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

MINISTERE 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.Nº _____ MINDDEVEL/NWR/BU/NSD/SG/NC

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TENDER FILE

OPEN NATIONAL INVITATION TO TENDER

N° 01 /ONIT/NC/NCITB/2024 OF 18/03/2024

FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION,BUI DIVISION,NORTH WEST REGION.

(27M X 13M PHASE ONE MAIN WORKS) EMERGENCY PROCEDURE.

CONTRACTING AUTHORITY: THE MAYOR, NKOR COUNCIL

FINANCING: PIB MINDDEVEL, 2024 FISCAL YEAR

IMPUTATION NUMBER: 58 27 100 02 641649 464211 821

RECORD NUMBER: IZ03345

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DOCUMENT 1

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AND LOCAL DEVELOPMENT

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NKOR, THE	

TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER

Nº 01 /ONIT/NC/NCITB/2024 OF 18/03/2024 FOR THE CONSTRUCTION OF A

GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH

WEST REGION (PHASE ONE)

- 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 Nº 01/ONIT/NC/NCITB/2024 OF €/003/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE ONE)
- 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 GRAND STAND AT NKOF IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE ONE)
- 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 four months (120 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) 679 824 918 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 seventy five thousand (75,000) Francs CFA ,payable to the Municipal Treasury NKOR council.

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 one million francs (1,000,000) 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 Nº 01 /ONIT/NC/NCITB/2024 OF 15/03/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE

(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 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

- 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:

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

- 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

There are two types of evaluation criteria: eliminatory and essential criteria. [The alm of these Special Tender Regulations (RPAO). 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).

2

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 in to 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

- 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, MINDDEVEL:
- 14) FURTHER INFORMATION: Additional (supplementary) technical information may be obtained during working hours from the service for the award of contracts Telephone No 679 824 918
- 15) AMENDMENT TO THE INVITATION TO TENDER: The Contracting Authority reserves the right, if warranted, to subsequently amend this invitation to tender.

16) Maximum number of lots: Any bidder may bid for one 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.



Copies:

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

REPUBLIC OF CAMEROON

PEACE - WORK - FATHERLAND

MINISTRY OF DECENTRALISATION AND LOCAL DEVELOPMENT

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NKOR, THE

AVIS D'APPEL D'OFFRES

AVIS D'APPEL D'OFFRES NATIONAL OUVERT Nº 01 /ONIT/NC/NCITB/2024 OF 15/03/2024 POUR LES TRAVAUX DE Constrution d'une tribune A NKOR - 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 Constrution d'une tribune A NKOR - 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 Constrution d'une tribune A NKOR - 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
- 5) Délai d'exécution : Le délai prévu pour l'achévement des travaux du présent appel d'offre est de cent-vingt jours continus (quatre 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 des 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 (75 000) 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 asssurance agrée par le Ministère en charge des Finances d'un montant égal à 1,000,000 (un million) 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 duré 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 oblige 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 a 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 Nº 01 /ONIT/NC/NCITB/2024 OF 15/03/2024 POUR LES TRAVAUX DE Constrution d'une tribune A NKOR - 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.
- Absence de l'original ou des documents administratifs bien certifiés hors du délai de trois Offres remise après le délai
- Dossier technique ou financier incomplet
- Omission, dans le bordereau des prix, d'un prix unitaire
- 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 établissements sanctionnée par ARMP
 - C) Critères essentiels: L'évaluation des offres sera faite sur le critère binaire (OUI/NON) des critères essentiels suivants :

DDECENTATION CRITERE	
TRESENTATION GENERALE DE	ÉLÉMENTS
	4 éléments
STOOLITE DU PERSONNEL DIENE	8 éléments
LE MATERIEL DE CHANTIER	6 éléments
- TO BOLOGIE EL EXECUTION DES	6 éléments
TOTAL TOTAL	4 éléments
arque :	28 ÉLÉMENTS

Remarque:

- Seules les entreprises ayant obtenu au moins 75% de la notation sur des dossiers
- 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 MINDDEVEL 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.

NB. See English version

Ampliation:

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

UNNOR, le 18/03/2024 LE MAIRE COMMUNE DE NKOR Nohanji Ndi Spermanus

DOCUMENT No 2:



THE SPECIAL REGULATIONS GOVERNING THE INVITATION TO TENDER

CONTENTS

Article 01: Definitions and duties under the invitation to tender

Article 02: Purpose of the invitation to tender

Article 03: Conditions for participation

Article 04: Funding

Article 05: Duration for execution of the contract

Article 06: Constituent documents of the tender file

Article 07: General requirements of the invitation to tender

Article 08: Presentation and content of bids

Article 09: Submission of bids

Article 10: Duration of validity

Article 11: Compliance of bids with the tender file

Article 12: Opening and assessment of bids

Article 13: Award of the contract

Article 14: Clarifications on the tender file

Article 15: Amendments to the tender file

Article 16: Notification of award of the contract

Article 01: DEFINITIONS AND DUTIES UNDER THE INVITATION TO TENDER

PROJECT OWNER: THE LORD MAYOR NKOR COUNCIL

AUTHORISING OFFICER: THE LORD MAYOR NKOR COUNCIL

PROJECT ENGINEER: DIVISIONAL DELEGATE FOR PUBLIC WORKS - BUI.

PROJECT MANAGER: CDO NKOR COUNCIL

Article 02: PURPOSE OF THE INVITATION TO TENDER: The purpose of this Open National Invitation to Tender is THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE ONE)

Article 03: CONDITIONS FOR PARTICIPATION: Participation in this present invitation to tender is opened to all registered and qualified enterprises of the Republic of Cameroon, with the necessary financial capability, technical and professional expertise in Public works (construction

Article 04: FUNDING: The project shall be financed by the 2024 Public Investment Budget of domain). the Republic of Cameroon imputed under the Budget of the Ministry of Decentralization and Local Development (MINDDEVEL) to THE MAYOR NKOR COUNCIL, under budget head 58 27 100 02 641649 464211 821

- a) Funding of works: Works shall be funded by the Public Investment Budget of Cameroon.
- b) Budget: Works shall be charged to the 2024 Budget of the Ministry of Decentralization and Local Development (MINDDEVEL).

Article 05: DURATION FOR EXECUTION OF THE CONTRACT: The deadline for the completion of the works shall be four months (120) calendar days, with effect from date of notification of the service order bearing information to start works.

Article 06: CONSTITUENT DOCUMENTS OF THE TENDER FILE

This tender file shall include the following documents:

- the special regulations governing the invitation to tender, i.e. the General Tender Regulation and the Special Tender Regulation.
- the special administrative conditions (SAC/CCAG)
- the special technical conditions (STC/CCTP)
- the price list, i.e. Form for Unit Prices (PES) and Form for Price Elaboration (PE)
- the detailed cost estimate, i.e. Form for Bill of Quantities and Cost Estimates (BQCE)
- the model performance bond
- the model bank guarantee for the refund of the start-off advance
- the model undertaking by the bidder.
- execution plan

Article 07:GENERAL REQUIREMENTS OF THE INVITATION TO TENDER

Bidders shall comply with the instructions listed below and shall provide the required information, failing which they may be disqualified. They are bound to give full and accurate answers to the information required in the documents appended hereto.

At the request of the Tenders Board, the Delegated Contracting Authority shall reserve the right not to respond to the Invitation to tender if he considers that it has not received an acceptable bid. He may therefore declare the Invitation to Tender unsuccessful and re-launch or cancel it.

Bids presented by groups of enterprises

Bids may be presented by groups of enterprises. An enterprise may be associated to a Non Governmental Organisation if the later offers all the guarantees and experience required and complies with the laws in force.

In the case of groups of enterprises, any notification relating to the Invitation to Tender, and possibly to the bidder shall be valid if addressed to either enterprise acting as the proxy for the bidder(s) with which it is associated. The representative of a group shall be spelt out in the bid and

Article 08: PRESENTATION AND CONTENT OF BIDS: Each bid shall include the following documents:

1. ENVELOPE A-Administrative documents

The bid submitted by a bidder shall comprise the following:

- The declaration to tender signed and stamped by the bidder or group representative with a valid Fiscal stamp of 1500 FCFA. (see Form N° 01 for the format) A2
- A Treasury Receipt showing the payment for the tender fee of seventy five thousand A3
- An attestation of a bank account in the name of the enterprise. A4.
- The original copy of a bid security (Bank caution) of one million francs (1,000,000) FCFA per lot from a bank or insurance com pany accredited by the Ministry of Finance and recognised by COBAC ("Commission Bancaire pour l'Afrique Central") (see Form N° 04 for A5.
- A certified copy of current Business Licence (2024 "Patente") with a turnover up to or above A6.
- A certified copy of Tax payer's card (with regime same as in Business Licence). A7.
- An original certificate of non-bankruptcy from the court of First Instance of the Headquarters A8
- An original certificate of tax assessment certifying that the bidder owes no taxes. A9
- An original current certificate from the National Social Insurance Fund (CNPS) certifying that the bidder has effectively paid his social contributions. A10.
- A proof of nationality of bidder (certified true copy of N.I.C card of General Manager).
- A11. A certified copy of certificate of incorporation
- A12. An original Certificate of non exclusion from the Public Contracts Regulatory Board A13.
- An original Attestation of site visit signed by The Mayor and contractor (who must obligatory attach pictures of site.) A14.
- Attestation and plan of localisation of the enterprise A15.
- The Special Tender Regulations initialized and signed on the last page. A16.
- The Special Administrative clauses initialized and signed on the last page A17.
- Power of attorney where necessary
- Group agreement as the case may be, that is, the agreement of association must be drawn A18. up by a notary in case the bidder is representing a group of enterprises

N.B

- *Absence of the following documents shall result to outright rejection of the bidder's file
- Receipt for the purchase of tender file
- ✓ Bids not containing all the documents listed above or not in conformity with the

*All documents shall be originals as requested or certified true copies legalised by competent authorities or by authorities who issued the originals and must not be more than three (03) months old. The documents shall be arranged in the order listed above and separated from each other by colour separators

*Any document with double certification shall not be accepted.

2. ENVELOPE B-Technical documents

It shall contain the documents cited and placed in the following order:

shall	Contain the door	ments cited and placed in the following	AUTHENTIFICATION
B1	A 100 CASA CONTRACTOR OF THE C	SPECIFICATION It shall show clearly the means at the disposal of the enterprise to carry out the job (See Annex N° 03 for format)	Attach certified copies of title deeds, receipts, etc. These equipments and tools must be present at the site before and during each phase NB-These equipments and tools must be present at the site before and during each phase
B2	Personnel list	It shall contain: Works Overseer: At least a Senior Civil Engineering Technician with at least 3 years experience in the field or construction or Civil Engineering Technician experience with a least 5 years' in the building sector. Site Foreman: At least a BAC F4 holder or equivalent with a least 7 years' experience in the domain of Construction.	Attach for each person a CV (signed and dated by the individual) as well as a certified copy of highest diploma of each person concerned and a certified copy of National Identity Card (see annex 09 for format). For the engineer show proof of current membership in the National Order of Civen Engineers NB-All key personnel must present commitment of the signed of
В	Methodolog Organisatio of works	enterprise of the operations and to organisation intended for to execution of works, that is, it show clearly the organisation of the operations of the operation of the operati	Date, signature and stamp of bidder at the end of document of site

_		works to be sub-contracted, relating to the use of local manpower, etc)	
В	Sub- contracting	information on the sub-contractor	contractor (only 30% of the
B5	Site visit report	Site visit report containing coloured picture(s) of the contractor conspicuously on site, signed by the Works Supervisor or site Foreman of the bidder requires a site visit where the works are to be carried out.	Dated and signed by the technical personnel of the Enterprise and or THE
B6	References of the enterprise.	enterprise and/or other civil engineering works realised.	Amount of works, copies of (1st and last pages) and minutes of reception or attestation of effective realisation. Include accessible telephone number(s) of beneficiary service(s) to enable verification when need arises. (see annex N* 02 for format)
37	Technical specifications	Provided in tender file.	Initialled on every page and signed and stamp on the last page

3. ENVELOPE C- Financial Documents

No	DOCUMENT	SPECIFICATION	
	<u>u</u> ranente	The second secon	AUTHENTIFICATION
C1	The tender	Format to be completed and tender amount inserted.	Signature, date and stamp of bidder.
C2	Price enclosure Slip	Sub-detail of prices proposed in the price list, that is, the price list in accordance with the model and stating prices exclusive of VAT in words and in figures	Initials on every page and
СЗ	Bill of Quantities and Cost Estimates	Detailed cost estimates of the works.	Initials on every page and signed on last page. All pages must be stamped with
C4	Unit Price Schedule	Format to be completed showing detail breakdown of prices.	enterprise function stamp. Initials and stamped on every page
C5	Financial capability	Attestation of pre-financing delivered by a banking institution recognised by MINFI/COBAC	Date and signature of bank Manager in charge.

- -All these documents are to be arranged in the above order and separated with colour separators. -Plans supplied with tender file should not be submitted.
- Any bid that shall not include the above documents or contain documents non-compliant with the

- The constituent documents of each envelope shall be numbered according to the order of the
- The entire constituent documents of (envelopes A, B, C), shall be sealed in a large anonymous external envelope labelled as follows:

All the constituent documents of envelopes A, B and C, shall be sealed in a large anonymous pack labelled as follows:

Address: TO NKOR COUNCILTENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER

Nº 01/ONIT/NC/NCITB/2024 OF 1 /03/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE ONE) "To be opened during the official session by the tender's board"

NB: Envelopes bearing any other inscriptions shall be purely and simply rejected

The three (03) constituent envelopes in the anonymous pack shall be labelled as follows:

ENVELOPE A « Administrative documents »

Name and address of bidder:

OPEN NATIONAL INVITATION TO TENDER

Nº 01 /ONIT/NC/NCITB/2024 OF 1 :03/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE

"To be opened during the official session of the tender's board"

ENVELOPE B: «Technical documents »

Name and address of bidder:

OPEN NATIONAL INVITATION TO TENDER

Nº 01 /ONIT/NC/NCITB/2024 OF 1 '03/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE

"To be opened during the official session of the tender's board"

ENVELOPE C: «Financial documents »

Name and address of bidder:

OPEN NATIONAL INVITATION TO TENDER

Nº 01 /ONIT/NC/NCITB/2024 OF 1 /03/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE

"To be opened during the official session of the tender's board" Any bid that shall not include the above documents or contain documents non-compliant with

the models shall be rejected.

Article 09: SUBMISSION OF BIDS: Each bid shall be drafted in English or French, bound and presented in several copies:

- Seven (7) copies for envelope A, that is, an original and six copies, respectively
- Seven (7) copies each for envelopes B and C, that is, an original and six copies. respectively labelled as such

These bids shall be submitted, against a duly signed receipt, at the Service for the award of contracts, NKOR COUNCIL, on or before 16./04./2024 at 10:00 prompt. After this deadline no

bid shall be submitted and no bid regularly submitted or dispatched shall be withdrawn, supplemented or modified. Each bidder after submission shall before departure ensure that the pack (enclosing envelopes A, B and C) is stamped sealed by this service. Hence, in the case where the pack shall not be sealed or without the inscription on it, the administration shall decline all responsibility for misdirection or premature opening. Any bid opened prematurely shall be rejected and returned to the bidder.

Hence all documents submitted by a bidder in any capacity, following this open national invitation to tender, must be established exclusively:

- In English or French language,
- Using the metric system for quantities,
- Expressing all costs prices in francs currency (FCFA),

Article 10: DURATION OF VALIDITY: Bidders shall remain committed to their offers for a period of ninety (90) days from the last date of for the submission of tenders, that is, the tenders shall be valid for 90 (ninety) days with effect from their submission deadline. During this period, the Delegated Contracting Authority shall notify the successful bidder of his decision.

Article 11: COMPLIANCE OF BIDS WITH THE TENDER FILE: Shall be taken into consideration only bids received within the time-limits prescribed by the Public Notice for the Invitation to tender and presented pursuant to the provisions of articles of the Special regulations governing the invitation to tender. The Tenders Board shall make sure that each bid meets all the requirements, conditions and specifications of the tender file without any restriction. Bidders are bound to strictly comply with this measure as there can be no negotiation on the provisions of the tender file.

Article 12: OPENING AND ASSESSMENT OF BIDS: Bids shall be opened on a date and at the venue specified in the Notice of invitation to tender.

Very important remarks to note during evaluation:

- →Any Bidder who shall not have 80% of the total score of the evaluation shall simply be
- → The competent Tenders Board shall open the envelopes in single phase and in the presence of the representatives of bidders who wish to attend at the date, time and address specified in the Special Regulations. Representatives of bidders shall sign a register attesting to their presence.
- →Firstly, envelopes marked "withdrawal" shall be opened and the contents announced to the hearing of everyone, while the envelope containing the corresponding offer shall be returned to the bidder unopened. Withdrawal shall be allowed only if the corresponding notification contains a valid empowerment of the signatory to request this withdrawal and if this notification is read to the hearing of everyone. Then the envelopes marked "Replacement offer" are opened and announced to the hearing of everyone and the new corresponding offer substituted for the preceding one which will be sent to the bidder concerned unopened. The replacement of the offer shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the replacement and read to the hearing of everyone. Lastly, the envelopes marked "modification" shall be opened and their contents read to the hearing of everyone with the corresponding offer. The modification of the offer shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the modification and read to the hearing of everyone. Only offers which were opened and announced to the hearing of everyone during the opening of bids shall then be evaluated.
- →All envelopes shall be opened successively and the name of the bidder announced aloud as well as the possible modification mentioned, the price offered, including any rebates and any variant, where necessary, the existence of a guarantee of the offer if it is required and any other details which the Contracting Authority deems useful to be mentioned. Only rebates and

variants of offers announced to the hearing of everyone during the opening of bids shall be

- →Offers (and modifications received in accordance with the provisions of the article of the submitted for evaluation. General Regulations) which were not opened and read to the hearing of everyone during the bid-opening session for whatever reason, shall not be submitted for evaluation.
- →Bid-opening minutes are recorded on the spot mentioning the admissibility of offers, their administrative regularity, prices, rebates and time-limits as well as the composition of the Evaluation sub-committee. A copy of the said minutes to which is attached the attendance sheet is handed over to all the participants at the end of the session.
- →At the end of each bid-opening session, the chairperson of the Tenders Board immediately hands over to the focal point designated by ARMP an initialled copy of the offers presented by
- →In case of petition as provided for by the Public Contracts Code, it should be addressed to the Public Contracts Authority with copies being sent to the body in charge of the regulation of public contracts, the Contracting Authority or Delegated Contracting Authority.

