



**Aéroports Du Cameroun**  
**DIRECTION GENERALE**

## **COMMISSION INTERNE DE PASSATION DES MARCHES**

**APPEL D'OFFRES INTERNATIONAL OUVERT**  
N° **08**./AOIO/ADC/CIPM/2024 DU **02**./**04**/2024

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK.**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCEMENT :** SOCIETE AEROPORTS DU CAMEROUN S.A.

**IMPUTATION :** BUDGET DE LA SOCIETE AEROPORTS DU CAMEROUN SA.  
EXERCICE 2024, LIGNE 81006.

# **DOSSIER D'APPEL D'OFFRES**



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**COMMISSION INTERNE DE PASSATION DES MARCHES**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N°08/AOIO/ADC/CIPM/2024 DU .03./04./2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK.**

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**FINANCEMENT : SOCIETE AEROPORTS DU CAMEROUN S.A.**

**IMPUTATION : BUDGET DE LA SOCIETE AEROPORTS DU CAMEROUN SA.  
EXERCICE 2024, LIGNE 81006.**

**PIECE N° 1 :  
AVIS D'APPEL D'OFFRES**



**AVIS D'APPEL D'OFFRES INTERNATIONAL OUVERT**  
N° 02 /AOIO/ADC/CIPM/2024 DU 02 / 04 /2024

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA- SALAK**

**Financement :** SOCIETE AEROPORTS DU CAMEROUN S.A.

**Imputation :** BUDGET DE LA SOCIETE AEROPORTS DU CAMEROUN S.A., Exercice 2024, Ligne 81006.

**1. Objet de l'Appel d'Offres**

Dans le cadre de l'exécution de son plan d'actions pour l'année en cours, le Directeur Général de la société Aéroports Du Cameroun S.A., Maître d'Ouvrage, lance un Appel d'Offres International Ouvert pour l'acquisition et la mise à jour des données WGS-84 d'aérodrome et d'obstacle des Aéroports de Douala et Maroua-Salak.

**2. Consistance des prestations**

Les prestations objet du présent appel d'offres portent sur :

- La réalisation d'un levé initial WGS-84 complet des installations aéroportuaires, des obstacles des surfaces de limitations d'obstacle de l'Annexe 14 et Carte Type A de l'OACI, en conformité avec l'Annexe 14 et le Manuel Doc 9674 – WGS-84 de l'OACI à l'Aéroport de Maroua-Salak ;
- La mise à jour des levés WGS-84 des installations aéroportuaires, des obstacles des surfaces de limitations d'obstacle de l'Annexe 14 et Carte Type A de l'OACI, en conformité avec l'Annexe 14 et le Manuel Doc 9674 – WGS-84 de l'OACI à l'Aéroport de Douala ;
- L'acquisition d'une image satellite ortho-rectifiée couvrant 100 km<sup>2</sup> avec une résolution minimale de 50 cm, incluant des points de contrôle au sol (GCP) pour l'aéroport de Maroua-Salak ;
- L'importation des surfaces de limitations d'obstacle de l'Annexe 14 et Carte Type A, images satellite, obstacles levés dans le logiciel GDMS Online utilisé par ADC SA ;
- La restitution virtuelle des levés. La formation avancée virtuelle au logiciel de gestion des obstacles GDMS Online pour deux (02) personnes.

**NB :** Les détails sont contenus dans les Termes De Référence (TDR) du présent Dossier d'Appel d'Offres.

**3. Participation et origine**

La participation au présent appel d'offres est ouverte, à égalité de conditions, aux entreprises ayant leur siège social en République du Cameroun ou à l'Etranger, et spécialisées dans l'acquisition et la mise à jour des données WGS-84 d'aérodrome et d'obstacle des aéroports.

**4. Allotissement**

Les prestations sont constituées en un seul lot.

**5. Financement**

Les prestations objet du présent appel d'offres seront financées par le budget de la société Aéroports Du Cameroun S.A., Exercice 2024, Ligne 81006.

**6. Coût prévisionnel**

Le coût prévisionnel des prestations à l'issue des études préalables est d'environ **quatre-vingt-dix millions (90 000 000) F CFA TTC.**

**7. Consultation du Dossier d'Appel d'Offres**

Le Dossier d'Appel d'Offres peut être consulté, aux heures ouvrables, au **Département de la Gestion Administrative des Marchés** de la société Aéroports Du Cameroun S.A., **porte 0104**, sise à



l'Aéroport International de Yaoundé-Nsimalen, Tél. 222 23 36 02, postes 359/335, dès publication du présent avis.

### 8. Acquisition du Dossier d'Appel d'Offres

Le Dossier d'Appel d'Offres peut être obtenu au **Département de la Gestion Administrative des Marchés** de la société Aéroports Du Cameroun S.A, porte 0104, sise à l'Aéroport International de Yaoundé-Nsimalen, Tél. : 222 23 36 02, postes 359/335, dès publication du présent avis, sur présentation d'un reçu de versement d'une somme non remboursable de **cent mille (100 000) FCFA**, dans le compte d'affectation spéciale intitulé « CAS-ARMP » ouvert dans les agences BICEC : Yaoundé Agence centrale, Douala-Bonanjo, Limbé, Buéa, Dschang, Bafoussam, Bertoua, Ebolowa, Bamenda, N'Gaoundéré, Garoua et Maroua.

### 9. Remise des offres

Chaque offre rédigée en français ou en anglais en **sept (07) exemplaires** dont **un (01) original et six (06) copies** marquées comme tels, devra parvenir sous plis fermé, sous peine de rejet, au **Département de la Gestion Administrative des Marchés** de la société Aéroports Du Cameroun S.A., sis à l'Aéroport International de Yaoundé-Nsimalen, porte 0104, au plus tard le 17 / 05 / 2024 à **12 heures**, et devra porter la mention :

#### APPEL D'OFFRES INTERNATIONAL OUVERT

N° 08 /AOIO/ADC/CIPM/2024 DU 02 / 04 /2024

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84 D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET MAROUA-SALAK.**

**« À n'ouvrir qu'en séance de dépouillement ».**

### 10. Caution de soumission

Chaque soumissionnaire devra joindre à ses pièces administratives, une caution de soumission délivrée par un établissement bancaire de premier ordre ou une compagnie d'assurance, agréé par le ministère en charge des Finances, d'un montant **d'un million huit cent mille (1 800 000) F CFA** et valable pendant **quatre-vingt-dix (90) jours** à compter de la date de remise des offres. La liste des structures habilitées est jointe en pièce n°11.

### 11. Recevabilité des offres

Sous peine de rejet, les pièces du dossier administratif requises doivent être produites en originaux ou en copies certifiées conformes par le service émetteur ou autorité administrative compétente conformément aux stipulations du Règlement Particulier de l'Appel d'Offres. Elles doivent dater de moins de trois (03) mois ou avoir été établies postérieurement à la date de signature du présent avis d'appel d'offres.

Toute offre incomplète conformément aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par une banque de premier ordre ou une compagnie d'assurance agréée par le Ministère chargé des Finances ou le non-respect des modèles des pièces du Dossier d'Appel d'Offres, entraînera le rejet pur et simple de l'offre sans aucun recours.

### 12. Ouverture des plis

L'ouverture des offres se fera en deux temps.

L'ouverture des offres administratives et techniques aura lieu le 17 / 05 / 2024 à **13 heures** par la Commission Interne de Passation des Marchés de la société Aéroports Du Cameroun S.A, dans le bureau de la Commission sis à l'aérogare passagers de Yaoundé-Nsimalen, porte **1103**.

L'ouverture des offres financières aura lieu au terme de l'analyse des offres techniques et ne concernera que les soumissionnaires ayant obtenu la note technique minimale requise.

Seuls les soumissionnaires peuvent assister à cette séance ou s'y faire représenter par une personne dûment mandatée et ayant une parfaite connaissance du dossier dont elle a la charge.

### 13. Délai d'exécution

Le délai prévu par le Maître d'Ouvrage pour la réalisation des prestations est de



neuf (09) mois.

#### 14. Evaluation des offres

Les offres seront évaluées sur la base des critères éliminatoires et essentiels ci-après :

##### 14.1. Critères éliminatoires

- a. Dossier administratif incomplet ou au moins une pièce administrative non conforme au-delà du délai de 48 heures (confère RPAO, Enveloppe A) ;
- b. Absence de caution de soumission à l'ouverture des offres ;
- c. Dossier financier incomplet (confère RPAO, Enveloppe C, page 23) ;
- d. Présence d'une pièce falsifiée ou fausse déclaration ;
- e. Absence de la déclaration sur l'honneur de non abandon de marché au cours des trois (03) dernières années et de non inscription dans la liste des entreprises défailtantes annuellement établie par le MINMAP (déclaration à joindre dans le dossier technique) ;
- f. Absence de certificat valide SMQ ISO 9001 couvrant les levés topographiques ;
- g. Une note technique inférieure à 80 points sur 100 ;
- h. Refus du soumissionnaire d'accepter les corrections des erreurs arithmétiques de son offre financière ;
- i. Absence de renseignement d'un prix unitaire quantifié.

##### 14.2. Critères essentiels

- |   |           |
|---|-----------|
| 1. Références en prestations similaires :           | 25 points |
| 2. Qualification des experts :                      | 30 points |
| 3. Note méthodologique                              | 20 points |
| 4. Moyens matériels et logiciels                    | 15 points |
| 5. Preuves d'acceptation des conditions du marché : | 06 points |
| 6. Présentation de l'offre :                        | 04 points |

**Les détails de la notation sont contenus dans le RPAO.**

#### 15. Méthode de sélection du consultant

Le consultant sera choisi par la méthode de Qualité/Coût, conformément aux procédures décrites dans le présent Dossier d'Appel d'Offres.

#### 16. Durée de validité des offres

Les soumissionnaires restent engagés par leurs offres pendant une durée de **quatre-vingt-dix jours (90) jours** à partir de la date limite du dépôt des offres.

#### 17. Attribution du marché

Le marché sera attribué au soumissionnaire présentant l'offre la mieux disante et remplissant les capacités administratives et techniques requises.

#### 18. Renseignements complémentaires

Des renseignements complémentaires d'ordre technique peuvent être obtenus aux heures ouvrables à la Direction Sécurité Sûreté Qualité et Environnement de la société Aéroports Du Cameroun S.A., sise à l'Aéroport International de Yaoundé-Nsimalen **Tél. 222 23 36 02 poste 520/386.**

Pour tout acte de corruption, bien vouloir appeler ou envoyer un SMS aux numéros suivants :

- MINMAP : 673 20 57 25 / 699 37 07 48 ;
- CONAC : 222 20 37 32 / 658 26 26 82 ;
- Numéro vert CONAC : 1517.

#### Ampliations :

- MINMAP (pour information)
- ARMP (pour information)
- Conseil d'Administration (pour information) ;
- Président CIPM (pour information) ;
- DQ (pour information) ;
- DG.M (pour archivage) ;
- Service du Courrier (pour affichage) ;
- Site internet ADC SA ([www.adcsa.aero](http://www.adcsa.aero)).

Yaoundé, le **26 MARS 2024**  
**LE DIRECTEUR GENERAL,**  
*Thomas Owona Assoumou*





**OPEN INTERNATIONAL CALL FOR TENDERS**

No 08 /AOIO/ADC/CIPM/2024 OF 02 / 04 /2024

**FOR THE ACQUISITION AND UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA  
FOR DOUALA AND MAROUA-SALAK AIRPORTS**

Financing: AEROPORTS DU CAMEROUN S.A.

Budget Item: BUDGET OF AEROPORTS DU CAMEROUN S.A., 2024 Financial Year, Line 81006.

**1. Purpose of the Call for Tenders**

As part of the implementation of its actions plan for the current year, the General Manager of "Aéroports Du Cameroun S.A", the Contracting Authority, is launching an Open International Call for Tenders for the acquisition and the update of WGS-84 aerodrome and obstacle data of Douala and Maroua Airports.

**2. Nature of Services**

The services under this Call for Tenders shall include the delivery of the following services:

- The realization of an initial and full WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Maroua-Salak airport;
- The update of WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Douala airport;
- The acquisition of an ortho-rectified satellite image of 100 km<sup>2</sup> with minimum 50cm resolution, inclusive of ground control points (GCP) for Maroua-Salak airport;
- The import of OLS and Type A surfaces, satellite imageries, surveyed objects (obstacles) in ADC used software GDMS Online;
- The virtual Restitution and Virtual Advanced Training on GDMS Online obstacle management software for two (02) persons.

**Details are contained in the Terms of Reference of the present Call for Tenders.**

**3. Participation and Origin**

Participation in this call for tenders is opened, on equal conditions, to companies headquartered in the Republic of Cameroon and abroad, and specialized in acquisition and the update of WGS-84 aerodrome and obstacle.

**4. Allotment**

The services shall not be subdivided into lots.

**5. Estimated Cost**

The estimated cost in view of cost of the works is approximately **ninety million (90,000,000) CFAF TI.**

**6. Financing**

The services, under this call for tenders, shall be financed by the budget of *Aéroports Du Cameroun S.A.* 2024 financial year, Budget Line: 81006.

**7. Consultation of Tender File**

The Tender File may be consulted during working hours at the **Department of Administrative Management of Public Contracts** of *Aéroports Du Cameroun S.A.*, located at the Yaoundé-Nsimalen International Airport, Room 0104, Tel. **222 23 36 02**, Extensions **359/335**, upon publication of this notice.



## 8. Acquisition of Tender File

The Tender File may be obtained from the Department of Administrative Management of public Contracts of *Aéroports Du Cameroun* S.A., PO. Box: 13 615 Yaoundé, Telephone: **222 23 36 02**, Extensions 335/359, upon publication of this call for tenders, against presentation of a receipt attesting to the payment of a non-refundable sum of **one hundred thousand (100,000) CFA Francs in the account referred to as "CAS-ARMP"** opened in the following BICEC branches (Yaoundé Central Branch, Douala Bonanjo, Limbe, Buea, Dschang, Bafoussam, Bertoua, Ebolowa, Bamenda, N'Gaoundere, Garoua and Maroua).

## 9. Submission of Bids

Each bid drafted in English or French, in **seven (07) copies**, including **the original copy and six (06) copies** labelled as such, shall be submitted under sealed envelopes, under pain of rejection, to the Department of Administrative Management of public Contracts of *Aéroports Du Cameroun* S.A, no later than 17/05 /2024 at 12 O'clock, and shall be labelled as follows:

**"OPEN INTERNATIONAL CALL FOR TENDERS**

No. 08...../AOIO/ADC/CIPM/2024 OF 02..... /04... /2024

**FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE  
DATA OF DOUALA AND MAROUA - SALAK AIRPORTS**

***To be opened only during the tender opening session"***

## 10. Provisional Guarantee

Each bidder shall attach to his administrative documents, a bid bond issued by a first-rate banking institution or insurance company, approved by the Ministry in charge of Finance, of an amount of **one million eight hundred thousand (1,800,000) CFA Francs and valid during ninety (90) days from the date of submission of bids**. The list of authorized structures is attached in Exhibit 11.

## 11. Admissibility of Bids

Under pain of rejection, other required administrative documents must be produced in original or in copies certified true by the issuing service or competent administrative authority, in conformity with the provisions of the Special Regulations of the Call for Tenders. They must be dated less than three (03) months old preceding the original submission date or they must have been issued before the date of signature of the tender notice.

Any incomplete bid that does not comply with the specifications of the Tender File shall be declared inadmissible. Especially, the absence of the bid bond issued by a first-rate banking institution or an insurance company approved by the Ministry in charge of Finance, or non-respect of model tender documents shall lead to the outright rejection of the bid without any recourse.

## 12. Opening of Bids

The opening of bids will be done in two stages.

The opening of administratives and technicals bids shall take place on 17/05 /2024 at **01 pm**, by the Internal Tenders Board of *Aéroports Du Cameroun* S.A., in the Board Office located at the Yaoundé-Nsimalen Passenger Terminal, **Room1103**.

The opening of the financials bids will take place at the end of the technicals bids analysis and will only concern bidders with the minimum technical score required.

## 13. Term for Execution

The Contracting Authority hopes that the services will be provided within **nine (09) months**. However, the term for execution shall that proposed by the successful bidder.

## 14. Evaluation of Bids

The bids shall be evaluated according to the following eliminatory and essential points:

### 14.1. Eliminatory Criteria

- a. Incomplete administrative file or at least one non-compliant administrative document beyond 48 hours (Confer RPAO, envelope A);
- b. Lack of the bid bond at the opening of the offers;
- c. Incomplete financial bid (confer RPAO envelope C, Page 23);
- d. Presence of a falsified document or false declaration;



- e. Absence of declaration on honour of non-abandonment of contract for the past three (03) years and non-registration on the list of failing companies established by the Ministry of Public Contracts- MINMAP (and to be attached in the technical file);
- f. Absence of a valid ISO 9001 QMS certificate applied to land surveys;
- g. Technical mark less than 80 points out of 100;
- h. Bidder's refusal to accept corrections of arithmetic errors in its financial offer;
- i. Absence of a quantified unit price.

**14.2. Essential Criteria**

1. References in similar services:	<b>25 pts</b>
2. Qualification of experts:	<b>30 pts</b>
3. Proposed method of work:	<b>20 pts</b>
4. Software and equipment used	<b>15 pts</b>
5. Evidence of acceptance of contract conditions:	<b>06 pts</b>
6. Bid presentation:	<b>04 pts</b>

**Marking details are contained in the RPAO.**

**15. Method of Selection of Consultant**

The consultant shall be selected according to the Quality/Cost selection method, in accordance with the procedures described in this Tender File.

**16. Bid Validity Duration**

Bidders shall be bound by their bids for a period of **ninety (60) days**, with effect from the deadline determined for the submission of bids.

**17. Contract Award**


The contract shall be awarded to the bidder who has submitted the lowest financial bid and who meets the required administrative and technical capacities.

**18. Additional Information**

Any additional technical information may be obtained, during working hours, from the Directorate Safety, Security, Quality and Environment of *Aéroports Du Cameroun S.A.* located at the Yaoundé-Nsimalen International Airport **Tel: 222 23 36 02, Extension 520/386.**

**Note:** For any act of corruption, please call or send an SMS to MINMAP through the following numbers:

- MINMAP : **673 20 57 25 / 699 37 07 48 ;**
- CONAC : **222 20 37 32 / 658 26 26 82 ;**
- CONAC's GREEN NUMBER : **1517.**

Yaoundé, **26 MARS 2024**  
**THE GENERAL MANAGER,**  
  


**Copies:**

- MINMAP (for information);
- ARMP (for information);
- ADC Hoard of Directors (for information);
- CIPM Chairperson (for information);
- DQ (for information)
- DG. MContracts (for archiving);
- Mail Service (for posting);
- ADC S.A Web site ([www.adcsa.aero](http://www.adcsa.aero)).



