drafted in French or in English, in seven (07) copies including the original and six (06) copies, labelled as such, and submitted in a sealed envelope no later than 28/12/2023 at 10:00 a.m. local time, against a receipt at the at the internal structure for the administrative management of public contracts of the Municipality of GUIDER Building bearing the following inscription:

**«OPEN NATIONAL INVITATION TO TENDER UNDER URGENT PROCEDURE  
No.17/AONO/C-GUIDER/CIPM/ ISAMPC /2023 OF 06/12/203 FOR THE CONSTRUCTION  
WORKS OF A MEAT MARKET IN GUIDER COUNCIL, MAYO-LOUTI DIVISION, NORTH  
REGION  
«TO BE OPENED ONLY DURING THE BID-OPENING SESSION»**

**NB:** Bids reaching after the closing date and time will not be received.

Bids must include a CD containing the digital version in Excel format of the detailed bill of quantities and estimates.

## **13. Admissibility of bids**

As per the Special Regulations of the Invitation to Tender, the required administrative documents must be submitted in original copies or copies certified true by the issuing service or an administrative authority (Senior Divisional Officer, Divisional Officer, ...), or else they shall be rejected.

They must date+ not more than three (03) months prior to the date of the submission of bids or be issued after the signature of the Tender Notice.

Any incomplete bid, as per the requirements of the Tender File, namely the absence of the bid bond issued by a first-ranked bank approved by the Ministry in charge of Finance or failure to comply with the model documents of the Tender File, shall be declared inadmissible and rejected without any appeal.

## **14. Opening of bids**

The bids shall be opened in two phases.

Administrative documents of the technical and financial bids shall be opened on 28/12/2023 at 11 a.m. local time by the Internal Tenders Board at the Guider Council.

Only bidders may attend the bid-opening session or be represented by a duly mandated person.

## **15. Evaluation criteria**

### **a. Eliminary criteria**

The eliminary criteria set out the minimum conditions to be met in order to be admitted to the evaluation according to the essential criteria. Failure to meet these criteria will result in the rejection of the bid.

These include:

- Absence or non-compliance of a document in the administrative file 48 hours after the bid-opening;
- False declarations or forged documents;
- Absence of the bid bond;
- Incomplete technical offer (absence of an item in the technical offer);
- Incomplete financial offer (absence of the list of unit prices, a unit price, bill of quantities and cost estimates and any sub-detail of prices);
- Absence of a site visit attestation signed by the Project Owner or his/her representative; or a sworn statement signed by the bidder;
- Technical score below the minimum required threshold (70%).

**N.B:** The bid bond and the banking attestation of the bidder must be produced in original, the other documents in original or certified copies. These administrative support documents must date less than three (03) months and conform to the DAO models. Else, they will be rejected.

#### **b. Essential criteria**

The criteria relating to the qualification of bidders will relate, on an indicative basis, to:

- Experience of the company's personnel (26 criteria);
- Availability of essential materials and equipment (06 criteria);
- References of the company (09 criteria);
- Financial situation of the company (04 criteria);
- Technical proposal and work schedule (04 criteria);
- Acceptance of the conditions of the contract (03 criteria);
- General presentation of the bid (02 criteria).

**Only bidders who have presented a compliant administrative file and who have obtained a score of at least 70% will be qualified for the rest of the procedure and will have their financial offer analysed.**

**NB: The evaluation grid is Document 13 of this Tender File.**

#### **16. Award**

The Contracting Authority will award the contract to the bidder whose bid has been found to be substantially compliant with the Tender File and who has the technical and financial resources required to perform the contract satisfactorily and whose bid has been evaluated as the lowest, including any discounts offered.

#### **17. Validity of bids**

Bidders will remain committed to their bids for ninety (90) days from the deadline for submission of bids.

#### **18. The Administration on whose behalf the Contract will be entered into**

Upon completion of the examination of bids by Internal Tenders Board of GUIDER Council, a works contract will be entered into between the successful bidder and the Contracting Authority, on behalf of GUIDER COUNCIL.

#### **19. Further information**

Further information can be obtained during working hours from the Secretariat of GUIDER MAYOR or FEICOM's Department of Partnership Projects and Programs at the following addresses:

- GUIDER Council: P.O BOX : Tel: 698 664 302
- FEICOM: P. O. Box: 718 YAOUNDE, FEICOM 381, Street 4561 MIMBOMAN YDE IV, Tel: (237) 222 23 51 64/ 690 04 0132 / 694 28 66 04 / 696 98 01 95; Fax: (237) 222 23 17 59.

Done at GUIDER, on 06/12/2023

the GUIDER Mayor  
(Contracting Authority)

Copies to:

- MINMAP ;
- ARMP/NORTH ;
- FEICOM/DPPP ;
- Chrono/Archives.



Younoussa Boube