It must reach within a maximum deadline of three (3) working days after the opening of bids in the form of a letter to which is obligatorily attached a sheet of the petition form duly signed by the petitioner and possibly by the chairperson of the Tenders Board.

- →No information relating to the examination, clarification, evaluation and comparison of offers and verification of the qualification of the bidders and the recommendation for the award shall be given to bidders nor to any person concerned with the said procedure before the announcement
- →Any attempt by a bidder to influence the Evaluation sub-committee of bids or the Delegated Contracting Authority in his award decision may cause the rejection of his offer.
- → Notwithstanding the provisions of paragraph above, between the opening of bids and the award of the contract, if a bidder wishes to enter into contact with the Delegated Contracting Authority, with reasons having to do with his offer, he may do so in writing.
- →To ease the examination, evaluation and comparison of offers, the chairperson of the Tenders Board may, if he desires, request any bidder to give clarifications on his offer. This request for clarification and the response given are formulated in writing but no change on the amount or content of the offer is sought, offered or authorised, except it is necessary to confirm the correction of calculation errors discovered by the Evaluation Sub-committee during the evaluation in accordance with the provisions of the General Regulations.
- → Subject to the provisions above, bidders shall not contact members of the Tenders Board and the Evaluation Sub-committee for questions related to their offers, between the opening of envelopes and the award of the contract.
- →The Evaluation sub-committee shall carry out a detailed examination of offers to determine if they are complete, if the required guarantees are furnished, if the documents were correctly signed and if generally the offers are in proper order.
- →The Evaluation sub-committee shall determine if the offer is essentially in conformity with the conditions fixed in the Tender File based on the content without recourse to external elements
- →An offer that conforms to the Tender File shall essentially be an offer that respects all the terms, conditions and specifications of the Tender File, without substantial divergence or reservation. A substantial divergence or reservation is that:
 - which substantially limits the scope, quality or realisation of the works;

- which substantially limits and is not in conformity with the Tender File, the rights of the Delegated Contracting Authority or the obligations of the bidder in relation to the contract;
- Whose correction would unjustly affect the competitiveness of the other bidders who presented offers that essentially conformed to the Tenders File.
- →If an offer is essentially not in conformity it shall be rejected by the competent Tenders Board and shall not eventually be rendered in conformity.
- → The \ Contracting Authority reserves the right to accept or reject any modification, divergence or reservation. Modifications, divergences, variants and other factors which are beyond the requirements of the Tender File shall not be considered during the evaluation of offers.
- →The Evaluation sub-committee shall ensure that the successful bidder, because having an offer substantially in conformity with the provisions of the Tender File, fulfils the qualification criteria stipulated in Special Regulations. It is essential to avoid any arbitrariness in determining qualification.
- →The Evaluation sub-committee shall verify offers considered essentially in conformity with the Tender File to correct the possible calculation errors. The Evaluation sub-committee shall correct the errors in the following manner:
- (a) Where there is an incoherence between the unit price and the total obtained by multiplying the unit price by the quantity, the unit price being authentic, the total price shall be corrected, unless the Evaluation sub-committee judges that it is a Gross Error of decimal point in the unit price in which case the total price as presented shall be authentic and the unit price corrected.
- (b) If the total obtained by addition or subtraction of the totals is not exact, the sub totals shall be considered authentic and the total corrected.
- (c) Where there is a difference between the price indicated in letters and in figures, the amount in letters shall be considered authentic, unless the amount is linked to an arithmetical error confirmed by the sub-detail of the said price, in which case the amount in figures shall prevail subject to paragraphs (a) and (b) above.
- →The amount featuring in the offer shall be corrected by the Evaluation sub-committee, in accordance with the error correction procedure above and with confirmation by the bidder, the said amount shall be deemed to commit him.
- →If the bidder who presented the lowest bid refuses the correction thus carried out, his offer shall be rejected and the bid bond may be seized.
- →Only offers considered as being in conformity, as per the provisions of the General Regulations, shall be evaluated and compared by the Evaluation sub-committee.
- →By evaluating the offers, the Evaluation Sub-committee shall determine for each offer the evaluated amount of the offer by rectifying the amount as follows:
 - By correcting any possible error in accordance with the provisions of the General Regulations;
- b) By excluding projected sums and where necessary provisions for the unforeseen occurrences featuring in the bill of quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as
- By converting into a single currency the amount resulting from the rectifications (a) and (b)
 above, in accordance with the provisions of the General Regulations;
- By appropriately adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.

By taking into consideration the various execution time-limits proposed by the bidders, if they are authorised by the Special Regulations; e)

If need be, in accordance with the provisions of the General Regulations and the Special Regulations by applying the rebates offered by the bidder for the award of more than one f)

lot, if this invitation to tender is launched simultaneously for several lots.

If need be, in accordance with the provisions of the Special Regulations and the Technical Specifications, the proposed technical variants, if they are permitted, shall be evaluated according to their own merit and independently of the fact that the bidder offered or not a g) price for the technical solution specified by the Contracting Authority in the Special

→The estimated effect of price revision formulae featuring in the GAC and SAC applied during the period of execution of the contract shall not be considered during the evaluation of offers.

The \ Contracting Authority reserves the right to accept or reject any modification, difference or reservation. The modifications, differences, variants or other factors which exceed the requirements of the tender file are not taken into account during the evaluation of offers.

- → If the offer judged the lowest bid is considered abnormally low or strongly unbalanced in relation to the estimates of the\ Contracting Authority, the Evaluation sub-committee may, from the subdetails of prices furnished by the bidder for any element or all the elements of the bill of quantities and estimates, verify if these prices are compatible with the construction methods and proposed calendar. In the case where the justifications presented by the bidder are not satisfactory to it, the Contracting Authority may reject the offer.
- →As concern the Preference granted national bidders, if this provision is mentioned in the Special Regulations, national contractors may benefit from a margin of national preference during the evaluation of offers as provided for in the Public Contracts Code.
- 12.1 Eliminatory criteria: Presentation of bids and compliance of administrative, financial and technical documents pertaining thereto shall be eliminatory criteria. Non-compliance with these criteria shall lead to the elimination of the bidder. The eliminatory criteria include:
 - Bids) submitted in unsealed envelopes and packs;

Offers (bids) submitted after the deadline or time limit;

- Absence of original or properly certified administrative documents, more than three months old in the administrative dossier,
 - Incomplete technical or financial documents;

Omission of unit prices;

None justification of capacity to pre-finance;

Technical and administrative evaluation mark less than 80%;

False declaration or forged documents;

Work Supervisor of the company having less than three (03) years of experience

Site foreman having less than five (03) years of working experience;

- Any contractor with ongoing projects for 2018 2019 and who have abandoned the project is not eligible for any award of contract in the same division
- Contractors who have been suspended from public contracts

12.2 Essential criteria

The preliminary evaluation shall be binary and Second aired (YES/NO) based on the following essential criteria:

GENERAL PRESENTATION OF THE BIDS

- Table of content
- Quality of the binding (spiral binding recommended)
- The presentation of all documents required in order
- Clarity of the documents
- Availability of colour separator

EXPERIENCE OF THE CONTRACTOR (For old contractors)

See annex N° 02 for format

- List of contracts successfully realised in the past years
- At least 3/4 of projects used above in the domain of construction.
- Copies (first and last pages) of at least 2 of the contracts presented
- Copies of reception minutes (provisional/final) presente That is, Bidder's experience with similar works.

QUALITY OF PERSONNEL AND MANAGEMENT OF THE COMPANY

the Senior engineering technician show proof certificates

NB-All key personnel must present commitment availability duly signed & certified by the personnel concerned with a certified copy of national Identity card See annexes N° 04 & Form N° 08

Company's organizational chart

Project's organizational chart

List of personnel deployed to the project

Work Overseer: At least A Civil Engineer or a senior Engineering Technician with at least 2 years' experience in the field of construction or Civil Engineering.

Foreman; At least A Technician Civil Engineering with experience with at least 3 years' in the domain or GCE 'A' level Technical in construction or equivalent with at least 5 years' experience in the domain of Construction)

Curriculum Vitae (CV) of the above personnel signed and dated by the individuals respectively (see annex N° 01 for format).

 Certified copies of certificate(s) or diplomas of at least the key personnel relevant to the works concerned That is, Qualification, skills and professional experience of key personnel relevant to the works.

TECHNICAL EQUIPMENT

for format

These equipments and NBtools must be present at the site before and during each phase

See annex N° 03 for format

- The list of equipment for the project
- List of tools for the project
- Proof of ownership or performance invoices that to be hired.
- Description of equipment (giving mark, registration
- Evidence of normal functioning of equipment Distance between current and intended location of equipment

That is, Compliance with technical specifications of the tenders file as well as equipments and tools vital for the execution of the works.

- Description of the organization of worksite and methods of execution of works with technical details
- The planning (schedule of the execution of works) Site visit attestation and Site visit report
- The duration for the execution of the works
- METHODOLOGY FOR THE Environmental protection **EXECUTION OF WORKS**
 - Security measures on site Sources and quality of materials
 - Appropriate technical specifications

That is, Methodological approach and relevance of proposed solutions as well as work planning and schedule.

Bids shall be opened and assessed in two stages taking into account the Very important remarks mentioned above:

a) Stage I shall involve:

- Opening of envelopes containing administrative documents which shall consist in crosschecking the compliance of documents, that is:-
- The administrative file must be complete and the constituent documents valid and authentic
- The bid bond shall comply with the prescribed model. Only bids that are found administratively
- ii) Opening of envelopes containing technical documents which shall consist in cross-checking authenticity of the documents to see if they are complete, original copies and valid, if the documents are duly signed and if on the whole, the bids are in the right order.

Copies of the bids shall be assigned to an evaluation sub-committee for cross-checking of administrative documents and evaluation of technical documents.

- NB: At this stage any offer that shall not Score at least 80% of the above criteria shall simply be eliminated.
- b) Stage II shall involve only bids of Bidders who had at least 80% of the marks in stage I and whose financial bids (Envelope C) will be compared to have the lowest realistic bidders.

Remarks

- → When the amount(s) of the lowest bidder shall look questionable, he/she shall be called upon to explain and if the explanations are not realistic, the next Enterprise on the ranking of
- → The Sub-Committee of evaluation and analyses shall examine and fix the final amount of bid
 - . If the amount in figures and the amount in words differ, the amount in words shall be as follows:considered authentic.
 - If there is an inconsistency between the unit price and the total price obtained by multiplying the unit price by the quantity, the unit price shall be considered authentic, unless this is considered as a mistake in the unit price, in this case, the total price as it is stated, shall be considered authentic while the unit price shall be corrected.
 - By adjusting according to relevant technical or financial criteria, any other quantifiable modification, difference or reserve.
 - By taking into consideration the various durations for execution proposed by bidders, if they are authorized to do so.
 - Bids in which the bidder does not specify the unit prices for some items of the detailed estimate shall be rejected. Moreover, prices proposed for items for which quantities are not provided, shall not be considered as part of the contract.

On a whole, the financial file shall be assessed over 100 points, the realistic lowest bid shall be awarded the majority of points; the others shall be assessed as follows:

Article 13: AWARD OF THE CONTRACT: According to article 33(1) (a) of the Public Contract Code, the contract shall be awarded to the meritorious and lowest bidder through careful study which is carried out on the details of prices, unit prices, the bill of quantities and cost estimates presented to make sure the bidder did study the prices and has not made an arithmetic error to arrive at his final contract amount. Hence the contract shall be awarded to the bidder with the lowest realistic bid and who has the technical & financial capacities required in the eliminatory criteria. As concern the procedure for the award, it shall consist of:-

 The preparation, awarding and execution according to the rules and procedures defined by the legislation in force for Public contracts.

* The winner shall be notified through his official address or public media. He shall in two (02) days fulfil the formalities related to the awards, especially to submit ten (10) copies of the proposed contract (completed and signed) to the office of the Contracting Authority for transmission to the tenders board after which the final version will be finally signed by the

 In the case where the enterprise does not fulfil these conditions, his/her chance shall simply be annulled without further notice and the next contender shall be called in for replacement.

NB: Once the Contracting Authority has signed the contract, the contractor shall be notified. The contractor has three (03) days to contact the Contracting Authority for the beginning of execution of works following notification of the Service Order to start work by the project owner. Failure to respect the duration shall call for withdrawal and eventual

* The contract can be cancelled outright in the cases provided for by Decree Nº::2004/275 of 24th September 2004 to institute the Public Contracts Code.

Article 14: CLARIFICATIONS ON THE TENDER FILE: Request for clarifications may be addressed by letter or fax to the Contracting Authority at the following address:

THE LORD MAYOR NKOR THE Service for the award of Contracts

Useful information to enterprises

The Special regulations governing the invitation to tender provide instructions to bidders and set the general conditions for the award of the execution of THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION,BUI DIVISION,NORTH WEST REGION (PHASE ONE) These instructions draw on the requirements of the strategy for the development of our economy implemented by the Government of Cameroon taking into consideration the special provisions of the Public Contracts Code.

The general conditions for payment of the work executed are set out in the Special administrative

All the works are defined in compliance with the specifications, estimates and plans provided in this tender file and shall be executed in partnership with the population of the said localities.

Observations:

- Bidders are advised to visit and inspect the work-site and its surroundings to obtain at their own cost, any information that may be necessary in preparing the bid and executing the works. Costs of the visit to the site shall be born by the bidder.
- The Contracting Authority may organize a visit to the work-site dedicated for the preparation of the bids referred to under the Special regulations governing the invitation to tender.
- Only works and services actually earmarked and executed under the contract shall be paid to the contractor without exceeding the prescribed quantities. Payment shall be done by application of unit prices to the quantities and/or volumes of the tasks executed
- Control and follow-up operations of the building-site shall be carried out by the Divisional Delegate of Public Works Bui in collaboration with the Delegation of Public Contracts (Staff of the Control Brigade and other staff as the case may be). He shall report on the works executed, prepare payments that shall be VISAED by the MAYOR NKOR COUNCIL and transmitted for payment into an account opened by the contractor to this effect.
- Works are placed under the supervision of the Bui Participatory Project Follow-up Committee.

- Members of the Follow-up Committee may separately visit the site at any stage of the construction works and have access to the entire document pertaining to the follow-up for proper execution of works.

Hence, as concerns:-

1: The scope of the tender

The LORD MAYOR NKOR hereinafter referred to as the Contracting Authority, hereby launches an open national invitation to tender for the construction works described in the Tender File. The works, which form the subject of the invitation to tender features in the Special Regulations of the invitation to tender. Hereafter reference is made to it under the term "works".

The bidder retained or the successful bidder must complete the works within the time- limit indicated in the Special Regulations and which time-limit runs from the date of notification of the Administrative Order.

2: Financing: The source of financing of the works forming the subject of this invitation to tender shall be specified in the Special Regulations.

3: Fraud and corruption:

- 3.1 The Contracting Authority requires of bidders and contractors the strict respect of rules of professional ethics during the award and execution of this contract. By virtue of this principle, the Contracting Authority:
- a) Defines, within the context of this clause, the following expressions in the following manner;
- i) Shall be guilty of "corruption" whoever offers, gives, requests or accepts any gifts in view of influencing the action of a public official during the award or execution of this contract;
- ii) Is involved in "fraudulent manoeuvres" whoever deforms or distorts facts in order to influence the award or execution of this contract;
- iii) "Collusive practices" mean any form of agreement between two or among several bidders (whether the Delegated Contracting Authority is aware or not) aimed at artificially maintaining the prices of offers at levels not corresponding with those which will result from the forces of competition;
- iv) And "coercive practices" mean any form of harm against persons or their property or threats against them in order to influence their action during the award or execution of a contract.
- b) Will reject any award proposal if he determines that the proposed successful bidder is directly or through the intermediary of an agent, guilty of corruption or is involved in fraudulent manoeuvres, collusive or coercive practices for the award of this contract.

4: Candidates allowed to Compete:

- A bidder (including all members of a group of enterprises and all sub-contractors to the bidder) must not be in a situation of conflict of interest.
- A bidder shall be judged to be in a situation of conflict of interest if he:
- i) Is associated or was associated in the past with an enterprise (or a subsidiary of this enterprise) which provided consultancy services for the conception, preparation of specifications and other documents used within the scope of contracts awarded for this invitation to tender; or
- ii) Presents more than one offer within the context of invitation to tender, except authorised variants according to article 18, where need be; meanwhile, this does not prevent the participation of sub-contractors in more than one offer.
- (c) The bidder must not have been excluded from bidding for public contracts.

- (d) A Cameroonian public enterprise may participate in the consultation if it can demonstrate that
- (i) Legally and financially autonomous,

(ii) Managed according to commercial laws and

(iii) Not under the direct supervisory authority of the Contracting Authority or Delegated Contracting Authority or his immediate collaborators.

5: Calculation of prices:

5.1 The amount shall be calculated on the bases of variable prices.

The bidder shall fill, in letters and in figures, the unit prices in the price enclosure slip and the unit prices are to be multiplied by the quantities given in order to obtain the amount of his offer for

5.2 The price enclosure slip must be completed. Any price lacking on this form shall be

The corresponding price on the bill of quantities and costs estimates;

- The highest corresponding price furnished by the bidder technically qualified, if it exist in
- The average of all the prices of bidders in the same lot if the bidder is the only qualified
- The bidder shall express the prices in the Price Elaboration Schedule (PES) and BQCE in francs CFA excluding taxes before adding the taxes to the BQCE only.

The prices on the PES shall have priority over those of the BQCE and PE. They shall serve as the

The eventual calculation errors shall be corrected by the Sub Committee for Analysis and the amount altered if necessary without any complaints from the bidder.

- A unit price which shall be the price of an element of a good or service, of a type or an item of work, the quantities of which are estimates in the contract shall be calculated in Francs CFA and furnish in figures and in words without taxes, while the total amount shall be calculated without taxes and then with taxes according to the BQCE. The currency that shall be used for payment
- As this invitation to tender will consist of a contract whose duration of execution is not more than one (01) year, it shall not be subject to price revision.
- It shall be forbidden to introduce a price revision clause by way of additional clause in the contract awarded on the basis of a firm price.