**COMMISSION INTERNE DE PASSATION DES MARCHES**

**APPEL D'OFFRES INTERNATIONAL OUVERT**  
**N° 09/AOIO/ADC/CIPM/2024 DU 02/04/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84**  
**D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET**  
**MAROUA -SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA*  
*AND MAROUA-SALAK AIRPORTS.*

**FINANCEMENT : SOCIETE AEROPORTS DU CAMEROUN S.A.**

**IMPUTATION : BUDGET DE LA SOCIETE AEROPORTS DU CAMEROUN S.A.**  
**EXERCICE 2024, LIGNE 81006.**

**PIECE N° 2 :**

**REGLEMENT GENERAL DE L'APPEL D'OFFRES (RGAO)**

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# Règlement Général de l'Appel d'Offres (RGAO)

## 1. Introduction

- 1.1. Le Maître d'Ouvrage sélectionne un Prestataire parmi les candidats dont les noms figurent sur la Lettre d'invitation, conformément à la méthode de sélection spécifiée dans le Règlement Particulier de l'Appel d'Offres (RPAO).
- 1.2. Les Candidats sont invités à soumettre un dossier administratif, une proposition technique et une proposition financière pour la prestation des services nécessaires à la mission désignée dans les Termes de Référence. La proposition servira de base aux négociations du contrat et, à terme, au contrat signé avec le Candidat retenu.
- 1.3. La mission sera accomplie conformément au calendrier indiqué dans les Termes de Référence. Lorsque la mission comporte plusieurs phases, la performance du Prestataire durant une phase donnée devra donner satisfaction au Maître d'Ouvrage avant que la phase suivante ne débute.
- 1.4. Les Candidats doivent s'informer des conditions locales et en tenir compte dans l'établissement de leur proposition. Pour obtenir des informations de première main sur la mission et les conditions locales, il est recommandé aux Candidats, avant de soumettre une proposition, d'assister à la conférence préparatoire aux propositions, si le RPAO en prévoit une. Mais participer à ce genre de réunion n'est pas obligatoire. Les représentants des Candidats doivent contacter les responsables mentionnés dans le RPAO pour organiser une visite ou obtenir des renseignements complémentaires sur la conférence préparatoire. Les Candidats doivent faire en sorte que ces responsables soient avisés de leur visite en temps voulu pour pouvoir prendre les dispositions appropriées.
- 1.5. Le Maître d'Ouvrage fournit les intrants spécifiés dans les Termes de Référence, aide le Prestataire à obtenir les licences et permis nécessaires à la prestation des services, et fournit les données et rapports afférents aux projets pertinents.
- 1.6. Veuillez noter que :
  - i. Les coûts de l'établissement de la proposition et de la négociation du contrat, y compris de la visite au maître d'ouvrage, ne sont pas considérés comme des coûts directs de la mission et ne sont donc pas remboursables ; et que
  - ii. Le Maître d'Ouvrage n'est nullement tenu d'accepter l'une quelconque des propositions qui auront été soumises.
- 1.7. Les Prestataires fournissent des conseils professionnels objectifs et impartiaux ; en toutes circonstances ils défendent avant tout les intérêts du Maître d'Ouvrage, sans faire entrer en ligne de compte l'éventualité d'une mission ultérieure, et qu'ils évitent scrupuleusement toute possibilité de conflit avec d'autres activités ou avec les intérêts de leur société. Les prestataires ne doivent pas être engagés pour des missions qui seraient incompatibles avec leurs obligations présentes ou passées envers d'autres Maîtres d'Ouvrages, ou qui risqueraient de les mettre dans l'impossibilité d'exécuter leur tâche au mieux des intérêts du Maître d'Ouvrage.
  - 1.7.1. Sans préjudice du caractère général de cette règle, les Prestataires ne sont pas engagés dans les circonstances stipulées ci-après :
    - a. Aucune entreprise engagée par le Maître d'Ouvrage pour fournir des biens ou réaliser des prestations pour un projet, ni aucune entreprise qui lui est affiliée, n'est admise à fournir des services de conseil pour le même projet. De la même manière, aucun bureau d'études engagé pour fournir des services de conseil en vue de la préparation ou de l'exécution

d'un projet, ni aucune entreprise qui lui est affiliée, n'est admis ultérieurement à fournir des biens, réaliser des prestations, ou assurer des services liés à sa mission initiale pour le même projet (à moins qu'il ne s'agisse d'une continuation de cette mission);

b. Ni les prestataires ni aucune des entreprises qui leur sont affiliées ne peuvent être engagés pour une mission qui, par sa nature, risque de s'avérer incompatible avec une autre de leurs missions.

1.7.2. Comme indiqué à l'alinéa (a) de la clause 1.7.1 ci-dessus, des Prestataires peuvent être engagés pour assurer des activités en aval lorsqu'il est essentiel d'assurer une certaine continuité, auquel cas le RPAO doit faire état de cette possibilité et les critères utilisés dans la sélection du prestataire doivent prendre en compte la probabilité d'une reconduction. Il appartiendra exclusivement au Maître d'Ouvrage de décider de faire exécuter ou non des activités en aval et, dans l'affirmative, de déterminer quel Prestataire sera engagé à cette fin.

1.8. Le Maître d'Ouvrage exige des soumissionnaires et de ses cocontractants, qu'ils respectent les règles d'éthique professionnelle les plus strictes durant la passation et l'exécution de ces marchés. En vertu de ce principe, le Maître d'Ouvrage :

a. Définit aux fins de cette clause, les expressions ci-dessous de la façon suivante:

i. Est coupable de "corruption" quiconque offre, donne, sollicite ou accepte un quelconque avantage en vue d'influencer l'action d'un agent public au cours de l'attribution ou de l'exécution d'un marché ;

ii. Se livre à des "manœuvres frauduleuses" quiconque déforme ou dénature des faits afin d'influencer l'attribution ou l'exécution d'un marché ;

iii. "Pratiques collusoires" désignent toute forme d'entente entre deux ou plusieurs soumissionnaires (que le Maître d'Ouvrage en ait connaissance ou non) visant à maintenir artificiellement les prix des offres à des niveaux ne correspondant pas à ceux qui résulteraient du jeu de la concurrence ;

iv. "Pratiques coercitives" désignent toute forme d'atteinte aux personnes ou à leurs biens ou de menaces à leur encontre afin d'influencer leur action au cours de l'attribution ou de l'exécution d'un marché.

b. Rejettera une proposition d'attribution si elle détermine que l'attributaire proposé est, directement ou par l'intermédiaire d'un agent, coupable de corruption ou s'est livré à des manœuvres frauduleuses, des pratiques collusoires ou coercitives pour l'attribution de ce marché.

1.9. Les candidats communiquent les renseignements sur les commissions et primes éventuellement réglées ou devant être réglées à des agents en rapport avec la présente proposition, et l'exécution du contrat s'il est attribué au candidat, comme demandé sur le formulaire de proposition financière (lettre de soumission).

1.10. Les candidats ne doivent pas avoir été déclarés exclus par le Maître d'Ouvrage de toutes attributions de contrats pour corruption ou manœuvres frauduleuses.

## **2. Eclaircissements, modifications apportés au DAO et recours**

2.1. Les Candidats ont jusqu'à une date limite précisée dans le RPAO pour demander des éclaircissements sur l'un quelconque des documents du DAO. Toute demande d'éclaircissement doit être formulée par écrit, et expédiée par courrier, télécopie, ou courrier électronique à l'adresse de l'Autorité Contractante avec copie au Maître d'Ouvrage figurant sur le RPAO. L'Autorité Contractante donne sa réponse par courrier, télécopie ou courrier électronique à tous les candidats destinataires de la lettre d'invitation et envoie des copies de la réponse (en y joignant une explication de la demande d'éclaircissement, sans en identifier l'origine) à tous ceux d'entre eux qui entendent soumettre des propositions.

2.2. A tout moment, avant la soumission des propositions, l'Autorité Contractante peut, pour n'importe quelle raison, soit de sa propre initiative, soit en réponse à une demande

d'éclaircissement d'un candidat invité à soumissionner, modifier l'un des documents du DAO au moyen d'un additif. Tout additif est publié par écrit sous la forme d'un addendum. Les addenda sont communiqués par courrier, télécopie ou courrier électronique à tous les candidats sollicités, et ont force obligatoire pour eux. L'Autorité Contractante avec copie au Maître d'Ouvrage peut, à sa convenance, reporter la date limite de remise des propositions.

2.3. Entre la publication de l'Avis d'Appel d'Offres y compris la phase de pré qualification des candidats et l'ouverture des plis, le recours doit être adressé au Maître d'Ouvrage avec copie au Président du Conseil d'Administration.

2.4. Il doit parvenir au Directeur Général au plus tard sept (07) jours avant l'ouverture des plis.

2.5. Le Maître d'Ouvrage dispose d'un délai de trois (03) jours pour faire connaître sa réponse. Copie de cette réponse est transmise au Président du Conseil d'Administration.

2.6. Si le requérant n'est pas satisfait, il peut porter le différend devant le Président du Conseil d'Administration. Le recours n'a pas d'effet suspensif.

### **3. Etablissement des propositions**

3.1. Les candidats sont tenus de soumettre une proposition rédigée dans la (les) langue(s) spécifiée(s) dans le RPAO.

#### **Proposition technique**

3.2. Lors de l'établissement de la Proposition technique, les Candidats sont censés examiner les documents constituant le présent Dossier de Consultation en détail. L'insuffisance patente des renseignements fournis peut entraîner le rejet d'une proposition.

En établissant la Proposition technique, les Candidats doivent prêter particulièrement attention aux considérations suivantes :

- i. Le Candidat qui estime ne pas posséder toutes les compétences nécessaires à la mission peut se les procurer en s'associant avec un ou plusieurs Candidat(s) individuel (s) et/ou d'autres Candidats sous forme de co-entreprise ou de sous-traitance, en tant que de besoin. Les Candidats ne peuvent s'associer avec les autres Candidats sollicités en vue de cette mission qu'avec l'approbation du Maître d'Ouvrage, comme indiqué dans le RPAO. Les candidats sont encouragés à rechercher la participation de candidats nationaux en concluant des actes de coentreprise (actes notariés) avec eux ou en leur sous-traitant une partie de la mission ;
- ii. Pour les missions reposant sur le temps de travail, l'estimation du temps de travail du personnel est fournie dans le RPAO. Cependant, la proposition doit se fonder sur l'estimation du temps de travail du personnel qui est faite par le Candidat ;
- iii. Il est souhaitable que le personnel spécialisé proposé soit composé en majorité de salariés permanents du Candidat ou entretienne avec lui, de longue date une relation de travail stable ;
- iv. Le personnel spécialisé proposé doit posséder au minimum l'expérience indiquée dans le RPAO, qu'il aura de préférence acquise dans des conditions de travail analogues à celles du pays où doit se dérouler la mission ;
- v. Il ne peut être proposé un choix de personnel spécialisé, et il n'est autorisé de soumettre qu'un curriculum vitae (CV) par poste.

3.3. Les rapports que doivent produire les Candidats dans le cadre de la présente mission doivent être rédigés dans la (les) langue(s) stipulée(s) dans le RPAO. Il est souhaitable que le personnel du Candidat ait une bonne connaissance pratique des langues française et anglaise ;

3.4. La Proposition technique fournit les informations suivantes à l'aide des Tableaux joints (Pièce 4) :

- i. Une brève description du Candidat et un aperçu de son expérience récente dans le cadre de missions similaires. Pour chacune d'entre elles, ce résumé doit notamment indiquer les caractéristiques du personnel proposé, la durée de la mission, le montant du contrat et la part prise par le candidat ;
- ii. Toutes les observations ou suggestions éventuelles sur les Termes de référence et les données, services et installations devant être fournis par le Maître d'Ouvrage ;
- iii. Un descriptif de la méthodologie et du plan de travail proposés pour accomplir la mission
- iv. La composition de l'équipe proposée, par spécialité, ainsi que les tâches qui sont confiées à chacun de ses membres et leur calendrier ;
- v. Des curricula vitæ récemment signés par le personnel spécialisé proposé et le représentant du Candidat habilité à soumettre la proposition. Parmi les informations clés doivent figurer, pour chacun, le nombre d'années d'expérience du Candidat et l'étendue des responsabilités exercées dans le cadre de diverses missions au cours des dix (10) dernières années ;
- vi. Les estimations des apports de personnel (cadres et personnel d'appui, temps) nécessaire  
à l'accomplissement de la mission, justifiées par des diagrammes à barres indiquant le temps de travail prévu pour chaque cadre de l'équipe ;
- vii. Une description détaillée de la méthode, de la dotation en personnel et du suivi envisagés pour la formation, si le RPAO spécifie que celle-ci constitue un élément majeur de la mission;
- viii. Toute autre information demandée dans le RPAO.

3.5 La Proposition technique ne doit comporter aucune information financière.

#### **Proposition financière**

- 3.6. La Proposition financière doit être établie au moyen des Tableaux types (Pièce 5). Elle énumère tous les coûts afférents à la mission. Si besoin est, toutes les charges peuvent être ventilées par activité.
- 3.7. La Proposition financière doit présenter séparément les impôts, droits (y compris cotisations de sécurité sociale), taxes et autres charges fiscales applicables en vertu de la législation en vigueur sur les candidats, les sous-traitants et leur personnel (autre que les ressortissants ou résidents permanents du Cameroun), sauf indication contraire dans le RPAO.
- 3.8. Les candidats libelleront les prix de leurs services dans la (les) monnaie(s) spécifiée(s) dans le RPAO.
- 3.9. Les commissions et primes, éventuellement réglées ou devant être réglées par les Candidats en rapport avec la mission, sont précisées dans la lettre de soumission de la Proposition financière (Section 5.A).
- 3.10. Le RPAO indique combien de temps les propositions doivent demeurer valides à compter de la date de soumission. Pendant cette période, les candidats doivent garder à disposition le personnel spécialisé proposé pour la mission. Le Maître d'Ouvrage fait tout son possible pour mener à bien les négociations dans ces délais. Si celui-ci souhaite prolonger la durée de validité des propositions, les Candidats qui n'y consentent pas sont en droit de refuser une telle prolongation.

### **4. Soumission, réception et ouverture des propositions**

- 4.1. L'original de la proposition doit être rédigé à l'encre indélébile. Il ne doit comporter aucun ajout entre les lignes ou surcharge sur le texte même, si ce n'est pour corriger les éventuelles erreurs du candidat lui-même, toute correction de ce type devant alors être paraphée par le (les) signataire(s) des propositions.
- 4.2. Un représentant habilité du candidat doit parapher toutes les pages de la proposition. Son habilitation est confirmée par une procuration écrite jointe aux propositions.

- 4.3. Pour chaque proposition, les candidats doivent préparer le nombre d'exemplaires indiqué dans le RPAO. Chaque Proposition technique et financière doit porter la mention " ORIGINAL " ou " COPIE ", selon le cas. En cas de différence entre les exemplaires des propositions, c'est l'original qui fait foi.
- 4.4. Les candidats doivent placer l'original et toutes les copies des pièces administratives énumérées dans le RPAO, dans une enveloppe portant la mention "DOSSIER ADMINISTRATIF ", l'original et toutes les copies de la proposition technique dans une enveloppe portant clairement la mention " PROPOSITION TECHNIQUE ", et l'original et toutes les copies de la Proposition financière, dans une enveloppe scellée portant clairement la mention " PROPOSITION FINANCIERE " et l'avertissement " NE PAS OUVRIR EN MEME TEMPS QUE LA PROPOSITION TECHNIQUE". Ces enveloppes internes doivent être cachetées permettant ainsi de reconnaître lesdites enveloppes lors des dépouillements futurs.
- Les Candidats placent ensuite ces trois enveloppes dans une même enveloppe cachetée, laquelle porte l'adresse du lieu de dépôt des soumissions et les renseignements indiqués dans le RPAO, ainsi que la mention " A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT".
- 4.5. La Caution de Soumission peut être saisie :
- a. Si le Soumissionnaire retire son offre durant la période de validité ;
  - b. Si, dans les vingt (20) jours suivant la notification du marché, l'attributaire du Marché ne parvient pas :
    - i. A signer le marché, ou
    - ii. A fournir le cautionnement définitif requis.
- 4.6. Le dossier administratif, la proposition technique et la Proposition financière dûment établis doivent être remis à l'adresse indiquée au plus tard à la date et à l'heure figurant dans le RPAO. Toute proposition reçue après l'heure limite de soumission des propositions est retournée à l'expéditeur sans avoir été ouverte.
- 4.7. Dès que l'heure limite de remise des propositions est passée, les dossiers administratif et technique sont ouverts par la Commission de Passation des Marchés. La Proposition financière reste cachetée et est confiée au Président de la Commission de Passation des Marchés compétente qui la conserve jusqu'à la séance d'ouverture des propositions financières.

## **5. Evaluation des propositions**

### **Généralités**

- 5.1. Les soumissionnaires ne contacteront pas les membres de la Commission des marchés et de la Sous-commission pour des questions ayant trait à leurs offres, entre l'ouverture des plis et l'attribution du marché.
- 5.2. Toute tentative faite par un soumissionnaire pour influencer les propositions de la Commission des Marchés, relatives à l'évaluation et la comparaison des offres ou les décisions du Maître d'Ouvrage en vue de l'attribution d'un marché, pourra entraîner le rejet de son offre.

### **Evaluation des Propositions techniques**

- 5.3. La Sous-commission d'analyse mise en place par la Commission de Passation des Marchés évalue les propositions techniques sur la base de leur conformité aux termes de référence, à l'aide des critères d'évaluation, des sous- critères (en règle générale, pas plus de trois par critère) et du système de points spécifiés dans le RPAO. Chaque proposition conforme se voit attribuer un score technique (St). Une proposition est rejetée à ce stade si elle ne satisfait pas à des aspects importants des termes de référence, ou n'atteint pas le score technique minimum spécifié dans le RPAO.
- 5.4. A l'issue de l'évaluation de la qualité technique, l'Autorité Contractante avise les candidats dont les propositions n'ont pas obtenu la note de qualification minimum, que leurs offres n'ont pas été retenues ; leurs propositions financières leur seront donc restituées sur

demande, sans avoir été ouvertes à l'issue du processus de sélection. L'Autorité Contractante dans le même temps, avise les Candidats qui ont obtenu la note de qualification minimum, et leur indique la date, l'heure et le lieu d'ouverture des propositions financières. Cette notification peut être adressée par courrier recommandé, télécopie ou courrier électronique.

### **Ouverture et évaluation des propositions financières et recours**

- 5.6. Les propositions financières sont ouvertes par la Commission de Passation des Marchés, en présence des représentants des Candidats qui désirent y assister. Le nom du candidat et les prix proposés sont lus à haute voix et consignés par écrit lors de l'ouverture des Propositions financières. Le Maître d'Ouvrage dresse un procès-verbal de la séance.
- 5.7. A la fin de chaque séance d'ouverture des plis, le Président de la Commission met immédiatement à la disposition du point focal désigné par l'ARMP, une copie paraphée des offres des soumissionnaires
- 5.8. En cas de recours, il doit être adressé à l'autorité chargée des marchés publics avec copies à l'organisme chargé de la régulation des Marchés Publics et au Maître d'Ouvrage ou au Maître d'ouvrage Délégué. Il doit parvenir dans un délai maximum de trois (03) jours ouvrables après l'ouverture des plis, sous la forme d'une lettre à laquelle est obligatoirement joint un feuillet de la fiche de recours dûment signée par le requérant et, éventuellement, par le Président de la Commission de Passation des marchés.  
  
L'Observateur Indépendant annexe à son rapport, le feuillet qui lui a été remis, assorti des commentaires ou des observations y afférents.
- 5.9. La Sous-commission d'analyse établit si les Propositions financières sont complètes (c'est-à-dire si tous les éléments de la Proposition technique correspondante ont été chiffrés ; corrige toute erreur de calcul, et convertit les prix exprimés en diverses monnaies en francs CFA. Les cours de vente officiels utilisés à cet effet, fournis par la BEAC, sont ceux en vigueur à la date limite de dépôt des propositions. L'évaluation est faite sans tenir compte des impôts, droits, taxes et autres charges fiscales tels que définis au paragraphe 3.7.
- 5.10. En cas de sélection qualité-coût, la proposition financière conforme la moins disante (Fm) reçoit un score financier (Sf) de 100 points. Les scores financiers (Sf) des autres Propositions financières sont calculés comme indiqué dans le RPAO. Les propositions sont classées en fonction de leurs Scores technique (St) et financier (Sf) combinés après introduction de pondérations (T étant le poids attribué à la Proposition technique et P le poids accordé à la Proposition financière ; T + P étant égal à 100, comme indiqué dans le RPAO. Le Candidat ayant obtenu le score technique et financier combiné le plus élevé est invité à des négociations.
- 5.11. En cas de sélection dans le cadre d'un budget déterminé, la Sous-commission d'analyse retient le Consultant ayant remis la Proposition technique la mieux classée dans les limites du budget (« prix évalué »). Les propositions dépassant ce budget sont rejetées. En cas de sélection au moindre coût, le client ou Maître d'Ouvrage retient la proposition la moins disante (« prix évalué ») parmi celles qui ont obtenu le score technique minimum requis. Dans les deux cas, le Consultant sélectionné est invité à des négociations.

## **6. Négociations**

- 6.1. Les négociations auront lieu à l'adresse indiquée dans le RPAO, entre le Maître d'Ouvrage et le candidat dont la proposition est retenue, l'objectif étant de parvenir à un accord sur tous les points et de signer un contrat.

En aucun cas des négociations ne peuvent être conduites avec plus d'un candidat à la fois. Ces négociations, qui ne doivent pas porter sur les prix unitaires, sont sanctionnées par un procès-verbal signé par les deux parties.

