

REPUBLIC OF CAMEROON
PEACE - WORK - FATHERLAND
MINISTRY OF DECENTRALISATION
AND LOCAL DEVELOPMENT
NORTH WEST REGION
BUI DIVISION
NKOR COUNCIL
P.O Box 73 Kumbo
Tel.: (237) 654947254/663046403



REPUBLIQUE DU CAMEROUN
PAIX - TRAVAIL - PATRIE
MINISTRE DE DECENTRALISATION
ET DU DEVELOPPEMENT LOCAL
REGION DU NORD-OUEST
DEPARTEMENT DE BUI
COMMUNE DE NKOR
Email: nkorcouncil@gmail.com
Website: www.nkorcouncil.com

REF.N^o _____ MINDDEVEL/NWR/BU/NSD/SG/NC

NKOR, THE _____

TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER N^o 02 /ONIT/NC/NCITB/2024 OF 12/03/2024 FOR THE CONSTRUCTION OF A BRIDGE LINKING DOM AND NSUSY IN NKOR COUNCIL AREA IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION

1) SUBJECT OF THE INVITATION TO TENDER: Within the framework of the execution of the 2024 state budget, the State of Cameroon represented by **THE LORD MAYOR NKOR COUNCIL** hereby launches in an **emergency procedure** an open national invitation to tender **N^o 02 /ONIT/NC/NCITB/2024 OF 12/03/2024 FOR THE CONSTRUCTION OF A BRIDGE LINKING DOM AND NSUSY IN NKOR COUNCIL AREA IN NKOR SUB DIVISION, BUI DIVISION, NORTH WEST REGION**

2) CONSISTENCY OF WORKS: The construction works subject to this invitation to tender include detail description of the items found in the bill of quantities (detail cost estimate).

3) NATURE OF SERVICE: The services involved in this invitation to tender shall require **THE CONSTRUCTION OF A BRIDGE LINKING DOM AND NSUSY IN NKOR COUNCIL AREA IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION**

4) PARTICIPATION: Participation in this present invitation to tender is opened to all registered and qualified companies or groups of companies based in the Republic of Cameroon, with the necessary financial capability, technical and professional expertise in **Public works (construction domain)**.

5) EXECUTION DEADLINE: The maximum deadline for the execution provided for by the Contracting Authority shall be **three months (90 calendar days)** with effect from the date of notification of the Service Order to start works.

6) CONSULTATION OF TENDER FILE: The Tender documents may be consulted and obtained immediately after publication of this invitation to tender from the Service of the Contracting Authority (Service in charge of the award of contracts) 679 824 917 during working hours at the NKOR COUNCIL. The document shall be obtained upon presentation of a receipt testifying to the payment of a non-refundable sum of **fifty thousand (50,000) Francs CFA** payable to the Municipal Treasury NKOR council.

DOCUMENT 1

7) ADMISSIBILITY OF BIDS AND BID BONDS: Each bidder shall enclose in his administrative documents a bid bond (provisional guarantee) that respects the model in this tender file of **four hundred and sixty thousand francs (460,000) francs CFA** issued by a first-rate bank or insurance company approved by the Ministry in charge of Finance featuring on the list in document 10 of the tender file and valid for thirty (30) days beyond the validity of the tenders.

Only originals or true copies certified by the issuing services of the required administrative documents, including the bid bond, must imperatively be produced in accordance with the Special Tender Regulations or such bids shall be subject to rejection. They must obligatorily not be older than three (03) months. Double certification shall not be accepted. Any bid that shall not be in conformity with the prescriptions of this tender shall be declared inadmissible.

The provisional guarantee will be released no later than thirty (30) days after the period of bid validity for unsuccessful bidders. For the bidder who is awarded the contract, the provisional guarantee will be released after constitution of the final guarantee.

NB: The successful bidder shall during site installation present the originals of the respective documents for strict verification of their authenticity.

8) SUBMISSION OF OFFERS: Each bid written in English or French shall be signed by the bidder or by a duly authorized representative and presented in seven (7) copies, that is one (01) original and six (06) copies labelled as such. These shall be submitted in one sealed pack containing three (3) envelopes, that is, Envelope A: Administrative Documents, Envelope B: Technical file and Envelope C: Financial file. The sealed pack shall bear no information about the company and shall reach the, Service in charge of the award of contracts *NKOR Council* not later than **16/04/2024 at 10:00 am** local time and note should be taken that in case of any ambiguities or differences during opening, only the original shall be considered authentic. The sealed pack shall bear the following inscriptions:

**OPEN NATIONAL INVITATION TO TENDER
N^o 02 /ONIT/NC/NCITB/2024 OF 18/03/2024 FOR THE CONSTRUCTION OF A BRIDGE
LINKING DOM AND NSUSY IN NKOR COUNCIL AREA IN NONI SUB DIVISION, BUI
DIVISION, NORTH WEST REGION**

(To be opened only during bids opening session)

9) DURATION OF TENDER VALIDITY: Bidders will remain committed to their offers for a period of ninety (90) days from the last date of the submission of tenders, that is, the tenders shall be valid for 90 (ninety) days with effect from their submission deadline.