6: Supplies equipment and authorised services

- 6.1: Supplies equipment and services that shall form the subject of the contract must originate from countries meeting the criteria of origin defined in the Special Regulations of the invitation to tender and all expenditure done within the context of the contract shall be limited to the said supplies, equipment and services.
- 6.2: Within the meaning of this 5.1 above, the term "originate" shall designate the place where the goods are produced, manufactured and from where the services originate.

7: Qualification of bidder

- 7.1 As an integral part of their offer, bidders must update the information requested of them, such
- (i) Access to a credit line or availability of other sources of funding; considering the scope of the services, the production of recent balance sheets and turnovers may be required;
- (ii) Orders acquired and contracts awarded;

(iii) Pending litigations and

(iv) Availability of indispensable equipment.

- 7.2 Bids presented by two or more associated undertakings (joint-contracting) must satisfy the following conditions:
- (a) The offer must include all the information listed in article 6(1) above;
- (b) The offer and the contract must be signed in a way that is binding on all members of the group;
- (c) The nature of the group (joint or several) must be specified and justified with the production of
- (d) The member of the group designated as the representative will represent all the undertakings vis à vis the Contracting Authority with regard to the execution of the Contract.
- (e) In case of joint co-contracting, the co-contractors shall share the sums which are paid into a single account; on the other hand, each undertaking is paid in its own account where it is several
- 7.3 Bidders must equally present sufficiently detailed proposals to demonstrate that they conform to the technical specifications and delivery time-limits set in the Special Regulations of the invitation to tender.
- 7.4 National bidders and groups of national bidders requesting to benefit from the margin of preference whose percentage is set at ten percent (10%) must furnish all the necessary information to prove that they satisfy the eligibility criteria set in article 32 of the General Regulations of the invitation to tender.

- 8.1 All the signatures and initials needed for the tender and indicated in this article must be those 8: Signature of bids - Power of Attorney of the bidder himself or his/her representative duly mandated.
 - 8.21f the bidder is a group of enterprises, each group member or representative must sign the bidding documents such that the result shall be a joint offer. The group shall choose a common representative who shall receive Service Orders and carry out all transactions in the name of the group.
- Article 15: ADDENDUM TO THE TENDER FILE: The Contracting Authority may, at any moment before the deadline for the submission of bids and for any reason, on his own initiative or following a request for clarification addressed by a bidder, modify the tender file.

The addendum shall be written or addressed by fax to all the bidders who have acquired the tender file and shall not be opposable to them.

Article 16: NOTIFICATION OF AWARD OF THE CONTRACT

Notification

Within three (3) days maximum as from the date of reception of the award proposal, the Contracting Authority shall publish the results and notify the successful bidder by letter, telex or fax and confirm the award of the contract.

 Release of the bid bond The bid bond of unsuccessful bidders may be refunded on written request addressed to the Contracting Authority after publication of the result of the Invitation to tender.

THE LORD MAYOR NKOR COUNCIL

DOCUMENT No 03:

THE SPECIAL ADMINISTRATIVE CONDITIONS

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CHAPTER I: GENERAL PROVISIONS

Article 1: PURPOSE OF THE CONTRACT: The purpose of this contract is FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION

Article 2: LAWS AND RULES APPLICABLE: The laws and rules applicable are those in force in

Article 3: MODE OF CONTRACT AWARD: This contract has been awarded following an Open National Invitation to Tender in accordance with the Public Contracts Code.

Article 4: LANGUAGE APPLICABLE IN THE CONTRACT: English and French shall be the

Article 5: FUNDING: Works referred to in the Invitation to Tender shall be funded through the 2024 Public Investment Budget PIB MINDDEVEL

Article 6: CONSTITTUENT DOCUMENTS OF THE CONTRACT: Documents of specific nature

- Special administrative conditions
- Special technical conditions
- Unit price list
- Detailed cost estimates (Contractor's bid)

Documents of general nature

- Decree No.2002/030 of 28th January 2002 relating to the setting-up, organisation and
- Decree No.2003/651/PM of 16th April 2003 to lay down the tax and customs regime applicable
- Decree No. 2004/275 of 14th September 2004 to lay down the Public Contracts Code;
- Order N° 033/CAB/PM of the 13th February 2007 bearing the general administrative conditions
- Circular letter N°002/CAB/PM of 31st January 2011 relative to the amelioration of the
- Decree N°2012/074 of 8th March 2012 bearing on the creation, organisation and functioning of

- Decree N°2012/075 of 8th March 2012 bearing the organisation of the Ministry of Public
- Decree N°2012/076 of 8th March 2012 modifying and completing certain dispositions of Decree N°2001/048 of 23rd February 2001 bearing the organisation and functioning of the Public Contracts Regulatory Agency (ARMP);

Circular letter N°001/CAB/PR of 19th June 2012 relative to the award and the control of the

- relative instructions on the execution of public contracts. Circular letter N° 2012/001/C/MINFI of 6th January 2012 execution, follow-up and Control of the execution of the budget of the State, Public Administrative Establishments, Local Councils and Subsidized Organisations for the year
- The circular N° 00000003/CL/MINFI of 15th February 2021 relating to the execution, monitoring and control of the execution of the budgets of regional and local authorities for
- Decree No 2013 /27 of 5th August, 2013 modifying and completing certain dispositions of Decree No 2012/074 of 8th March, 2012 bearing on the creation, Organisation and functioning of Tenders Boards.
- Norms in force :
- Instruments on environmental management.

Article 7: DEFINITIONS AND DUTIES: For the implementation of the provisions of this contract:

1. The Contracting Authority (signatory authority) is the Mayor NKOR Council

- 2. The Authorizing Officer, that is, The MAYOR NKOR COUNCIL-NKOR who shall address to the Divisional Delegate of Public Contracts for BUI periodic reports on the financial situation. These reports will make known the state of the advancement of works, the financial situation (payment of the deductions) as well as the difficulties met during the
- 3. The Project Engineer: Divisional Delegate For The Ministry Of Public Works Bui in charge of supervising and controlling the execution of works and preparation of documents for
- 4. The Control Brigade of the Divisional Delegation of Public Contracts for BUI will carry out control rounds for the works of the Contract as per their attributions.
- 5. The Project Manager who assists the Contracting Authority for general administrative, financial and technical aspects at the definition, preparation, execution and acceptance stages of the services forming the subject of the contract shall be the Council
- 6. The contract manager. He works closely with the technical team to see that all the technical specifications of the contract are respected. He equally carry out control rounds for the contract.

Article 8: REPRESENTATIVE OF THE CONTRACTOR:

- 8.1- Within fifteen (15) days that follow the date of notification of the service order to begin work, the contractor shall confirm the site foreman who shall have the right of representation and sufficient authority to direct the site. Signed by the contractor, this confirmation shall be addressed by letter to the Project Manager. Within 8 days, the confirmation shall be considered approved if the Delegated Contracting Authority does not give objection to it.
- 8.2- For the execution of the present Jobbing Order, the contractor "elects Residence in the NKOR Sub-Division. In case of change of domiciliation without informing the administration, all notifications destined to the contractor shall be addressed care of (c/o) the Divisional Officer of the Sub-Division where the project is being executed

Article 9: CONTENT OF WORKS: The Works which form the subject of this contract are spelt out

Article 10: NOTIFICATION/SERVICE ORDER AND CORRESPONDENCES

Service Order:_The Service Order shall be signed by the Delegated Contracting Authority and service order to start works by the technical service relating to the normal execution period of

Correspondence: The contractor shall address all written technical correspondences to the Project Engineer with copies to the authorising officer and the Delegated Contracting

NB:-The contractor has ten (10) days within which to give observations on all Service Orders received. The fact of giving out some reservations does not free the company from executing the

Article 11: KNOWLEDGE OF THE SITE, GENERAL CONDITIONS OF WORKSAND RESIDENCE OF THE CONTRACTOR

The contractor (entrepreneur) shall visit the site at his expense to acquaint himself with the effective work to be done and make concrete performance proposals. He is expected to have visited and acquainted himself with the site of works and the surroundings so as to have adequate knowledge of all its features, the nature of works to be executed, the type of materials to be supplied, ways and means of access to the site, the necessary facilities, and also the following:-

- The general conditions of execution of works and in particular the specific needs.

- The proper physical conditions of the work site (the nature of soil, the nature and quantity of materials met on the surface or likely to be met underground, etc).

- The local, normal and exceptional meteorological and seismic conditions: their consequences (water erosion, the possibilities of flooding and the position of the water table).

The local conditions, particularly those of supplying and storage of the materials.

- The means of communication, transportation, and the supply of water and electricity.

The possibility of sufficiently providing the qualified manpower.

- All constraints resulting from the social legislation, the fiscal and customs regime applicable to

- The possible presence of nearby enterprises also executing distinct contracts.

- The obligation to conform himself to the hygienic and security plans as well as to the yard regulation and to the staffs security and discipline.

The contractor shall be bound to take up residence close to the work site. Failure to comply with this obligation or to indicate his new place of residence by writing to the Project Engineer, any notification addressed to his company shall be validly done at the office of the Divisional Officer of the Sub-Division where the project is being executed.

Conclusion-The contractor must obtain all information concerning the risks and the circumstances likely to influence the conditions of execution of works or their prices. To this effect, he will not be able to take advantage of any mistake, omission or imprecision contained in the clauses of the Jobbing Order at his own cost. He will regularize if the case arises, the damages without intervention of the administration.

Field inspection of the installations of preliminary works like the information to be posted on site, fencing of the site, etc by contractor with his/her personnel shall be carried out by

The Authoriwing Officer

The Project Engineer

The Project Manager

DD ENVIRONMENT

DD MINMAP

DD MINEPAT

Chairman Secretary Member Member observer member

CHAPTER II: EXECUTION OF THEWORKS

Article 12: CONSISTENCY OF THE WORKS, TIME-LIMITS FOR EXECUTION/TIME-LIMITS FOR MOBILIZATION

The works that form the subject of the present Jobbing Order, consist of all works foreseen in the bill of quantities estimated FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION .

Time-limits for execution covers:

- Transfer of networks and traffic maintenance.
- Supply of materials;
- Realization of works;

Under no circumstances shall the duration for execution exceed ONE HUNDRED AND TWEENTY (120) calendar days except in the situation of Force Majeure.

Time-limits for mobilization shall run as from the date of reception of the service order to start work. Within this time, the contractor shall not modify any of his unit prices. A copy of the service order shall be forwarded to the\ Contracting Authority, signatory of the contract.

OBLIGATION OF THE CONTRACTING AUTHORITY Article 13:

In case the Contracting Authority gets them by himself, the contractor shall refund him the amounts spent. He shall not claim payment for additional works executed unless they have been duly authorized in writing or by an additional clause.

Article 14: ROLE AND RESPONSIBILITY OF THE CONTRACTOR (ENTREPRENEUR)

Contracting Authority seven (07) copies of the registered contract, that is, four original copies and three photocopies. The contractor has as mission to assure the execution of works under the control of a Project engineer and in accordance with the rules and norms in force. Hence, the contractor is responsible with regard to the administration, for the organization and the conduct of the site, the quality of the materials and supplies used by him, their perfect adaptation to the needs of the site and the good execution of works. Works will be executed in accordance with the plans and technical specifications, that is, according to the rules of the art. To this effect, the contractor shall take all measures to provide all necessary means to hire competent staff.

-The contractor remains responsible for the totality of the site including interventions of his NB: accepted Sub-Contractors. It is his responsibility to assure the coordination of the activities of the suppliers, of the Sub-Contractors whose contribution is necessary to him for the different

-Regular site meetings shall be held at the initiative of the Project engineer. The participation of the Work Supervisor and site Foreman in site meetings shall be obligatory. To this effect, the contractor shall keep a site register that shall be available to the project engineer and

-The contractor shall put in place all human and material resources necessary for the execution of works within the prescribed time-limits.

Hence:

*He shall fulfil his fiscal duties to the staff deployed for the execution of the works and shall put in place an installation and shall ensure the organization of the site, thereby guaranteeing the security of supplies and people on the site.

* He shall be held responsible therefore for any damage that may occur on the material and

people on the site because of his works until the end of the period of guarantee.

*The contractor is responsible with regard to the Delegated contracting Authority for the quality of the materials and supplies used their perfect adaptation to the needs of the site and the good

*The contractor shall be held fully responsible for accidents and damages of all nature that may occur to his staff, third parties, members of the Project team, his material for the realization of the present contract, during the execution of the works.

*He has the obligation to put back to its original state the surrounding environment damaged

Article 15: INSURANCE AND PROTECTION OF THE SITES

Civil liability

The contractor shall prove that he has taken out an insurance policy for damages of all sorts caused to third parties

by his personnel,

by the equipment used;

Surrounding properties.

Comprehensive risks insurance: In addition, all the works under the project shall be covered by a comprehensive risks insurance issued to the contractor by a company approved by the

Within fifteen (15) days as from the date of notification of the service order to start executing works, the contractor shall present an attestation from an insurance company attesting to the full payment of premiums and contributions relating to this contract. After this deadline, the contract

Protection of the site: The contractor shall be bound to ensure protection and safe-guarding of his construction site. He shall make sure that the populations stay away from the site, notably by demarcating the site clearly. He shall be held responsible for any accident that may occur on the

Ten-year guarantee: It shall be managed by the Civil Code.

PLANNING OF WORKS AND SUB-CONTRACTING: Within ten days from the date of notification of the service order to begin works, the entrepreneur will submit to the Contracting Authority the program of works (planning) in five copies for onward transmission to the Project Engineer for appraisal and approval. Failure to submit this document within the stipulated period shall lead to suspension of the works. The contractor shall constantly update the planning of works, considering the advancement on site. Any important modifications to this program will only be applied after having received the project engineer's prior agreement. It shall be established every month end at the contractor's diligence and at his expenses, the state of advancement of works to be sent to the administration in seven copies.

The contractor may assign execution of part of the contract to one or several sub-contractors. The contractor shall not sub-contract work without the prior authorization of the Contracting Authority. This authorization shall not free the contractor from any of his contractual obligations. The contractor shall see to it that the sub-contractor is in order with Cameroon's Administration. Subcontractors shall fulfil the same conditions as the main contractor. Non-compliance with the above

provisions shall give rise to termination of the contract. Sub-contractors shall fulfil the same technical and financial conditions with the contractor. They shall execute the works under the sole and full responsibility of the main contractor

Whatever the case, before the Contracting Authority, the contractor shall remain solely responsible for the discharge of the contract as per the contractual obligations.

All subcontracting to a third enterprise of the execution of a part of the works foreseen in the present Jobbing Order is subordinated to the prior authorization of the Contracting Authority at a maximum of 30% of the total works described in this Jobbing Order.

CONSTRUCTION DRAWINGS AND DOCUMENTS: Detailed drawings and other documents necessary for the execution of works shall be down up by the contractor based on the documents of the tender file.

These drawings shall be submitted to the Contracting Authority at least ten (10) days before the start of any work. Designs shall be checked and completed, if necessary, by the contractor who shall then give them to the Contracting Authority at least eight (08) days before the start of works. Within seven (07) days, the Delegated Contracting Authority shall make his remarks and observations known to the contractor. After this deadline, the Contracting Authority shall be considered as having given his approval.

The approval of the Delegated Contracting Authority shall in no way reduce the responsibility of the Project Engineer for controlling the execution of works.

Before the provisional reception, the entrepreneur will furnish the Contracting Authority five (05) copies of the report of works actually executed (plan de récolement) with one reproducible original. (Consult the Delegated Contracting Authority for the format)

That is, plans of details and other necessary documents for the execution of works will be established by the contractor on the basis of the technical file.

EQUIPMENT AND PERSONNEL FOR THE PROJECT: The contractor shall undertake to mobilize the human and material resources necessary for satisfactory execution of works as required by the Special Administrative and Technical Conditions.

Any amendments to this contract shall be subject to the prior written approval of the Delegated Contracting Authority. In case of any replacement of personnel, the contractor shall replace personnel with personnel of at least equal competence (qualifications and experience) or in case of equipment, with of equal performance and in good working condition.

Whatever the case and except in case of force majeure, the contractor shall not replace more than fifty percent (50%) of his personnel without being liable to the procedure for termination of the contract.

If the Project Engineer requests for the replacement of a worker for serious misconduct duly recorded by both parties, the contractor shall immediately replace the said worker at his own expense.

REPLACEMENT OF SUPERVISORY STAFF

In case of replacement of supervisory staff - either the work supervisor or the site foreman, Article 19: the qualification of the personnel proposed shall at least be equal to that of the staff replaced. The contractor must notify the delegated contracting authority and other project team members in writing. In case the qualification of the personnel proposed is lower than that of the staff replaced but complies with the requirements of the tender file, the contractor shall be liable to a penalty worth five over one thousand (5/1000th) of the amount of the contract.

Article 20: MODIFICATION TO STRUCTURES

During execution, the Contracting Authority shall reserve the right to bring any changes, suppressions and additions to the structure as well as possible suppressions of some works without financial incidence necessary for the proper execution and successful outcome of works. However, this shall be the subject of additional clauses and shall not entitle the contractor to claim compensations or indemnity whatsoever, apart from those provided for in the Special Administrative Conditions.

Article 21: MATERIALS

The contractor shall, at his own expense, look for extraction sites of materials necessary for the execution of works if it is incumbent on him to supply materials.

The materials shall comply with the Special Technical Conditions. They shall be subject to tests and trials that the Project Engineer may prescribe in accordance with the specifications of

The contractor's means of control, put in place by him at his own expense, shall enable him to carry out the extraction, preparation or production on site, as well as on the construction site, to

Article 22: DEMOLITION OF FAULTY STRUCTURES, UNAPPROVED MATERIALS, PENALTIES AND RESTRAINT OF DELAY

The Control Brigade in collaboration with the Project Engineer shall have the right to order in writing:

- 1) Removal from the site within forty-eight (48) hours of all materials considered noncompliant with the specifications of the contract and their replacement by the right materials approved following laboratory tests.
- 2) Proper demolition and reconstruction of any structure or part of structure considered noncompliance with the requirements of the contract, with regard to the mode of execution as

In case of non-compliance, expenses shall be charged to the contractor.