- 6.2. Les négociations comportent une discussion de la Proposition technique, de la méthodologie proposée (plan de travail), de la dotation en personnel et de toute suggestion faite par le Candidat pour améliorer les Termes de référence. Le Maître d'Ouvrage et le candidat

mettent ensuite au point les termes de référence finaux, la dotation en personnel, et les diagrammes à barres indiquant les activités, le personnel utilisé, et le temps passé sur le terrain et au siège, le temps de travail en mois, les aspects logistiques et les conditions d'établissement des rapports. Le plan de travail et les termes de référence finaux qui ont été convenus sont ensuite intégrés à la « description des services », qui fait partie du contrat. Il faut veiller tout particulièrement à obtenir du candidat retenu le maximum qu'il puisse offrir dans les limites du budget disponible, et à définir clairement les intrants que le Maître d'Ouvrage doit fournir pour assurer la bonne exécution de la mission.

- 6.3. Les négociations financières visent notamment à préciser (le cas échéant) les obligations fiscales du Candidat en République du Cameroun, et la manière dont elles sont prises en compte dans le contrat ; elles intègrent aussi les modifications techniques convenues au coût des services. Sauf circonstances exceptionnelles, les négociations financières ne portent ni sur les taux de rémunération du personnel (pas de décomposition de ces taux), ni sur d'autres taux unitaires quel que soit le mode de sélection.
- 6.4. Ayant fondé son choix du Candidat, entre autres, sur une évaluation du personnel spécialisé proposé, le Maître d'Ouvrage entend négocier le contrat sur la base des experts dont le nom figure dans la proposition. Préalablement à la négociation du contrat, le Maître d'Ouvrage exige l'assurance que ces experts soient effectivement disponibles. Elle ne prend en considération aucun remplacement de ce personnel durant les négociations, à moins que les deux parties ne conviennent que ce remplacement a été rendu inévitable par un trop grand retard du processus de sélection, ou que ces remplacements sont indispensables à la réalisation des objectifs de la mission. Si tel n'est pas le cas, et s'il est établi que le Candidat a proposé une personne clé sans s'être assuré de sa disponibilité, la société peut être disqualifiée.
- 6.5. Les négociations s'achèvent par un examen du projet de contrat. En conclusion des négociations, le Maître d'Ouvrage et le candidat paraphent le contrat convenu. Si les négociations échouent, le Maître d'Ouvrage invite le Candidat dont la proposition a été classée en deuxième position à des négociations.

## **7. Attribution du contrat**

- 7.1 Le contrat est signé une fois les négociations menées à bien. Le Maître d'Ouvrage attribue et publie les résultats.
- 7.2 Le candidat est censé commencer sa mission à la date et au lieu spécifié dans le RPAO.

## **8. Publication des résultats d'attribution et recours**

- 8.1. Le Maître d'Ouvrage communique à tout soumissionnaire ou administration concernée, sur requête à lui adressée dans un délai maximal de cinq (5) jours après la publication des résultats d'attribution, le rapport de l'observateur indépendant ainsi que le procès-verbal de la séance d'attribution du marché y relatif auquel est annexé le rapport d'analyse des offres.
- 8.2. Le Maître d'Ouvrage est tenu de communiquer les motifs de rejet des offres des soumissionnaires concernés qui en font la demande.
- 8.3. Après la publication du résultat de l'attribution, les offres non retirées dans un délai maximal de quinze (15) jours seront détruites, sans qu'il y ait lieu à réclamation, à l'exception de l'exemplaire destiné à l'organisme chargé de la régulation des marchés publics.
- 8.4. En cas de recours, il doit être adressé au Comité d'Arbitrage et d'Examen des Recours avec copie au Conseil d'Administration et au Directeur Général.  
Il doit parvenir dans un délai maximum de cinq (05) jours ouvrables après la publication des résultats.  
Ce recours donne lieu à la suspension de la procédure.

## **9. Confidentialité**

Aucun renseignement concernant l'évaluation des propositions et les recommandations d'attribution ne doit être communiqué aux Candidats ayant soumis une proposition ou à toute autre personne n'ayant pas qualité pour participer à la procédure de sélection, tant que

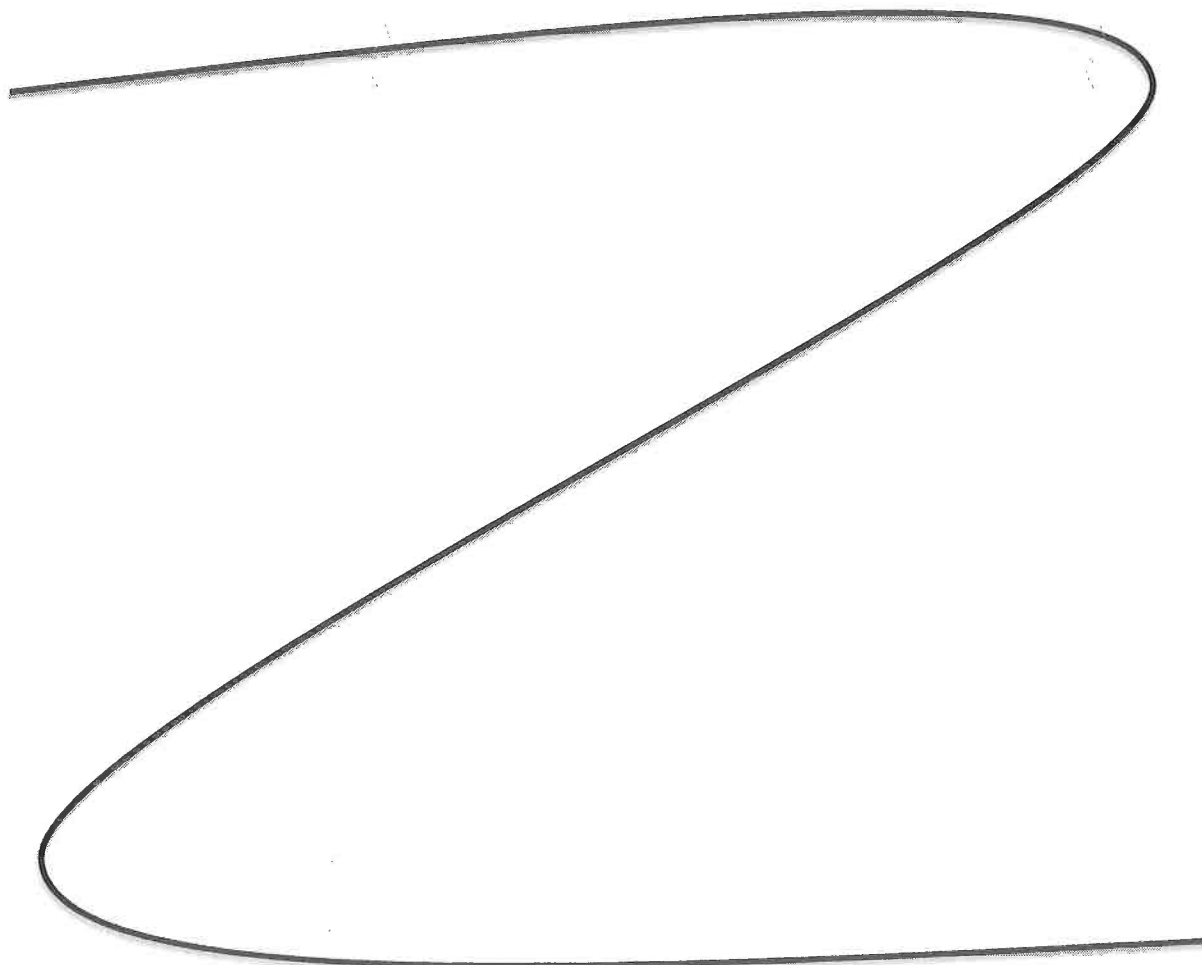
l'attribution du contrat n'a pas été notifiée au Candidat gagnant.

## **10. Signature du marché**

- 10.1. Après publication des résultats, le projet de marché souscrit par l'attributaire est soumis à la Commission de Passation des Marchés et le cas échéant, à la Commission Spécialisée de Contrôle des Marchés compétente pour adoption.
- 10.2. Le Maître d'Ouvrage ou le Maître d'Ouvrage Délégué dispose d'un délai de sept (07) jours pour la signature du marché, à compter de la date de réception du projet de marché adopté par la Commission des Marchés compétente et souscrit par l'attributaire.
- 10.3. Le marché doit être notifié à son titulaire dans les cinq (5) jours qui suivent la date de sa signature.

## **11. Cautionnement définitif**

- 11.1 Dans les vingt (20) jours suivant la notification du marché par le Maître d'Ouvrage, le prestataire fournira au Maître d'Ouvrage un Cautionnement définitif, sous la forme stipulée dans le RPAO, conformément au modèle fourni dans le Dossier d'Appel d'Offres.
- 11.2. Le cautionnement dont le taux varie entre 2 et 5% du montant du marché, peut être remplacé par la garantie d'une caution d'un établissement bancaire agréé conformément aux textes en vigueur, et émise au profit du Maître d'Ouvrage ou par une caution personnelle et solidaire.
- 11.3. Les petites et moyennes entreprises (PME) à capitaux et dirigeants nationaux peuvent produire à la place du cautionnement, soit une hypothèque légale, soit une caution d'un établissement bancaire ou d'un organisme financier agréé de premier rang conformément aux textes en vigueur.
- 11.4. L'absence de production du cautionnement définitif dans les délais prescrits est susceptible de donner lieu à la résiliation du marché dans les conditions prévues dans le CCAG.



**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 08/AOIO/ADC/CIPM/2024 DU 22/04/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**PIECE N° 3:**

**SPECIFIC RULES OF THE CALL FOR TENDERS (RPAO)**

The information and data that follow for the performance of the services must complete or specify the clauses of the General Rules of the Call for Tenders (RGAO). In case of discrepancy, the following provisions will prevail over the clauses of the RGAO.

<b>A- General Provisions</b>	
1.	<p><b>Nature of Services:</b></p> <p>The services under this call for tenders include the delivery of the following services:</p> <ul style="list-style-type: none"> <li>• The realization of an initial and full WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Maroua-Salak airport;</li> <li>• The update of WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Douala airport;</li> <li>• The acquisition of an ortho-rectified satellite image of 100 km<sup>2</sup> with minimum 50cm resolution, inclusive of ground control points (GCP) for Maroua-Salak airport;</li> <li>• The import of OLS and Type A surfaces, satellite imageries, surveyed objects (obstacles) in ADC used software GDMS Online;</li> <li>• The virtual Restitution and Virtual Advanced Training on GDMS Online obstacle management software for two (02) persons.</li> </ul>
2.	<p><b>Name and address of the Contracting Authority:</b> The Director General of Aéroports Du Cameroun S.A., P.O. Box. 13615 Yaoundé</p> <p>Reference of the Call for Tenders: <b>NO 08/AOIO/ADC/CIPM/2024 DU 02/04/2024</b></p>
3.	<b>Execution deadline :</b> Nine (09) months.
4.	<p><b>Financing:</b> Budget of Aéroports Du Cameroun S.A. Exercise 2024, Line 81006.</p> <p><b>Name of the Project:</b> <b>ACQUISITION AND UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA FOR DOUALA AND MAROUA-SALAK AIRPORTS.</b></p>
5.	<p><b>Participation and Origin of bidders</b></p> <p>Participation in this call for tenders is opened, on equal conditions, to companies headquartered in the Republic of Cameroon and abroad, and specialized in the acquisition of WGS-84 and obstacle data for airports.</p>
6.	<p><b>Evaluation of bids</b></p>
6.1.	<p><b>Eliminatory criteria</b></p> <ul style="list-style-type: none"> <li>a. Incomplete administrative file or at least one non-conform document (Cf. RPAO, envelope A);</li> <li>b. Lack of the bid bond at the opening of the offers;</li> <li>c. Incomplete financial file (confer RPAO envelope C, Page 23);</li> <li>d. Presence of a falsified document or false declaration;</li> <li>e. Absence of declaration on honour of non-abandonment of contract for the past three (03) years and non-registration on the list of failing companies established by the Ministry of Public Contracts-MINMAP (and to be attached in the technical file);</li> <li>f. Absence of a valid ISO 9001 QMS certificate applied to land surveys;</li> <li>g. Technical mark less than 75 points out of 100;</li> <li>h. Bidder's refusal to accept corrections of arithmetic errors in its financial offer;</li> <li>i. Absence of a quantified unit price.</li> </ul>
6.2.	<p><b>Essential criteria</b></p> <ul style="list-style-type: none"> <li>j. References in similar services: <b>25 pts</b></li> <li>k. Qualification of experts: <b>30 pts</b></li> <li>l. Proposed method of work: <b>20 pts</b></li> <li>m. Software and equipment used <b>15 pts</b></li> <li>n. Evidence of acceptance of contract conditions: <b>06 pts</b></li> <li>o. Bid presentation: <b>04 pts</b></li> </ul>
7.	<b>Language of the bid: French or English</b>

<p>8. <b>Content of the Bids</b></p> <p>The list of information on the qualification referred to in article 12 of the RGAO is grouped into three volumes inserted respectively in inner envelopes and detailed as follows:</p> <p><b>Envelope A - Volume 1: Administrative File</b></p>
<p>The administrative file includes the following documents:</p> <p><b>For national bidders:</b></p> <ol style="list-style-type: none"> <li>a. The grouping (consortium) agreement if applicable;</li> <li>b. The power of signature ;</li> <li>c. The Certificate of registration on the trade and corporate register;</li> <li>d. Non-bankruptcy certificate issued by the Court of First Instance of the place of residence of the bidder and dated less than three (3) months before the date of submission of offers;</li> <li>e. Bank domiciliation certificate of the bidder issued by a first-rank banking institution approved by the Minister in charge of Finance;</li> <li>f. Receipt of payment de consultation file purchase fees;</li> <li>g. Bid bond (according to the template attached) of an amount of: one million eight hundred thousand (1,800,000) CFAF. The bid bonds shall be valid for ninety (90) days, from the date of submission of bids.</li> <li>h. Attestation of non-exclusion from public contracts by ARMP;</li> <li>i. NSIF submission certificate less than three months old;</li> <li>j. A certificate of non-tax royalty;</li> <li>k. Map of the taxpayer.</li> </ol> <p>In the case of a group (consortium) of companies, each member of the grouping must submit a complete administrative file; pieces e, f, g being only presented by the representative of the grouping (consortium).</p> <p><b>For foreign bidders:</b></p> <ol style="list-style-type: none"> <li>a. The grouping (consortium) agreement if applicable;</li> <li>b. The power of signature;</li> <li>c. Non-bankruptcy certificate or any document attesting that the bidder is not undergoing liquidation;</li> <li>d. Bank account identification (RIB);</li> <li>e. Receipt of payment de consultation file purchase fees;</li> <li>f. Bid bond (according to the template attached) of an amount of one million eight hundred thousand (1,800,000) CFAF or two thousand seven hundred forty-four (2744) Euro. The bid bonds shall be valid for ninety (90) days, from the date of submission of bids.</li> <li>g. Certificate of registration on the Trade and Corporate Register.</li> </ol> <p>In the case of a group (consortium) of companies, each member of the grouping must submit a complete administrative file; pieces d, e, f being only presented by the representative of the grouping (consortium).</p>
<p><b>Envelope B - Volume 2: Technical Proposal</b></p> <p>This envelope will consist of the following elements:</p> <p><b>B.1. References in similar services</b> The references in services for the last three years. Attach the acceptance reports and contracts (first and last pages).</p> <p><b>B.2. Qualification of experts</b> Attach CV dated and signed experts to work on the project as well as certified copies of diplomas (certified copies to be produced only for nationals; for foreigners, a copy is acceptable).</p> <p><b>B.3. Proposed method of work</b> The bidder shall provide note on the understanding, the organization of the mission. He shall demonstrate how he will respect the work packages, deliverables (including report) and deadlines defined in the Terms of Reference.</p> <p><b>B.4. Software and equipment used</b> The bidder must provide:</p> <ul style="list-style-type: none"> <li>• The valid licenses (key number) and datasheet for every software showing his (the bidder) name as the owner; and</li> <li>• The serial numbers of the equipment, their act of property, datasheet of equipment used and calibration certificate.</li> </ul> <p><b>B.5. Evidence of acceptance of contract conditions</b></p>

	<ul style="list-style-type: none"> <li>• <b>Special Administrative Clauses Specifications (CCAP)</b> duly initialed on each page: date, signature and stamp of the bidder on the last page with the mention "read and approved".</li> <li>• <b>Terms of Reference (TDR)</b> duly initialed on each page: date, signature and stamp of the bidder on the last page with the mention "read and approved".</li> </ul> <p><b>B.6. Bid Presentation</b></p>
	<b>Envelope C- Volume 3: Financial Offer</b>
	<p>The financial proposal will contain the following documents referred the RGAO:</p> <ol style="list-style-type: none"> <li>1. The submission itself, in original written according to the attached model, stamped, signed and dated;</li> <li>2. The duly completed Unit Price Schedule;</li> <li>3. The quantitative and Estimated Detail duly completed;</li> <li>4. The Sub-Detail of prices and/or the breakdown of fixed prices.</li> </ol> <p>-Summary cost statement -Breakdown of costs by activity -Unit Cost of Key Personnel -Unit Cost of Execution Personnel -Breakdown of remuneration by activity</p> <p>NB: The discount presented in handwritten form is no longer accepted and to be accepted the discount must be mentioned in letters and figures in the submission and inserted in the DQE.</p>
	<b>NB: The different parts of the same file must be separated by the colour dividers in both the original and the copies in order to facilitate its examination.</b>
	<b>B- Bids price</b>
9.	The place of delivery is the Headquarter of société Aéroports Du Cameroun S.A., located at Yaoundé Nsimalen International Airport.
10.	Prices shall be fixed and shall not be subject to any modifications.
	<b>C- Preparation and submission of bids</b>
11.	<b>The amount of the bid bond is:</b>
12.	<b>Bid Validity Duration:</b> The validity period of the bids is sixty (60) days, with effect from the deadline determined for the submission of bids.
13.	<p><b>Number of copies of offer:</b> Bids shall be submitted in seven (07) copies, including the original and six (06) copies labelled as such. Each bidder will present his file in an anonymous envelope. This envelope will contain three (03) inner envelopes sealed and bearing the exact address and contact information of the tenderer and each containing: <b>Envelope A : Administrative file original + six (06) copies)</b> <b>Envelope B : Technical proposal original + six (06) copies)</b> <b>Envelope C : Financial offer original + six (06) copies)</b></p>
14.	<p><b>Address of the Contracting Authority to be used for sending the tenders:</b> The Director General of Aéroports Du Cameroun S.A., P.O. Box. 13615 Yaoundé. Department of Administrative Management of Public Contracts, located at the Yaoundé-Nsimalen International Airport, Door 0104 Tel. 222 23 26 02, Extensions 359/335, P.O. Box. 13615 Yaoundé. <b>Number of the invitation to tender: N° 08/AOIO/ADC/CIPM/2024 OF 02/05/2024</b></p>
15.	<b>Deadline for submission of tenders:</b> 07/06/2024 at 12 pm.
16.	<b>Place, date and time of the opening of the bids by the Internal Tenders Board:</b> Meeting room of the Yaoundé-Nsimalen International Airport, Door 1103-386, The 07/06/2024 at 1pm.
	<b>Conversion into a single currency</b>
17.	<b>Currency of the bids:</b> Prices shall be labelled in CFA Francs or Euros (1 Euro = 655.957 CFAF)
	<b>Contract Award</b>
18.	In accordance with Article 50, paragraph 1 (a) of Decree No. 2018/355 of 12 June 2018 laying down the common rules applicable to the contracts of public enterprises, the Internal Tenders Board will propose the award of the contract to the tenderer of which it has determined that the offer is the best, that is to say that having obtained the best score