10) OPENING OF BIDS: The administrative documents, the technical and financial proposals shall be opened on the **16/04/2024 at 11 am prompt**, local time, by the NKOR Council Internal Tenders Board in the presence of bidders or their representatives.

All Bidders may attend the opening session or each has himself represented by one person of his choice (even in the event of a joint-venture) with sound knowledge of his file.

a) Stage I shall involve:

- i) Opening and appraisal of validity, authenticity and completeness
- ii) Opening of envelopes containing technical documents to appraise and evaluate technical proposals

NB: Any bids which shall not obtain **80%** score in the technical evaluation shall simply be eliminated.

b) **Stage II** Opening of financial offers to appraise proposed amount for the project.

11) ASSESSMENT CRITERIA: Tender conformity shall be evaluated as per the following:

A) **Eliminatory Criteria.**

- Bids submitted in unsealed envelopes and packs;
- Offers (bids) submitted after the deadline or time limit;
- Absence of original or properly certified administrative documents,
- Administrative documents more than 3months old;
- Incomplete technical or financial documents;
- Omission of unit price schedule ;
- None justification of capacity to pre-finance ;
- Technical and administrative evaluation mark less than 75% ;
- False declaration or forged documents ;
- Work supervisor of the company having less than three (03) years of experience;
- Site Foreman having less than five (05) years of working experience;
- Contractors who have been suspended from public contracts by ARMP

B) **Evaluation Criteria:** The preliminary evaluation shall be the binary method (YES/NO) based on the following essential criteria:

| CRITERA | ELEMENTS |
|--|--------------------|
| GENERAL PRESENTATION OF THE BIDS | 4 Elements |
| EXPERIENCE OF THE COMPANY | 8 Elements |
| QUALITY OF PERSONNEL AND MANAGEMENT OF THE COMPANY | 6 Elements |
| TECHNICAL EQUIPMENT | 6 Elements |
| METHODOLOGY FOR THE EXECUTION OF WORKS | 4 Elements |
| TOTAL | 28 ELEMENTS |

NB:

- Any Bid that shall not obtain 75% evaluation shall simply be rejected.
- Details of these main qualification criteria are specified in the assessment grid found in the Special Tender Regulations (RPAO).

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:

- Absence of an element in the administrative file;
- 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 both the Project owner and 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).

iii 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 in to account.

The contract will be awarded to the bidder who would have proposed the offer with the lowest realistic 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

12) AWARD OF CONTRACT: The contract shall be awarded to the lowest bidder, who fulfils the technical and administrative requirements.

13) FINANCING: Works under this tender shall be financed by the PIB budget, MINADER ; 2024 FISCAL YEAR.

14) FURTHER INFORMATION: Additional (supplementary) technical information may be obtained during working hours from the service for the award of contracts Telephone N° 679 824 918 NKOR Council

15) AMENDMENT TO THE INVITATION TO TENDER: The Delegated Contracting Authority reserves the right, if warranted, to subsequently amend this invitation to tender.

16) Maximum number of lots: Any bidder may bid for and hold more than one (1) lot but in this case we have just one lot. However for reasons of assiduity, effective presence of the contracting partner and proper realization of works this must be so with different sets of personnel.

NKOR, the 18/03/2024
THE MAYOR NKOR COUNCIL



Achanji Ndi Gormarus

Copies:

- ARMP (for publication and archiving)
- CRTV/Cameroon tribune
- Notice boards (for information)
- Contracts Service (for archiving)
- Chairman, Tenders Board, NKOR
- Chrono

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REF.N° _____ MINDDEVEL/NWR/BU/NSD/SG/NC

NKOR, THE

AVIS D'APPEL D'OFFRES

AVIS D'APPEL D'OFFRES NATIONAL OUVERT

N° 02 /ONIT/NC/NCITB/2024 OF 12/03/2024 POUR LES TRAVAUX DE Construction d'un ponceau sur la route reliant DOM ET NSUSY NONI DANS LE DEPARTEMENT DE BUI, REGION DU NORD-OUEST

