



TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER
N° 028 /ONIT/NWRA/ITB/2024 OF 27 MAY 2024 FOR THE
REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AND THE
CONSTRUCTION OF A TOILET AT GBHS FUNDONG IN BOYO DIVISION NORTH WEST
REGION

<< BY EMERGENCY PROCEDURE >>

Financing: Public Investment Budget - 2024 assigned to the North West
Regional Assembly.

1. Subject of the Invitation to Tender:

Within the framework of 2024 Public Investment Budget, The President of the North West Regional Assembly, Contracting Authority, hereby launches an Open National Invitation to tender For the Rehabilitation of The Building Hosting the Science Laboratory and the Construction of a Toilet at GBHS Fundong in Boyo Division North West Region the emergency procedure

2. Nature of works:

Works to be done consists of

- 100. PRELIMINARY WORKS
- 200. EARTHWORKS
- 300. FOUNDATION
- 400. MASONARY ELEVATION
- 500. ROOFING CIELING
- 600. WOOD WORK
- 700. ALLUMINIUM/METALIC
- 800. TILES WORKS
- 900. PLUMBING AND SANITATION
- 1000. ELECTRICAL INSTALATION
- 1100. PAINTING AND DECORATION
- 1200. EXTERNAL WORKS

3. Execution deadline

The maximum deadline provided by the Contracting Authority for the execution of the works which are the subject of this Invitation to tender is **Four (04) Months.**

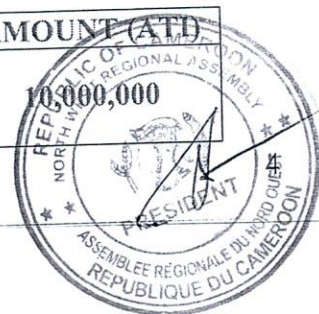
4. Lot: This project is in a single lot

S/No.	DIVISION	PROJECT
01	Boyo	For the Rehabilitation of The Building Hosting the Science Laboratory and the Construction of a Toilet at GBHS Fundong in Boyo Division North West Region

5. Estimated cost

The estimated cost after preliminary studies

LOT	DIVISION	PROJECT	AMOUNT (CFA)
1	BOYO	For the Rehabilitation of The Building Hosting the Science Laboratory and the Construction of a Toilet at GBHS Fundong in Boyo Division North West Region	10,000,000



6. **Participation and origin**

Participation to this Invitation to tender is open under the same conditions to all Cameroonian companies and business persons that have proven experience in the field of building construction and provided they are in compliance with the Cameroonian laws.

7. **Financing**

Works which are the subject of this Invitation to Tender shall be financed by the 2024 Public Investment Budget assigned to the North West Regional Assembly.

8. **Bid bond**

The bidder must include in his administrative documents, a bid bond issued by a first-rate financial and insurance establishment approved by the Ministry in charge of Finance (See list in document N°. 12 of the Tender File). The amount is of the table below and valid for Thirty (30) days beyond the date of validity of bids.

LOT	DIVISION	PROJECT	AMOUNT (ATI)	AMOUNT OF BID BOND
1	BOYO	For the Rehabilitation of The Building Hosting the Science Laboratory and the Construction of a Toilet at GBHS Fundong in Boyo Division North West Region	10,000,000	200,000

9. **Consultation of Tender File:**

The file may be consulted during working hours at The Office of the Director of General Affaires of the North West Regional Assembly (Tel N° 2 33 36 00 92), as soon as this notice is published.

10. **Acquisition of Tender File:**

The file may be obtained from the Office of the Director of General Affaires of the North West Regional Assembly (Tel N° 2 33 36 00 92), as soon as this notice is published against payment of the sum of Eighteen Thousand (18,000) Francs CFA Francs, payable at the Treasury of the North West Regional Assembly (Block B), representing the cost of purchasing the Tender File.