In case of delay on the duration of execution of works fixed by this Jobbing Order, the contractor shall be liable to lateness penalties which rate corresponds to 1 /2000th of the amount of the Jobbing Order from the first to the thirtieth day of delay and 1 /1000th of the amount of the Jobbing Order for each day above 30 days of lateness. Where the total penalty (amount) exceeds 10% of the contract sum, the Jobbing Order shall be terminated.

Article 23: RIGHTS AND PATENTS

The contractor shall, if necessary, agree with owners or holders of patents whose processes he has applied or intend to apply. He shall pay the required royalties and protect the Contracting Authority against any legal proceedings in the matter.

Article 24: WORK PHASES

The contractor shall respect the breakdown of works into various phases as spelt out in his bid so as to make control easy and meet the duration stated in his work plan.

Article 25: ACCESS TO THE SITE

The Project Engineer and any other authorized person by the authority in charge of Public Contracts may at any time, have access to works, on the site, to workshops and any work place,

as well as any place where the materials, manufactured products and tools used for works

Moreover, as part of the duty of checking the effectiveness of works, duly mandated obtained. representatives of bodies in charge of payment shall have access to the site and to any information necessary for the achievement of this mission.

DUTIES OF THE PROJECT ENGINEER

The duty of the Project Engineer is to ensure that works are executed properly and in Article 26: accordance with the terms and conditions of the contract. The Project Engineer shall not relieve the contractor of any of his obligations under the contract or order any task that may delay the execution of works or lead to additional payment by the Contracting Authority or order any significant modification to the structure to be constructed. The Project engineer shall have the power to prepare and sign orders for technical services.

At the request of the contractor and Project Engineer, counter-records may be drawn up to fix quantities for some structures. Such records shall be needed in case a structure may not be measured again.

The Project Engineer shall have the following duties:

- Controlling works on the site to ensure that they are advancing in accordance with the agreed schedule of execution;
- Controlling and approving execution plans, drawings and designs;
- Cross-checking and approving the implantation of works, as each implantation shall be subject to an approval report signed by the Contracting Authority and the contractor;
- Controlling and approving origin of materials and compliance with the terms and conditions of the contract;
- Making a daily statement on works and supplies presented by the contractor;
- Controlling the detailed accounts and provisional monthly statements on works
- Proposing solutions or specifications about works underway to the foreman or
- Making proposals for preparation of provisional or final acceptance to the Contracting Authority at the request of the contractor,

PROJECT SITE MEETINGS

Project site meetings shall hold on weekly basis on the project site except at the initiative of Article 27: the Project Engineer. The contractor shall be bound to attend these meetings, the reports of which shall be signed on the spot by the participants. The minutes of this meeting shall be forwarded the authority in charge of Public Contracts within 72 hours.

A project record shall be kept by the contractor and put at the disposal of the Project Engineer or contractor's representative.

On a daily basis, entering in this record it shall include the following details:

- Administrative procedures relating to the execution and settlement of the contract (notifications, trial results, daily statements);
- Weather conditions;
- Receipts of materials and authorizations of all sorts;
- Incidents or details of all sorts having some interest with regard to the future handling of the structures or the actual duration of works;
- Works done during the day, the personnel and material used;
- Works progress;

- Required prescriptions;
- Detailed quantities of works;
- Works done by sub-contractors;
- Non- compliances;
- Official visits.

The contractor may also record incidents or remarks that are likely to give rise to complaint on his

This record shall be countersigned by the Project Engineer and the foreman following each visit to the site, and visa after each project meetings. For any claim that the contractor may make, only events or documents mentioned in due time in the project record shall be taken into consideration. Any refusal to present, or any attempt to destroy all or part of this journal or to forge it, shall give rise to sanctions. Whatever the case, the contractor shall not take advantage of the

Article 29: PUTTING THE SITE AT THE DISPOSAL OF THE CONTRACTOR

All the provisional structures necessary for the execution of works such as offices, garage, workshops, and accommodations for personnel, quarries, borrow pits and paths shall be constructed only on premises approved by the Project Manager in agreement with the administrative and traditional authorities of the locality.

Within the limits of their powers, the administrative or traditional authorities of the locality shall put at the disposal of the contractor, free of charge and for the duration of works, the State private or public property necessary for the project. State property put at the disposal of the

Article 30: SECURITY MEASURES

The contractor shall have the duty to supply and maintain, at his own expense, any lighting, security, fence and guarding device necessary for a proper execution of works as demanded by

Article 31: ENVIRONMENTAL PROTECTION

The contractor shall be bound to comply with instruments governing environmental protection in the Republic of Cameroon and notably Framework Law No. 096/12 of 05 August 1996 on Environmental Management order No 0002/MINEPDED of 9th February 2016 on Environmental Impact Notice

He shall particularly comply with the Special Technical Conditions relating to environmental protection.

Article 32: **CLEANING OF THE SITE**

Cleaning of the site includes disposal of structures, equipment, materials and debris. It shall be performed within thirty (30) days as from the date of acceptance and before approval of the

Article 33: OPERATIONS REQUIRED BEFORE ACCEPTANCE

Prior to the acceptance, the contractor shall request in writing to the Project Engineer, the organization of a technical visit before acceptance. The team for this visit will be composed of:-

	The Project Engineer	is visit will be composed of:-
٠	The Project Manager	Secretary
	The Contractor or Representative	Member
	***************************************	Member

Remark: For each of the receptions, a report shall be prepared by the Secretary on the site and signed by all the members on the site.

This visit shall include, among others, the following operations:

- Controlling the quality and quantity of the structures constructed;
- Carrying out trials provided for by the Special technical conditions;
- Recording the possible non-execution of works provided for under the contract;
- Recording the folding up of the installations and cleaning of the project site;
- Recording the completion of works;
- Recording the quantities of works actually executed.

These operations shall give rise to a report drawn up on the spot, signed by the Project Engineer and countersigned by the contractor.

Following this pre-acceptance visit, the Commission may indicate the reserves to be lifted and the corresponding works to be carried out before the date of provisional acceptance which he shall fix in agreement with the contractor. The Project Engineer shall ensure that the reserves are effectively lifted before the Provisional acceptance is convened.

ACCEPTANCE (Provisional reception) Article 34:

Provisional acceptance shall be granted at the request of the contractor in case the execution of works is satisfactory.

The acceptance committee shall be made up as follows:

- Authorizing Officer ------ Chairman The Project Engineer ------ Secretary The DD MINMAP......observer The Project Manager......Member Beneficiary (civil society representative...... Member. The Stores Accountant......Member

As soon as the contractor by writing informs Chairman of the reception committee, he shall

summon a meeting of the committee to carry out the provisional reception. The provisional reception shall proceed the technical acceptance comprising the project engineer, chief of control brigade, project manager (chief of award of contracts) and the contractor

After a visit to the site, the committee shall examine the report or minutes of the operations required before reception and carry on the reception if appropriate.

The provisional acceptance shall give rise to a reception report which shall be signed on the spot by all the members of the committee. This report of provisional technical reception shall mark

Remark: For each of the receptions, a report shall be prepared by the Secretary on the site and signed by all the members on the site

Article 35: PERIOD OF GUARANTEE

The period of guarantee concerns works relating to the structure and exhaust equipment that may be installed.

This period shall last for twelve (12) months as from the day of provisional acceptance.

Article 36: MAINTENANCE DURING THE PERIOD OF GUARANTEE

During the period of guarantee, the contractor shall repair, at his expense and in due time, any disorder that may occur as a result of defects in the structure.

Before the Delegated Contracting Authority, the contractor shall be responsible for any disorder that may occur to the structure, except those resulting from fair wear and tear, even those which have not been recorded by the Project Engineer. The contractor shall within twenty (20) days carry out the repairs. After this deadline, the Project Engineer shall have the right to have the

FINAL ACCEPTANCE Article 37:

After visiting the site, the acceptance committee shall examine the report of provisional acceptance and carry on the final acceptance if appropriate. The final acceptance shall give rise to an acceptance report signed on the spot by all the parties.

The acceptance committee shall be the following

- Authorizing Officer ----- Chairman
- The Project Engineer ------ Secretary
- The DD MINMAP......observer
- The Project Manager......Member
- The contractor ----- Member.
- The stores Accountant

Following final acceptance, the Chairperson of the committee shall draw up a report which may declare the following:

- Acceptance of works without reserve;
- Refusal of acceptance of works;
- Acceptance of works with reserve.

Within the time specified by the committee, the contractor shall:

- either lift the reserve made during the provisional acceptance
- or carry out a new acceptance.

Remark: For each of the receptions, a report shall be prepared by the Secretary on the site and signed by all the members on the site.

Article 38:LAWS GOVERNING LABOUR

The contractor shall abide by the laws governing labour in the Republic of Cameroon. As far as possible, he shall give pride of place to Cameroonians during recruitments.

CHAPTER III- FINANCIAL CONDITIONS

Article 39: AMOUNT OF THE CONTRACT

The amount of this contract shall be Francs CFA and shall be stated in the detailed estimates, on the flyleaf and on the signature page.

PRICE CONSISTENCY Article 40:

The prices stated on the unit price list shall be considered as having been set on the basis of Contractor's price: the economic conditions prevailing in the Republic of Cameroon during the month preceding that

The contractor shall be considered as having perfect knowledge of all the constraints relating of submission. to the execution of works and all the conditions that may influence this execution, as he must have personally been to the site before submitting his bid, notably:

- the nature and quality of the land and soils;
- transport and access conditions to the site at any period of the year;
- constraints relating to the geographic situation of works;
- water regime and rainfall in the area and possible risk of flood;
- presence or absence of a Development association in the village.

The amounts of the price list comprise all the expenses of the manpower participating directly or indirectly in the execution of works, including salaries and allowances, insurance charges, wage bill, travelling expenses.

They also comprise the following headings:

- Conveyance, assembling, maintenance, dismantling and folding up of all the structures including offices, laboratories, possible quarry material, workshops, accommodation etc;
- · Conveyance, supply, storing and transport of all the materials, ingredient, fuel, lubricant,
- Maintenance of existing structures used for the execution of this contract;
- Prospecting for sources of materials, extraction, storing, drainage of deposits;
- Measures aimed at reducing direct environmental impacts;
- Maintenance of structures during the period of guarantee;
- Insurance including civil liability;
- Insurance charges for the project;
- Financial charges and overheads for the project;
- Remuneration for profit and unknown factors.

Prices on the price list shall include all the execution charges whether or not they are provided for in the Special administrative conditions or the Special technical conditions. A modification of quantities may be brought in the volume of works, increasing or reducing it, irrespective of the volume of the works actually executed; unit prices of the unit price list shall be applied.

Article 41: SUB -DETAILED PRICES

The contractor shall have provided in his bid, the price sub-detail schedule, drawn up in accordance with the rules in force, and stating details on the amount of charges, allowances and manpower as well as the assembling, maintenance, dismantling, depreciation of the structures, tools and equipment as well as miscellaneous charges, overheads, incidental expenses and profits.

ADDITIONAL WORKS - VARIATION IN THE VOLUME AND NATURE OF Article 42:

In case of increase of the volume of works, or structures not provided for in the contract, no WORKS additional work shall be executed by the contractor unless the competent authority has issued a service order to request the said service.

Unit prices of the Price list shall be applied if the additional works have new prices. The validation of these prices shall give rise to an additional clause. Shall be considered as new any

price not provided for in the unit price list or the detailed estimates of this contract but which has

MODE AND VENUE OF PAYMENT OF WORKS EXECUTED Article 43:

- In return for the payments to be done by the Contracting Authority to the contractor under the conditions laid down in the contract, the contractor is bound by these provisions to execute the contract in accordance with the provisions of the contract.
 - The Contracting Authority shall release the sums due in the following manner:
- For payments in CFA francs (amount in figures and letters exclusive of taxes) by credit to account No. opened in the name of the contractor in the
- For payments in currency (amount in figures and letters exclusive of taxes) by credit to account No. opened in the name of the contractor in the

The contractor shall be paid through accounts drawn up by applying the prices of the unit price list to works actually carried out.

Record of works carried out:

At the end of every month, the contractor and the Project Engineer shall draw a joint statement summarizing and setting the quantities achieved and recorded for each heading of the Price list during the month and which may give right to payment.

Monthly account

 Not later than the fifth (5th) of the month following the month when the work was carried out, the contractor shall furnish to the Project Engineer seven (07) copies of three draft

End of work account

After completion of works and within fifteen (15) days following the date of acceptance, the contractor shall, from the joint records, draw the draft final account of works actually carried out which shall sum up the amounts that he can claim as payment for the works executed.

The draft final account shall be submitted by the contractor for verification and approval by the Project Engineer

Once approved by the Project Engineer, the draft final account shall become the final account. It shall serve for making out the final payment to settle the contract drawn up under the same conditions as those defined below relating to drawing of monthly accounts.

General and final account

At the end of the period of guarantee relating to the structures which gives rise to final acceptance of works, Project Engineer shall draw up the general and final account which shall be countersigned by the contractor and the Delegated Contracting Authority. This account whose model shall be provided by the Delegated Contracting Authority at his convenience shall - The final account;

- The final payment;
- The summary of monthly accounts.

Signing of the general and final account without reserve by the contractor shall definitely bind the parties and put an end to the contract, except for issues concerning default interests. Payment of works:

Payment shall be done by the Divisional Treasurer upon a VISA affixed by the LORD MAYOR NKOR COUNCIL after commitment by the Divisional Controller of Finance after receiving accounts drawn up by the enterprise and signed by the Authorizing Officer upon presentation of an account drawn up by the contractor seven (07) copies including the stamped original copy.

Each request for payment shall include the following documents:

- Seven copies of the account mentioned above;
- Seven copies of signed Statements of work done;
- Acceptance report signed by all the members of the acceptance committee;
- Report of execution of work signed by the Project Engineer and bearing the visa of the authorising officer;
- Release of the retention guarantee signed by the Project Engineer in case of final acceptance of work;
- A copy of the following documents making up the tax file certified by the relevant Authorities and dated less than three (03) months:
 - > a tax payer's card;
 - a business licence;
 - a clearance attesting to the payment of taxes;
 - an attestation of non-indebtedness;
 - an attestation of localisation;
 - a plan of localisation;
 - > an attestation of solvency;
 - an attestation of Bank account;
 - > an attestation of NSIF.

Default interests

Default interests shall be paid by statement of the amounts owed.

REMARK

Payment on account may be spread over the duration of the execution of the jobbing order according to technical execution phases as defined in the jobbing order. The amount of payment shall not exceed the value of the technical execution phases carried out. In such a case, for payment to be effected the contractor shall before the 5th of the every month following the works executed transmit seven (7) copies of the partial invoices to the Project Engineer who shall within a time-limit of seven (7) days approve and forward for processing by the services of MINFI and MINMAP.

Article 44: START-OFF ADVANCE

a) Guarantee of start-off advance

A start-off advance of twenty per cent (20%) could be granted to the contractor on his request, following the notification of the contract against a hundred per cent bank guarantee (100%). This one will be restored or raised at the reception, eighty per cent of the value of the contract at reception on presentation of the invoices established in ten (10) specimens whose original will be stamped in accordance with the regulations in force

ec.	III accordance	() CFA F
	Amount exclusive of VAT:	CFAF
•	Amount of VAT:	CFA F.
•	Amount inclusive of VAT:	

The amount of the contract calculated under the conditions laid down in article 19 of the GAC, results from the application to the amount exclusive of the VAT, of the Value Added Tax (VAT) and the possible rebate granted by the contractor.

b) Refund of the start-off advance

The start-off advance shall be refunded by deducting 30% of the amount of each payment on account right from the first account of the contract. It must be entirely refunded by the time the amount of work reaches 80% of the value of the contract.

c) Release of bond

As the start-off advance is refunded, the Contracting Authority shall release the corresponding bid bond if the contractor requests it.

Article 45: FINAL BOND

a) Guarantee

The security to guarantee the proper execution of the contract shall be provided within twenty (20) days as from the date of notification of the contract. It shall be kept by the Delegated Contracting Authority. The bid bond shall be refunded to the contractor once the final bond has been provided

b) Amount of the final bond

The amount of the final bond shall be 2% of the value of the contract all taxes inclusive (ATI). This security guarantee may be replaced by a bank guarantee issued by a first-rank banking institution approved by the Ministry in charge of Finance.

c) Release of bank guarantee

Upon completion of works, the bid bond or the bank guarantee shall be refunded at the written request of the contractor.

Article 46: RETENTION BOND

To guarantee the proper execution of works, 10% of the value of the contract of the structure concerned shall be deducted from the amount of each payment on account.

Article 47: PAYMENT

Within the meaning of the security regime laid down by decree No. 2004/275 of 24 September 2004, the following definitions shall apply:

- Authority in charge of settlement of the expenditure: the Delegated Contracting Authority;
 - Authority in charge of paying the VAT: the Delegated Contracting Authority;

The Divisional Treasurer shall be in charge of payments;

Security shall be subject to the rules governing public contracts;

Payments shall be done by bank transfer.

Article 48:INSURANCE AND PROTECTION OF THE SITES

Civil liability

The contractor shall prove that he has taken out an insurance policy for damages of all sorts caused to third parties

- by his personnel, salaried in service;
- by the equipment used;
- due to works.

Comprehensive risks insurance

In addition, all the work under the project shall be covered by a comprehensive risks insurance issued by a company approved by the competent authority. The expenses incurred for this insurance shall be charged to the contractor.

Within fifteen (15) days as from the date of notification of the service order to start executing works, the contractor shall present an attestation from an insurance company attesting to the full payment of premiums and contributions relating to this contract. After this deadline, the contract may be terminated.

Protection of the sites

The contractor shall be bound by protection and guarding of his construction sites. He shall make sure that the populations stay away from the sites, notably by delimitating the sites clearly. He shall be held responsible for any accident that may occur on the sites and affecting the populations.

Ten-year guarantee

It shall be managed by the Civil Code.

VARIATION OF PRICES Article 49:

Under this contract, prices shall be unit and fixed prices. These prices shall be final and unchangeable.

Article 50:STAMP AND REGISTRATION

Seven (7) original copies of each constituent document of this contract shall be stamped and registered by and at the expense of the contractor, in accordance with the laws in force; within fifteen (15) days as from the date of notification of the contract.