BIDS' EVALUATION GRID		
N°	DESIGNATION	
	The evaluation of the offers will first focus on the eliminatory criteria and the essential criteria. The eliminatory criteria of each offer will be evaluated first and only the bids that have met the eliminatory criteria will be the subject of the evaluation of their essential criteria. The satisfaction of a score of at seventy-five (75) points out of one hundred (100) will qualify the said offer for its financial analysis.	
	<b>A- ELIMINATORY CRITERIA</b>	
a)	Incomplete administrative file or at least one non-compliant administrative document beyond 48 hours (Cf. RPAO, envelope A)	
b)	Incomplete financial file (confer RPAO envelope C, Page 23)	
c)	Presence of a falsified document or false declaration	
d)	Absence of declaration on honour of non-abandonment of contract for the past three (03) years and non-registration on the list of failing companies established by the ministry of public contracts- MINMAP (and to be attached in the technical file)	
e)	Absence of a valid ISO 9001 QMS certificate applied to land surveys	
f)	Technical mark less than 75 points out of 100	
g)	Bidder's refusal to accept corrections of the arithmetic errors in its financial offer	
h)	Absence of a quantified unit price	
	<b>B- ESSENTIAL CRITERIA</b>	<b>NOTATION</b>
1	<b>References in acquisition of WGS-84 and Obstacle data for airports.</b>	<b>25 pts</b>
	<ul style="list-style-type: none"> <li>• Cumulative amount of similar acquisition of WGS-84 and Obstacle data conducted in the last three (03) years exceeding one hundred and fifty (150) millions FCFA (attach the acceptance reports and contracts (first and last pages));               <ol style="list-style-type: none"> <li>1. Cumulative amount &lt;=50 millions</li> <li>2. 0 &lt; Cumulative amount &lt;=100 millions</li> <li>3. 100 &lt; Cumulative amount &lt;= 150 millions</li> <li>4. Cumulative amount &gt; 150 millions</li> </ol> </li> <li>• Have completed at least two (02) projects with similar aerodrome survey in the last three years (05 points for each project)</li> </ul>	<b>15 pts</b>  0 pt 5 pts 10 pts 15 pts  10 pts
2	<b>Qualification of experts (provide CV signed and dated, copies of diplomas and certificates). Any expert that does not have the required Diploma and global required experience will receive the zero mark on the entire rating</b>	<b>30 pts</b>
	<b>01 Lead surveyor:</b> At least BSc in Topography, Geodesy, Cartography with 12 years of professional experience in aviation	<b>12 pts</b>
	<ul style="list-style-type: none"> <li>• Provide CV justifying the experience and copy of the Diploma</li> <li>• Have worked in at least five (05) projects in aerodrome survey</li> <li>• Have been the Lead Surveyor in at least two (02) projects on aerodrome survey</li> </ul>	4 pts 4 pts 4 pts
	<b>01 Surveyor:</b> At least BSc in Topography, Geodesy, Cartography with 10 years of professional experience in aviation	<b>08 pts</b>
	<ul style="list-style-type: none"> <li>• Provide CV justifying the experience and copy of the Diploma</li> <li>• Have worked in at least five (05) projects in aerodrome survey as a surveyor</li> </ul>	4 pts 4 pts  <b>5 pts</b>
<b>01 Surveyor:</b> At least BSc (BT+3) in Topography, Geodesy, Cartography with 3 years of professional experience as a topographer	<b>5 pts</b>	
<ul style="list-style-type: none"> <li>• Provide CV justifying the experience and copy of the Diploma</li> <li>• Shall be Cameroon sworn topographer</li> </ul>	2.5 pts 2.5 pts  <b>5 pts</b>	
<b>01 Responsible for Quality Assurance and Reporting:</b> At least BSc in Topography, Geodesy, Cartography with 07 years of professional experience in aerodrome surveys	<b>5 pts</b>	
		2.5 pts

	<ul style="list-style-type: none"> <li>• Provide CV justifying the experience and copy of the Diploma</li> <li>• Have worked in at least five (05) projects in aerodrome survey as Quality Assurance Manager</li> </ul>	2.5 pts
3	<p><b>Proposed method of work</b></p> <ul style="list-style-type: none"> <li>• Note on the understanding, the organization of the mission. Respect for work packages, deliverables (including report) and deadlines defined in the Terms of Reference. <ol style="list-style-type: none"> <li>1. Excellent</li> <li>2. Good</li> <li>3. Medium</li> <li>4. Bad</li> </ol> </li> </ul>	20 pts 15 pts 10 pts 05 pts
4	<p><b>Software and equipment used</b></p> <ul style="list-style-type: none"> <li>• Computer-aided design (CAD) software capable of reading and modifying .dwg 2013 (provide a valid license of the two software with the name of the company);</li> <li>• One (01) total station for surveying (the total station can also be integrated with GNSS) and with Electronic Distance Measurement (EDM) equipment (separate binocular or incorporate) with the required accuracies;</li> <li>• Two (02) GNSS stations capable of getting signals from at least 02 (GPS, GLONASS, GALILEO, BEIDOU) for static and kinematic measurements with the required accuracies;</li> <li>• GNSS and Total Station processing software (provide a valid license of the software with the name of the company).</li> </ul>	15 pts 5 pts 2.5 pts 5 pts 2.5 pts
5	<p><b>Evidence of acceptance of contract conditions</b></p> <ul style="list-style-type: none"> <li>• CCAP initialed on each page and signed on the last page with the mention &lt;&lt;read and approved&gt;&gt;;</li> <li>• Terms of reference initialed on each page and signed on the last page with the mention &lt;&lt;read and approved&gt;&gt;.</li> </ul>	6 pts 3 pts 3 pts
6	<p><b>Bid présentation</b></p> <ul style="list-style-type: none"> <li>• Good documents presentation (clarity, order of the prescribed parts followed).</li> <li>• Color spacer to separate chapters and tabs for sub-chapters</li> </ul>	4 pts 2 pts 2 pts

**NB: To be qualified, a technical bid must have at least eighty (80) points out of one hundred (100) points.**

➤ **Evaluation of financial offers**

Only the financials offers of the tenderers whose technical offers will have obtained at least five (75) points will be analyzed.

**i) Completeness check**

The Sub-Commission of Analysis will review the financial offers to determine whether they are complete and sufficiently credible, and whether or not they contain calculation errors.

**ii) Correction of calculation errors**

The arithmetic errors will be rectified on the basis of the following criteria:

- If there is a contradiction between the unit price and the total price obtained by multiplying the unit price by the quantities, the unit price will prevail and the total price will be corrected;
- If there is a contradiction between the price indicated in letters and the price indicated in figures of the list of unit prices, the amount in words will prevail;

- The unit prices applied and valid are those derived from the price sub-details, if they are not consistent this financial offer will be removed from the analysis of the offers.

### iii) Ranking by lowest price

The lowest financial offer (ofm) will receive the score 100. The financial scores (sf) of the other offers will be calculated according to the following formula.

$$SF = 100 \times OFM / \text{AMOUNT OF THE OFFER CONSIDERED}$$

The price considered will be the All Taxes Included (TI) price for all services.

The final score will result from the combination of the technical and financial scores, after introduction of the weights relating to the weight of the technical offer (T) and the financial offer (F) as follows:

$$S = st \times T + sf \times F \text{ with } (T = 0.8 \text{ and } F = 0.2)$$

The ranking of offers will automatically follow their final score, the first being the one with the best final score (S).

Following technical and financial analyses and classification of tenders, in accordance with the provisions of article 50, paragraph 1 (b) of Decree No. 2018/355 of 12 June 2018 to lay down the general rules and regulations governing contracts in public enterprises, the Internal Tender Board will propose the award of the contract to the tenderer of which it has determined that the offer is the best, that is to say that having obtained the best score.

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 08/AOIO/ADC/CIPM/2024 DU 22/01/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**PIECE N° 4:**

**SPECIAL ADMINISTRATIVE CLAUSES SPECIFICATIONS (CCAP)**

# **SUMMARY**

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# Chapter I: General

## **Article 1- Sujet of the Contract**

The subject of this contract shall be the acquisition and update of WGS-84 aerodrome and obstacle data of Douala and Maroua-Salak Airports.

## **Article 2- Tendering procedure of the Contract**

This Contract is awarded after Open International Call for Tenders.

## **Article 3- Functions and powers**

For the application of the provisions of this Contract:

- The functions and powers of the **Contracting Authority** shall be vested in the **General Manager of Aéroports Du Cameroun S.A.**
- The functions and powers of the **Contract Service Head** shall be vested in the **Director Safety Security Quality and Environment of société Aéroports Du Cameroun S.A.**
- The functions and powers of the **Contract Engineer** shall be vested in the **Head of Quality and Compliance Monitoring of société Aéroports Du Cameroun S.A.**

## **Article 4- Collateral security**

This Contract may be pledged as collateral, subject to any form of assignment of claim.

- The Authority responsible for the issuing of the unique copy of collateral security and authorization of expenditure shall be: **The General Manager of Aéroports Du Cameroun S.A.;**
- The official having competence to provide information within the framework of this Contract shall be: **The Director, Safety, Security, Quality and Environment of Société Aéroports Du Cameroun S.A.;**
- The official having responsible for the liquidation of expenditures shall be: **The General Manager of Aéroports Du Cameroun S.A.;**
- The Accountant responsible for payments shall be: **The Director of Accountancy and Finances of Société Aéroports Du Cameroun S.A.**

## **Article 5- Language, applicable laws and regulations (CCAG completed)**

5.1. The language used shall be French or English.

5.2. The service provider undertakes to observe the laws and regulations in force in the Republic of Cameroon, both in its own organization and in the execution of the contract.

If these laws and regulations in force on the date of signature of this contract were to be modified after the signature of the contract, the possible costs which would result directly therefrom would be considered without gain or loss for each party.

## **Article 6- Contract documents (CCAG Article 8)**

The contractual documents of this contract are in order of priority:

1. The bid letter;
2. The service provider's bid and its appendices in all the provisions not contrary to the Special Administrative Clauses and to the Terms of References below referred to;
3. The Special Administrative Clauses Specifications (CCAP);
4. The Terms of References (TDR);
5. The elements specific to determining the amount of the contract, such as, in order of priority:

- the unit prices schedule; the state of the lump sum prices; the detailed estimate schedule; the breakdown of the fixed prices and/or the price sub-details schedule;
6. The General Administrative Clauses Specifications (CCAG) applicable to Public Contracts for Services and Intellectual Services brought into force by decree No. 033 of February 13, 2007 of the Prime Minister, Head of Government;
1. The General Technical Clauses Specifications (CCTG) applicable to the services subject to the contract.

**Article 7- General texts applicable**

This contract shall be subjected to the following general texts:

- 1) Law No. 2023/019 of 19<sup>th</sup> December 2023 - Finance Law of the Republic of Cameroon for the 2024 Financial Year;
- 2) Law No.2017/011 of 12 July 2017 to lay down the general rules and regulations governing public corporations;
- 3) Decree No. 2018/355 of 12 June 2018 to lay down the general rules and regulations governing contracts in public enterprises;
- 4) Decree No. 075/2012 of 08 March 2012 to organize the Ministry of Public Contracts in its non-contrary provisions to Decree No. 2018/355 of 12 June 2018 to lay down the general rules and regulations governing contracts in public enterprises;
- 5) Decree No. 2003/651/PM of 16 April 2003 to lay down the modalities of implementation of public contract tax and customs system;
- 6) Decree No. 2001/048 of 23 February 2001 on the organization and functioning of the Public Contracts Regulation Agency and its subsequent texts in its non-contrary provisions to Decree No. 2018/355 of 12 June 2018 to lay down common regulations applicable to public establishments contracts;
- 7) Circular n° 00000626/C/MINFI of 29 December 2023 on instructions relating to the Execution of Finance Laws, the Monitoring and Control of the Execution of the Budget of the State and other Public Entities, for the 2024 financial year;
- 8) Circular No. 001/CAB/PR/ of 19 June 2012 relating to the award and control of execution of public contracts in its non-contrary provisions to Decree No. 2018/355 of 12 June 2018 to lay down common regulations applicable to public establishments contracts;
- 9) Circular No. 002/CAB/PM of 31 January 2011 relating to the improvement of public contract system performance in its non-contrary provisions to Decree No. 2018/355 of 12 June 2018 to lay down common regulations applicable to public establishments contracts;
- 10) Circular No. 003/CAB/PM of 18 April 2008 relating to the observance of regulations governing the award, execution and control of public contracts in its non-contrary provisions to Decree No. 2018/355 of 12 June 2018 to lay down common regulations applicable to public establishments contracts;
- 11) Contracts Procedures Manual of société Aéroports Du Cameroun SA adopted by resolution N° 002-89th of 30 august 2018 and its subsequent modifications;
- 12) Texts governing different trades and professions;
- 13) Any other texts specific to the field concerned by the contract; and
- 14) Standards in force.

**Article 8- Communication**

Any communications between the Service Provider, the Contracting Authority, the Contract Service Head and the Contract Engineer relating to the execution of this Contract shall be exclusively in writing.

They shall be sent by mail, telegrams, telex, telecopy, e-mail or submitted against discharge to the addresses indicated by the parties for this purpose.

#### **Article 9- Service orders**

- 9.1. The service order to start work shall be signed by the **Contracting Authority** and notified by the **Contract Service Head or the Contract Engineer**.
- 9.2. Service orders with financial impact or liable to modify time limits shall be signed by the **Contracting Authority** and notified by the **Service Head or the Contract Engineer**.
- 9.3. Technical service orders relating to the normal course of service provisions and with no financial impact shall be directly signed by the **Service Head** and notified by the **Contract Engineer**.
- 9.4. Service orders constituting a formal notice shall be signed by the **Contracting Authority**.

#### **Article 10- Service provider's equipment and staff**

Any change, even partial, to proposals of the technical bid shall take place only after written agreement of the Service Head. In case of change of staff, the service provider shall have him replaced by personnel with at least equal competence (qualifications and experience) or by an equipment with similar performance and in good functioning state.

## **Chapter II: Financial Provisions**

#### **Article 11- Guarantees and securities**

##### ***11.1. Final security***

The final security shall stand at three per cent (3%) of the amount inclusive of tax of the Contract.

##### ***11.2. Surety bond***

Not Applicable as it is a provision of services.

##### ***11.3 Advance payment to guarantee startup***

The advance payment to guarantee startup shall be set at one hundred percent (100 %) of the amount requested.

In any case, the guarantees provided must come from the bank establishment of domiciliation of the contract payment, in accordance with the provisions of paragraph 6 of article 109 of the Contrats Procedures Manual of Aéroports Du Cameroun SA adopted by resolution n ° 002-89<sup>th</sup> of the Board of Directors of August 30, 2018 and its subsequent modifications.

#### **Article 12- Amount of the Contract**

##### ***12.1. Amount of the Contract***

The amount of this Contract, as reflected in the financial proposal of the Service Provider, is \_\_\_\_\_ CFAF TI.

The amount of the Income Tax (IT) stands at \_\_\_\_\_ CFAF.

The amount of the Value Added Tax (VAT) stands at \_\_\_\_\_ CFAF.

**The IT shall be borne by the service provider.**

#### **Article 13- Place and mode of payment**

13.1. In consideration of the payments to be made by the Contracting Authority to the Service Provider, under the conditions stated in the contract, the Contractor hereby undertakes to perform the contract in accordance with the provisions of the Contract.

13.2. Payments shall be made by wire transfer, at:

Modes of payment is as follows:

- 20% advance payment at the start of services at the request of the Service Provider;
- 80% at acceptance of services.

The payment currency shall be the \_\_\_\_\_. The Official in charge of payments is the **General Manager of Aéroports Du Cameroun S.A.**

#### **Article 14- Change in price**

Prices shall be fixed and shall not be subject to any modifications.

#### **Article 15- Tax system**

This Contract shall be subjected to all duties and taxes in force in the Republic of Cameroon.

#### **Article 16- Late payment charges**

In the event of exceeding the contractual deadlines, the service provider is liable to penalties in accordance with the provisions of articles 134 and 135 of Contracts Procedures Manual of société Aéroports Du Cameroun SA adopted by resolution N°002-89th of the Board of Directors of 30 august 2018.

##### **16.1. The amount of late payment charges shall be as follows:**

- One two-thousandth (1/2000th) of the tax inclusive amount of the Contract per calendar day of late payment, from the first to the thirtieth day beyond the contract period;
- One thousandth (1/1000th) of the tax inclusive amount of the Contract, per calendar day of late payment beyond the thirtieth day.

**16.2.** The cumulative amount of late payment charges shall be limited to ten percent (10 %) of the tax inclusive amount of the Contract.

#### **Article 17- Interest on arrears**

Any interest on arrears shall be paid by statement of amounts due in compliance with provisions of articles 132 and 133 of Contracts Procedures Manual of société Aéroports Du Cameroun SA adopted by resolution N°002-89th of the Board of Directors of 30 august 2018.

#### **Article 18- Contract Registration and Stamps**

This Contract shall be stamped registered at the Service Provider's expenses.

### **Chapter III: Execution of the Contract**

#### **Article 19- Patent**

The Service Provider shall guarantee the Contracting Authority against any claims from third parties relating to the infringement or unauthorized exploitation of any patent, brand or industrial copyrights resulting from the use of supplies or their components.

#### **Article 20- Place of execution**

Places of execution shall be Douala and Maroua-Salak Airports.

#### **Article 21- Term for execution**

Terms for execution of this Contract is nine (09) months.

#### **Article 22- Nature of Services**

The services shall include:

- The realization of an initial and full WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Maroua-Salak airport;
- The update of WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Douala airport;

- The acquisition of an ortho-rectified satellite image of 100 km<sup>2</sup> with minimum 50cm resolution, inclusive of ground control points (GCP) for Maroua-Salak airport;
- The import of OLS and Type A surfaces, satellite imageries, surveyed objects (obstacles) in ADC used software GDMS Online;
- The virtual Restitution and Virtual Advanced Training on GDMS Online obstacle management software for two (02) persons.

**Details are contained in the Special Technical Clauses and the bill of quantities.**

**Article 23- Roles and responsibilities of the Service Provider**

The Service Provider shall be responsible for enduring the provision of services as described in the Terms of Reference, under the control of the Contract Engineer, in compliance with this Contract, regulations and standards in force.

**Article 24- Transport and insurance**

**24.1. Packaging for transport**

Not Applicable.

**24.2. Insurance**

All kinds of risks during transportation up to the place of delivery must have an insurance coverage by the Service Provider.

**Article 25- Tests and relevant services**

These are mainly concerned with commissioning operations.

**Article 26- After-sale service and consumables**

Not Applicable.

**Article 27- Acceptance of services**

**27.1. Documents to be provided prior to technical acceptance**

The Service Provider must provide two (02) UBS drive of 16Gb containing digital files of the project (final written documents and plans) shall be attached during submission seven (07) days before technical acceptance.

**27.2. Acceptance**

Prior to acceptance, the Service Provider shall request in writing the Service Head with copy to the Contract Engineer, the organisation of a technical inspection prior to acceptance. This move shall be entered in the minutes.

Acceptance shall be programmed by the Contracting Authority when all possible reservations expressed during pre-acceptance are lifted.

The Contracting Authority shall determine the date of acceptance that shall take place in the presence of the Service Provider by a Board made up as follow:

- |  |                    |
|--|--------------------|
| - The General Manager or his Representative  | <b>Chairman ;</b>  |
| - The Service Head of the Contract   | <b>Member ;</b>    |
| - The Chief of Department of Administrative Management<br>Public Contracts or his Representative | <b>Member ;</b>    |
| - The Contract Engineer  | <b>Rapporteur.</b> |

The Service Provider shall be invited by mail to the Acceptance Committee, at least **ten (10) days** before the acceptance date. He must take part therein or be represented. His absence shall be considered as acceptance without reservation of the conclusions of the Acceptance Committee.

**27.3 Documents to be provided after technical acceptance**

Not Applicable.

#### 27.4. Guarantee period

Not Applicable.

## Chapter IV: Miscellaneous Provisions

### **Article 28- Cancellation of the Contract**

This Contract may be cancelled as provided for in articles 114 and 116 of Contracts Procedures Manual of société Aéroports Du Cameroun S.A adopted by resolution N°002-89th of the Board of Directors of 30 august 2018 and also under the conditions prescribed in Articles 74, 75 and 76 of the GAC, namely in one of the cases of:

- Delays in the provision of services resulting in penalties beyond ten percent (10%) of the amount of the Contract;
- Default of the Service Provider.