11. **Submission of bids:**

Each offer drafted in English or French in Seven (7) copies including One (1) original and Six (6) copies marked as such, should reach the Office of the Director of General Affaires of the North West Regional Assembly (Tel N° 2 33 36 00 92), not later than 18 JUIN 2024 at 10:00am noon local time and should carry the inscription:

<< OPEN NATIONAL INVITATION TO TENDER
N° 028 /ONIT/NWRA/ITB/2024 OF 27 MAI 2024 FOR THE REHABILITATION OF THE
BUILDING HOSTING THE SCIENCE LABORATORY AND THE CONSTRUCTION OF A
TOILET AT GBHS FUNDONG IN BOYO DIVISION NORTH WEST REGION

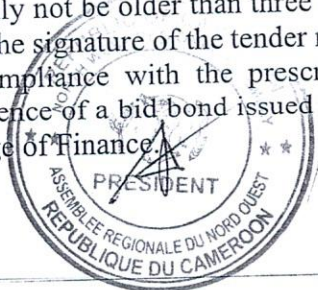
<< BY EMERGENCY PROCEDURE >>>>

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

12. **Admissibility of bids**

Upon penalty of being rejected, only originals or certified true copies signed by the issuing service or administrative authorities (Senior Divisional Officer, Divisional Officers....) must imperatively be produced in accordance with the Special Regulations of the Invitation to Tender. They must obligatorily not be older than three (3) months preceding the date of submission of bids or may be established after the signature of the tender notice

Any bid not in compliance with the prescriptions of the Tender File shall be rejected. This refers especially to the absence of a bid bond issued by a first-rate bank or insurance establishment approved by the Minister in charge of Finance.



13. **Opening of bids:**

14. The bids shall be opened in a single phase. The opening of the administrative documents, the Technical and Financial offers will take place on the 11 8 JUIN 2024 at **11.00 am** local time, in the conference hall of the Internal Tenders Board, by its competent members. Only bidders may attend or be represented by duly mandated persons of their choice and having a good knowledge of their files.

15. Evaluation criteria

The bids shall be evaluated according to the main criteria as follows:

A. Eliminatory criteria

1. Absence or non-conformity of an element in the administrative file not regularized within 48 hours after opening of bids
2. Execution deadline higher than prescribed in the Tender File;
3. False declaration or falsified documents;
4. Absence or insufficient bid bond at the opening of the bids;
5. A bid with the external envelope carrying a sign leading to the identification of the bidder;
6. Incomplete financial file;
7. Non respect of **75%** of essential criteria;
8. Suspended by MINMAP for 2024.
9. Submission of insufficient number of copies of bids;
10. Average annual turnover of at least the tendering amount (Average annual turnover calculated as total certified payments received for contracts in progress or completed, within the last five (5) years (from 2019). This should be justified by copies of past contracts (completed or ongoing). Final reception minutes for all completed contracts before 2023 and provisional reception minutes for contracts completed in 2023 should be presented.

B. Essential criteria

- 1- General presentation of the bids;
- 2- Financial capacity;
- 3- References of the company in similar works-validated by the competent authority;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit duly signed on honour by the bidder and report of site visit with pictures;
- 9- Special Technical Clauses initialed on all the pages, signed and dated on the last page;
- 10- Special Administrative Clauses completed and initialed on all the pages, signed and dated at the last page.

15. Award

The evaluation will be done in a binary way (**Yes**) or (**No**) with an acceptable minimum score of **75%** of the essential criteria taken in account.

The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to **100%** of the eliminatory criteria and at least **75%** of the essential criteria.

16. Validity of bids

Bidders will remain committed to their offers for **Ninety (90) days** from the deadline set for the submission of tenders.



17. **Complementary information**

Complementary technical information may be obtained during working hours from the Office of the Director of General Affairs of the North West Regional Assembly (Tel N° 2 33 36 00 92).