TAX AND CUSTOMS REGIME Article 51:

As concerns taxes, this contract shall be subject to the laws in force in the Republic of Cameroon.

Article 52:PENALTIES

In case of failure by the contractor to complete the work within the contractual time-limits, he shall be subject to the following penalties:

- 1/2000th of the amount of the contract per calendar day overrun, from the 1st to the 30th
- 1/1000th of the amount of the contract per calendar day, beyond the 30th day;
- Penalties for lateness shall not exceed ten percent (10%) of the amount of the contract; A percentage higher than 10% shall lead to termination of the contract.

CHAPTER IV: FINAL PROVISIONS

Article 53:RISKS, RESERVES AND FORCE MAJEURE

Force majeure shall include the effects of natural disasters or any other external events that the contractor could not have reasonably foreseen or avoided, and which make works impossible

In case of force majeure, the contractor shall be relieved of his responsibility only if he has notified in writing to the Project Engineer of his intention to put forward this force majeure. This shall be done before the end of the 20th day following the event.

It is up to the Project Manager to decide on the nature of force majeure and the evidence given by the contractor.

Article 54: SETTLEMENT OF DISPUTES

Any dispute arising between the parties shall be subject to an attempt at a direct amicable settlement. In the absence of an amicable settlement, any dispute relating to this contract shall be carried before the Cameroonian court of competent jurisdiction.

Article 55:TERMINATION OF CONTRACT

The contract may be terminated as per article 100 of decree No.2004/275 of 24/09/2004 to lay down the Public Contracts Code and the following special conditions:

- non-registration of the contract within the required time-limits;
- non-compliance of technical documents;
- a delay exceeding fifteen calendar days in the execution of a service order or an unjustified halt of works exceeding seven (07) calendar days;
- a delay giving rise to penalties beyond 10% of the amount of the contract;
- refusal to carry over works declared not properly done;
- refusal to carry out works notified by service order;
- unilateral modification to provisions of the tender file relating to materials and supervisory
- replacement of more than 50% of personnel;
- Non-payment of insurance charges.

Article 56; SPECIAL COMMERCIAL CHARGES

The contractor declares that this contract agreement has not given and shall not give rise to the collection of special commercial charges.

In case special commercial charges are provided for under this contract agreement, the contractor shall reserve the amount of these charges for the Project Engineer on behalf of the

Moreover, if it is established that the contractor has received special commercial charges, he shall be subject to the sanctions provided for by the laws.

Article 57:INTERNATIONAL TRANSPORTS

In case the execution of this contract requires transport of materials and equipment from abroad to Cameroon and vice versa, this transport shall be carried out in compliance with the provisions of international covenants and agreements at the expense of the contractor.

Article 58: VALIDITY AND ENTRY INTO FORCE OF THE CONTRACT

This contract shall become valid only after it must have been visaed by the Divisional Controller of Finance and signed by the Contractor and the Contracting Authority. It shall enter into force upon notification of the contractor by the Competent Service.

INFORMATION TO BE POSTED

The Contractor shall put up a visible sign board (total height=2,80meters, width=1,20meters, board thickness=2,5centimeters at 1,20meters above the ground level with poles embedded in concrete) at the entrance of the site on a place approved by the Project Engineer, bearing the following text:

REPUBLIC OF CAMEROON

Peace - Work - Fatherland

JOBBING ORDER NO.....

FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, BUI DIVISION, NORTH WEST REGION, NORTH WEST REGION (PHASE ONE)

CONTRACTING AUTHORITY: THE LORD MAYOR NKOR COUNCIL

PROJECT ENGINEER: THE DIVISIONAL DELEGATE MINTP BUI

PROJECT MANAGER: CDO NKOR COUNCIL.

AUTHORISING OFFICER: THE MAYOR NKOR COUNCIL

CONTRACTOR

FINANCING: 2024 PUBLIC INVESTMENT BUDGET (MINDDEVEL)

DURATION OF CONTRACT: ONE HUNDRED AND TWENTY(120 calendar days)

DOCUMENT N° 04: THE SPECIAL TECHNICAL CONDITIONS

TECHNICAL SPECIFICATIONS

CONTROL OF QUALITY OF EQUIPMENT AND PERSONNEL BEFORE START OF ANY WORKS

- Setting out of the structure
- Excavation of trenches
- 3. Elevation of foundation (reinforcement, sand, gravel, stones, cement, concrete, mortar (dosages) and foundation finished and back filling)
- 4. Elevation of walls (reinforcement, sand, gravel, cement, form work and height of the building (14 courses (lines of blocks) before chain beam + dosages).
- 5. Matting for decking and decking proper (grain sizes of aggregates, dosage, spacing for mating and quality of materials)
- 6. Roof (wood, pitch (1.8m), trusses, nails, roofing sheets, accessories, ceiling boards (4mm)) in the various phases. Reception of assembled roofing members before putting in place of roofing sheets and accessories
- 7. Concreting of floor and plastering (surface finished, materials, concrete, mortar (dosages))
- 9. Metal works (materials (metal sheets, angle bar, aluminum frames, etc...), locks, hinges, etc... and finished product)
- Drainage (excavation and materials, concrete (dosages))

ANY CONTRACTOR WHO AVOIDS THE RECEPTION OF ANY OF THE PHASE ABOVE WILL BE DOING IT AT HIS OWN RISK (DEMOLITION).

1. TECHNICAL SPECIFICATIONS

The works, which are object of the present Contract, include all the works included in the technical estimates here below.

A) BRIEF PRESENTATION OF THE PROJECT

These present works concern the construction of a grand stand at Nkor in NONI Sub division Bui Division. This building will be measuring 27m x 13m from floor finish to roof tops... The roof is 2m high from the wall plate level in front and 1m behind. The roofing sheets are TOLE BAC 5/10e and the fascia boards, 30cm high round the perimeter of the roof. The external walls will be painted with "Pantex 1300", the priming of walls with "Pantex 800", while the hand rails, the skirting and the foundation will be in oil paint. A gutter will be constructed behine the building to facilitate drainage. The whole structure will be electrified.

B) DESCRIPTIVE NOTES:

TECHNICAL DESCRIPTIONS

A-INTRODUCTION

The Technical descriptions of the norms in building construction are essential in defining the consistency and method of execution of the assigned task. Its smooth realization therefore depends on the strict respect of the updated general norms governing building construction works alongside all the specifications of the contract.

These descriptions are established to precise and complete indications found on the bill of quantities and estimates as well as on the various plans of this project.

C- MODE OF EXECUTION

The setting out of the building shall be duly supervised by the Control Engineer (Divisional Delegate of Public Works for Bui). In the same vein, all building materials (sand, gravel, cement, rods, roofing sheets, ridge covers, aluminum sheets for fascia board, wood, paint, plywood, metal doors, angle bars, electrical materials and fittings, Etc..) shall be approved by the Control Engineer before use. All phases of works (formwork, steel work, concrete/mortar mix, prepared surfaces, Etc...) shall be afore received on minutes by the control.

1-GENERALITIES

PROJECT SIGN BOARD

The Contractor shall put in place at his expense project sign board(s) giving information about the project in conformity with the terms of the contract, indicating the project title, the enterprise, the contract engineer, the source of funding, the date of notification and the execution deadline.

INFORMATION TO BE POSTED: The Contractor shall put up a visible sign board (27m x 13m) and the duration, commission members as well as the project amount will also be indicated at the entrance to the site on a place approved by the Contract Engineer, bearing the following text written on one side of the board.

HYGIENE AND SAFETY

The contractor shall ensure total hygiene and security of the site by constructing a temporal pit latrine and putting up a temporal fence around the project site as prescribed by the contract engineer.

The contractor shall be responsible for the protection of the structure before final acceptance. He shall equally be responsible for all materials and tools present on the project site. He shall seek an insurance policy to cover theft and fire accidents.

The contractor shall take all preventive measures against accidents. The project owner reserves the right to intervene in case of any emergency without necessary interfering with the responsibilities of the contractor.

VERIFICATION OF DIMENSIONS

The contractor shall verify all dimensions on the plans. For execution no dimension shall be measured with a scale rule from the plans. The contractor shall check in-situ the possibility of translating the dimensions on plans to the structure before work begins. He shall refer to the Contract Engineer in case of any doubt. He shall not on his own modify anything on the structure and shall consult the Contract Engineer concerning any changes that he considers

All modifications accepted by the contractor shall be accomplished in a specified duration and at his cost without modification of the contract amount. The project owner shall have the right to the final choice in case of any modification.

CONCRETE/MORTARS

In all masonry works, the mixture of concrete or mortars shall respect certain elementary qualities here in below described.

All the sand to be used shall be free from acids, organic matter, animal or vegetable matter. The grain size should be between 0/2.5mm for mortars and screed finish and between O/5mm for structures in reinforced concrete. It shall be river sand.

All the gravel for concrete shall be homogeneous. This gravel shall be free from silt or other noxious elements by sleving or washing with clean water. The grade shall be 5/15 and 15/25.

Water used in mixing concrete and mortars or washing of aggregates shall be free from salt and other impurities.

d) CEMENT AND ADDITIVES.

Cement used for concrete and mortars shall comply with the general conditions required by the rules in force. The cement to be used for this project should be CPJ 35 types manufactured by "CEMENCAM" and shall not present any trace of humidity. To avoid humidity, cement should be well packed on a well-ventilated platform free from moisture. Any cement or additive which does not present a dusty aspect will be rejected forthwith and taken off the site immediately.

e) REINFORCEMENT

Rods for reinforced concrete are either the 'Round Smooth' type of 235 MPA or the 'Rough' type "HA" with an elastic limit of 400 and shall conform with the BAEL 91 or BS specifications. These rods shall be quite clean and free from oil, rust or paint.

They should not be twisted or recovered from other usage. There shall be a strict respect of plan in terms of steel works.

f) FORMWORK

Formwork for this exercise is the simple type. It shall be able to bear without noticeable deformations all the weight and pressure exerted on it by the concrete. It shall equally bear effects of concrete vibration and the weight of workers on it during concreting.

The formworks should be water tight to avoid the leakage of cement grout.

II. - SITE INSTALLATION

This essential task which is the responsibility of the contractor consists of the following;

- Erecting a temporal structure for the accommodation of a packing store and an office in which the site Log book and building plans will be permanently available. It also includes the preparation of a surface for the assembling of materials.
- Where necessary, temporary toilet, water and electrical connections will be required at the site to enhance a smooth realization of the project.

SITE PREPARATION, STUDIES, EATHWORKS.

STUDIES

Studies comprise of:

- Drawing of Execution or detail plans to suitable scales.
- Establishment of the work planning chart.
- Other necessary details, which shall be made known to the Control Engineer before site visits.

PREPARATORY WORKS - IMPLANTATION

These works concern the demolition of any existing structure on the site and the evacuation of the rubbles to a site to be indicated by the Contract Engineer, the clearing and leveling of the site where necessary. The setting out will be in respect of the technical plans. The setting out profile boards will be at least 1, 20 m from the outside axes, this to facilitate terracing (trench and other earthworks) and a good circulation. No starting of excavation will be accepted by the Contract Engineer without the checking of the conformity of the setting out axes of the building.

The minimal depth of the excavation trenches will be of 70 cm, and depending on the soil bearing capacity. Where there is black cotton soil or soil with low bearing capacity at the bottom of the trench, the contractor shall continue excavation up to a depth as will be

approved by the Control Engineer. The excavations will be done manually and no concrete or mortar shall be laid on the bottom of the trench without the acceptance of the trench by the control engineer

CLEARING AND LEVELING OF THE SITE

The portion on which this building will be set out will be cleared and leveled, as well as clearing ten (10) meters wide round the building (this includes clearing of grass, felling of shrubs and trees, uprooting of tree stumps, Etc.). The vegetable matter, vegetative soil and other debris shall be taken away to a site approved by the Control Engineer.

EXCAVATION

In order to ensure a good stability of the building, foundation trenches shall be deep enough to meet a soil of good bearing capacity.

At all points of the foundation, the depth of trenches should not be less than 70cm. The walls of the trenches should be well straightened and the floor well leveled.

No excavation of the trenches should be done until the Control Engineer has accepted the setting out of the building on minutes. Equally no elevation of the foundation should be done until the control Engineer has accepted the excavation of trenches on minutes. During this acceptance he will equally accept the coarse sand, the gravel and the reinforcement of the foundation. Therefore, the reinforcement will be done simultaneously with excavation of trenches

BACKFILLING

The soil excavated from the trenches may be used in backfilling provided it is of good quality. If not, selected or well graded soil (lateritic soil) from a borrow pit should be used for the purpose. The backfilling will be done in compacted layers of 20cm thick each. The soil to be used for backfilling should be free from noxious substances including vegetable matters. Any rejected soil should be discarded at a site approved by the contract engineer.

IV. - FOUNDATION WORKS

IV-i Lean concrete

This will be dozed at 150kg/m³ and 5cm thick laid on the floor of the trenches.

IV-II - FOUNDATION FOOTINGS

These will be isolated footings in reinforced concrete:

- Dosage: The concrete will be dozed at 350 kg/m³.
- Reinforcement: It will be with Ø12 rods with hooks spaced at 15cm.
- Dimensions: 15 x 50 x 50 for pillars of 20 x 30cm

IV-iii - FOUNDATION WALLS

The foundation walls shall be of 40cm thick solid stone masonry. These stones should be black stones (basalt) with an acceptable Los Angeles. These stones will be well shaped and erected using cement mortar dosed at 350kg/m³ such that no stone should touch another one.

IV-iv - FOUNDATION PILLARS

The reinforced concrete pillars as indicated on working drawings are described as follows;

- 20x30 wall pillars

Dosage: 350kg/m³

Rods:

- Within the building: 20x20cm pillars
- Four (06) Ø12 longitudinal rods with Ø6 square stirrups rods at every 20cm and 15cm for

IV-v - FOUNDATION RING BEAM.

- Dosage 350kg/m³
- Rods: Ø6 rectangular stirrups at every 20cm + 6 Ø12 longitudinal rods.

V-vi - HARDCORE FILLING

This will consist of gravel, laterite or stones duly laid on the rammed floor to a specific thickness as prescribed in the plan and approved by the Control Engineer.

V-vi - STAIRS AND/ OR SLABS AT THE ENTRANCES OF THE BUILDING

Reinforced concrete slabs of 0.50X0.70m as approved by the Control Engineer.

V - ELEVATION AND MASONRY WORKS

V- i WALLS

The supporting walls shall be of sand screed block work with 15x20x40 hollow blocks duly laid in stretcher bond with cement mortar. The moulding of 28 blocks per bag of cement is recommended for reasonable resistance.

Note: The partition walls should be sand screed block work with 15x20x40 hollow blocks.

V-ii PILLARS

These shall be in reinforced concrete of 40cm x 40cm X 4.5m high in the walls dosed at 350kg/m3.

Reinforcement:

- Ø6 Stirrups rods every 20cm and 20cm at overlap+ 4 Ø 10mm longitudinal rods.

V-iv -BEAMS

WALL PLATE (RING BEAMS)

They will be in reinforced concrete of 20cm x 35cm for the main beams and 20cmx35cm for secondary beams

 Reinforcement: Ø6 stirrups rods at every 20cm and 20cm at overlap + 4 Ø10 and 6 Ø10 mm longitudinal rods.

NOTE: Reinforcement Schedule.

N°	STRUCTURAL ELEMENT		MAIN RODS(H A)			DOSAGE	ROD STRENGTH
-		N°	ф		SPACIN G		
_	Foundation pillars and	6/4	10mm	6mm	20cm	350kg/m ³	Fe-E-400
1	Ground beam (25X30)		1000	6mm	20cm	350kg/m ³	Fe-E-400
3	Wall pillars 20x30	6	10mm	Omm	200		
4	Wall plate (tie-beams) 40cmx40cmX4.5m	4	10mm	6mm	20cm	350kg/m ³	Fe-E-400
	Wall plate (tie-beams)	100	10	6mm	20cm	350kg/m ³	Fe-E-400
5	20cmx35cm	6	10mm	Ollilli		350kg/m ³	Fe-E-400
6		No	6/6		20cm	330kg/	

NB: - Spacing of stirrups at all overlap should be 20cm

-All the doors and window openings shall be all round in reinforced concrete of 15 x 15cm with 4¢s rods and stirrups spaced at 25cm.

V-v - OVERSITE CONCRETE

This is mass and reinforced concrete of 8cm and 15cm thickness respectively to be laid over the hardcore filling. The surface shall be float finished.

In zones where the soil has a good bearing capacity, mass concrete shall be used while in marshy areas reinforced concrete will be more adequate.

The characteristics of this reinforced concreting in marshy areas shall be as follows: Concrete: Dosage 300 kg/m 3 , reinforced by a mat of \emptyset 6 rods spaced at 20cm in both directions.

Thickness: eight (08) cm and fifteen (15)cm on a polystyrene paper of 400 microns

V-vi - CEMENT/SAND MIX FOR FLOOR FINISH

This is cement/sand mortar spread on the over site concrete to a thickness of 4cm and duly trowel finished for the office area.

- Dosage: 400kg/m³

V-ix- CEMENT/ SAND PLASTER ON WALLS

This shall be realized in two coats: Roughing-in with cement mortar of coarse sand dosed at 500kg/m³ and a finishing coat with cement mortar of fine sand dosed at 400kg/m³ with an average thickness of 1.5cm. The recommended sand for this purpose is medium/soft sand free from all impurities and salt.

VI - FRAMEWORK, ROOF, AND CEILING WORKS

VI-i - ROOF TRUSSES

These are rafters made up of hard wood 5cmx15cm duly treated with xylamon or other insecticide approved by the Control Engineer and assembled with tie beams of 5cmxl5cm and braces of 5cmx15cm as designed in plan.

They are rigidly fixed to the pillars' tie rods and the tie rods provided on the ring beam.

These are hardwood purlins of 5cmx8cm duly treated with xylamon or other insecticide approved by the Control Engineer and fixed on the trusses to receive the roofing sheets.