### **Article 29- Force majeure**

Cases of force majeure shall apply to effects of natural forces that the Service Provider could not, reasonably, provide for nor avoid and to circumstances liable to relieve his responsibility.

For cases of force majeure, the Service Provider's responsibility shall only be relieved if he has informed in writing the Contracting Authority of his intention to put forward the said force majeure and this, before the end of the tenth day that succeeds the event.

It shall be the responsibility of the Contracting Authority to appraise the character of force majeure and evidence provided by the Service Provider.

### **Article 30- Disputes and litigations**

Any disputes and litigations, arising from the execution of this Contract, may be subject to an amicable settlement.

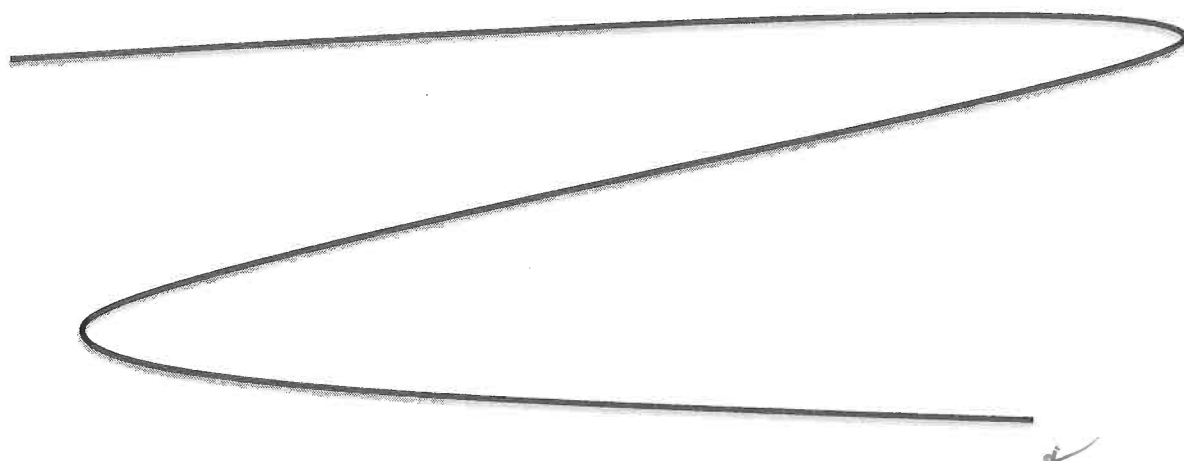
Where no amicable settlement is reached with regard to the dispute, the latter shall be referred to the Gicam Permanent Arbitration Centre at Douala (Cameroon) and, if necessary, to the Arbitration Court of the Paris International Chamber of Commerce.

### **Article 31 - Edition and distribution of this Contract**

Fifty (15) copies of this Contract shall be edited by the Service Provider and sent to the Contracting Authority for distribution.

### **Article 32 – Entry into force of the Contract**

This Contract shall become final only after it has been signed by the General Manager of **Aéroports Du Cameroun (ADC) SA**. It shall enter into force upon its notification to the Service Provider.



**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 08./AOIO/ADC/CIPM/2024 DU 02/04/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**PIECE N°5:  
TERMS OF REFERENCES (TDR)**

## **A- Preamble**

Aéroports du Cameroun is an airport management company responsible for the operation of 07 very small airports in Cameroun.

As part of Cameroon plan for transition to AIM, ADC SA has to undertake WGS-84 and e-TOD surveys at its airports.

In 2016 and 2021 WGS-84 and e-TOD surveys were carried out at Douala and Yaounde-Nsimalen, and in 2019 at Garoua International Airport.

In 2024, ADC SA is planning to update WGS-84 survey for Douala following the displacement of THR12, and to conduct a WGS-84 aerodrome and obstacle data survey at Maroua-Salak.

## **B- Requirements**

### **B-1) Update and acquisition of WGS-84**

ICAO Annex 14 chapter 2 requires the aerodrome operator to determine and report aeronautical data

**1.3.1** World Geodetic System — 1984 (WGS-84) shall be used as the horizontal (geodetic) reference system. Reported aeronautical geographical coordinates (indicating latitude and longitude) shall be expressed in terms of the WGS-84 geodetic reference datum.

Note. — Comprehensive guidance material concerning WGS-84 is contained in the World Geodetic System — 1984 (WGS-84) Manual (Doc 9674).

**1.3.2** Mean sea level (MSL) datum, which gives the relationship of gravity-related height (elevation) to a surface known as the geoid, shall be used as the vertical reference system.

**2.1.1** Determination and reporting of aerodrome-related aeronautical data shall be in accordance with the accuracy and integrity classification required to meet the needs of the end-users of aeronautical data.

ICAO Annex 14 also requires all obstacles that infringes OLS to be surveyed and reported.

The provider shall therefore implement or verify the source of WGS-84 into Douala and Maroua-Salak Airports, followed by the survey of the aerodrome facilities and obstacles to the Annex 14 and Annex 4 (Type A Chart) obstacle limitation surfaces with the accuracies as per the table below:

### **Proposed Minimum Survey Accuracy and Integrity Requirements**

	<b>Horizontal Accuracy</b>	<b>Vertical Accuracy</b>	<b>Integrity Classification</b>
<b>Aerodrome Control Network</b>	1.0 m *	1.0 m *	1 x 10 <sup>-8</sup>
<b>Aerodrome Facilities</b>	0.5 m#	0.25 m#	1 x 10 <sup>-8</sup>
<b>Obstacles and Off Aerodrome Facilities</b>	3.0 m#	0.3 m#	1 x 10 <sup>-5</sup>
<i>* Accuracy with respect to the appropriate geodetic reference frame # Accuracy relative to the aerodrome control network</i>			

## C) Scope of Work

### C-1) WGS-84 Aerodrome and Obstacle Survey (Initial or Update)

The WGS-84 Aerodrome Survey (ICAO Doc 9674) shall provide reliable geographical coordinates for navigation aids and points whose coordinates contribute directly to air navigation and which must be reported to the aeronautical information service of the national administration in accordance with the provisions in ICAO Annexes 11 and 14, and in ICAO PANS-AIM.

Key stages of this survey are:

- Geodetic connection or verification to WGS-84;
- Installation of a permanent airport control network (monuments);
- Survey of all navigation facilities (LLZ, Glide Paths, NDB, DME, VOR, RADAR, etc.);
- Survey of runways (Thresholds, TDZ, centreline profiles, Elevations, etc);
- Survey of all aircraft Holding points and Stand positions;
- Survey of all obstructions within the ICAO Annex 14 and Annex 4 (Type A Chart) Obstacle Limitation Surfaces (OLS);
- Initial calculation or update of Declared Distances – Data for the points defining the starts and ends of the declared distances will be maintained;
- Initial determination and update Aerodrome dimensions and related information;
- Update where necessary of charts and maps;
- Update and re-issue of digital data in required format.

All survey data is warranted to meet the required accuracy and integrity levels as stated in ICAO Annexes and ICAO PANS-AIM.

Any errors detected in the survey data shall be rectified as soon as is practicably possible by the provider at no extra cost to ADC.

The methodology of the survey shall be a combination of kinematic GNSS and electronic total station. The accuracies of these methods are shown below.

<b>Instrumentation</b>	<b>Vertical Accuracy</b>
Static GPS/GNSS Observations	+/- 3mm
Kinematic GPS/GNSS Observations	+/- 15mm
Total Station EDM (bearing and distance)	+/- 5mm
Robotic Total Station	+/- 2mm

### C-2) Quality Assurance

#### C-2-1) Methods for demonstrating that the data provided conforms to the specified requirements

All aerodrome facilities shall be surveyed twice where practical. The two measurements shall be compared and, providing the differences between the surveyed coordinates are within the required accuracies listed in Table 1, the final coordinates will be taken from the mean of the two, or from one measurement if it is demonstrably more accurate than the other based on the survey method.

Where it is not possible to survey an aerodrome facility twice, for example calculated runway points, inclusion of the points on the aerodrome plan shall indicate that the facility is in the expected position and therefore provide evidence that there are no gross errors present. The survey equipment used shall always meet the required accuracies when gross errors are not present.

Processing report files will be provided for obstacle measurements, showing evidence of the accuracy of the equipment set-up. The inclusion of obstacles in the drawings and KMZ files means that they can be compared to background mapping and aerial imagery, so any gross errors can be identified and eliminated.

## **C-2-2) Action to be taken in the event of discovery of a data error or inconsistency in the data.**

In the unlikely event that the service provider discovers a data error or inconsistency in the data following submission of the data to ADC S.A, the service provider shall notify ADC S.A, correct the error or inconsistency and reissue all of the affected deliverables. If the data has also been submitted to AIS at this point, the amended data shall also be reissued to AIS.

In the unlikely event that ADC S.A discover a data error or inconsistency in the data when reviewing or using the data provide by the service provider, ADC S.A will inform the service provider. The service provider shall then correct the error or inconsistency and reissue all of the affected deliverables to ADC S.A and to AIS if applicable.

The service provider shall correct any data errors and will reissue data in the shortest practical time for the particular error discovered, normally within 48 hours. Appropriate timescales will be agreed by ADC S.A and the service provider as soon as the error is discovered and the other party is notified.

The service provider shall investigate the cause of any error and shall amend internal QA procedures as necessary to ensure the cause of the error is not repeated.

## **C-4) Deliverables**

Office work shall be carried out with state-of-the-art software compatible with .dwg format.

The provider shall provide data through the following deliverables for Douala airport:

- Aerodrome Survey Report with full QA backup in accordance with UK CAP1732 in electronic (PDF) versions;
- Update of the following charts and plan in both PDF and AutoCAD formats:
  - 1 x aerodrome Plan in accordance with Australian CASA AC 139-17 - Preparing Plans for inclusion in Aerodromes Manuals;
  - Drawings showing the positions of OLS and Type A obstacles;
  - 1 x Aerodrome Chart – ICAO in accordance with ICAO Annex 4;
  - 1 x Type A Chart – ICAO in accordance with ICAO Annex 4;
  - 1 x Parking Docking Chart – ICAO;
  - 1 x Emergency Access Maps Aerodrome Zone (ZA) depicting the confines of airport access roads, gates, location of water supplies, rendezvous points, staging areas, area with difficult access (swamp, high terrain, etc.);
  - 1 x Emergency Access Maps ZVA including surrounding communities and depict appropriate medical facilities, access roads, rendezvous points, etc.) within a distance of approximately 8km from the centre of the airport;
  - 1 x Safeguarding Contour Chart – Transitional Surfaces with contour elevation interval lines and background high resolution imagery;
  - 1 x Safeguarding Chart – CCAA Type – all OLS with open street map background imagery;
  - 1 x Safeguarding Chart – UK Type with background imagery;
  - 1 x Navigational Aids Technical Safeguarding Surfaces Plan with background satellite high resolution imagery;
  - 1 x VMA Chart.
- Other relevant deliverables, each in a separate file and in the Survey Report:
  - Area 2 obstacle dataset [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz]
  - Area 3 obstacle dataset [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz,]
  - Penetrations of the aerodrome obstacle limitation surfaces [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz]

- All features identified as obstacles including dominant obstacles - MASTER OBSTACLES FILE [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz]
- Aerodrome Facilities file with all facilities surveyed for the purposes of the Aerodrome Plan [UK CAP CAP1732 Appendix 5 .crc, .xls, .kmz].
- Runway and declared distance file [UK CAP CAP1732 Appendix 5 .crc file];
- A list of the dominant obstacles [UK CAP CAP1732 Appendix 5 .crc file and.xls spreadsheet];
- A list of AIP AD 2.10 obstacles [.xls format].

Initial deliverables from Douala are available upon request.

The provider shall provide to ADC with a full survey package that includes for Maroua-Salak airport:

- Aerodrome Survey Report with full QA backup in accordance with UK CAP1732 in electronic (PDF) versions;
- 1 ortho-rectified satellite image covering 100 km<sup>2</sup> with minimum 50cm resolution around the airport;
- The following charts and plan in both PDF and AutoCAD formats:
  - 1 x Aerodrome Plan in accordance with Australian CASA AC 139-17 - Preparing Plans for inclusion in Aerodromes Manuals;
  - 1 x Aerodrome Chart – ICAO in accordance with ICAO Annex 4;
  - 1 x ICAO Type A Charts – ICAO in accordance with ICAO Annex 4;
  - 1 x Emergency Access Maps Aerodrome Zone (ZA) with satellite background image depicting the confines of airport access roads, gates, location of water supplies, rendezvous points, staging areas, area with difficult access (swamp, high terrain);
  - 1 x Emergency Access Maps ZVA including surrounding communities and depict appropriate medical facilities, access roads, rendezvous points, etc.) within a distance of approximately 8km from the centre of the airport;
  - 1 x OLS Charts;
  - 1 x Larger Safeguarding Charts – all OLS with openstreetmap background imagery;
  - 1 x Navigational Aids Technical Safeguarding Surfaces Plan with background satellite high resolution imagery;
  - 1 x VMA Charts.
- Other relevant deliverables, each in a separate file and in the Survey Report:
  - Area 2a obstacle dataset [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz];
  - Penetrations of the aerodrome obstacle limitation surfaces [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Obstacles that penetrate the take-off flight path area obstacle identification surface [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Other obstacles assessed as being hazardous to air navigation [.crc, .kmz];
  - All features identified as obstacles including dominant obstacles - MASTER OBSTACLES FILE [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Aerodrome Facilities file with all facilities surveyed for the purposes of the Aerodrome Plan [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Runway and declared distance file [UK CAP CAP1732 Appendix 5 .crc file];
  - A list of the dominant obstacles [UK CAP CAP1732 Appendix 5 .crc file and.xls spreadsheet];
  - A list of AIP AD 2.10 obstacles [.xls format].

**C-5) Import of OLS and Type A surfaces, satellite imageries, surveyed objects (obstacles) for Douala and Maroua-Salak in ADC used software GDMS Online**

The service provider shall liaise with the developer of GDMS Online software that ADC SA already uses for Douala to import Annex 14 obstacle limitation surfaces, Type A surfaces, satellite imageries, and all surveyed objects for Douala (surveyed objects), Maroua-Salak (new imagery and surveyed objects).

**C-6) Virtual Restitution and Training**

The service provider and ADC staff shall have a virtual meeting to review all the deliverables. The bidder shall make a MS PowerPoint presentation of the deliverables. ADC staff will make comments to the deliverables and the service provider shall amend the deliverables accordingly.

The service shall also organise an advanced GDMS trainings for two (02) peoples.

**C-7) Technical Specification**

**C-7-1) Processing of imagery and data**

For a better understanding of the technical proposal, the provider shall fill the following tables:

ORTHOIMAGERY			

TERRAIN DATA			
Initial Data	Processing method	Software used	Charts
			Scale: Format: Number of sheets:

CHARTS			
Initial Data	Processing method	Software used	Charts:
			Sacle: Format: Number of sheets:

PLANS			
Initial Data	Processing method	Software used	Charts:
			Sacle: Format: Number of sheets:

EXPORT OF TERRAIN AND OBSTACLE DATA TO GDMS			
Input data	Features	Software used	GDMS
Obstacle data			
Imagery			

**C-7-2) Content of the report for each airport**

**Global content**

The content of the report for each airport should be as follows:

Title Page.....	i
Statement of Conformance.....	ii
Distribution.....	iii
Contents.....	iv
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Glossary of Terms.....	vii

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REPORT

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Aim.....	2
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Access.....	3
Site Description.....	3
Maps.....	3
Fieldwork.....	3
Difficulties.....	3
Quality Assurance.....	3
Deliverables.....	4
Technical Specification.....	4

WGS-84 IMPLEMENTATION

Airport Control Network Installation.....	7
Geodetic Connection.....	7
Airport Control Network Survey.....	8
Coordinate System.....	8
Aerodrome Facilities Survey – Methodology.....	9
Aerodrome Facilities Survey – Data Processing.....	9

AERODROME OBSTRUCTION SURVEYS

Methodology.....	10
Data Processing.....	10

ANNEXES

WGS-84 IMPLEMENTATION

Geodetic Connection and Airport Control Network Processing Information.....	A-1
Mapping Information and Transformation Parameters.....	B-1
Airport Control Network - Station Locations Plan.....	C-1
Airport Control Network – Abstract of Results.....	D-1
Data Processing – Facilities.....	E-1
Data Processing – Field Observations.....	F-1
GDMS Desktop - Parameters.....	G-1
Aerodrome Navigation Facilities – Abstract of Results.....	H-1

**AERODROME OBSTRUCTION SURVEYS**

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 Type A Chart Obstacles..... K-1  
 Visual Manoeuvring (Circling) Areas Obstacles ..... L-1  
 Complete List of All Surveyed Obstructions ..... M-1  
 Associated Drawings - Record/Issue Sheet..... N-1  
**EQUIPMENT CERTIFICATES & STATEMENTS OF CONFORMITY**  
 Equipment Certificate of Conformity..... O-2  
 Equipment Statement of Conformity..... O-4

**Report history**

The Report history of each report should be as follows:

Date	Report Number	Description	Surveyors	Report Completed	Report Checked
September 2020	FKKX-329-19-01	New Report containing WGS-84 Implementation, Aerodrome Navigation Facilities Survey and Aerodrome Obstruction Surveys.	MLS/LNB	MLS	OJB

**Drawing register**

The drawing register in N-1 of each report should be as follows:

Surveyor Name		Airport	Project Reference			Dates		
Aviation Support Division Drawing Record Sheet		FKKX –XXXX International Airport, CAMEROUN	329 FKKX					
Drawing Number	Sheet No.	Title / Description	Media	Scale	Amended by	Drawn	Amend	Issue
FKKX-329-19-01		Aerodrome Plan	PDF/CAD	5,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-02		ICAO Annex 14 OLS Survey (Aerodrome Area)	PDF/CAD	5,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-03		ICAO Annex 14 OLS Survey (Outer Surfaces)	PDF/CAD	25,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-04	1&2	Runways 09/27 1.2% Type A Obstacles	PDF/CAD	2,500	MLS	Sep-20	-	Sep-20
FKKX-329-19-05		Visual Manoeuvring (Circling) Areas Obstacles	PDF/CAD	100,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-06		Safeguarding Contours – Aerodrome Areas	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-07		Safeguarding Contours	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-08		Technical Safeguarding Plan	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-09		Grid Map	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-10		Grid Map - Airport and Surrounding Community	PDF/CAD	-	-	Sep-20	-	-
FKKX AD 2.5-31		ICAO Type A Chart Survey - Runway XX/YY	PDF/CAD	10,000/1000	MLS	Sep-20	-	Sep-20
FKKX AD 2.5-25		ICAO Aerodrome Chart	PDF/CAD	-	-	Sep-20	-	-
FKKX Parking/ Docking Chart		ICAO Parking/ Docking Chart	PDF/CAD	-	-	Sep-20	-	-
FKYD UK SGC		UK Specification Safeguarding Chart	PDF/CAD	-	-	-	-	-

**Global content of the Annex**

An annex of each aerodrome report shall contain Fields Observations as follows:

**GNSS KINEMATIC OBSERVATIONS**

Original Survey ID	Original Survey Description	Assigned ID	Final Description	UTM33N Easting	UTM33N Northing	Ht AMSL	Lit	Mobility	Surveyor	Date	Original Elevation	New Elevation
1538	NFM	1931		322945.551	1032527.342	240.915	N	S	MLS	05/09/2019		
1027	ALT ck point	1903	STAND 4R	320912.220	1031947.169	224.797	N	P	MLS	04/09/2019		
1028	ALT ck point	1906	STAND 5L	320809.800	1031941.424	223.770	N	P	MLS	04/09/2019		
1036	ALT ck point	1934	ALTIMETER_CHECK_POINT	321149.418	1031911.095	227.160	N	P	MLS	04/09/2019		
1037	ALT ck point	1935	ALTIMETER_CHECK_POINT	321213.819	1031914.926	227.486	N	P	MLS	04/09/2019		
1038	ALT ck point	1936	ALTIMETER_CHECK_POINT	321290.542	1031928.505	227.623	N	P	MLS	04/09/2019		
1039	ALT ck point	1937	ALTIMETER_CHECK_POINT	322305.537	1032009.648	235.742	N	P	MLS	04/09/2019		
1392	IRVR	1938		319612.962	1032208.343	217.295	FW	S	MLS	09/09/2019		

## THEODOLITE OBSERVATIONS

Identifier	Field Description	Final Description	UTM33N Easting	UTM33N Northing	Ht AMSL	Field Code	AXIM Layer	Lt	Mobility	Surveyor	Date
1019	BUILDING	GUARDTOWER	322805.476	1032821.393	258.715	2	BUILDING	N	S	MLS	08/09/2019
1020	BUILDING	HANGAR	322802.812	1032787.741	247.882	2	BUILDING	N	S	MLS	08/09/2019
1129	MAST	ATC_VHF_MAST	321454.672	1031854.413	273.641	6176	ANTENNA	MR	S	MLS	08/09/2019
1130	BUILDING	ATC_BUILDING	321458.256	1031851.030	261.908	2011	BUILDING	R	S	MLS	08/09/2019
1131	BUILDING	FIRE_STATION_TOWER	321780.511	1032130.132	247.689	2011	BUILDING	R	S	MLS	08/09/2019

The obstacles were surveyed by taking bearing and distance measurements using a theodolite and laser rangefinders or by theodolite intersection. Aerodrome facilities were surveyed by two theodolite intersections (refer to Means Table in Annex E). The theodolite was positioned on temporary control stations related to the airport control network by differential GPS measurements. The coordinates of all temporary control stations used and the processing report files are shown in this annex.

