



SOUTH WEST DEVELOPMENT AUTHORITY
SOWEDA
MISSION DE DEVELOPPEMENT DE LA REGION DU SUD-OUEST

Open National Invitation to Tender N° 007/24/ONIT/SOWEDA/SITB/GOC/COCOA TAX SUBSIDY /2024 of 20/03/2024 for the Supply of 02 (Two) Vehicles to SOWEDA - By Emergency Procedure.

Financing: Budget SOWEDA GOC/2024; Line: 222000/GOC/Cocoa Tax Subsidy/2024

1. Subject of the Invitation to Tender

Within the framework of funding of the activities related to its 2024 GOC/Cocoa Tax Subsidy Budget, the Director General of SOWEDA hereby launches an Open National Invitation to Tender for the Supply of 02 (Two) Vehicles to SOWEDA by Emergency Procedure.

2. Nature of Supplies

The services related to this activity shall comprise the Supply of 01 (one) Hard Top SUV and 01 (one) Medium Double Cabin Pickup vehicle to SOWEDA as authorised by the Prime Minister and Head of Government as per Letter Y/L of 11/01/2024.

3. Delivery Deadline and Place

The maximum deadline provided for the delivery of the vehicles that is subject of this tender is fixed at **03 (months) months**. The vehicles shall be delivered at SOWEDA Head Office in Buea.

4. Allotment

The supplies that are subject of this tender shall be in 01 (one) lot

5. Estimated Cost

The estimated cost of this tender is **98,000,000 (ninety eight million francs) CFAF, taxes inclusive**.

6. Participation and Origin

Participation in this invitation to tender is open to duly legalized Cameroonian based enterprises that are licensed in the supply of vehicles and which fulfill the requirements of this invitation to tender.

7. Financing

The supplies which are subject of this invitation to tender shall be financed by the Cocoa Export Tax Subsidy and 2024 GOC Budget of SOWEDA.

8. Consultation of the Tender File

Interested bidders can consult the tender file at the Head Office of SOWEDA, Buea (Department of Administration and Finance) during working hours (7.30 a.m. to 3.30 p.m.).

9. Acquisition of Tender File

The tender file may be obtained from the same address above, as soon as this notice is published against payment of the sum of **FCFA 90,000 (ninety thousand francs)**, payable into the CAS-ARMP Account N° 335-988 opened in any BICEC Bank Branch.

10. Submission of Bids

Each bid drafted in **English or French in seven (07) copies** comprising **one (01) original** and **six (06) copies** marked as such, should reach the SOWEDA Head Office (Department of Administration and Finance) South West Region – Buea, against a receipt not later than **12/04/2024 at 10.00 a.m.** and labelled as follows:

Open National Invitation to Tender N° 007/24/ONIT/SOWEDA/SITB/GOC/COCOA TAX SUBSIDY /2024 of 20/03/2024 for the Supply of 02 (Two) Vehicles to SOWEDA - By Emergency Procedure.
"To be opened only during the Bids Opening Session"

11. Bid Bond:

Each bidder must include in his administrative documents a bid bond issued by a first rate banking/insurance establishment approved by the Ministry in charge of finance and whose list is found in document N° 12 of the Tender File and valid for thirty (30) days beyond the date of validity of bids amounting to **1,960,000**.

12. Admissibility of Bids

Subject to being rejected, documents in the administrative file must include only originals or true copies certified by the issuing service or competent administrative authorities in accordance with the Special Regulations of the invitation to tender. These documents must be less than three (3) months old or established after the signing of the tender notice.

Any bid not in conformity with the prescriptions of the Tender File shall be declared inadmissible. Especially the absence of a bid bond issued by a first-rate bank approved by the Minister in charge of Finance or the non-respect of the model documents in the tender file shall lead to a pure and simple rejection of the bid.

13. Opening of Bids

The bids shall be opened in a single phase on **12/04/2024 at 11 a.m.** local time in the SOWEDA Conference Hall by the SOWEDA Internal Tenders Board. Only bidders may attend or be represented by a duly mandated person.

14. Evaluation Criteria

14.1: Eliminary Criteria

1. Absence of a bid bond;
2. Absence or non-conformity of an administrative document within 48 hours after bids opening;
3. False declaration or falsified document;
4. Non-compliance with at least 70% of the minor technical specifications of the equipment;
5. Absence of quantified unit price;
6. Absence of declaration of non-abandonment of a public contract during the last three years;
7. Non-satisfaction of at least 70% (5 yes/7) of the essential criteria;
8. Absence of prospectus accompanied by the technical sheets from the manufacturer;
9. Absence of agreement or authorization from the manufacturer;
10. Financial capacity below 50% of the amount of the project;

14.2: Essential Criteria

The following binary mode of evaluation shall be used:

N°	Criteria
1	General presentation of bids (summary, documents in order and colour dividers)
2	Satisfy at least 70% of the minor technical characteristics
3	References in similar domain of similar supplies: at least 03 (three) similar supply during the last five years
4	Delivery deadline (03 months maximum)
5	Guarantee (at least 01 year)
6	After-sales services (availability of spare parts, technical personnel specialized in the repair and maintenance of heavy-duty vehicles, and workshop)
7	Proof of acceptance of the Special Administrative Clauses and description of supplies endorsed, dated, signed and stamped on last page

15. Award of Contract

The contract shall be awarded to the bidder whose administrative bid shall be up-to-date, technical bid judged satisfactory and who shall be the least financial bidder.

16. Validity of Offers

Bidders shall be bound by their bids for a period of 90 (ninety) days effective from the date of opening of bids.

17. Complementary Information

For additional information, interested bidders should contact the Department of Administration and Finance, SOWEDA
Buea – Tel: Tel: 233-32-26-22 or 233-32-28-05.



Copies to:

- MINMAP
- ARMP
- Chairperson/ TB
- Notice board
- Archives