N.B. ALL THE TIMBER FOR ROOFING SHALL BE TREATED WITH XYLAMON OR COLOURLESS SOLIGNUM OR ANY OTHER INSECTICIDE APPROVED BY THE CONTROL

VI-II - ROOFING SHEETS

The building shall be roofed with TOLE BAC 5/10° (cinq dixieme) roofing sheets gauged with a fixed length prescribed in the drawings (6m long each) or by the Control Engineer. These roofing sheets shall be fixed in place with special nails, covers and bitumen sheets sold

- The ridge shall be covered with aluminium ridge piece
- The fascia board shall consist of 5cm x 8cm hard wood which shall receive aluminium sheets with aluminium lining.
- a) Eaves: This shall be of smooth zinc sheets (tole lisse)
- b) Ventilation: The ceiling shall be ventilated with 4 holes covered with mesh and three holes of prefabricated elements at the gable ends and the dove
- c) Access to the ceiling: Each of the classrooms should be provided with an access vent and VII -METAL WORK AND JOINERY

VII -i - Doors and Windows:

- Door shutters (100x220) cm shall be made of hardwood and metal of double metallic panels 10/10* on both sides, fixed on metallic angle bars (35x35)mm securely anchored to

NB: the designs of the doors and windows must be approved by the control engineer. Security locks of high quality are recommended.

VII-ii - ANGLE BARS FOR FLOOR FINISH

Angle bar 30mm shall be fixed on edges of the floor finished along the veranda, the doors (eventually) and steps

N.B All the metal works will be given two coats of anti-rust before supply to the site.

VIII - ELECTRICAL INSTALLATION

VIII-i -CONDUITS

13mm Orange plastic conduits buried in duly chiseled sand screed block work.

VIII-ii CABLING

The cables to be used should either be in VGV OR TH (pure copper).

- 1.5 mm² VGV cable for lighting
- 2.5mm² TH cable for sockets.

VIII iii - FITTINGS AND APPLIANCES

There will be a fuse box complete with 10 A and 16A fuses for lighting and power circuits respectively and the building shall be earthed.

The lamps shall be original 1.2m fluorescent lamps and of the 'PHILIP' or 'MAZDA' trademark. Other accessories (sockets, switches, Etc.) will be as prescribed by the Contract Engineer.

All trademarks though prescribed by the Control Engineer or by these present specifications shall be approved before being fitted.

IX-PAINTING AND DECORATION

Surfaces to be painted shall be brushed, dressed, smoothened and primed with ordinary paint (national paint) before applying a thoroughly mixed homogenous paint as prescribed. The following specifications shall be respected:

IX-i - PRIMING

Internal and external walls: To be primed with ordinary paint

- External walls: Shall be painted with 2 Coats of Pantex '1300' or its equivalence IX-ii FINISHING backed by an equivalence table from the supplier.
 - Internal walls: Shall be given 2 Coats of Pantex '800' or its equivalence backed by an equivalence table from the supplier.
 - Wall skirting in classrooms: Shall be 1m high from floor finish and shall be painted in O2 coats of oil paint.
 - Elevated foundation wall: 02 coats oil paint
 - All metal works: shall be given 02 Coats of oil paint.

57

TILES INSTALLATION:

 Scratch coat for application as foundation coat shall be at most ½. When still plastic, deeply score scratch coat or scratch and cross scratch. Protect scratch coat and keep reasonably moist within seasoning period. Set scratch coat shall be cured for at least 2days before starting tile setting. Tiles to be used shall be the following, mosaic tiles for toilet floors, ceramic tiles of 15x15cm for toilet walls and mosaic tiles of 5x5cm for floors. The inner walls shall be with 15x15cm wall tiles. The Tilling team shall be responsible for this task under the follow-up of the Site Foreman

X - EVACUATION NETWORK

All pipes in the evacuation network shall be PVC installed with strict respect of the architectural plans that aims to guarantee the greatest ease of intervention for maintenance.

- The dimensions to be used shall be the following: -
- Diameter 40
- Diameter 63
- Diameter 100
- Diameter 125
- · Including elbows joints, T-joints, stop corks and other accessories as well as the execution of pipelines and the protection of pipes according to the technical specifications.

SANITARY DEVICES

GENERALITIES EQUIPMENTS

All taps to be installed shall be chosen in accordance with technical specifications with a view to minimize loss in hydraulic pressure.

WASH HAND BASIN

We shall install complete English type wash hand basin. Marks and /or manufacturer

By the Employer's representative after we shall submit a list of proposals.

ENGLISH WATER CLOSET

We shall install complete English type water closet. Marks and /or manufacturer determined by the project engineer after we shall have submitted a list of proposals. ENGLISH URINARY

We shall install complete English type urinary. Marks and /or manufacturer determined by the project engineer after we shall submit a list of proposals TOWEL HOLDER

Chromium-plated stationary wall rod

Accessories for fitting into wall

TOILET ROLL HOLDER

- For toilet roll: chromium-plated, strong mode
- Accessories for fitting into wall

TOILET MIRROR

Together with accessories for fitting

X - DRAINAGE

X-i - Gutter (not indicated on the plan)

Trenches shall be excavated round the building to receive a 40cm wide by 30cm deep gutter with the floor sloped at 2% minimum to facilitate the flow of water. The flooring of the gutters will be 08cm thick and the 10cm walls shall be plastered with cement mortar.

The walls of the gutters shall be 10 cm thick in mass concrete dosed at 300 kg/m3 and the floor shall be in mass concrete dosed at 300 kg/m3. These gutters shall include two offshoots of 1.5m long each.

These gutters will be covered on a width of 1.2m with pre-cast reinforced concrete slabs and/or stairs at the entrances.

RAMPS

This shall be executed in mass concrete at the entrances to the building at 2.00m wide. The design chose by the project owner. Drainage shall equally be provided.

SUMMARY OF BATCHING FOR ONE BAG OF CEMENT

	Dosage of	Sand (wheelbarrows)	Gravel 5/15 (wheelbarrows)	Gravel 15/25 (wheelbarrows)
Designation	cement CPJ 35		4	0
Concrete for Blinding and frog-	frog- 150 kg/m³ 2 of coarse sand			
illing			1	1.5
Mass concrete for floor	300 kg/m ³	1 of coarse sand		
Mass concrete for floor	62.656.00		1	1
Concrete for RC elements	350 kg/m ³	1 of coarse sand		
Concrete for KC elements		1.6.1	0	0
Mortar for roughing-in plaster	500 kg/m³	1.5 of coarse sand		1000
(1st coat)			0	0
Mortar for finishing coat of plaster(2nd coat)	400 kg/m³	2 of coarse sand		
plaster(2 coul)		a farmer and	0	0
Sand screed for floor finish	400 kg/m ³	2 of coarse sand	2/4	
Sand screed for floor finance		- 1	0	0
Mortar for manufacture of hollow	300 kg/m ³	3 of coarse sand	100	
Mortal for Handracian	129200000000000000000000000000000000000		0	0
blocks (non load bearing)	300 kg/m ³	3 of medium sand		
Interlay mortar		2.5	0	0
Mortar for stone masonry	350kg/m3	received on min		

NB: All phases of this project shall be received on minutes by the project Engineer and copies forwarded to the project owner and the contracting Authority.

DOCUMENT N° 05 THE PRICE SCHEDULE (PRICE ENCLOSURE SLIP)

Bills of quantity and cost estimates for the construction of A GROUND STAND AT NKOR IN BUI DIVISION (27m x 13m)

	PHASE ONE: MAIN WORKS	unit	Q'ty	U.P	Total price
N. [DESIGNATION	Grist	4.1		
ot 100	LOT Nº 1 : General Items and PREPARATORY WORKS				1
101	eneral site installation (Bring equipment to site and lock) also includes temporal fencing, storage room and site office				
102	te cleaning of the top vergitable soil and evecuation clude site levelling and creation of slopes to take tting arrangement Rc platforms				
103	Studies: includes architectural, structural drawings, Geotechnical Investigations report	LS			
104	Environnemental Impact accessement and mitigations	LS	_		
105	Site identification signages and permanent safety on site and cleaning	LS			
106	As-built documentation;Plans,detailed drawings,technical forms for all products to be used on site ;Provisional sum	LS			
	Sous Total Lot 100				
	The land Works (setting out and excave	tions)		
Lot 20	Setting out of the foundation		_		
201	Setting out of the journal of excavation	m	_		_
202	30 Footings of 150 x150 cm excavation	m	3		
203	Excavation of Continous trenching		3		
204	Backfilling of foundation inside and around with selected soil Sub-Total Lot 200	n	1		
Lot 3	100 LOT Nº 3 FOUNDATION	r	n³		
301	Blinding concrete dosed at 150kg/m ³	_	7		
30	Reinforced concrete for 30 isolated footings of 1200	-	m³		
30	second beams sdosed at 350kg/m3		m³		
30	Reinforced concrete for Groud beeams of 20011 x		m³		
36	Masonary with Filled 2600 sand crete foundation		m²		
3	Accessories for foundation protection and country plastic and polysterene for joints) DPC lay	er	LS		
3	Masonary with Filled 1500 blocks of 20cmx20cmx40cm to prepaire sitting arrangement	t	m²		

Lot	400 LOT № 4 ground floor ELEVATION	-	_	_		
40	Setting out of levels and blinding for slab	m	3	-		
40	Dai-f	m		+		
40	Datef	m		+		
40	Reinforced concrete for Sitting arrangement slab of 15cm thick for platforms of 1.5m wide as on drawing dosed at 350kg/m3 incluide access ramps ,staire and plastics for moist protection	m³				
1000	Sub-Total Lot 400	-	-			
Lot 5	00 ROOFING	T		_		
501	rafters, purlins, struts and all other accessories to install . Industral type of roof trust	Ls				
502	and facia	Ls				
503	supply and fixed all other accessories to make phase one complete	Ls		1		
	Sub-Total Lot 500				-	
	TOTAL PHASE ONE : MAIN WORKS Without Taxes					
_	TVA (19.25%)				-	
	AIR (2.2%)				-	
	TOTAL PHASE ONE : MAIN WORKS WithTaxes	all that	I samu	1000		
				_		
от	PHASE TWO: FINISHING WORKS				-	
00	MASSONARY WORKS					
601	the standard of the standard o	m2			1	
602	stand the toilet behind	m2				
603	and broker chember	m2				
T	SUB-Total Lot 600					
00	METALLIC WORKS Ground floor					
701	Supply and fixed metallic door (double closers) of section 90 x 210cm including locks and all fitting acessories in toilets	u				
702	Supply and fitting of metallic raillings in areas as agreed by control engineer including all acessories H=1.2m	nl	1			

	SUB-Total Lot 600				-	
OT 00	:TIUNG				-	-
801	Ceramic tiles for floors all ground floor including	M ²				
802	walls tiles for the toilet and stair caise behind ground stand	M ²			_	
	SUB-TOTAL LOT N° 800:					
LOT	PLUMBING AND SANITATION					
900	Septic tank including inspection chambers and all canalisation	U				
	Soak away including all acessories	U		-	-	
902	Reservoir tanks for water storage	U		-	-	
902	Evacuation pipes diameter 60	MI		-	-	
903	pressure supply pipes diameter 61	MI		-		
904	Evacuation pipes diameter 100	MI			-	
905	Wash hand basins for ground floor	U			-	
906		U			-	
907	Toilet pots	U			-	
908	Toilet mirrors	U				
909	Savon holder	U			_	
9010		U				
9011		U				
	Shower shows not work in the area					
9012	Borenoie (Optional Circuit)	LS				
	SUB-TOTAL LOT Nº 900:					
LOT 1.000	PAINTING WORKS		_		+	
1001	Application of pantex 1300 on external walls (double	_	-	-	-	
100		M ²	-			
100	(CDATINE)	M ³	-			
100	Oil paint on all metallic elemenets					
100	raçade di rodi to sito.	m?	2			
	SUB-TOTAL LOT Nº 1100					
LOT 1100	and the second second					

1101	Supply and fiexed all electrical installations, conduit pipes cablings and earthing cable including protections as on plans	Is				
1102		+	-			
1103	Flourescent lamps of 60	U	-			
1104	LED lamps of 20 amp	U	-	-		
1104	Sockets and switches	U	-			
1105	Provision of Connection to existing electricity net work AES ENEO cables only (for memory of client)	Is	-	-		
	SUB-TOTAL LOT Nº 1100	-	-	-		
	LOT Nº 36.00 External works(VRD	_	_			
3601	Concret slab round the building include	М3				
3602	Drainage Gutters of section 40x30	ML	_	-		
3603	supply and plant grass as on drawings, with some 20 trees of type choosen bt project owner	MI		+		
3604	SUB-TOTAL LOT Nº 3600		_		-	
	TOTAL PHASE TWO : FINISHING WORKS Without	_				
	Taxes					
	TVA (19.25%)	+		-		
	AIR (2.2%)	-		-	-	
	TOTAL PHASE TWO: FINISHING WORKS WithTaxes	+	_		-	
					-	

-BILL OF QUANTITIES AND COST ESTIMATES

Bills of quantity and cost estimates for the construction of A GROUND STAND AT NKOR IN BUI DIVISION (27m x 13m)

PHASE	ONE:	MAIN	WORKS

1	DESIGNATION		unit	Q'ty	U.P	1
	LOT Nº 1: General Items and PREPARATORY WOR				U.P	Total pric
10	General site installation (Bring equipment to site ar back) also includes temporal fencing, storage room and site office	nd	LS	1		
10	Site cleaning of the top vergitable soil and evecuation include site levelling and creation of slopes to take sitting arrangement Rc platforms	L	s	1		
10	Studies: includes architectural, structural drawings, Geotechnical Investigations report	L	5 1	1		
104	Environnemental Impact accessement and mitigations	LS	1	+		
105	Site identification signages and permanent safety on site and cleaning	LS	1	1		
106	As-built documentation; Plans, detailed drawings, technical forms for all products to be used on site; Provisional sum	LS	1			
	Sous Total Lot 100	-				
Lot 200	LOT Nº 2 :Preliminary Works (setting out and excava	tions				
201	Setting out of the foundation	-	_	_		
202	30 Footings of 150 x150 cm excavation	LS m³	244	-	-	
203	Excavation of Continous trenching	m³	152	1		
204	Backfilling of foundation inside and around with selected soil	m³	291			
	Sub-Total Lot 200			-	-	
lot loo	LOT Nº 3 FOUNDATION					
01	Blinding concrete dosed at 150kg/m³	m³	11.5			
02	Reinforced concrete for 30 isolated footings of 120cm x 120cm x30cm	m³	13.2			
03	Reinforced concrete for short columns 40cm x 40cm to receive ground beams sdosed at 350kg/m3	m³	8.6			

04	Reinforced concrete for Groud beeams of 20cm x 35 dosed at 350kg/m3	m³	_	5.8	-	_	
105	Masonary with Filled 2600 sand crete foundation blocks of 20x20x40	m²	2	05	-		
306	Accessories for foundation protection and	LS	_	1	_		
307	Masonary with Filled 1500 blocks of 20cmx20cmx40cm to prepaire sitting arrangement platforms	m²		200			
	Sub- Total Lot 300						
Lot	LOT Nº 4 ground floor ELEVATION		I				
400	Setting out of levels and blinding for slab	m³	+	16.8			
402	Reinforced concret for for pillars of 40cm x40cm x4.5m high dosed at 350kg/m³	m³	1	14.2		_	
403	Reinforced concret for Tie beams of 20cm 35cm to carry the roof 350kg/m³	m	3	15.2		-	
404	Reinforced concrete for Sitting arrangement slab of 15cm thick for platforms of 1.5m wide as on drawings dosed at 350kg/m3 incluide access ramps staire and plastics for moist protection	100	3	22.8			
	Sub-Total Lot 400	T					
Lot 500	ROOFING	+				+	
501	Supply and fix well seasoned wood to be used as rafters, purlins, struts and all other accessories to install . Industral type of roof trust		Ls	1.00		-	
50	Supply and fix roofing sheets of 7/10eme colored including accessories and down spot pipes 125mm and facia	_	Ls	1.00		-	
50	supply and fixed all other accessories to make pha one complete	se	Ls	1		+	
	Sub-Total Lot 500						
	TOTAL PHASE ONE : MAIN WORKS Without Taxe	5				-	
	TVA (19.25%)		_				1
	AIR (2.2%)			SA COLOT	124315		
1	TOTAL PHASE ONE : MAIN WORKS WithTaxes		_			-	

600	CV Library and Committee of the Committe					
60	Supply and fixed blocks 15cm x20cm x40cm at height 2.8m as on drawings 03 side of ground stand		m2	115		
60			m2	400	1	
60	Supply and fix sand screte ready to receive tiles in localised areas chosen by project engineer	1	m2	350		
	SUB-Total Lot 600	-			_	
700	METALLIC WORKS Ground floor	-			+	
701	Supply and fixed metallic door (double closers) of section 90 x 210cm including locks and all fitting acessories in toilets	T	u	4		
702	Supply and fitting of metallic raillings in areas as agreed by control engineer including all acessories H=1.2m	m	nl l	28		
	SUB-Total Lot 600	-	-		-	
LOT 800	:TILING	_	_		+	
801	Ceramic tiles for floors all ground floor including stairs screed and skirting	M	1	350	+	
802	walls tiles for the toilet and stair caise behind ground stand	M²	1	34	+	
	SUB-TOTAL LOT N° 800:		_	_	+	
ОТ					+	
00	PLUMBING AND SANITATION				+	
901	Septic tank including inspection chambers and all canalisation	U	١,	+	+	
902	Soak away including all acessories			-		
902	Reservoir tanks for water storage	U	1	-		
903	Evacuation pipes diameter 60	U	2			
904	pressure supply pipes diameter 61	MI	11	-		
905	Evacuation nines diameter, 100	MI	22			
906	Wash hand basins for ground floor	MI	11			
907	Toilet pots	U	4	_		
		U	4	-1		
808	Toilet mirrors	U	4	_	-	

1	- I hanner	U	4	-			
	owel hanger	U	4			_	_
	Toilet paper holder	U	5				_
	Shower Connection to existing water net work in the area		1				
9012	ornection to existing water net Work orehole (Optional client) or well (for Memory)						
	SUB-TOTAL LOT № 900:						
1.000	PAINTING WORKS					+	
1001	Application of pantex 1300 on external walls(double coating)	M²	28	0			_
1002	Application of pantex 800 on internal walls double coating)	M ²	28	0			
1003	Application of pantex 1300 on ceiling (double	M²	2	2		1	
(2000)	coating) Oil paint on all metallic elemenets	m1	10)7		_	_
1004	Oil paint of clolor Green Red Yellow with star on façade of roof to show the colors of the Nation	m2	1	6		1	
	SUB-TOTAL LOT № 1100		-				
LOT 1100	ELECTRICITY	_	_			+	_
1101	Supply and fiexed all electrical installations, conduit pipes cablings and earthing cable including protections as on plans	ls		1			
	Flourescent lamps of 120	U		20		-	_
1102	1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	U		10		-	_
1103	(30 amo	U		10		-	_
1104	- devitebos	U		16		-	_
1104	Provision of Connection to existing electricity net	1s	5	1			
	SUB-TOTAL LOT Nº 1100		_				
	LOT Nº 36.00 External works(VRD	-	_			-	_
36	Concret slab round the building including acess rampe at the main entrances of the ground stand and paving paths includig all other accessories			32.79			
34	a war of costion 40v30	1	ΝL	154	-		-
	supply and plant grass as on drawings, with some 2 trees of type choosen bt project owner	0	мі	74			-
	504 SUB-TOTAL LOT Nº 3600					_	

TOTAL PHASE TWO : FINISHING WORKS Without Taxes		
TVA (19.25%)		
AIR (2.2%)		
TOTAL PHASE TWO: FINISHING WORKS WithTaxes		
GENERAL TOTAL PHASE ONE + PHASE TWO WIT	н	0 F N E N

CHAPTER I GENERAL PROVISIONS

Article 01- General

Article 02- Definition and consistency of prices

CHAPTER I: GENERAL PROVISIONS

Article 01: GENERAL

In general, the contractor is supposed to be fully aware of all the expenses relating to works as well as all the conditions prevailing in the area and likely to influence the execution and cost of works. Therefore, he shall not present any complaint, except in the conditions provided for by this contract. Works done by the contractor shall be paid to him by applying prices of the Price list to the quantities actually carried out and assessed according to the conditions of the contract.