### Results of the Instrument Setup and Orientation procedure

Every setup of the theodolite requires a left and right face observation to the RO in order to determine the vertical Measurement to Reference Object error of the theodolite. The software used in the processing of the observations then corrects for this error, so that the instrument is effectively calibrated at every setup. The vertical collimation error is shown as: V.C. -000°00'07"

The coordinate differences show the level of accuracy of the GPS measurements, as the distance between the two stations as measured by the EDM and the vertical angle measured by the total station are highly accurate.

September 2019

Source		FINAL-D1.0RE (KOP19-CITL.sav)				Date:		25/09/2019					
Processed by		Mark Strudbury				Time:		15:33					
Project no.:	329	Surveyor EM:	MLS	Surveyor QA:	LMS								
Instrument Type:	Leica T1500/P11000	Serial no.:	361650/70427	Vertical Collimation	+000 00 01								
		Easting	Northing	Level									
New Setup	100	323053.205	1032473.155	239.469	Instr. ht.	1.610							
Ho'd to	101 (Tripod)	Hz. ang.	000°00'00"	Dist.	40.373								
Actual station position		323053.474	1032435.760	238.236	Target ht.	1.610							
Calculated position		323053.474	1032435.759	238.242	V.C.	-000°00'04"							
Difference between the two		0.000	-0.001	0.006	Surv: MLS	Date: 09/09/2019							
Radials													
Pt no	Hr angle	Vt angle	Dist	Adj Vt ang	Hr dist	Easting	Northing	Level	Tgt ht	Ptr Code	Feature	Lit	Mob
1001	273°28'45"	089°00'11"	1665.000	089°00'10"	1664.743	324614.672	1033003.051	249.061	0.000	6176	MAST	MR	S
1002	281°12'21"	089°19'49"	2688.000	089°19'46"	2687.816	325676.866	1032986.774	271.544	0.000	6176	MAST	MR	S
1003	291°05'49"	090°03'20"	2512.000	090°02'17"	2511.999	325549.719	1032522.491	238.417	0.000	6171	MAST	R	S
1004	265°54'18"	088°37'08"	208.000	088°37'05"	199.942	323217.423	1032561.777	244.903	0.000	2015	BUILDING	M	S

### C-7-3) Additional signature of the report for each airport

Each aerodrome survey report must also be signed by a local Cameroon sworn topographer. This is the requirement from the Cameroon Civil Aviation Authority in order for them to approve the survey reports.

### D) DURATION OF WORK

It is anticipated that the WGS-84 Aerodrome Surveys, software installation and training will span three months period.

Acquisition of new satellite imagery is dependent on clear visibility and as such cannot be predicted. However, under normal circumstances, acquisition would be completed with a 9 months period.

### E) REFERENCES IN SIMILAR WORKS

The bidder shall provide a reference list of similar works (at least five (05) WGS-84 implementations and Aerodrome Obstruction surveys at airports) that were carried out for the last three (03) years. Experience in a certified aerodrome in Africa would be highly appreciate.

### F) CV

The bidder shall provide CVs of people that are going to carry out the work.

#### F.1 Lead surveyor:

At least BSc in Topography

At least 10 years of experience in similar projects

At least 05 similar projects as Lead surveyor

#### F.2 Surveyor:

At least a BSc in Geodesy and/or Cartography

At least 05 years of experience in similar projects

**F.3 Local Cameroon Sworn Topographer**

At least a BSc in Geodesy and/or Cartography

Evidence that he is a Cameroon Sworn topographer

**F.4 Responsible for Quality Assurance and Reporting**

At least 07 years of experience in similar projects as Quality Assurance Manager

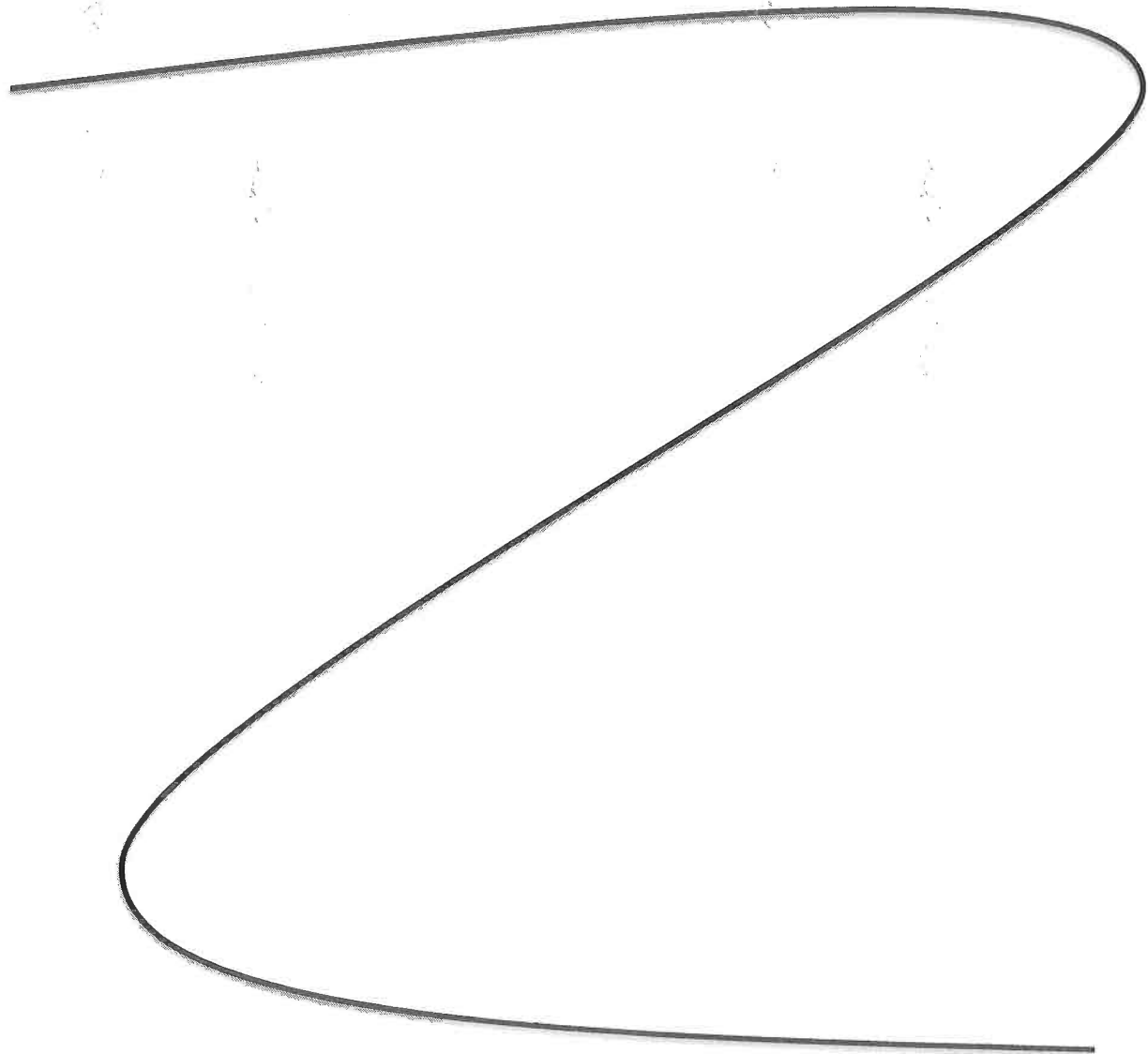
**G) Certificate for calibration of equipment**

The bidder shall provide for each theodolite/total station equipment to be used either a valid certificate of conformity to the manufacturer original specifications or a statement of conformity in line with requirements of ISO 9001:2015.

The bidder shall provide for each GNSS equipment to be used a statement of conformity in line with requirements of ISO 9001:2015.

**H) ISO 9001**

The bidder shall provide a valid ISO 9001 QMS certificate applied to the Consulting Land Surveyors.



*[Handwritten mark]*

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 8./AOIO/ADC/CIPM/2024 DU 21/04/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**Pièce N° 6:**

**TECHNICAL PROPOSAL**

6A. Technical Proposal Bid Letter

6B. Bidder's References

6C. Bidder's comments and suggestions on the terms of reference and on the data, services and facilities to be provided by the Contracting Authority

6D. Description of the methodology and work plan proposed to perform the mission

6E. Team composition and responsibilities of its members

6F. Curriculum Vitae (CV) for the proposed specialized personnel

6G. Calendar of specialized personnel

6H. Calendar of activities (work program)

## 6A. Technical Proposal Bid Letter

*[Location, date]*

To: *[Name and Address of the Contracting Authority]*

Madam/Sir,

We, the undersigned, [title to be specified], have the honor, in accordance with your Tender File N °... ..of... ..relating to ..... .., to submit to you herewith, our technical proposal for the service subject to said Tender File.

If this proposal catches your attention, we are fully prepared, on the basis of the staff proposed, to start negotiations for the best conduct of the project.

Also, we make a firm commitment to the scrupulous respect of the content of the said technical proposal, subject to any modifications that would result from the negotiations of the contract.

Please accept, Madam / Sir ..... .., our regards. /-

Signature of authorized representative: Name and title of signatory:

Name

of

Bidder:

Address :

## 6B. Bidder's References

Services rendered during the last [indicate number of 1 to 5] years that best illustrate your qualifications.

Using the form below, indicate the information requested for each relevant assignment that your company / organization has obtained by contract, either as a single company or as one of the main partners of a group.

Mission Name :	Country :
Location :	Specialized personnel provided by your company / organization (profiles):
Client Name :	Number of employees who participated in the Mission:
Address :	Number of months of work; Duration of the mission :
Time Limit :	
Start date: Completion date: (month / year) (month / year)	Approximate value of services (in CFA francs HT):
Name of associated service providers / potential partners:	Number of months of Specialized (Professional) Staff Provided by Associated providers:
Name and position of managers (Director / Project coordinator, Team manager):	
Project description :	
Description of the services actually provided by your staff:	

Name of Bidder: \_\_\_\_\_

*Produce supporting documents*

A

**6C. Bidder's comments and suggestions on the terms of reference and on the data, services and facilities to be provided by the Contracting Authority**

On the terms of reference:

1.

2.

3.

4.

5.

On the data, services and facilities to be provided by the Contracting Authority:

1.

2.

3.

4.

5.

**6D. Description of the methodology and work plan proposed to perform the mission**

4

## 6E. Team composition and responsibilities of its members

### 1. Technical/Management Staff

Name	Position	Assignment

### 2. Support Staff (HQ and Local)

Name	Position	Assignment

## 6F. Curriculum Vitae (CV) for the proposed specialized personnel

Poste : .....

Applicant Name: .....

Employee name: .....

Profession : .....

Diplomas : .....

Date of Birth: .....

Number of years of employment by the Applicant: .....

Nationality : .....

Membership of professional associations / groups: .....

.....

Specific powers: .....

.....

### Main qualifications:

*[In about half a page, outline some of the most useful aspects of employee training and experience to its attributions within the framework of the mission. Indicate the level of responsibilities exercised by him / her during previous missions, specifying the date and place.]*

.....

### Training:

[In about a quarter of a page, summarize the university (undergraduate and postgraduate) studies and other specialized training of the employee, indicating the names and addresses of the schools or universities attended, with the dates of attendance, as well as the diplomas obtained.]

### Attachments:

- Certified true copy of the highest diploma and possibly a certificate from the trade association
- Certificate of availability

.....

### Professional experience:

[In approximately two pages, list the jobs held by the employee since the end of his studies in reverse chronological order, starting with his current position. For each, indicate the dates, name of the employer, title of the position held and place of work. For the past ten years, please also specify the type of activity carried out and, if applicable, the names of clients likely to provide references.]

.....

.....

**Computer skills:**

*[Indicate, level of knowledge]*

**Languages:**

*[Indicate, for each, the level of proficiency: poor / medium / good / excellent, with regard to the language read / written / spoken.]*

---

**Certificate:**

I, the undersigned, certify, in good conscience, that the above information faithfully reflects my situation, my qualifications and my experience.

..... Date : .....  
*[Signature of employee and authorized representative of the applicant]*  
Day/month/year

Employee name: .....

Name of authorized representative: .....

**6G. Calendar of specialized personnel**

Name	Position	Reports to provide activities	Months or weeks (as a bar chart)												Number of months		
			1	2	3	4	5	6	7	8	9	10	11	12			
																	Subtotal (1)
																	Subtotal (2)
																	Subtotal (3)
																	Subtotal (4)

Full-time : \_\_\_\_\_

Part-time : \_\_\_\_\_

Reports to be provided: \_\_\_\_\_

Duration of activities: \_\_\_\_\_

Signature : \_\_  
(Authorized representative)

Name : \_\_\_\_\_

Position : \_\_\_\_\_

Address : \_\_\_\_\_

## 6H. Calendar of activities (work program)

### A. Specify the nature of the activity

	<i>[Months or weeks from the start of the mission]</i>											
	1 <sup>er</sup>	2 <sup>e</sup>	3 <sup>e</sup>	4 <sup>e</sup>	5 <sup>e</sup>	6 <sup>e</sup>	7 <sup>e</sup>	8 <sup>e</sup>	9 <sup>e</sup>	10 <sup>e</sup>	11 <sup>e</sup>	12 <sup>e</sup>
Activity (task)												

### B. Completion and submission of reports

Reports	Date
1. Initial Report	
2. Progress reports a. First progress report b. Second progress report	
3. Draft of the Final Report	
4. Final Report	

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 8./AOIO/ADC/CIPM/2024 DU 21/01/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**Pièce N° 7 :**

**FINANCIAL PROPOSAL**

## **Summary of standard tables**

- 7. A. Financial proposal's Bid Letter
- 7. B. Unit Price Schedule
- 7. C. Cadre du détail quantitatif et estimatif
- 7. D. Cadre du sous-détail des prix unitaires

# 7A : Financial proposal's Bid Letter Template

I, the undersigned .....  
..... [indicate name and capacity of signatory]  
representing the company, the enterprise or the group (8) ..... whose  
head office is at ..... entered in the commercial register of .....  
..... under the number... ..

After having taken cognizance of all the documents appearing or mentioned in the Tender File n °... .. /  
AOIO / ADC / CIPM / 2024 of... .. / 2024 relating to the acquisition an update of WGS-84 aerodrome  
and obstacle data of Douala and Maroua-Salak Airports.

- After having personally realized the situation of the place and having appreciated from my point of view and under my responsibility, the nature and the difficulty of the services to be performed.
- Submit, bearing my signature, the unit price schedule as well as the detailed estimate schedule established in accordance with the schedules included in the tender file.
- I submit and agree to perform the services in accordance with the Tender File, subject to the amount of the offer to:

in figures and in letters] Cfa francs Excluding VAT, and at  
..... CFA francs All Taxes  
included. [in numbers and in letters]

- Undertakes to perform the services within nine (09) months
- I further agree to maintain my offer within ninety (90) days from the deadline for submission of offers.
- The discounts and the methods of application of these discounts are as follows: .....

The Client will free himself of the sums due by him under this contract by crediting the account n °  
..... open in the name of... .. at the bank...  
..... Agency .....

Before signing the contract, this tender accepted by you will be worth commitment between us.

Done at ... .. on .....  
Signature of .....

in the capacity of ... .. duly authorized to sign submissions for and  
on behalf of .....

## 7B. Unit Price Schedule (BPU)

N° OF THE PRICE	DEFINITION OF THE PRICE	UNIT	UP/HD IN NUMBER
100	This price pays per unit the <b>Initial full WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Maroua-Salak airport and any suggestions.</b> Unit at : .....CFA F	U	
101	This price pays per unit the <b>validation of WGS-84 Aerodrome Survey of the airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual at Douala airport and any suggestions.</b> Unit at : .....CFA F	U	
102	This price pays per unit <b>the acquisition of an ortho-rectified satellite image of 100 km<sup>2</sup> with 30cm resolution for one airport, inclusive of ground control points (GCP) and any suggestions.</b> Unit at : .....CFA F	U	
103	This price pays per unit <b>miscellaneous mobilization fees (flights, excess baggage, travel days) for all the project and any suggestions.</b> Unit at : .....CFA F	FF	
104	This price pays per unit <b>the import of OLS and Type A surfaces, satellite imageries, surveyed objects (obstacles) in ADC used software GDMS Online for one airport and any suggestions.</b> Unit at : .....CFA F	U	
105	This price pays per unit <b>the Virtual restitution and Virtual Advanced Training on GDMS Online for one person and any suggestions.</b> Unit at : .....CFA F	U	
106	This price pays per unit <b>the Support and Signature of the report by a local Cameroon sworn topographer.</b> Unit at : .....CFA F	FF	

## 7C. Detailed Estimated Schedule

N°	Item	Quantity	Unit Price	Total (HD)
100	Initial full WGS-84 Aerodrome Survey of Maroua-Salak airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual	1		
101	Validation WGS-84 Aerodrome Survey of Douala airport facilities, Annex 14 obstacle limitation surfaces and ICAO Type A Charts in accordance with ICAO Annex 14 and ICAO Doc 9674 – WGS-84 Manual	1		
102	Acquisition of an ortho-rectified satellite image of 100 km <sup>2</sup> with minimum 50cm resolution, inclusive of ground control points (GCP)	1		
103	Misc. Mobilisation (flights, excess baggage, travel days)	FF		
104	Import of OLS, e-TOD and Type A surfaces, satellite imageries, surveyed objects (obstacles) in ADC used software GDMS Online	2		
105	Virtual restitution and Virtual Advanced Training on GDMS Online	2		
106	Support and Signature of the report by a local Cameroon sworn topographer	FF		
	<b>Total HD</b>			
	<b>VAT (19.25%)</b>			
	<b>Amount TI</b>			
	<b>IT (5%)</b>			

## 7D. Prices and Sub-details Schedule (SDP)

The unit prices in bids should include:

- The costs of management staff, design, coordination, execution, secretarial, reproduction and editing;
- Local labor costs participating directly or indirectly in the execution of the order including wages and bonuses, insurance, various salary costs, travel costs, etc.
- Communication costs;
- Transport costs, brought to the site, rental, insurance amortization, operation, maintenance and withdrawal of all equipment and tools;
- Miscellaneous supplies;
- The costs of bringing up, assembling, maintaining, dismantling and withdrawing all the installations including offices, possible stores;
- The costs of bringing, supplying and transporting all the spare parts;
- Pilotage costs for the execution of services on the site;
- Registration fees;
- Equipment maintenance costs during the warranty period;
- Agency and headquarters support costs;
- Insurance costs for civil liability and site risks;
- Customs fees, taxes, charges of all kinds within the framework of the customs and tax regime in force in Cameroon;
- Financial costs (surety bond and agios) and general site costs;
- Remuneration for profits and contingencies;
- The costs for various subjects, whether or not specified in this contract.

**NB. : No confusion should be made between the estimate, the sub-detail of the prices and the price schedule which are different concepts.**

1. The Contracting Authority may propose a framework for the sub-detail of the unit prices comprising the elements set out in point 1 above.