Done at Bamenda on 13 8 JUIN 2024

THE PRESIDENT OF THE REGIONAL ASSEMBLY
(Contracting Authority)

Copies:

- ARMP BAMENDA
- RD/MINMAP/NW
- Chairperson of ITB/NWRA
- Notice Board
- File/archive





AVIS D'APPEL D'OFFRES APPEL D'OFFRES NATIONAL OUVERT

N° 028 / AONO/ARNO/CIPM/2024 DU 27 MAI 2024 POUR LES TRAVAUX DE
REHABILITATION DU BÂTIMENT ABRITANT LE LABORATOIRE DE SCIENCES ET LA
CONSTRUCTION D'UNE TOILETTE AU GBHS FUNDONG BOYO DEPARTEMENTAL
RÉGION NORD-OUEST
<< PAR PROCÉDURE D'URGENCE >>

Financement : Budget d'Investissement Public 2024 alloué à l'Assemblée Régionale de Nord-Ouest.

1. Objet de l'Appel d'Offre

Dans le cadre de l'exercice budgétaire 2024, le Président de l'Assemblée Régionale du Nord-Ouest, Autorité Contractante lance un Appel d'Offres National Ouvert Pour la réhabilitation du bâtiment abritant le laboratoire de science et la construction d'une toilette a GBHS Fundong dans la départemental de Boyo dans la région du Nord-Ouest

2. Consistance des travaux

Les travaux comprennent notamment :

- 100. TRAVAUX PRÉLIMINAIRES
- 200. TERRASSEMENT
- 300. FONDATION
- 400. ELEVATION MAÇONNERIE
- 500. PLAFOND
- 600. TRAVAUX DU BOIS
- 700. ALUMINIUM/MÉTALLIQUE
- 800. TRAVAUX DE TUILES
- 900. PLOMBERIE ET ASSAINISSEMENT
- 1000. INSTALLATION ELECTRIQUE
- 1100. PEINTURE ET DECORATION
- 1200. TRAVAUX EXTÉRIEURS

3. Délais d'exécution

Le délai maximum prévu le Maître d'Ouvrage Délégué pour la réalisation des travaux objet du présent appel d'offres est de quatre (4) Mois.

4. Allotissement

Ce projet est a en un lot comme indiqué ci-dessous

S/No.	DEPARTEMENT	PROJECT
01	BOYO	Pour la réhabilitation du bâtiment abritant le laboratoire de science et la construction d'une toilette à GBHS Fundong dans la division de Boyo dans la région du Nord-Ouest



5. Coût prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est.

LOT	DEPARTEMENT	PROJECT	AMOUNT (ATI)
1	BOYO	Pour la réhabilitation du bâtiment abritant le laboratoire de science et la construction d'une toilette à GBHS Fundong dans la division de Boyo dans la région du Nord-Ouest	10,000,000

6. Participation et origine

La participation à cette consultation est ouverte aux entreprises de droit camerounais.

7. Financement

Les travaux objet du présent appel d'offres sont financés par le Budget d'Investissement Publics du Cameroun de l'exercice 2024 alloué à l'Assemblée Régionale de Nord-Ouest.

8. Cautionnement provisoire

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie par une banque ou assurance de premier ordre agréée par le Ministère chargé des finances (Voir liste dans la pièce 12 du DAO). La montant de et dans le tableur ci-dessous et valable pendant trente (30) jours au-delà de la date originale de validité des offres.

L ot	Départe ment	Project	Montan t (TTC)	Monta nt de cautio n provis oire
1	BOYO	Pour la réhabilitation du bâtiment abritant le laboratoire de science et la construction d'une toilette à GBHS Fundong dans la division de Boyo dans la région du Nord-Ouest	10,000,000	200,000

9. Consultation du Dossier d'Appel d'Offres

Le Dossier d'Appel d'Offres peut être consulté et obtenu aux heures ouvrables aux **Bureau de Directeur d'Affaire General à l'Assemble Regional de Nord-Ouest (Tel N° 2 33 36 00 92)** dès Publication du présent avis.

10. Acquisition du Dossier d'Appel d'Offres

Le dossier peut être obtenu aux heures ouvrables auprès Publication du présent avis aux **Bureau de Directeur d'Affaire General à l'Assemble Regional de Nord-Ouest (Tel N° 2 33 36 00 92)**, contre présentation d'une quittance de versement au Trésor Public de la somme non remboursable de dix-huit mille France (18000) mille Francs CFA.