Costs and various charges not giving rise to any payment are supposed to be taken into account in the costs for execution of quantifiable works and shall be included in the various Price lists. The costs and charges are as follow:

- Personnel charges (salaries, travelling expenses, transport and leave allowances, allowances for housing on the building site, miscellaneous allowances, premiums, insurances, medical expenses, etc. .)
- Charges for the conveyance of personnel, equipment and materials, overheads, taxes, duties, registration fees and licence as well as any other charges relating to works (and notably expenses for the acceptance of works on the field) and to the running of the enterprise.

Similarly, running charges, write-off and maintenance costs of building equipment and rolling equipment, vehicles of all categories are also supposed to have been included in the costs for execution of quantifiable works.

Prices shall be given in full and in figures. The contractor shall make sure that unit prices in full agree with unit prices in figures.

The contractor shall not put forward his good faith to shirk his commitment if the global amounts of his bid happen to be modified after verification of compliance of unit prices in figures or calculation of the detailed estimates.

General remarks Schedule of prices and detailed estimates

- The Schedule of prices must be taken into account by the bidder jointly with the General Regulations of the invitation to tender, the General and Special Administrative Conditions and the Technical Specifications and the plans.
- 2. The quantities specified in the Bill of Quantities and Estimates are estimated quantities and provisional. They shall be a common base for the evaluation of offers and the award of the contract. The base of regulations shall be the real quantities of ordered and executed works such as measured by the contractor and verified by the Project Manager and evaluated at the rate and price specified in figures in the Schedule of prices presented by the contractor in his offer.
- 3. Except otherwise stated in the contract, the prices offered by the contractor in the Schedule of prices in figures included in his offer must include all the construction installations, labour, supervision, building materials, mounting, maintenance, insurance, overheads and profits, taxes, duties and dues as well as coverage for general risks, commitments and other obligations implicitly specified in contract.
- 4. A price must be indicated for each item in the bill of quantities and estimates in figures, whether the quantities are specified or not. The cost of items for which the contractor did not indicate a price shall be considered as being covered in the bill of quantities and estimates in figures.
- The complete cost in accordance with the provisions of the contract should be included in the items specified in the Schedule of prices and the Bill of Quantities and Estimates in figures. Where an item is not specified, the corresponding cost shall be considered as having been distributed among the other prices mentioned.
- 6. The general indications and the description of works and building materials are not necessarily repeated or summarized in the Schedule of prices and the Bill of Quantities and Estimates included in the Tender File. The references, explicit or implicit, to the appropriate sections of the file must be considered before giving a figure to the prices for each item of the Schedule of prices and bill of quantities and estimates in figures submitted in the offer.
- During the evaluation of offers, possible arithmetical errors noticed in the Schedule of prices and the Bill of Quantities and Estimates will be corrected according to the provisions of article 28 of the General Regulations of the invitation to tender.
- The method used to establish executed services in view of the regulations must be in accordance with the norms and directives mentioned in the Special Technical Conditions of the invitation to tender.

DOCUMENT N°07: FRAMEWORK OF SUB-DETAIL OF PRICES

Note relating to the presentation of the sub-detail of prices and

taxes1, A sub-detail presents all the stages involved in the establishment of a sales price. It is also an important element for the evaluation of the quality of the price

It is not necessary to impose a model of presentation on all bidders, taking into account the great diversity of software for the determination of sub-details of prices. On the other hand, they must include the following elements;

- Detail of the sales coefficient according to the model presented after this note;
- b- Cost in dry price of the materials provided for the site;
- Cost in dry price of the supplies necessary for the site;
- d. Cost of local and expatriate labour;
- e. For each price on the Schedule of prices, a form resulting from points a, b, c and d above indicating the outputs leading to the unit prices;
- f. The precise sub-detail of lump sums for the installation of the site camp, the carting in and out of equipment, laboratory and its equipment, development of a quarry
- g. The precise sub-detail of lump sums for the building, maintenance of premises and supply of means put at the disposal of the Delegated Contracting Authority;
- h. The sub-detail of dues and taxes.
- 2- Presentation framework of the sales coefficient, also called the coefficient of over-heads.
- A. Overheads of the site

A. Overheads of the site			
	Studies		
	Total		
B. Overheads of the he	ad office		
- Head	office overheads		
- Finar - Risks	ncial overheads and profits		
Total	79-37 (2016) -1 (2016)-12-20	C2	

Sales coefficient K = 100/ (100-C) with

3. The Delegated Contracting Authority may propose a framework of sub-detail of unit prices including the elements mentioned in point 1 above.

Price N	Daily output	Unit	Total			
	7.1.7.1	Unit	quantity		Unit	Activitie: Duration
Personne		NΩ	Daily Salary	Numbe	Paid man-	AMOUNT
(Labour)	Works Supervisor	man- day	Julian		days	AMOUNT
	Foreman	man- day				-
	Skilled labour	man- day				
	General labour	man- day				-
Equipments	Туре				Total (A)	
01 A 13000	Туре	Unit	Daily rate		Days Billed	AMOUNT
Materials	TYPE	Unit	Unit Price		Total (B)	
			J.III. T. T. C.		Consumption	AMOUNT
					Total (C)	
	Total Direct Cost General site Expenses	%			A+B+C	
	General Head Office expenses	%			Dx%	
	Cost price					
	Risk + Profit	%			D+E+F	
	Bid price Excluding Taxes				Gx% G+H	
	Unit Bid price Excluding Taxes				P/Qty	

DOCUMENT N°08 -MODEL FORMS APPLICABLE

FORM N° 1: <u>DECLARATION OF THE INTENTION TO TENDER</u>

COMPANY'S LETTER HEAD

DECLARATION OF THE INTENTION TO TENDER

		Fiscal stamp
	I, the undersigned Mr,	1500
	Nationality	1500
	Function	
TEL	In my capacity as General Manager of P.0	O. BOX
	Hereby acknowledge receipt of the file for Tender Notice	
	N* of	*************
	Concerning the	
	***************************************	***********
	***************************************	**********
	And hereby declare my intention to tender for the said contract.	
	Done at On the	

General Manager

FORM N° 02 THE MODEL TENDER LETTER

I (We) the undersigned				
Acting in the capacity of in	the nar	ne and	on	behalf
of				
vested in me (us), resident at	ile relatin n my (ou th the ex rry out	g to the r) point ecution works I B DIV	Invita of vie of the FOR ISIO	ation to ew and e job, I THE N,BUI
, in keeping with the terms and conditions of the tender file in return (Francs) Total without Tax + VAT, unit prices stated in the Unit Price List and the detailed estimates, prices stated are tax inclusive.	appende	d to this	tend	ler. The
I commit myself (we commit ourselves) if my (our) tender is ret within three (03) months as from the date of notification of the award	OI COINE			
I hereby commit myself (we hereby commit ourselves) to main tender for a period of sixty (60) days with effect from the deadline for	ntain the r submiss	ion of bi		
I (we) hereby request that the amounts due by the Contracting of the national currency (FCFA) in account No	Authority	ned in	to me	
Enclosed with this tender are:	tespesaring inve			
 The price list and the detailed estimates duly filled, dated Other documents which in keeping with the requirement enclosed with the tender letter. 	and signents of the	d. Tender	file	must be
Done at on	1	Fiscal sta	mp	
Signatura(s)		3773	from	
Signature(s)				
Bidder(s)		1500		
For companies, indicate: The company (company or trade name, form, nationality and regist	ered offic	e)		
« represented by the undersigned» (N	ame first	name a	nd st	atus)
	carrier, rese			1074-17E
For companies without a legal status, indicate:				
« We, the undersigned,				
(For each person: name, first name, company name, nationality, lo Constituted in a group of companies for the execution of this contra	cation of	the regis	sterec	1 office) elves

THE MODEL SURETY BOND

				Bank					**********
			1	Reference	of guaran	ntee: No			
To THE MAYO Invitation to Te			of Came	eroon	8				
BID BOND FO AT NKOR (PHASE ONI	IN NONI	CUTION	OF T	HE CON ON,BUI	STRUC DIVISIO	TION (ON,NO	OF A (GRANI WEST	STANI REGION
The Contractor the Divisional I GRAND STA WEST REGI the Tender file, Contracting	AND AT NO (PHASI), the bidder s	KOR I FONE)	IN NO To this	a bid rela ONI SUE s effect, a the LORI	B DIVIS and in kee	THE CO	ONSTI	VISION ondition	ON OF A NORTH s stated in
					(6).	ining	10	CFA	Francs
By this guarant in	·····	(in t	ittea to ligures).	wards the	MAYOR	, through	n the bid	der for	ered office the sum of
By this guarante account indicate first written requ the commitment	ee, we irrevoo ed by the LO uest, as soon	RD MAY	nmit our OR NE	rselves, w	ithout any	argume	ent or de	lay, to p	
The request for COUNCIL. This validity of the te the performance	nder or, in ca	snall be	release	d latest to	thirty (30)	days a	fter the	expirati	! +
The laws as well of Cameroon.	ll as the jurisc	diction of	applica	tion for th	e guarant	tee shall	be tho:	se of the	Republic
				one at			, on		**********
				Mr (Mrs)	***********				
				Signa	ture(s) &	stamps			*********
(5) Bidder									
(6) Stated in the (7) Bank	Special regul	ations go	verning	the invita	ation to ter	nder			

FORM N° 04 MODEL BID BOND

Whereas									(Hereafte	-
called the	"the bidder")	has submitted	its bids	dated							
after called KNOW YE	d "the bid") EALL PEOPL	E by		the				ence			that
, ,	having	OL	ır		registerh		ter		fice "the	Bank",	at are
Authority) be made assigns by contract. We under his first w	in the sum of to the said D by the present rtake to pay the written deman	MAYOR NKO	tracting fuses or Contract Delega and the	Authorincaping Auted C	rity, the able of outhority unontracting	bank bicompleti	or whinds ing the about ority and A	itself, ne jobs we am having	its such as stoom to such as stoom to such as stoom to such as stoom to such as such a	ccessors pulated pon rece bstantia	, and in the eipt of te his
condition	is, specifying this guarantee ty. Any dema	the occurred o will remain in nd in respect t	ondition force up hereof sl	or cor to an hould	ditions d including reach th	ing e bank r		() day	ys afte	r the per	riod o ate.

SIGNATURE OF BANK AUTHORITY

FORM N° 05 THE MODEL PERFORMANCE BOND (RETENTION FUND)

Bank
Reference of guarantee: No
To: LORD MAYOR NKOR COUNCIL
REPUBLIC OF CAMEROON
Invitation to Tender No
PERFORMANCE BOND FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR IN NON SUB DIVISION, BUI DIVISION, NORTH WEST REGION (PHASE ONE)
We
In compliance with the provisions of Contract N°,, the contractor is bound to present to the LORD MAYOR NKOR COUNCIL, Delegated Contracting Authority , a performance bond for the execution of work, covering security, commitments and other obligations incumbent on the contractor under the contract, worth 3% of the amount of the contract all taxes inclusive, i.e. CFA Francs
We,
The request to partially or fully stake this guarantee shall be the subject of a registered letter of justification with confirmation of receipt and a copy to the contractor clearly stating and supplementing the reasons for his request. This letter shall be countersigned by the LORD MAYOR NKOR COUNCIL. The bank guarantee shall take effect as from the date of notification of the contract. The original of this guarantee shall be kept by the LORD MAYOR NKOR COUNCIL
The guarantee shall be released within sixty (60) days with effect from the date of provisional acceptance. After this date, the guarantee shall no longer apply and shall be returned to us without express request.
The laws as well as the jurisdiction of application for the guarantee shall be those of the Republic of Cameroon.
Done at on
Mr (Mrs)
Signature(s) & stamps

FORM N° 06

MODEL BANK GUARANTEE FOR THE REFUND OF THE START-OFF ADVANCE

Bank	
Reference of guarantee No	
To THE NKOR COUNCIL	
Invitation to Tender Nº	
BANK GUARANTEE FOR THE REFUND OF THE START-OFF ADVANCE RELATING CONSTRUCTION OF A GRAND STAND AT NKOR IN NONI SUB DIVISION, NORTH WEST REGION (PHASE We	ONE) I be signed g Authority, ON OF A
In compliance with the provisions of Article	ne company
We,	t is to say. Contracting
The request to partially or fully stake this guarantee shall be the subject of a register justification with confirmation of receipt and a copy to the contractor clearly supplementing the reasons for his request. This letter shall be countersigned by	the LORD
MAYOR NKOR COUNCIL The bank guarantee shall take effect as from the date of payment of the start-off adva original of this guarantee shall be kept by the Tenders Board. The guarantee shall be upon refund of the full amount of the advance. After this date, the guarantee shall no and shall be returned to us without express request.	longer apply
The laws as well as the jurisdiction of application for the guarantee shall be those of the of Cameroon.	
Done at on	
Mr (Mrs)	
Signature(s) & stamps	

FORM N° 07 THE MODEL UNDERTAKING BY THE BIDDER

Name	of pro	ject			artiss.	Invitatio	n to ton	dor NO	0				
Constr	uction	of two	classroon	ns at .		vitatic	n to ten	der N°,	*******		***		
I (We)	the u	ndersig	ned (8)		2007.55	*********	******						
******	******					*** *** *** *							
(10) virtue	of the	the	capacity	of me	(9)		in	the	nam	e and	******		bv
relating (our) po execution FOR T	to the oint of on of THE ION,	o e Invita f view the joi CON BUI I	ation to Ten and under b, I (we) do STRUCT DIVISION	der N my (o here ION	our) reby te	esponsender ar A GR WEST	bility the	e natur	the do ., and e and self (ou	cuments after hav difficultie rselves)	own) s of the ring ass es enta to can	e tender sessed in iled with	file my the
шкеер	ang w	iin the	terms and	condit	tions o	of the te	nder file	ð.					
I commo	it my within	self (V n t.	Ve commit	ourse	elves)	in cas	e my (months	our) te as from	nder is	s retaine ate of n	ed, to o	execute on of aw	the ard
I hereby for a per	comi	nit my sixty (self (We he 60) days w	reby ith eff	comm ect fro	nit ourse om the o	elves) to deadline	mainta for sub	ain the omissio	amount on of bid:	of my	(our) tend	der
						Don	e at	• • • • • • • • • • • • • • • • • • • •	*******		, on	***********	
							Si	gnature	e(s)		******		***
For comp											*******		
The comp	pany	(compa	any or trade	nam	e, for	m, natio	nality ar	nd reals	stered o	office)			
w represe	nied	by the	undersigne	d		******	www.comen.com	» (n	ame f	irst nam	a and a		
For comp	anies	withou	ut a legal st	atus.	indica	ite:				not ridin	e and s	itatus)	
« We, the	unde	rsigne	d,										
(For each	perso	on: nar	ne, first nar	me. co	mpar	ov nami	nation	alar ta	********	****	»		
« Constitu	ited in	a gro	up of comp	anies	for th	e execu	tion of t	his con	tract, jo	of the re pintly cor	gistere mmit o	d office) urselves	
			profession,										
(9) Positio	n in ti	ne com	pany	A COUNTY	-1100								
10) Comp													

FORM N° 08 MODEL OF COMMITMENT OF AVAILABILITY

To Whom It May Concern:

Subject: COMMITMENT OF AVAILBILITY.