Item:

N° Price	Daily yield	Global Quantity	Unit	Duration activity	of
PERSONNEL	Designation	Unit	Quantity	UP	TP
		Man/day			
		Man/day			
		Man/day			
		Man/day			
		Man/day			
		Man/day			
		Man/day			
<b>TOTAL I</b>					
MATERIALS AND SUPPLIES	Designation	Unit	Quantity	UP	TP
<b>TOTAL II</b>					
MACHINERY AND EQUIPMENT	Désignation	Unité	Quantité	PU	PT
<b>TOTAL III</b>					
IV	DISBURSED DRY = I+II+III				
V	ON-FIELD SETTING FEES				
VI	HQ FEES				
	BENEFIT AND RISK				
VII	COST OF RETURN				
VIII	<b>SELLING UNIT PRICE VAT Excluded</b>			<b>VII /Qties</b>	

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 08/AOIO/ADC/CIPM/2024 DU 02/01/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**Pièce N° 8 : CONTRACT TEMPLATE**

**INTERNAL TENDER BOARD**

**CONTRACT N° ...../MA/ADC/CIPM/2024**

**AWARDED AFTER OPEN INTERNATIONAL INVITATION TO TENDER**

**N° .../AOIO/ADC/CIPM/2024 of \_\_\_\_ / \_\_\_\_ /2024 for the acquisition and Update of WGS-84 aerodrome and Obstacle Data for Douala and Maroua-Salak Airports**

**HOLDER :**

**ADDRESS:**

**TEL:**

**E-MAIL :**

**SUBJECT: Acquisition and Update of WGS-84 aerodrome and Obstacle Data for Douala and Maroua-Salak Airports**

**Place of Execution: Douala and Maroua-Salak Airports**

**AMOUNT:**

DESIGNATION	ET/HD IN FOREIGN CURRENCY	ET/HD IN CFAF
A. AMOUNT ET		
B. IT (5%)		
C. VAT (19.25%)		
D. AMOUNT TI (A+C)		
E. NET TO PAY (A-B)		

**TERM FOR EXECUTION: Nine (09) months.**

**FINANCING : SOCIETE AEROPORTS DU CAMEROUN S.A.**

**BUDGET CHARGE : BUDGET OF SOCIETE AEROPORTS DU CAMEROUN S.A.  
FINANCIAL YEAR 2024, LINE 81600.**

SUBSCRIBED ON : .....

SIGNED ON : .....

NOTIFIED ON : .....

REGISTERED ON:.....

Between

**Société Aéroports Du Cameroun S.A., NIU M 109400000449K, RC95F0018, Head Office Yaounde, PO. Box : 13615, Tel. : 222 23 36 02, represented by its General Manager, hereinafter referred to as "THE CONTRACTING AUTHORITY".**

On the one hand,

And

**Name: \_\_\_\_\_**

**REGISTERED ADDRESS:**

**TEL:**

**E-MAIL :**

Represented by the « Director of Operations » and hereinafter referred to as  
**"THE SERVICE PROVIDER"**

on the other hand,

**IT HAS BEEN AGREED AND DECIDED UPON AS FOLLOWS:**

**PAGE .....** and last of Contract N°...../MA/ADC/CIPM/2024 awarded after open international call for tenders N° .../AOIO/ADC/CIPM/2024 for the acquisition and update of WGS-84 Aerodrome and Obstacle Data for Douala and Maroua-Salak Airports.

**AMOUNT:**

DESIGNATION	ET/HD IN FOREIGN CURRENCY	ET/HD IN CFAF
<b>A. AMOUNT ET</b>		
<b>B. IT (5%)</b>		
<b>C. VAT (19.25%)</b>		
<b>D. AMOUNT TI (A+C)</b>		
<b>E. NET TO PAY (A-B)</b>		

**READ AND APPROVED  
THE SERVICE PROVIDER**  
Yaoundé, \_\_\_\_\_

*General Manager*

**SIGNED BY THE GENERAL MANAGER  
OF SOCIETE AEROPORTS DU CAMEROUN  
CONTRACTING AUTHORITY**

Yaoundé, \_\_\_\_\_

**Thomas OWONA ASSOUMOU**  
Recording

4

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 8/AOIO/ADC/CIPM/2024 DU 22/01/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**PIECE N° 9 :**

**ATTACHMENT TEMPLATES**

# Template's Table

Annexe n° 1	: Template for declaration of non-abandonment of a public contract and non- belonging to the list of failing companies. ....
Annexe n° 2	: Template for Bid Letter . . . . .
Annexe n° 3	: Modèle de caution de soumission . . . . .
Annexe n° 4	: Modèle de cautionnement définitif . . . . .
Annexe n° 5	: Modèle de caution d'avance de démarrage . . . . .

*cl*

# Annex n° 1: Template for declaration of non-abandonment of a public contract and non-belonging to the list of failing companies.

I, the undersigned Mr / Mrs (1).....

General Manager / Manager of (2).....Incorporation N °  
.....

Taxpayer card N ° ..... Tel: ..... Email: .....

Declare on our honour that on the date of signature below, our Company not only has not abandoned a public contract in the past three (03) years, but also is not on the list of Failing Companies annually established by the Ministry of Public Contracts.

This declaration is made to serve and assert what is right. /-

Done at..... On.....

(1) Last Name, First Name

(2) Company name

Signature, name and stamp of the service provider

## Annex n° 2 : Template for Bid Letter

I, the undersigned ..... [indicate name and capacity of signatory]  
representing the company, the company or the grouping ..... whose  
head office is at..... entered in the commercial register of .....  
..... under the number .....

After having read all the documents appearing or mentioned in the Tender File N °... /AOIO/ADC/  
CIPM / 2024 of... /... / 2024 for the acquisition and update of WGS-84 aerodrome and of obstacle  
data for Douala and Maroua-Salak Airports.

- I submit and agree to perform the services in accordance with the Tender File, for the prices that I have established myself on the basis of the detailed estimated schedule, which prices show the amount of the 'offer to ..... [in numbers and in letters]; CFA francs excluding VAT, and at ..... CFA Francs All Taxes Included. [in numbers and in letters].
- Undertakes to perform the services within... ..... days
- I further agree to maintain my offer within the period ..... days [indicate the period of validity, in principle 90 days] from the deadline for submission offers.

The discounts offered and the procedures for applying these discounts are as follows:

.....  
.....

Aéroports Du Cameroun S.A. will free itself of the sums due by it under this contract by crediting the account no. .... open in the name of .....  
..... Near the bank..... Agency of  
.....

Before signing the contract, this submission, accepted by you will be worth commitment between us.

Done at ..... On .....

Signature de .....

quality .....

duly authorized to sign bids for and on behalf of  
.....

## Annexe n° 3 : Modèle de caution de soumission

Adressée à Monsieur le Directeur Général de la Société Aéroports Du Cameroun, BP 13615 Yaoundé, « le Maître d'Ouvrage »

Attendu que le Prestataire \_\_\_\_\_ ci-dessous désigné « le soumissionnaire », a soumis son offre en date du..... pour l'acquisition et la mise à jour des données WGS-84 d'aérodrome et d'obstacle des aéroports de Douala et Maroua-Salak, ci-dessous désignée « l'offre », et pour laquelle il doit joindre un cautionnement provisoire équivalent à **un million huit cent mille (1 800 000) F CFA**.

Nous ..... [nom et adresse de la banque], représentée par ..... [noms des signataires], ci-dessous désignée « la banque », déclarons garantir le paiement au Maître d'Ouvrage de la somme maximale de **un million huit cent mille (1 800 000) F CFA**, que la banque s'engage à régler intégralement au Maître d'Ouvrage, s'obligeant elle-même, ses successeurs et assignataires.

Les conditions de cette obligation sont les suivantes :

Si le soumissionnaire retire l'offre pendant la période de validité spécifiée par lui sur l'acte de soumission;

Ou

Si le soumissionnaire, s'étant vu notifier l'attribution du marché par le Maître d'Ouvrage pendant la période de validité :

- Manque à signer ou refuse de signer le marché, alors qu'il est requis de le faire ;
- Manque à fournir ou refuse de fournir le cautionnement définitif du marché (cautionnement définitif), comme prévu dans celui-ci.

Nous nous engageons à payer au Maître d'Ouvrage un montant allant jusqu'au maximum de la somme stipulée ci-dessus, dès réception de sa première demande écrite, sans que le Maître d'Ouvrage soit tenu de justifier sa demande, étant entendu toutefois que dans sa demande le Maître d'Ouvrage notera que le montant qu'il réclame lui est dû parce que l'une ou l'autre des conditions ci-dessus, ou toutes les deux, sont remplies, et qu'il spécifiera quelle(s) condition(s) a (ont) joué.

La présente caution entre en vigueur dès sa signature et dès la date limite fixée par le Maître d'Ouvrage pour la remise des offres. Elle demeurera valable jusqu'au trentième jour inclus suivant la fin du délai de validité des offres. Toute demande du Maître d'Ouvrage tendant à la faire jouer devra parvenir à la banque, par lettre recommandée avec accusé de réception, avant la fin de cette période de validité.

La présente caution est soumise pour son interprétation et son exécution au droit camerounais. Les tribunaux du Cameroun seront seuls compétents pour statuer sur tout ce qui concerne le présent engagement et ses suites.

Signé et authentifié par la banque

à ..... le  
.....

[signature de la banque]

## Annexe n° 4 : Modèle de cautionnement définitif

Banque :

Référence de la Caution : N° .....

Adressée à *Monsieur le Directeur Général de la société Aéroports Du Cameroun S.A B.P. :13615 Yaoundé Cameroun, ci-dessous désigné « le Maître d'Ouvrage »*

Attendu que ..... *[nom et adresse du Prestataire]*, ci-dessous désigné « le Prestataire », s'est engagé, en exécution du marché désigné « le marché », pour l'acquisition et la mise à jour des données WGS-84 d'aérodrome et d'obstacle des aéroports de Douala et Maroua-Salak.

Attendu qu'il est stipulé dans le marché que le Prestataire remettra au Maître d'Ouvrage un cautionnement définitif, d'un montant égal à trois pourcent (3 %) du montant du marché, comme garantie de l'exécution de ses obligations de bonne fin conformément aux conditions du marché,

Attendu que nous avons convenu de donner au Prestataire ce cautionnement,

Nous,

..... *[nom et adresse de banque]*, représentés par  
..... *[noms des signataires]*,

ci-dessous désignée « la banque », nous engageons à payer au Maître d'Ouvrage, dans un délai maximum de dix (10) semaines, sur simple demande écrite de celui-ci déclarant que le Prestataire n'a pas satisfait à ses engagements contractuels au titre du marché, sans pouvoir différer le paiement ni soulever de contestation pour quelque motif que ce soit, toute somme jusqu'à concurrence de la somme de

..... *[en chiffres et en lettres]*.

Nous convenons qu'aucun changement ou additif ou aucune autre modification au marché ne nous libérera d'une obligation quelconque nous incombant en vertu du présent cautionnement définitif et nous dérogeons par la présente à la notification de toute modification, additif ou changement.

Le présent cautionnement définitif entre en vigueur dès sa signature et dès notification au Prestataire, par le Maître d'Ouvrage, de l'approbation du marché. Elle sera libérée dans un délai de (indiquer le délai) à compter de la date de réception des prestations.

Après cette date, la caution deviendra sans objet et devra nous être retournée sans demande expresse de notre part.

Toute demande de paiement formulée par le Maître d'Ouvrage au titre de la présente garantie devra être faite par lettre recommandée avec accusé de réception, parvenue à la banque pendant la période de validité du présent engagement.

Le présent cautionnement définitif est soumis pour son interprétation et son exécution au droit camerounais. Les tribunaux camerounais seront seuls compétents pour statuer sur tout ce qui concerne le présent engagement et ses suites.

*Signé et authentifié par la banque*

(\*) 1 = 1,2 ou 3.

À ..... le .....

*[Signature de la banque]*

## Annexe n° 5 : Modèle de caution d'avance de démarrage

Banque : référence, adresse  
.....  
.....

Nous soussignés (banque, adresse), déclarons par la présente garantir, pour le compte de :  
.....  
..... [le titulaire], au profit du Maître d'Ouvrage, Monsieur le Directeur Général de la société Aéroports Du Cameroun S.A., BP : 13615 Yaoundé, Cameroun (« le bénéficiaire »).

Le paiement, sans contestation et dès réception de la première demande écrite du bénéficiaire, déclarant que ..... [le titulaire] ne s'est pas acquitté de ses obligations, relatives au remboursement de l'avance de démarrage selon les conditions du marché ..... du ..... l'acquisition et la mise à jour des données WGS-84 d'aérodrome et d'obstacle des aéroports de Douala et Maroua-Salak, Objet de l'appel d'offres N°...../AOIO/ADC/CIPM/2024 DU ...../...../2024, de la somme totale maximum correspondant à l'avance de vingt pour cent (20%) du montant Toutes Taxes Comprises du marché n° ..... , payable dès la notification de l'ordre de service correspondant, soit : ..... Francs CFA.

La présente garantie entrera en vigueur et prendra effet dès réception des parts respectives de cette avance sur les comptes de ..... [le titulaire] ouverts auprès de la banque  
.....  
..... Sous le n° .....

Elle restera en vigueur jusqu'au remboursement de l'avance conformément à la procédure fixée par le CCAP. Toutefois, le montant de la caution sera réduit proportionnellement au remboursement de l'avance au fur et à mesure de son remboursement.

La loi et la juridiction applicables à la garantie sont celles de la République du Cameroun.

(\*) I = 1, 2 ou 3.

Signé et authentifié par la banque

à ..... Le .....

[Signature de la banque]

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 08/AOIO/ADC/CIPM/2024 DU 21/01/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**Pièce N° 10 :**

**JUSTIFICATIF DES ETUDES PREALABLES**

## **Annexe n° 6 : Justificatif des études préalables**

Ce projet a-t-il fait l'objet d'une étude préalable : **Oui**

Les études techniques ont été réalisées par la **Direction Sécurité, Sûreté, Qualité et Environnement de la société Aéroports du Cameroun S.A.**

## **Acquisition of WGS-84 Aerodrome and Obstacle Data for Douala and Maroua-Salak Airports**

### **STUDY REPORT AND TERMS OF REFERENCE**

#### **A- Preamble**

Aéroports du Cameroun is an airport management company responsible for the operation of 07 very small airports in Cameroun.

As part of Cameroon plan for transition to AIM, ADC SA has to undertake WGS-84 and e-TOD surveys at its airports.

In 2016 and 2021 WGS-84 and e-TOD surveys were carried out at Douala and Yaounde-Nsimalen and in 2019 at Garoua International Airport.

In 2024, ADC SA is planning to update WGS-84 survey for Douala following the displacement of THR12, and to conduct a WGS-84 aerodrome and obstacle data survey at Maroua-Salak.

#### **B- Requirements**

##### **B-1) Update and acquisition of WGS-84**

ICAO Annex 14 chapter 2 requires the aerodrome operator to determine and report aeronautical data

**1.3.1** World Geodetic System — 1984 (WGS-84) shall be used as the horizontal (geodetic) reference system. Reported aeronautical geographical coordinates (indicating latitude and longitude) shall be expressed in terms of the WGS-84 geodetic reference datum.

Note. — Comprehensive guidance material concerning WGS-84 is contained in the World Geodetic System — 1984 (WGS-84) Manual (Doc 9674).

**1.3.2** Mean sea level (MSL) datum, which gives the relationship of gravity-related height (elevation) to a surface known as the geoid, shall be used as the vertical reference system.

**2.1.1** Determination and reporting of aerodrome-related aeronautical data shall be in accordance with the accuracy and integrity classification required to meet the needs of the end-users of aeronautical data.

ICAO Annex 14 also requires all obstacles that infringes OLS to be surveyed and reported.

The provider shall therefore implement or verify the source of WGS-84 into Douala and Maroua-Salak Airports, followed by the survey of the aerodrome facilities and obstacles to the Annex 14 and Annex 4 (Type A Chart) obstacle limitation surfaces with the accuracies as per the table below:

#### **Proposed Minimum Survey Accuracy and Integrity Requirements**

	<b>Horizontal Accuracy</b>	<b>Vertical Accuracy</b>	<b>Integrity Classification</b>
<b>Aerodrome Control Network</b>	1.0 m *	1.0 m *	1 x 10 <sup>-8</sup>
<b>Aerodrome Facilities</b>	0.5 m#	0.25 m#	1 x 10 <sup>-8</sup>

<b>Obstacles and Off Aerodrome Facilities</b>	3.0 m#	0.3 m#	1 x 10 <sup>-5</sup>
* Accuracy with respect to the appropriate geodetic reference frame # Accuracy relative to the aerodrome control network			

### C) Scope of Work

#### C-1) WGS-84 Aerodrome and Obstacle Survey (Initial or Update)

The WGS-84 Aerodrome Survey (ICAO Doc 9674) shall provide reliable geographical coordinates for navigation aids and points whose coordinates contribute directly to air navigation and which must be reported to the aeronautical information service of the national administration in accordance with the provisions in ICAO Annexes 11 and 14, and in ICAO PANS-AIM.

Key stages of this survey are:

- Geodetic connection or verification to WGS-84;
- Installation of a permanent airport control network (monuments);
- Survey of all navigation facilities (LLZ, Glide Paths, NDB, DME, VOR, RADAR, etc.);
- Survey of runways (Thresholds, TDZ, centreline profiles, Elevations, etc);
- Survey of all aircraft Holding points and Stand positions;
- Survey of all obstructions within the ICAO Annex 14 and Annex 4 (Type A Chart) Obstacle Limitation Surfaces (OLS);
- Initial calculation or update of Declared Distances – Data for the points defining the starts and ends of the declared distances will be maintained;
- Initial determination and update Aerodrome dimensions and related information;
- Update where necessary of charts and maps;
- Update and re-issue of digital data in required format.

All survey data is warranted to meet the required accuracy and integrity levels as stated in ICAO Annexes and ICAO PANS-AIM.

Any errors detected in the survey data shall be rectified as soon as is practicably possible by the provider at no extra cost to ADC.

The methodology of the survey shall be a combination of kinematic GNSS and electronic total station. The accuracies of these methods are shown below.

<b>Instrumentation</b>	<b>Vertical Accuracy</b>
Static GPS/GNSS Observations	+/- 3mm
Kinematic GPS/GNSS Observations	+/- 15mm
Total Station EDM (bearing and distance)	+/- 5mm
Robotic Total Station	+/- 2mm

#### C-2) Quality Assurance

##### C-2-1) Methods for demonstrating that the data provided conforms to the specified requirements

All aerodrome facilities shall be surveyed twice where practical. The two measurements shall be compared and, providing the differences between the surveyed coordinates are within the required accuracies listed in Table 1, the final coordinates will be taken from the mean of the two, or from one measurement if it is demonstrably more accurate than the other based on the survey method.

Where it is not possible to survey an aerodrome facility twice, for example calculated runway points, inclusion of the points on the aerodrome plan shall indicate that the facility is in the expected position and therefore provide evidence that there are no gross errors present. The survey equipment used shall always meet the required accuracies when gross errors are not present.

Processing report files will be provided for obstacle measurements, showing evidence of the accuracy of the equipment set-up. The inclusion of obstacles in the drawings and KMZ files means that they can be compared to background mapping and aerial imagery, so any gross errors can be identified and eliminated.

#### **C-2-2) Action to be taken in the event of discovery of a data error or inconsistency in the data.**

In the unlikely event that the service provider discovers a data error or inconsistency in the data following submission of the data to ADC S.A, the service provider shall notify ADC S.A, correct the error or inconsistency and reissue all of the affected deliverables. If the data has also been submitted to AIS at this point, the amended data shall also be reissued to AIS.

In the unlikely event that ADC S.A discover a data error or inconsistency in the data when reviewing or using the data provide by the service provider, ADC S.A will inform the service provider. The service provider shall then correct the error or inconsistency and reissue all of the affected deliverables to ADC S.A and to AIS if applicable.

The service provider shall correct any data errors and will reissue data in the shortest practical time for the particular error discovered, normally within 48 hours. Appropriate timescales will be agreed by ADC S.A and the service provider as soon as the error is discovered and the other party is notified.

The service provider shall investigate the cause of any error and shall amend internal QA procedures as necessary to ensure the cause of the error is not repeated.