11. 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 telles, devra parvenir contre récépissé **Bureau de Directeur d'Affaire General à l'Assemble Regional de Nord-Ouest (Tel N° 2 33 36 00 92)**, au plus tard le **18 JUIN 2024** 10 h 00, heure locale et devra porter la mention suivante :



**«APPEL D'OFFRES NATIONAL OUVERT N° 028 / AONO/ARNO/ARNOCIPM/2024 DU
27 MAI 2024 POUR LES TRAVAUX DE REHABILITATION DU BÂTIMENT ABRITANT LE
LABORATOIRE DE SCIENCES ET LA CONSTRUCTION D'UNE TOILETTE AU GBHS
FUNDONG BOYO DEPARTEMENTAL RÉGION NORD-OUEST
<< PAR PROCÉDURE D'URGENCE >>**

12. 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 une autorité administrative (Préfet, Sous-préfet,...), conformément aux stipulations du Règlement Particulier de l'Appel d'Offres.

Elles doivent dater de moins de trois (03) mois précédant la date originale de dépôt des offres ou avoir été établies postérieurement à la date de signature de l'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 ou assurance de premier ordre agréée par le Ministère chargé des Finances.

13. Ouverture des plis

L'ouverture des plis se fera en un temps. L'ouverture des pièces administratives et des offres techniques et financières aura lieu le 18 JUIN 2024 à 11h 00, heure locale, dans la salle de conférence de commission Interne de Passation de marche public de l'Assemblée Régionale du Nord-Ouest siégeant en présence des soumissionnaires ou de leurs représentants dûment mandatés et ayant une parfaite connaissance du dossier.

14. Critères d'évaluation

Les offres seront évaluées selon les principaux critères suivants :

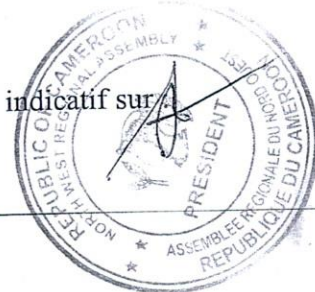
A - Critères éliminatoires

Il s'agit notamment:

- 1- Absence ou non-conformité de document administratif qui ne peuvent pas ce régulariser pendant quarante-huit heures après l'ouverture des offres
- 2- Délai d'exécution supérieur à celui prescrit dans le DAO ;
- 3- Fausses déclarations ou pièces falsifiées;
- 4- Absence ou insuffisance de la caution provisoire de soumission;
- 5- Offres dont l'enveloppe extérieure porte des mentions permettant de reconnaître le Soumissionnaire;
- 6- Offres financières incomplètes,
- 7- Le non-respect de 75% des critères essentiels ;
- 8- Suspendu par le MINMAP 2024
- 9- Soumission d'un nombre insuffisant d'exemplaires des offres ;
- 10- Chiffre d'affaires annuel moyen d'au moins le montant de l'appel d'offres (Chiffre d'affaires annuel moyen calculé comme le total des paiements certifiés reçus pour les contrats en cours ou achevés, au cours des cinq (5) dernières années (à partir de 2019). Cela doit être justifié par des copies des contrats antérieurs (terminés ou en cours). Les procès-verbaux de réception définitifs pour tous les contrats achevés avant 2023 et les procès-verbaux de réception provisoires pour les contrats achevés en 2023 doivent être présentés.

B - Critères essentiels

Les critères relatifs à la qualification des candidats porteront à titre indicatif sur



- 1- Présentation générale de l'offre ;
- 2- Capacité financière ;
- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Qualité du personnel ;
- 5- Organisation technique des travaux ;
- 6- Sécurité au chantier ;
- 7- Moyens logistiques ;
- 8- Attestations de visite de site signée sur l'honneur par le soumissionnaire et rapport de visite du site avec photos ;
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page, signé et daté à la dernière page ;
- 10- Cahier des Clauses Administratives Particulières complété et paraphé à chaque page, signé et daté à la dernière page.

