

REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

REGION DU SUD - OUEST

DEPARTEMENTDELA MEME

PREFECTURE DE LA MEME

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

SOUTH WEST REGION

MEME DIVISION

SENIOR DIVISIONAL OFFICE MEME

OPEN NATIONAL INVITATION TO TENDER

N° 01/ONIT/SDO/MEME/DTB/2024 OF 14TH FEBRUARY 2024 FOR THE CONSTRUCTION OF A BUILDING FOR THE DIVISIONAL DELEGATION OF DECENTRALIZATION AND LOCAL DEVELOPMENT (MINDDEVEL) IN MEME DIVISION, SOUTH WEST REGION (EMERGENCY PROCEDURE)

Subject of the invitation to tender:

Within the framework of the 2024 Public Investment Budget (PIB) the Senior Divisional Officer (SDO) for Meme hereby launches by emergency procedure an Open National Invitation to tender for the Construction of a building for the Divisional Delegation of Decentralization and local Development (MINDDEVEL) in Meme Division. This invitation to tender is as follows:

Project	Locality	Amount for bid bond	Project Amount	Budget Heads	Duration in months
Construction of a building for the Divisional Delegation of Decentralization and local Development (MINDDEVEL) in Meme Division	Kumba- Kumba I Sub-Division	1 000 000	80 000 000		03

Nature of services

Work to be done consists of constructing a building for the Divisional Delegation of Decentralization and local Development (MINDDEVEL) in Meme Division.

Execution deadline

The maximum execution deadline shall be three (03) calender months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement.

Participation and origin:

Participation in this invitation to tender is open to Cameroonian enterprises that are in compliance with the fiscal laws and having a good experience in the domain concerned.

Financing

The said Works shall be financed by the Public Investment Budget (PIB) of the Minsitry of Decentralization and Local Development for the 2024 financial year assigned to the Divisional Delegate of Decentralization and local Development (MINDDEVEL) for Meme as Delegated Authorizing officers, With Budget Heads N° _____

6. Bid Bond:

Each bidder should include in his administrative document, a bid bond of **FCFA 1 000 000 [One Million CFA francs]** issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with OBAC conditions.

Against the risk of being rejected, only originals or true copies certified by the issuing service or administrative authorities of the administrative document required, including the bid bond, shall imperatively be produced in accordance with the Special Conditions of the invitation to tender. They shall neither be older than three (03) months nor be produced before the signing of the tender notice.

Any offer not in conformity with the prescriptions of this notice and tender file shall not be accepted, especially the absence of a bid bond issued by a first rate-bank, approved by the Ministry in charge of Finance, or the non-respect of the model of the tender file documents, shall lead to a pure and simple rejection of the offer without any appeal being entertained

7. Consultation of tender file:

Interested eligible bidders may obtain further information during working hours as from the date of publication of this tender notice, at the Senior Divisional office Meme **Tel: 233 354 221**

8. Acquisition of tender file:

The file may be obtained at the Senior Divisional office Meme, at the **Service for the award of Public Contracts**, Telephone **N° 233 354 221** as soon as this notice is published against payment of a non- refundable sum of **(100 000) One Hundred thousand CFA francs**, payable at the Divisional Treasury Meme representing the cost of purchasing the tender file.

9. Submission of Bids:

Each offer drafted in English or French in 07 (Seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach the Senior Divisional Officer's Office, Meme not later than **14TH March 2024 at 10 00 AM** local time. It should be labelled as follows:

"OPEN NATIONAL INVITATION TO TENDER

N° 01/ONIT/SDO/MEME/DTB/2024 OF 14TH FEBRUARY 2024 FOR THE CONSTRUCTION OF A BUILDING FOR THE

DIVISIONAL DELEGATION OF DECENTRALIZATION AND LOCAL DEVELOPMENT (MINDDEVEL)

IN MEME DIVISION, SOUTH WEST REGION

(EMERGENCY PROCEDURE)

TO BE OPENED ONLY DURING THE BID OPENING SESSION"

10. Admissibility of bids

Under penalty of being rejected, only originals or true copies certified by the issuing service must imperatively be produced in accordance with the Special Regulations of the invitation to tender.

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

11. Opening of bids

The bids shall be opened in single phase. The opening of the administrative documents, Technical and Financial offers shall take place on the **14TH March 2024 - at 11:00 AM** local time, by the competent Tenders Board in the Conference Hall of the Senior Divisional office Kumba.

Only bidders may attend or be represented by duly mandated persons of their choice.

12. Evaluation criteria

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

i. Eliminatory criteria

Eliminatory criteria fix the minimum conditions to be fulfilled to be admitted for evaluation according of the essential criteria. The non-respect of these criteria leads to the rejection of the bid made by the bidder.

They refer especially to:

- The non-respect of Article (92) sub 9 of the public contracts Code;
- Deadline for delivery higher than prescribed;
- False declaration, forged or scanned documents;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.
- Two Bids with the same personnel
- Incomplete financial file...
- Technical assessment mark lower than **80%** of "Yes".

ii. 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 files;
- References of the company in similar achievements;
- Experience of supervisory staff ;
- Logistics (Equipment);
- Methodology;
- Financial capacity;
- Attestation of site visit signed by the Contractor
- Report of site visit signed by the contractor
- The Special Technical Clauses (STC). (Each page should be initialed and the last page signed and stamped);
- Special Administrative Clauses completed (each page should be initialed and the last page signed and stamped);
- Pre – Financing capacity **not less than 75%** 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).

lii Main qualification criteria

The criteria relating to the qualification of candidates could be indicative on the following: The essential criteria are subjected to minima whose detail is given in the Special Tender Regulation (RPAO).

This evaluation shall be done in a purely binary method with a (yes) or a (no) with an acceptable minimum of 80% of the essential criteria taken into account.

The contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having scored 100% of the eliminatory criteria and at least 80% of the essential criteria

13. Award of the Contract

The Contract shall be awarded to the bidder whose bid is in conformity with the dispositions of the tender file and on the basis of the lowest bid and technical quality. (See article 33 of the public contracts code).

14. Period of 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.

15. Complementary information

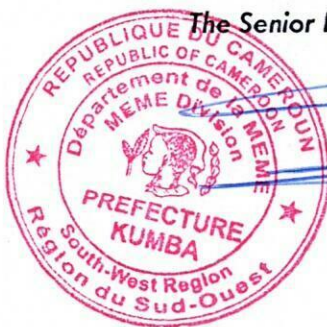
Complementary technical information may be obtained during working hours at the Senior Divisional office Kumba, Service of award of Public Contracts. Tel:233 354 221

16. Delivery deadline

The maximum execution deadline provided for by the Contracting Authority shall be ninety (90) days maximum, as from the date of notification of the service order.

Done in Kumba, **14 FEB 2024**

The Senior Divisional Officer Meme



Nou'ou Ndong Chamberlin
Senior Administrative Officer

Circular Copies

- ARMP SWR
- Public Contract Journal;
- Chairpersons of Tender Board
- Notice boards
- DD MINMAP Meme
- DD MINDEVEL Meme
- Archive)