I the un (specify diplon	dersigned, na or certificate) ar issued on _	nd holder	of National	I Identi		N° Tel:
be occupied)	is committed and ava	ilable to wo	ork as name of com	(s pany) if	awarded	i the
North West	T1.1-	is in	response	to	Tender	N°
	Done in		_the	_		
		Sign;		-		
Certific	ed at					

REMARK- This form shall be certified by the National Security Service (i.e. Police officer or Commissioner)

FORM N° 09 THE MODEL CONTRACT

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

REF.Nº _____ MINDDEVEL/NWR/BU/NSD/SG/NC



REPUBLIQUE DU CAMEROUN

PAIX - TRAVAIL - PATRIE

MINISTERE DE DECENTRALISATION ET DU DEVELOPPEMENT LOCAL

REGION DU NORD-OUEST

DEPARTEMENT DE BUI

COMMUNE DE NKOR

Email: nkorcouncil@gmail.com Website: www.nkorcouncil.com

	222	
NKOR.	THE	

Coll Science from the British State of	MCAUCITE (2024 of 2024 .
JOBBING ORDER N°/JO	ATIONAL INVITATION TO TENDER
AWARDED AFTER OPEN N	TB/2024 OF2024
The second secon	CDANII STAND AT MICH.
DIVISION, BUI DIVISION, NO	KIR WEST KEGIO! (FIRE
HOLDER (E.O. BOY TEL	Fax:
TRADE REGISTER N° (N° R.C.):	•••••
TAX PAYER N°:	AT(BANK)
AGENCY OF:	
AGENCY OF	ONETDUCTION OF A GRAND STAND AT
PURPOSE (SUBJECT). TOK	DIVISION, NORTH WEST REGION (PHASE
NKOR IN NONI SUB DIVISION, DE	ONE)
PLACE: LASSIN, NONI SUB-DIVISIONS,	THREE MONTHS)
DUBATION NINETY CALENDAR DATA	(TIMEE MOTOR)
AMOUNT OF JOBBING ORDER:	FCFA
TOTAL WITHOUT TAXES	FCFA
VAT =	FCFA
TOTAL WITH TAXES (ATI)	FCFA
AIR (Income on revenue)= 5,5% or 2.2%	FCFA
TOTAL TAXES	FCFA
NET TO BE PAID	amount ofFRANCS CFA (all taxes inclusive ATI)
FINANCING: 2021 PUBLIC INVESTMENT	BUDGET OF MINDDEVEL
FINANCING: 2021 PUBLIC INVESTMENT	BODGET OF HIME
VOTE OF CHARGE N°:	
THE THE PROPERTY OF THE PROPER	
DATE OF ENTR	VINTO THE CONTRACT:
DATE OF SIGNA	ATIBE
DATE OF NOTE	CATION:
DATE OF REGIS	STRATION:

ON THE O	Contracting Authority), HEREI NE HAND,	
AND:		
BANK ACC AGENCY C REPRESEN AS "THE EN ON THE OT	OUNT N": OF: NTED BY MISTER (Mr.) NTREPRENEUR (CONTRACTOR THER HAND,	R)" HEREIN AFTER REFERRED
II HAS BEE	N ACCEPTED AND AGREED AS	S FOLLOWS:
	cc	ONTENTS
Title I : 1	THE SPECIAL ADMINISTRATIVE	CONDITIONS
Title II : 7	THE SPECIAL TECHNICAL CON	DITIONS
Title III : 7	HE PRICE LIST	
Title IV :	THE DETAILED COST ESTIMATE	Te.
Page N°signed following MI	ONSTRUCTION OF A GRAND	N°/JO/NC/NCITB/2024 of/ tion to Tender N°/ONIT/NC/NCITB/202
Page N°_signed following FOR THE COLVISION,NE	TH:ONSTRUCTION OF A GRAND ORTH WEST REGION (PHASE of the contraction) of the contraction of the contra	N°/JO/NC/NCITB/2024 of/ tion to Tender N°/ONIT/NC/NCITB/202
Page N°	TH:ONSTRUCTION OF A GRAND ORTH WEST REGION (PHASE of the contract of the contract in FCFA :	N°/JO/NC/NCITB/2024 of// tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE)
Page N° Signed follow WI FOR THE COLVISION,NO Execution D	TH:ONSTRUCTION OF A GRAND ORTH WEST REGION (PHASE of the contraction) of the contraction of the contra	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA
Page N° Signed follow WI FOR THE COLVISION,NO Execution D	TH:	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA F CFA
Page N° Signed follow WI FOR THE COLVISION,NO Execution D	TH:	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA F CFA F CFA F CFA
Page N° Signed follow WI FOR THE COLVISION,NO Execution D	TH:	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA F CFA F CFA F CFA F CFA
Page N°	TH:	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA
Page N°	TH:	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA
Page N°_signed following for THE COIVISION, NEXECUTION DE MOUNT OF	TH:	N°IJO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA F CF
Page N°	TH:	N°/JO/NC/NCITB/2024 of/_ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA
Page N° signed following for THE Control of t	TH:	STAND AT NKOR IN NONI SUB DIVISION F CFA
Page N° signed following for THE Control of t	TH:	STAND AT NKOR IN NONI SUB DIVISION F CFA
Page N°signed following for THE Control of the	TH:	IN°IJO/NC/NCITB/2024 of/ tion to Tender N°/ONIT/NC/NCITB/202 STAND AT NKOR IN NONI SUB DIVISION ONE) F CFA SUBSTRANCE OF A (TTC) SIGNED BY THE LORD MAYOR NKOR COUNCIL DELEGATED CONTRACTING AUTHORITY

DOCUMENT N°09 -ANNEXES

ANNEX N° 01 THE MODEL CURRICULUM VITAE

Date of birth :	-33				
Nationality					
Level of education					
Languages Spoken	Level	Very good	Good	Average	Poor
	Written		I SOUNAN		1 001
ENGLISH	Read				
	Spoken				
22277071	Written				-
FRENCH	Read				+
	Spoken				-
OF THE AREA OF THE PROJECT	Written				-
	Read				-
	Spoken				-
entales ask ask					
raining school:					
ate of admission :					
are or graduation,					
pioria obtained.			Date		
pecific knowledge; Publ	ication, resea	irch work			
are or start or service					
ature of service rendere umber of years of service					
umber of years in the co	mpany :				
umber of years in the co	the company				
ate of start of service in ORK EXPERIENCE (*)	ule company	+			
- Work attestations iss					

- - The curriculum vitae shall highlight the importance of projects in which the personnel has worked and the position he actually held in the said projects.

ANNEX N° 02 THE MODEL PROFESSIONAL REFERENCES

N°	Year	Project	Name of Client, Address and Contactable telephone N°	Budgeted Project amount	Contract	Period of the contract	Acceptance date
1							
2	-						

NB: For each contract named in the above list, are attached the following:

- Photocopy of first and last pages of the contract,
 Photocopy of provisional acceptance report and of final acceptance (as the case may be).

Done on	at
Mr (Mrs)	
Signature(s)	

ANNEX N° 03 MODEL EQUIPMENT LIST

SN	DESIGNATION Description & frame (chassis) number	MARK (& HORSE POWER if vehicle)	REGISTRATION NUMBER (if vehicle)	QUANTITY	STATUS (Hired or owned)
1					ownedy
2					
3					
etc					

I the undersigned,		
Identity Card N°		holder of National
being Managing Director of th	is Company called	at
equipments and tools at any give the site before and during each Authorities in charge of the proje	correct and commit myself to en time requested. As well and phase at any given moment ect I am tendering for.	o present any of the above by of them must be present at required or requested by the
Remark- For equipment I will take or documents) of commitment between I a	in hire I hereby attached to this and the Owner(s) of the equipment(s)	form certified attestations (lease
Done on	, at	**************
	Signed	

ANNEX N° 04

KEY STAFF

		QUALIFICATION	EXPERIENCE	FUNCTION
DESCRIPTION	NAME	GONEN		
OMINISTRATIVE				
ADMINISTRATIVE AND TECHNICAL STAFF ON SITE				
SUPPORT STAFF				

ANNEX N° 05 MODEL OF SUB- DETAIL OF UNIT PRICE

N° price	Daily output		To	tal Quantity	Duratio
	/ day				
	Category	Numbe		Days paid	Amoun
	Site engineer		Salary		
	Site foreman		-		
	Team chiefs				
	Administrative staff	_			
	Driver		-		
	Specialised Technicians	_			
	Labourers				
	Store keeper				
	Total A				
WORKMANSHIP					
	Туре	Quantity	Daily rate	Days paid	Amount
	Pickup for follow-up				
	Small equipment				
	Total B				
	Туре	Quantity	Unit Price	Consumption	Amount
				- Public	Amount
D	Total C				
	TOTAL DRY PRICE A+B+C				
E	General site expenses		X%	X% Dx	
F	General head office expenses		Y%		
G	TOTALCOST PRICE		174	DxY%	
н	Risks + benefits		70/	D+E+F	
P	TOTAL COST PRICE WITHOUT	TAYES	Z%	G x Z%	
v	SELLING UNIT PRICE WITHOUT	MALO		G+H	Carried District

ANNEX N° 06 MODEL OF SITE VISIT REPORT [not more than five (05) pages]

I) INTRODUCTION	37727
TENDER N° (with project title)	
NAME OF COMPANY	***************************************
II-2) Accessibility to the project site:	
II-3) Vegetation (trees, shrubs etc)	
II-4) Topography of the site	
NB: ATTACHED TO THIS REPORT ARE PICTURES SHOW!	ING ME ON THE SITE AND SO
III) AVAILABILITY OF SERVICES (water, electricity, etc)	
IV) AVAILABILITY OF CONSTRUCTIONAL MATERIAL (sto	ones, sand, gravel, wood etc)
V) DIFFICULTIES:	**************************************
SIGNATURES:	
Signature of the Beneficiary Head of Service	Signature of Contractor's
Engineer or Representative And stamp seal and name	and name

Signature of Managing Director, name and Enterprise stamp

ANNEX N° 07 THE EVALUATION GRID

TENDER N°: 01 /ONIT/NC/NCITB/ 2024 OF 15/03/2024 FOR THE CONSTRUCTION OF A GRAND STAND AT NKOR, IN NONI SUB DIVISION BUI DIVISION NORTH WEST REGION (PHASE ONE)

DOC N	EVALUATION GRID FOR ELIMINATORY CRITERIA		
DOCN	DESCRIPTION		
A.1	Declaration of intention to tender stamped with the tariff in force (.dated, signed And stamped by the contractor).	YES	NO
A.2	Certified Copy of the Business Registration, not more than three months old.		
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber of Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.		
A,4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance or by a foreign bank of first order not more than three months.		
4.5	Purchase receipt of tender file issued by the NKOR COUNCIL Treasury		
A.6	A bid bond of ONE MILLION (1,000,000) francs CFA, issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions		
A.7	An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP)		_
A.8	Valid attestation for submission by the Social Insurance Fund, certifying that the bidder satisfied his obligations with respect to the aforementioned Social Insurance	-	-
4.9	A valid Certificate of imposition certified by the chief of centre dated at most 3	+	
A.10	An attestation of non redevance and the fiscal situation slip under validity		
A.11	Business License (photocopy certified by chief of centre, not more than three months).		
A.12	Certified Copy of a valid taxpayers card, delivered by the chief of centre. Dated at	-	
A.13	A certificate of payment of all assessed taxes, delivered by the chief of centre.	+	-
A.14	Plan and attestation of localization signed by the taxation authorities		
A15	Deadline for delivery higher than prescribed		
	false declaration or falsified documents		
	wo Bids with the same personnel		

	General presentation of bids		1
		YES	NO
N	The state of the s		1
B)	EVALUATION GRID FOR ESSENTIAL CRITERIA	DECEMBER 1752	18

	Properly bind.	
	> Table of content.	
	> Separators in color apart from white	
	> Order described respected	
	at well-be documents	-
	REFERENCES OF SIMILAR WORKS EXECUTED	vork
1.2	REFERENCES OF SIMILAR WORKS EXECUTED List of references of similar works executed. The contractor will provide evidence of similar works executed. The contractor will provide evidence of similar works executed out during the last Five (5) years. Show proof of similar projects executed by presenting at least two copies of different Contract and reception minutes (provisional reception FROM 2017 projects or final reception for up to projects) and related contracts or jobbing orders first and last pages	racts
.2.1	First Reference in the domains of Public Works	+
.2.2	Second Reference in the domains of Public Works	
	QUALIFICATION AND EXPERIENCE OF SUPERVISORY STAFF FOR EACH LOT	
8.3	A works supervisor with at least the level of a senior technician in civil engineering or Rural Engineering with at least three (0.4) Years' professional experience in the domain of civil construction or similar works. A certified copy of the technical diploma	
	An Attestation of presentation of original of the technical diploma	_
8.3.1	 CV signed by the candidate, An attestation of availability signed by the candidate notably. 	
	Certified copy of ID card A topographer with at least the level of a technician in civil engineering or Rural Engineering with at least three (0.3) years' of professional experience in the domain of civil construction or similar works.	
	A certified copy of the technical diploma	
8.3.2	An Attestation of presentation of original of the technical diploma	
	 CV signed by the candidate, An attestation of availability signed by the candidate notably. 	
	Certified copy of ID card A foreman with at least the level of a technician in civil engineering or Rural Engineering with at least three (03) years' of professional experience in the domain of civil construction or similar works.	
	three (03) years' of professional experience in the dollars. A certified copy of the technical diploma	
20.2121	An Attestation of presentation of original of the technical diploma	
8.3.3	CV signed by the candidate,	
	An attestation of availability signed by the candidate notably.	
	Certified copy of ID card Other support staff or semi-skilled workers	
B.3.4	Other support start or semi-scale of the support s	
8.4	MATERIALS	
8.4.1	The mode of execution of the works	
5.4.1	The planning of intervention, the expected output	

B.4.3	The equipment	
8.4.4	and profession of the environment	-
B.4.5	Administrative and technical organization of the enterprise	-
8.5	LOGISTICS (Equipment put axide for this project)	+-
	Motorised material (estimated on the basis of the presentation of legalised photocopies by the competent services of the Ministry of Transport or attestation of leasing, with custody justification and the legalised bills for the rest of the material. In case of renting, to join a copy of the renting contract. These documents must dated for not more than three months) 01 trucks (bennes) of capacity >= 11m3	
	01 connection Vehicle	
	01 Bulldozer	
	01 Grader	
	Water Tanker	
	Cement mixer	
	Vibrator with spine	
	Hand compactor	
	Generator	
	Sufficient small Tooling: Shovels, wheelbarrows, Pickaxes, etc	
	Minimum material of laboraton (balance the	
	Minimum material of laboratory (balance, Proctor mould, densitometer with membrane, set of sieve, Casagrande machine, equivalent sand machine, steam cup)	
	equivalent sana macrine, steam cup)	
8.6	FINANCIAL CAPACITY	
20.0000	and the second coupy	
20.0000	FINANCIAL CAPACITY Pre – Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer.	
8.6.1	FINANCIAL CAPACITY Pre - Financing sopposity from a hostile	
8.6.1 8.7 8.7.1	FINANCIAL CAPACITY Pre - Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor Site visit Report of (The hittler shall code his	
8.6.1 8.7 8.7.1	FINANCIAL CAPACITY Pre – Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor	
8.6.1 8.7 8.7.1 1.7.2	FINANCIAL CAPACITY Pre - Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor Site visit Report of (The bidder shall under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals signed by the contractor and justified by picture.	
8.6.1 8.7 8.7.1 1.7.2	Pre – Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor Site visit Report of (The bidder shall under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals signed by the contractor and justified by pictures The Special Administrative Clauses (SAC); (each page should be initialed and the last page signed And stamped).	
8.6.1 8.7 8.7.1 8.7.2 8.0 8.9	Pre – Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor Site visit Report of (The bidder shall under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals signed by the contractor and justified by pictures The Special Administrative Chauses (SAC); (each page should be initialed and the last page signed And stamped). The Special Technical Clauses (STC). (Each page should be initialed and the last page signed And EVALUATION GRID OF FINANCIAL OFFER The bid itself according to the model attached, shall be stamped at the rate in force, dated, signed And stamped by the contractor	
8.6.1 8.7 8.7.1 8.7.2 8.6 8.9	FINANCIAL CAPACITY Pre - Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor Site visit Report of (The bidder shall under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals signed by the contractor and justified by pictures. The Special Administrative Clauses (SAC); (each page should be initialed and the last page signed And stamped). EVALUATION GRID OF FINANCIAL OFFER The bld itself according to the model attached, shall be stamped at the rate in force, dated, signed And stamped by the contractor Unit price schedule duty completed, with an indication of the unit price excluding VAT in wards and in figures. (signed And stamped)	
8.6.1 8.7 8.7.1 8.7.2 8.6 8.9	FINANCIAL CAPACITY Pre – Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, not less than 50% to the amount required in the offer. ATTESTATION OF SITE VISIT AND SITE VISIT REPORT Attestation of site visit signed by the contractor Site visit Report of (The bidder shall under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals signed by the contractor and justified by pictures The Special Administrative Chauses (SAC); (each page should be initialed and the last page signed And stamped). EVALUATION GRID OF FINANCIAL OFFER The bld itself according to the model attached, shall be stamped at the rate in force, dated, signed And stamped by the contractor Unit price schedule duty completed with an infantion of the last page signed And stamped by the contractor.	

NB: The financial evaluation shall be based on the corrected amount of the bid. It shall consist of the analysis of the coherence of prices as well as the amounts of the totals

DOCUMENT N°10: LIST OF BANKING ESTABLISHMENTS AND FINANCIAL BODIES AUTHORISED TO ISSUE BONDS FOR PUBLIC CONTRACTS

DOCUMENT N°10 LIST OF BANKING ESTABLISHMENTS AND FINANCIAL BODIES AUTHORISED TO ISSUE BONDS FOR PUBLIC CONTRACTS

Note relating to banking establishments and financial bodies authorized to issue bonds

The Contracting Authority or Delegated Contracting Authority is bound to insert, at this level, a copy of the instrument by the Minister in charge of Finance giving the updated list of banking establishments approved by MINFI to issue bonds for public contracts in accordance with the Public Contracts Code.

LISTE DES BANQUES AGREEES PAR LE MINFI

- 1- Afrikland First Bank (First Bank);
- 2- Banque Internationale du Cameroun pour l'Epargne et le Crédit (BICCEC) ;
- 3- CITI BANK Cameroon (CITI-C);
- 4- COMMERCIAL BANK CAMEROON (CBC);
- 5- ECOBANK Cameroun (ECOBANK):
- 6- National Financial Credit Bank (NFC-BANK);
- 7- Société Commerciale de Banque Cameroun (CA-SCB);
- 8- Société Générale des Banques au Cameroun (SGBC) ;
- 9- Standard Chartered Bank Cameroon (SCBC);
- 10- City Bank Cameroon (City group);
- 11- Union Bank of Cameroon (UBC).
- 12- United Bank for Africa (UBA)
 - 13-Banque Atlantique du Cameroun (BACM);

This list is available at ARMR.

- B- INSURANCE COMPANIES
- 1- Chanas Assurances:
- 2- Activa Assurances
- 3- Zenith Insurance

DOCUMENT N°11: PLANS AND DIAGRAMS OF DETAILS



