

REPUBLIQUE DU CAMEROUN  
Paix-Travail-Patrie  
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RÉGION DE L'OUEST  
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DÉPARTEMENT DU NOUN  
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PREFECTURE DE FOUMBAN  
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COMMISSION DEPARTEMENTALE DE PASSATION DES MARCHES  
PUBLICS DU NOUN  
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REPUBLIC OF CAMEROON  
Peace-Work-Fatherland  
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WEST REGION  
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NOUN DIVISION  
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FOUMBAN DIVISIONAL OFFICE  
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COMMISSION DEPARTEMENTALE DE PASSATION DES MARCHES  
PUBLICS DU NOUN  
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## Divisional Tender Board (ITB)

### OPEN NATIONAL INVITATION TO TENDER

N°001/AONO/F.32/CDPM-OI OF 08/12/2024 FOR THE CONSTRUCTION WORKS OF DRILLING EQUIPPED WITH ELECTRIC PUMP AND TANK AT THE DD. MINEPAT/NOUN, WEST REGION

**Financing Body:** The MINEPAT

**Contracting Authority:** The Senior Divisional Officer of NOUN Division

**Works Authority:** The Divisional Delegate of MINEPAT/NOUN

**Financial Year:** 2024

#### 1. Subject of the Invitation to Tender

The Dschang Council has been granted a financial assistance from MINEPAT. With the said financial assistance, the Senior Divisional Officer, Contracting Authority, hereby launches a national invitation to tender for the CONSTRUCTION WORKS OF DRILLING EQUIPPED WITH ELECTRIC PUMP AND TANK AT THE DD. MINEPAT/NOUN, WEST REGION.

#### 2. Nature of Works

The works subject of this invitation to tender, in compliance with the essential technical specifications included in the Tender Specific Technical Clauses, is specified through the following items:

- a) **for the CONSTRUCTION WORKS OF DRILLING EQUIPPED WITH ELECTRIC PUMP AND TANK AT THE DD. MINEPAT/NOUN, WEST REGION, the following lots:**

N°	Description of rubrics
I	Staff installation
II	Borehole construction
III	Dewatering-equipement
IV	Superstructure-pump
V	Training section

#### 3. Eligibility

Participation to this invitation to tender shall be opened on equal conditions, to companies or consortiums located in Cameroon, specialised and experienced in the field of hydraulics, rural engineering and/or civil engineering works.

#### 4. Financing

The works under this invitation to tender, shall be financed by the MINEPAT under the fiscal budget year 2024, for a total sum of eighteen million (18 000 000) FCFA, all taxes included.

#### 5. Delivery Deadline

The maximum provisional delivery deadline, provided for by the Contracting Authority shall be two (02) months, including the possible constraints related to the sites particularities and situations such as accessibility and climate conditions, from the date of notification of service order to start work.

It is due to the bidder to propose in his offer a carrying out calendar that goes along with the deadline indicated above.

#### 6. Consultation of Tender Documents

Tender documents may be consulted, during working hours, at the Secretariat of the Divisional Tender Board of the Noun Division.

#### 7. Acquisition of Tender Documents

Tender documents may be obtained, during working hours, at the above mentioned addresses upon presentation of the original receipt of payment to the Senior Divisional Officer services, of non-refundable sum of **thirty-six thousand (36 000) FCFA**

Such receipt must identify the payer as representing the bidder willing to participate in the tender. Upon acquisition of the tender documents, the representative of the bidder shall be registered by the above mentioned service after he must have given all indications to enable a rapid contact with the bidder (full address, telephone number, mail address, etc.),

#### 8. Provisional Guarantee or Bid Bond

Each bidder shall attach to his administrative documents a provisional guarantee or bid bond, issued, in keeping with the tender model, by a first class banking institution approved by the minister in charge of finance as indicated in the list of banks attached to these tender documents. It shall stand at three hundred sixty thousands (360 000) FCFA.

The provisional guarantee of unsuccessful tenders shall be released automatically at most thirty (30) days after the publication of the results of the invitation to tender. That of the successful tenderers shall be released as soon as the definitive guarantee shall be constituted.

#### 9. Presentation of Offers

The tender constituent documents shall be presented in the following three volumes, enclosed in a single outer envelope, as follows:

- Envelope A containing the administrative documents (volume I) ;
- Envelope B containing the technical proposal (volume II) ;
- Envelope C containing the financial offer (volume III).

All the constituent tender documents (envelope A, B and C) shall be enclosed in a single sealed outer envelope bearing only the subject of the tender.

The different documents of each offer (volume) shall be numbered in the order indicated in the tender and separated by coloured dividers sheets other than white.