- 1) **Objet de l'appel d'offres:** Dans le cadre de l'exécution du Budget d'Investissement Public 2024, l'Etat de Cameroun représenté par, le MAIRE DE NKOR lance en procédure d'urgence un Appel d'Offres national ouvert pour les travaux DE Construction d'un ponceau sur la route reliant DOM ET NSUSY NONI DANS LE DEPARTEMENT DE BUI, REGION DU NORD-OUEST
- 2) **Consistance des travaux :** Les travaux objets du présent appel d'offres consistent les détails des descriptions mentionnées dans le cadre du détail estimatif.
- 3) **Nature du service :** Le service requis dans cet Appel d'Offres concerne la DE Construction d'un ponceau sur la route reliant DOM ET NSUSY NONI DANS LE DEPARTEMENT DE BUI, REGION DU NORD-OUEST
- 4) **Participation:** La participation au présent avis d'appel d'offres est ouverte à égalité de conditions aux Entreprises ou groupes d'entreprises ayant une bonne réputation ainsi que expertise professionnel, technique et financier dans la construction des bâtiments publics et travaux publics exerçant au Cameroun.
- 5) **Délai d'exécution :** Le délai prévu pour l'achèvement des travaux du présent appel d'offre est de quatre-vingt-dix jours continus (trois mois) à partir du jour de la notification de l'ordre de service.
- 6) **Consultation du dossier d'appel d'offres :** Le dossier d'appel d'offres peut être consulté dès publication du présent avis d'appel d'offre aux services de l'Autorité Contractant (Service de passation des marchés) pendant les heures ouvrables à la Commune de NKOR-Tel: **679 824 918** Le Dossier d'Appel d'Offres peut être retiré dès publication du présent avis dans les services de Passation des marchés, COMMUNE DE NKOR sur présentation d'une quittance de versement d'une somme non remboursable au titre des frais de dossier de **(50 000)** francs CFA payable à la recette municipale.
- 7) **Admissibilités des offres et Garanties de soumission :** Chaque soumissionnaire doit pour chaque lot inclure dans ses documents administratifs, une **garantie** de soumission qui respecte le

model prescrites dans le DAO établi par un établissement bancaire et assurance agréée par le Ministère en charge des Finances d'un montant égal à **460,000** (quatre cent soixante mille) francs CFA. Les cautionnements provisoires seront libérés au plus tard trente (30) jours après le délai de validité des offres pour les soumissionnaires n'ayant pas été retenus. Pour le soumissionnaire attributaire du marché, le cautionnement provisoire sera libéré après constitution du cautionnement définitif.

Pour éviter les rejets, tous les documents doivent être les originaux ou des copies certifiées conformes issus des autorités administratives depuis une durée n'excédant pas trois mois et présentes selon les règlements spéciaux de cet appel d'offre. Les copies certifiées qui seront certifiées pour la deuxième fois ou des copies falsifiées ne seront pas acceptées. Les chapitres seront séparés par format en couleur. Les offres qui ne seront pas en conformité avec les prescriptions de cet appel d'offre seront déclarés inadmissibles.

NB: Pendant l'installation de l'attributaire au site de la construction, il sera obligé de présenter les originaux des documents respectifs pour une vérification stricte de leurs authenticités

8) Remise des offres : Chaque offre rédigée en français ou en anglais en Sept (07) exemplaires, c.-à-d. Un original et six copies marqués comme tels sera remise au Service de Passation des Marchés, situé à commune de NKOR à NKOR, au plus tard le **16/04/2024 à 10 :00heures**. Il doit être dans un paquet contenant trois enveloppes marquées A : pour le dossier Administratif, B : pour le dossier technique et C : pour le dossier financier. Ce paquet devra seulement porter la mention :

AVIS D'APPEL D'OFFRES NATIONAL OUVERT
N^o 02 /ONIT/NC/NCITB/2024 OF 05/02/2021 POUR LES TRAVAUX DE Construction d'un ponceau sur la route reliant DOM ET NSUSY NONI DANS LE DEPARTEMENT DE BUI, REGION DU NORD-OUEST

"A N'OUVRIR QU'EN SÉANCE DE DEPOUILLEMENT"

9) Durée de validité des offres : Les soumissionnaires restent tenus par leurs offres pendant **quatre-vingt-dix (90) jours** à partir de la date limite fixée pour la remise des offres.

5. 10) Ouverture des plis: L'ouverture des plis se fera le **16/04/2024 à 11 :00heures**, heure locale en une phase par la Commission de Passation des Marchés de Nkor (SALLE DE CONFERENCE DU COMMUNE DE NKOR) en présence de chaque soumissionnaire qui le désire, ou son représentant dûment mandaté et ayant une parfaite connaissance des offres dont il a la charge. Une seule personne par offre remise, seule ou en groupement, sera admise. Les offres qui ne vont pas respecter les prescriptions du DAO seront rejetées. L'ouverture des plis sera faite dans une phase à deux étapes, comme suite.