#### **C-4) Deliverables**

Office work shall be carried out with state-of-the-art software compatible with .dwg format.

The provider shall provide data through the following deliverables for Douala airport:

- Aerodrome Survey Report with full QA backup in accordance with UK CAP1732 in electronic (PDF) versions;
- Update of the following charts and plan in both PDF and AutoCAD formats:
  - 1 x aerodrome Plan in accordance with Australian CASA AC 139-17 - Preparing Plans for inclusion in Aerodromes Manuals;
  - Drawings showing the positions of OLS and Type A obstacles;
  - 1 x Aerodrome Chart – ICAO in accordance with ICAO Annex 4;
  - 1 x Type A Chart – ICAO in accordance with ICAO Annex 4;
  - 1 x Parking Docking Chart – ICAO;
  - 1 x Emergency Access Maps Aerodrome Zone (ZA) depicting the confines of airport access roads, gates, location of water supplies, rendezvous points, staging areas, area with difficult access (swamp, high terrain, etc.);
  - 1 x Emergency Access Maps ZVA including surrounding communities and depict appropriate medical facilities, access roads, rendezvous points, etc.) within a distance of approximately 8km from the centre of the airport;
  - 1 x Safeguarding Contour Chart – Transitional Surfaces with contour elevation interval lines and background high resolution imagery;
  - 1 x Safeguarding Chart – CCAA Type – all OLS with open street map background imagery;
  - 1 x Safeguarding Chart – UK Type with background imagery;
  - 1 x Navigational Aids Technical Safeguarding Surfaces Plan with background satellite high resolution imagery;
  - 1 x VMA Chart.
- Other relevant deliverables, each in a separate file and in the Survey Report:
  - Area 2 obstacle dataset [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz]

- Area 3 obstacle dataset [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz,]
- Penetrations of the aerodrome obstacle limitation surfaces [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz]
- All features identified as obstacles including dominant obstacles - MASTER OBSTACLES FILE [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz]
- Aerodrome Facilities file with all facilities surveyed for the purposes of the Aerodrome Plan [UK CAP CAP1732 Appendix 5 .crc, .xls, .kmz].
- Runway and declared distance file [UK CAP CAP1732 Appendix 5 .crc file];
- A list of the dominant obstacles [UK CAP CAP1732 Appendix 5 .crc file and.xls spreadsheet];
- A list of AIP AD 2.10 obstacles [.xls format].

Initial deliverables from Douala are available upon request.

The provider shall provide to ADC with a full survey package that includes for Maroua-Salak airport:

- Aerodrome Survey Report with full QA backup in accordance with UK CAP1732 in electronic (PDF) versions;
- 1 ortho-rectified satellite image covering 100 km<sup>2</sup> with minimum 50cm resolution around the airport;
- The following charts and plan in both PDF and AutoCAD formats:
  - 1 x Aerodrome Plan in accordance with Australian CASA AC 139-17 - Preparing Plans for inclusion in Aerodromes Manuals;
  - 1 x Aerodrome Chart – ICAO in accordance with ICAO Annex 4;
  - 1 x ICAO Type A Charts – ICAO in accordance with ICAO Annex 4;
  - 1 x Emergency Access Maps Aerodrome Zone (ZA) with satellite background image depicting the confines of airport access roads, gates, location of water supplies, rendezvous points, staging areas, area with difficult access (swamp, high terrain);
  - 1 x Emergency Access Maps ZVA including surrounding communities and depict appropriate medical facilities, access roads, rendezvous points, etc.) within a distance of approximately 8km from the centre of the airport;
  - 1 x OLS Charts;
  - 1 x Larger Safeguarding Charts – all OLS with openstreetmap background imagery;
  - 1 x Navigational Aids Technical Safeguarding Surfaces Plan with background satellite high resolution imagery;
  - 1 x VMA Charts.
- Other relevant deliverables, each in a separate file and in the Survey Report:
  - Area 2a obstacle dataset [UK CAP CAP1732 Appendix 5 .crc file, .xls, .kmz];
  - Penetrations of the aerodrome obstacle limitation surfaces [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Obstacles that penetrate the take-off flight path area obstacle identification surface [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Other obstacles assessed as being hazardous to air navigation [.crc, .kmz];
  - All features identified as obstacles including dominant obstacles - MASTER OBSTACLES FILE [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Aerodrome Facilities file with all facilities surveyed for the purposes of the Aerodrome Plan [UK CAP CAP1732 Appendix 5 .crc file, .kmz];
  - Runway and declared distance file [UK CAP CAP1732 Appendix 5 .crc file];
  - A list of the dominant obstacles [UK CAP CAP1732 Appendix 5 .crc file and.xls spreadsheet];
  - A list of AIP AD 2.10 obstacles [.xls format].

**C-5) Import of OLS and Type A surfaces, satellite imageries, surveyed objects (obstacles) for Douala and Maroua-Salak in ADC used software GDMS Online**

The service provider shall liaise with the developer of GDMS Online software that ADC SA already uses for Douala to import Annex 14 obstacle limitation surfaces, Type A surfaces, satellite imageries, and all surveyed objects for Douala (surveyed objects), Maroua-Salak (new imagery and surveyed objects).

**C-6) Virtual Restitution and Training**

The service provider and ADC staff shall have a virtual meeting to review all the deliverables. The bidder shall make a MS PowerPoint presentation of the deliverables. ADC staff will make comments to the deliverables and the service provider shall amend the deliverables accordingly.

The service shall also organise an advanced GDMS trainings for two (02) peoples.

**C-7) Technical Specification**

**C-7-1) Processing of imagery and data**

For a better understanding of the technical proposal, the provider shall fill the following tables:

ORTHOIMAGERY			

TERRAIN DATA			
Initial Data	Processing method	Software used	Charts:
			Scale: Format: Number of sheets:

CHARTS			
Initial Data	Processing method	Software used	Charts:
			Sacle: Format: Number of sheets:

PLANS			
Initial Data	Processing method	Software used	Charts:
			Sacle: Format: Number of sheets:

EXPORT OF TERRAIN AND OBSTACLE DATA TO GDMS			
Input data	Features	Software used	GDMS
Obstacle data			
Imagery			

**C-7-2) Content of the report for each airport**

**Global content**

The content of the report for each airport should be as follows:

Title Page ..... i  
Statement of Conformance ..... ii  
Distribution ..... iii  
Contents ..... iv  
Report History ..... vi  
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**PROJECT SUMMARY** ..... 1

**REPORT**

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Aim ..... 2  
Location ..... 2  
Access ..... 3  
Site Description ..... 3  
Maps ..... 3  
Fieldwork ..... 3  
Difficulties ..... 3  
Quality Assurance ..... 3  
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**WGS-84 IMPLEMENTATION**

Airport Control Network Installation ..... 7  
Geodetic Connection ..... 7  
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Aerodrome Facilities Survey – Methodology ..... 9  
Aerodrome Facilities Survey – Data Processing ..... 9

**AERODROME OBSTRUCTION SURVEYS**

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**ANNEXES**

**WGS-84 IMPLEMENTATION**

Geodetic Connection and Airport Control Network Processing Information ..... A-1  
Mapping Information and Transformation Parameters ..... B-1  
Airport Control Network - Station Locations Plan ..... C-1  
Airport Control Network – Abstract of Results ..... D-1  
Data Processing – Facilities ..... E-1  
Data Processing – Field Observations ..... F-1  
GDMS Desktop - Parameters ..... G-1  
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**AERODROME OBSTRUCTION SURVEYS**

Annex 14 Obstacle Limitation Surfaces ..... J-1  
Type A Chart Obstacles ..... K-1

Visual Manoeuvring (Circling) Areas Obstacles.....	L-1
Complete List of All Surveyed Obstructions.....	M-1
Associated Drawings - Record/Issue Sheet.....	N-1
<b>EQUIPMENT CERTIFICATES &amp; STATEMENTS OF CONFORMITY</b>	
Equipment Certificate of Conformity.....	O-2
Equipment Statement of Conformity.....	O-4

**Report history**

The Report history of each report should be as follows:

Date	Report Number	Description	Surveyors	Report Compiled	Report Checked
September 2020	FKKX-329-19-01	New Report containing WGS-84 Implementation, Aerodrome Navigation Facilities Survey and Aerodrome Obstruction Surveys.	MLS/LNB	MLS	OJB

**Drawing register**

The drawing register in N-1 of each report should be as follows:

Surveyor Name		Airport	Project Reference					
Aviation Support Division Drawing Record Sheet		FKKX –XXXX International Airport, CAMEROUN	329 FKKX					
Drawing Number	Sheet No.	Title / Description	Media	Scale	Amended by	Dates		
						Drawn	Amend	Issue
FKKX-329-19-01		Aerodrome Plan	PDF/CAD	5,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-02		ICAO Annex 14 OLS Survey (Aerodrome Area)	PDF/CAD	5,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-03		ICAO Annex 14 OLS Survey (Outer Surfaces)	PDF/CAD	25,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-04	1&2	Runways 09/27 1.2% Type A Obstacles	PDF/CAD	2,500	MLS	Sep-20	-	Sep-20
FKKX-329-19-05		Visual Manoeuvring (Circling) Areas Obstacles	PDF/CAD	100,000	MLS	Sep-20	-	Sep-20
FKKX-329-19-06		Safeguarding Contours – Aerodrome Areas	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-07		Safeguarding Contours	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-08		Technical Safeguarding Plan	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-09		Grid Map	PDF/CAD	-	-	Sep-20	-	-
FKKX-329-19-10		Grid Map - Airport and Surrounding Community	PDF/CAD	-	-	Sep-20	-	-
FKKX AD 2.5-31		ICAO Type A Chart Survey - Runway XXYY	PDF/CAD	10,000/1000	MLS	Sep-20	-	Sep-20
FKKX AD 2.5-25		ICAO Aerodrome Chart	PDF/CAD	-	-	Sep-20	-	-
FKKX Parking/ Docking Chart		ICAO Parking/ Docking Chart	PDF/CAD	-	-	Sep-20	-	-
FKYD UK SGC		UK Specification Safeguarding Chart	PDF/CAD	-	-	-	-	-

**Global content of the Annex**

An annex of each aerodrome report shall contain Fields Observations as follows:

**GNSS KINEMATIC OBSERVATIONS**

Original Survey ID	Original Survey Description	Assigned ID	Final Description	UTM33N Easting	UTM33N Northing	Ht AMSL	Lit	Mobility	Surveyor	Date	Original Elevation	New Elevation
1538	NFM	1931		322945.551	1032527.342	240.915	N	S	MLS	05/09/2019		
1027	ALT ck point	1903	STAND 4R	320912.220	1031947.169	224.797	N	P	MLS	04/09/2019		
1028	ALT ck point	1906	STAND 5L	320809.800	1031941.424	223.770	N	P	MLS	04/09/2019		
1036	ALT ck point	1934	ALTIMETER_CHECK_POINT	321149.418	1031911.095	227.160	N	P	MLS	04/09/2019		
1037	ALT ck point	1935	ALTIMETER_CHECK_POINT	321213.819	1031914.926	227.486	N	P	MLS	04/09/2019		
1038	ALT ck point	1936	ALTIMETER_CHECK_POINT	321290.542	1031928.505	227.823	N	P	MLS	04/09/2019		
1039	ALT ck point	1937	ALTIMETER_CHECK_POINT	322305.537	1032009.648	235.742	N	P	MLS	04/09/2019		
1392	IRVR	1938		319612.962	1032208.343	217.295	FW	S	MLS	09/09/2019		

# THEODOLITE OBSERVATIONS

Identifier	Field Description	Final Description	UTM33N Easting	UTM33N Northing	Ht AMSL	Field Code	AXIM Layer	Lit	Mobility	Surveyor	Date
1019	BUILDING	GUARDTOWER	322805.475	1032821.393	250.715	2	BUILDING	N	S	MLS	08/09/2019
1020	BUILDING	HANGAR	322802.812	1032787.741	247.882	2	BUILDING	N	S	MLS	08/09/2019
1129	MAST	ATC_VHF_MAST	321454.672	1031854.413	273.641	6176	ANTENNA	MR	S	MLS	08/09/2019
1130	BUILDING	ATC_BUILDING	321458.255	1031861.030	261.908	2011	BUILDING	R	S	MLS	08/09/2019
1131	BUILDING	FIRE_STATION_TOWER	321780.511	1032130.132	247.689	2011	BUILDING	R	S	MLS	08/09/2019

The obstacles were surveyed by taking bearing and distance measurements using a theodolite and laser rangefinders or by theodolite intersection. Aerodrome facilities were surveyed by two theodolite intersections (refer to Means Table in Annex E). The theodolite was positioned on temporary control stations related to the airport control network by differential GPS measurements. The coordinates of all temporary control stations used and the processing report files are shown in this annex.

## Results of the Instrument Setup and Orientation procedure

Every setup of the theodolite requires a left and right face observation to the RO in order to determine the vertical Measurement to Reference Object error of the theodolite. The software used in the processing of the observations then corrects for this error, so that the instrument is effectively calibrated at every setup. The vertical collimation error is shown as: V.C. -000°00'07"

The coordinate differences show the level of accuracy of the GPS measurements, as the distance between the two stations as measured by the EDM and the vertical angle measured by the total station are highly accurate.

September 2019

Source		FTR19-DI.GPS (FTR19-CTL.csv)				Date:		28/09/2019					
Processed by		Mark Souchbury				Time:		15:33					
Project no.:	329	Surveyor PM:	MLS	Surveyor QA:	I2B								
Instrument Type:	Leica T1000/DI1000	Serial no.:	361650/70427	Vertical Collimation	+000 00 01								
		Easting	Northing	Level									
New Setup	100	323038.205	1032473.133	238.469	Instr. ht.	1.610							
Ro'd to	101 (Tripod)	Hz. ang.	000°00'00"	Dist.	40.373								
Actual station position		323053.474	1032435.760	238.236	Target ht.	1.610							
Calculated position		323053.474	1032435.759	238.242	V.C.	-000°00'04"							
Difference between the two		0.000	-0.001	0.006	Surv: MLS	Date: 08/09/2019							
Radials													
Pt no	Hr angle	Vt angle	Dist	Adj Vt ang	Hr dist	Easting	Northing	Level	Tgt ht	Ftr Code	Feature	Lit	Mob
1001	273°28'48"	089°00'13"	1665.000	089°00'10"	1664.748	324614.672	1033005.051	269.061	0.000	6176	MAST	MR	S
1002	281°12'21"	089°19'49"	2688.000	089°19'46"	2687.816	325676.486	1032986.774	271.544	0.000	6176	MAST	MR	S
1003	281°08'49"	090°02'20"	2512.000	090°02'17"	2511.999	335549.719	1032522.481	338.417	0.000	6172	MAST	R	S
1004	265°54'18"	088°37'08"	200.000	088°37'05"	199.942	323217.423	1032561.777	244.903	0.000	2015	BUILDING	M	S

## C-7-3) Additional signature of the report for each airport

Each aerodrome survey report must also be signed by a local Cameroon sworn topographer. This is the requirement from the Cameroon Civil Aviation Authority in order for them to approve the survey reports.

## D) DURATION OF WORK

It is anticipated that the WGS-84 Aerodrome Surveys, software installation and training will span three months period.

Acquisition of new satellite imagery is dependent on clear visibility and as such cannot be predicted. However, under normal circumstances, acquisition would be completed with a 9 months period.

## E) REFERENCES IN SIMILAR WORKS

The bidder shall provide a reference list of similar works (at least five (05) WGS-84 implementations and Aerodrome Obstruction surveys at airports) that were carried out for the last three (03) years. Experience in a certified aerodrome in Africa would be highly appreciate.

## F) CV

The bidder shall provide CVs of people that are going to carry out the work.

### F.1 Lead surveyor:

At least BSc in Topography

At least 10 years of experience in similar projects

At least 05 similar projects as Lead surveyor

### F.2 Surveyor:

At least a BSc in Geodesy and/or Cartography

At least 05 years of experience in similar projects

**F.3 Local Cameroon Sworn Topographer**

At least a BSc in Geodesy and/or Cartography

Evidence that he is a Cameroon Sworn topographer

**F.4 Responsible for Quality Assurance and Reporting**

At least 07 years of experience in similar projects as Quality Assurance Manager

**G) Certificate for calibration of equipment**

The bidder shall provide for each theodolite/total station equipment to be used either a valid certificate of conformity to the manufacturer original specifications or a statement of conformity in line with requirements of ISO 9001:2015.

The bidder shall provide for each GNSS equipment to be used a statement of conformity in line with requirements of ISO 9001:2015.

**H) ISO 9001**

The bidder shall provide a valid ISO 9001 QMS certificate applied to the Consulting Land Surveyors.

**INTERNAL TENDER BOARD**

**APPEL D'OFFRES INTERNATIONAL OUVERT**

**N° 8/AOIO/ADC/CIPM/2024 DU 21/04/2024**

**POUR L'ACQUISITION ET LA MISE A JOUR DES DONNEES WGS-84  
D'AERODROME ET D'OBSTACLE DES AEROPORTS DE DOUALA ET  
MAROUA-SALAK**

*FOR THE ACQUISITION AND THE UPDATE OF WGS-84 AERODROME AND OBSTACLE DATA OF DOUALA  
AND MAROUA-SALAK AIRPORTS.*

**FINANCING: SOCIETE AEROPORTS DU CAMEROUN S.A.**

**ALLOCATION: BUDGET OF AEROPORTS DU CAMEROUN S.A.  
EXERCISE 2024, LIGNE 81006.**

**Pièce N° 11**

**Liste des établissements bancaires et Compagnies d'assurances  
autorisés à émettre des cautions dans le cadre des Marchés  
Publics**

**Liste des établissements bancaires et compagnies d'assurances autorisés à émettre des cautions dans le cadre des marchés publics.**

Cette liste est disponible à l'ARMP.

**I- BANQUES**

1. Afriland First Bank (FIRST BANK), BP 11 834 Yaoundé;
2. Access Bank Cameroon BP 6000 Yaoundé;
3. Banco Nacional de Guinea Ecuatorial (BANGE Bank Cameroun), BP 34 692 Yaoundé;
4. Banque Atlantique Cameroun (BACM), BP 2 933 Douala;
5. Banque Camerounaise des Petites et Moyennes Entreprises (BC-PME), BP 12 692 Yaoundé ;
6. Banque Gabonaise pour le Financement International (BGFIBANK), BP 660 Douala ;
7. Banque Internationale du Cameroun pour l'Epargne et le Crédit (BICEC), BP 1 925 Douala ;
8. Citibank Cameroun (Citibank Cameroun), BP 4 571 Douala;
9. Commercial Bank-Cameroon (CBC), BP 4 004 Douala;
10. Crédit Communautaire d'Afrique-Bank (CCA-BANK), BP 6 578 Yaoundé ;
11. Ecobank Cameroun (ECOBANK), BP 582 Douala;
12. La Régionale Bank BP: 30 145, Yaoundé;
13. National Financial Credit-Bank, (NFC-Bank), BP 6 578 Yaoundé;
14. Société Commerciale de Banques-Cameroun (SCB-Cameroun), BP 300 Douala ;
15. Société Générale Cameroun (SGC), BP 4 042 Douala ;
16. Standard Chartered Bank Cameroon (SCBC) BP 1 784 Douala;
17. Union Bank of Cameroon (UBC), BP 15 569 Douala;
18. United Bank for Africa (UBA), BP 2 088 Douala.

**II- COMPAGNIES D'ASSURANCES**

1. Activa Assurances, BP 12 970 Douala ;
2. Area Assurances, BP 15 584 Douala;
3. Atlantique Assurances Cameroun IARDT, BP 3 073 Douala ;
4. Chanas Assurances SA, BP 109 Douala ;
5. CPA SA, BP 54 Douala ;
6. Nsia Assurances S.A, BP 2 759 Douala ;
7. Pro Assur SA, BP 5 963 Douala ;
8. Prudential Beneficial General Insurance SA, BP 2 328 Douala;
9. ROYAL ONYX Insurance Cie, BP 12 230 Douala ;
10. SAAR SA, BP 1 011 Douala ;
11. Saham Assurances S.A, BP 11 315 Douala ;
12. Zenithe Insurance S.A, BP 1 540 Douala.