#### 10. Submission of Tenders

Each offer drafted in English or French in 7 copies including the original and 6 copies marked as such, shall reach the services of the Senior Divisional Officer, the contracting authority, not later than the 17 JAN 2024 2024 at 10 a.m, local time and should carry the following inscription :

#### Open National Invitation to Tender

N°001 /ONIT/F.32 /CDPM-OI/2024 OF 08/01/2024 FOR THE CONSTRUCTION WORKS OF DRILLING EQUIPPED WITH ELECTRIC PUMP AND TANK AT THE DD. MINEPAT/NOUN, WEST REGION

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

#### 11. Admissibility of Offers

Tenders submitted or received in the Senior Divisional Officer of Noun Division after the submission deadline (date and time of submission indicated above) as well as those not respecting the presentation and separation mode of offers shall simply be rejected during the opening session

On pain of being rejected, only originals or true copies certified by the issuing service or administrative authorities, of the administrative documents required, must imperatively be produced in keeping with the Special Tender Regulations. They must obligatory not be older than three months as regard to the submission deadline or must not be produced after the signing of the tender file.

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-class bank approved by the ministry 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 without any appeal being entertained.

NB. The Contracting Authority or the Tender Board has the rights to request at any moment of the tender procedure, from the bidders, the presentation of original documents they have produced in their offer. The non-presentation of the documents requested may lead to disqualification.

Before eliminating a candidate who presented administrative documents not in conformity with the tender prescriptions, he should be given a minimum of 48 hours extra time, either to produce complementary information or to carry out supplementary verification on the validity of the documents received.

#### 12. Validity of Offers

Bidders will remain committed to their offers for one hundred and twenty (120) days from the date set for the submission deadline of offers.

#### 13. Opening of Bids

The opening of the bids shall be made at once, by the Divisional Tender Board (DTB) of the Noun Division, on the 17 JAN 2024 2024 at 11 a.m, in the presence of the bidders or with only one representative each, of their choice, duly assigned for and that have perfect knowledge of their offer. The bidders' representatives who shall participate to the opening session will sign a register or presence paper sheet testifying their presence.

The opening of the bids will be done at once but in three phases as follows:

- 1<sup>st</sup> phase: opening of the envelope A containing the administrative documents (volume 1)
- 2<sup>nd</sup> phase: opening of the envelope B containing the technical offer (volume 2);
- 3<sup>rd</sup> phase: opening of the envelope C containing the financial offer (volume 3).

#### 14. Evaluation criteria

##### A- Main eliminatory criteria

##### 14.1. Administrative offer

- Absence of the bid bond or bank guarantee;
- Falsified document;
- Noncompliance or absence of a document after the 48 hours regular extended time, except the bid bond that should not be given extension time.



#### 14.2. Technical offer

- False declaration;
- Less than eighty per cent (80%) of the qualification criteria obtained at the evaluation of the technical offer;

#### 14.3 Financial offer

- Omission of the unit price of a quantify task in the unit price memo or quantified in the estimate;
- Absence or noncompliance to the tender model, of one of the components of the financial offer;
- Absence of more than 20 % of prices sub-details ;
- Production of the bid at insuffisant number (less than 07 copies).

NB: The certified copies of the previously legalized documents will be systematically rejected.

#### B- Main qualification criteria

- Report of the visit of the works sites;
- Bidders references in the field of hydraulic and civil engineering works;
- Availability of material and essential equipment;
- Supervisory technical staff ;
- Technical proposals;
- Methodology of works execution;
- Planning of the execution of works ;
- Financial ability of the bidder;
- Presentation of the offer.

Only the financial offers of the bidders whose technical offer must have received at least a minimum of seventy percent (70%) of "yes" (reference to the qualification criteria), will be analysed.

#### 15. Contract Award

The contract corresponding shall be awarded to the tender presenting the following characteristics:

- Administrative offer is declared conform;
- Technical offer is declared conform and have gathered at least eighty per cent (80%) of "Yes" in qualification criteria;
- Financial offer that, after all corrections in conformity with the Particular Regulation of the Invitation to Tender (sub-detail prices, unit prices and estimate), will be declared conform in relation to the Technical clauses of the Invitation to Tender (TCIT), and classified as the lower bid.

#### 16. Allotment and maximum number of lot awarded per tenderer

Not applicable.

#### 17. Further Information

The additional information relating to the contract award procedure may be obtained, during working hours, in the Secretariat of the DTB of Noun Division.

The additional technical information may be obtained, at the Divisional Delegation of Economy, Planing And Regional Development Noun.

FOUMBAN, THE 28 FEB. 2023

THE SENIOR DIVISIONAL OFFICER OF THE NOUN  
(CONTRACTING AUTHORITY)

#### IMPLIATIONS :

- DDMINEPAT/Noun;
- DDMINMAP/Noun
- ARMP (Pour publication);
- DDMINEE/Noun (Pour information);
- PRESIDENT CIPM (Pour information) ;
- AFFICHAGE (Pour information) ;
- CHRONO/ ARCHIVES/



*Um Donnacien*  
Administrateur Civil Principal  
Hors-Echelle