Etape I : L'étape I qui ne concerne rien que les dossiers administratifs et les offres techniques sera ouvert par les membres de la Commission de Passation des Marchés.

Etape II : L'étape II qui ne concerne que l'ouverture des offres financières des entreprises se fera par les membres de la même Commission de Passation des Marchés

Seules les entreprises ayant obtenu au moins 80% de la notation sur des dossiers administratifs et techniques seront retenues.

11- Évaluation des Offres: Les offres seront évaluées selon les conditions suivantes.

A) Critères éliminatoires

- Offres remise dans les enveloppes ou paquets ouverts,
- Offres remise après le délai

- Absence de l'original ou des documents administratifs bien certifiés hors du délai de trois mois
- Dossier technique ou financier incomplet
- Omission, dans le bordereau des prix, d'un prix unitaire
- Capacité financière non justifiée
- Note technique inférieure à 75% au niveau de l'évaluation administrative et technique
- Fausse déclaration ou pièce falsifiée
- Ingénieur des travaux du génie civil ne justifiant d'une expérience d'au moins trois (03) ans
- Technicien des travaux du génie civil ne justifiant d'une expérience d'au moins cinq (05) ans
- Établissement sanctionnée par ARMP

C) **Critères essentiels** : L'évaluation des offres sera faite sur le **critère binaire (OUI/NON)** des critères essentiels suivants :

| CRITERE | ÉLÉMENTS |
|---|--------------------|
| PRESENTATION GENERALE DE L'OFFRE | 4 éléments |
| LES REFERENCES DE L'ENTREPRISE | 8 éléments |
| LA QUALITE DU PERSONNEL D'ENCADREMENT DE L'ENTREPRISE | 6 éléments |
| LE MATERIEL DE CHANTIER A MOBILISER | 6 éléments |
| METHODOLOGIE ET EXECUTION DES TRAVAUX | 4 éléments |
| TOTAL | 28 ÉLÉMENTS |

Remarque :

- Seules les entreprises ayant obtenu au moins 75% de la notation sur des dossiers administratifs et techniques seront retenues.
- Les détails de ces critères essentiels sont précisés dans la grille d'évaluation figurant au Règlement Particulier de l'Appel d'Offres.

12) Attribution: Le marché sera attribué au soumissionnaire présentant l'offre la moins disante et remplissant les capacités techniques et administratives requises.

13) Financement : Les travaux, objet du présent appel d'offres sont financés par le Budget d'Investissement Public de la République du Cameroun, Budget du MINADER au titre de l'exercice 2024 assigné au le maire de NKOR

14. Les Renseignements Complémentaires : Les renseignements complémentaires d'ordre technique peuvent être obtenus aux heures ouvrables au Service de Passation des Marchés

15- Additif à l'appel D'offres: L'Autorité Contractante se réserve le droit, en cas de nécessité, d'apporter toute autre modification ultérieure utile au présent appel d'offres.

16) Nombre maximum des lots: Par la circulaire No. 001/CAB/PR du 19 Juin 2012 relatif à la passation et au contrôle de l'exécution des marchés publics, chapitre 3, section 38, il ne peut être attribué au maximum que deux (02) lot par soumissionnaire par cette commission de passation de marchés Etant donné qu'il s'agit de deux lots, le nombre maximum de lots pouvant être attribué à un soumissionnaire est deux (02), avec personnels techniques différentes.



NKOR, le 18/03/2024.
LE MAIRE COMMUNE DE NKOR

Nchanya Ndi Gorminus

Ampliation:

- ARMP (pour publication et archivage)
- CRTV/Cameroon tribune
- Notice boards (for information)
- Contracts Service (for archiving)
- Chairman, Tenders Board, NKOR
- Chrono

DOCUMENT No 2:



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PEACE - WORK - FATHERLAND
MINISTRY OF DECENTRALISATION

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REF.N° 601 MINDDEVEL/NWR/BU/NSD/SG/NC



REPUBLIQUE DU CAMEROUN

PAIX - TRAVAIL - PATRIE
MINISTRE DE DECENTRALISATION

ET DU DEVELOPPEMENT LOCAL

REGION DU NORD-OUEST

DEPARTEMENT DE BUI

COMMUNE DE NKOR

Email: nkorcouncil@gmail.com

Website: www.nkorcouncil.com

180/vol.1/132 12 MARS 2024
NKOR, THE

FROM: MAYOR

TO: CHAIRMAN, NCITB

SUBJECT: INTRODUCTORY NOTE

The open National invitation to Tenders which is transmitted for examination and correction, for the construction of a Bridge between Dom and Nsusi. Here attached is a photocopy of the Credit card, therefore, the board can proceed with the exercise.

THE MAYOR



Ndi Gorminus

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