Les critères essentiels sont soumis à des minima dont le détail est donné dans le Règlement Particulier de l'Appel d'Offres (RPAO).

15. Attribution

Cette évaluation se fera de manière purement positive (oui) ou négative (non) avec un minimum acceptable d'au moins **75%** de l'ensemble des critères essentiels pris en compte.

Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disant, conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à **100%** des critères éliminatoires et au moins **75%** des critères essentiels.

16. Durée de validité des offres

Les soumissionnaires restent engagés par leur offre pendant Quatre-vingt-dix (**90**) jours à partir de la date limite fixée pour la remise des offres.

17. Renseignements complémentaires

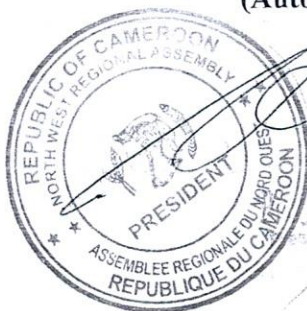
Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du **Bureau de Directeur d'Affaire Général à l'Assemblée Régionale de Nord-Ouest (Tel N° 2 33 36 00 92)**.

Fait à Bamenda, le 18 JUIN 2024

**Le Président de l'Assemblée Régionale du Nord Ouest
(Autorité Contractante)**

Copie :

- ARMP
- DR/MINMAP/NW
- Présidents CIPM
- Affichage
- Chrono/archive



Document N°. 3
SPECIAL REGULATIONS OF THE
INVITATION TO TENDER

Special regulations of the Invitation to Tender

References of the General regulations	General
1	<p>Definition of works: THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AND THE CONSTRUCTION OF A TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION << BY EMERGENCY PROCEDURE>></p> <p>Name and address of the Contracting Authority: The President of the North West Regional Assembly</p> <p>Reference of Invitation to Tender: N° ____/ONIT/NWRA/ITB/2024 of ____/____/2024</p>
2	Execution deadline: Four (04) Months
3	<p>Source of financing Works which form the subject of this Invitation to Tender shall be financed by the 2024 Public Investment Budget assigned to the North West Regional Assembly.</p>
4	List of pre-qualified candidates. Not applicable
5	Origin of building materials, equipment, and supplies: The materials will generally be from local materials in Cameroon or imported.

6.1 Evaluation criteria

The bids shall be evaluated according to the main criteria as follows:

C. Eliminatory criteria

1. Absence or non-conformity of an element in the administrative file not regularized within 48 hours after opening of bids
2. Execution deadline higher than prescribed in the Tender File;
3. False declaration or falsified documents;
4. Absence or insufficient bid bond at the opening of the bids;
5. A bid with the external envelope carrying a sign leading to the identification of the bidder;
6. Incomplete financial file;
7. Non respect of 75% of essential criteria;
8. Suspended by MINMAP for 2024.
9. Submission of insufficient number of copies of bids
10. Average annual turnover of at least the tendering amount (Average annual turnover calculated as total certified payments received for contracts in progress or completed, within the last five (5) years (from 2019). This should be justified by copies of past contracts (completed or ongoing). Final reception minutes for all completed contracts before 2023 and provisional reception minutes for contracts completed in 2023 should be presented.

D. Essential criteria

- 1- General presentation of the bids;
- 2- Financial capacity;
- 3- References of the company in similar achievements visa by the competent administrative authority;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;

- 8- Attestation of site visit duly signed on honour by the bidder and report of site visit with pictures;
- 9- Special Technical Clauses initialed in all the pages, signed and dated at the last page;
- 10- Special Administrative Clauses completed and initialed in all the pages, signed and dated at the last page.

The criteria relating to the qualification of candidates could be indicative on the following:
The essential criteria are subjected to minima whose detail is given in the Special Tender Regulation (RPAO).

This evaluation will be done in a purely positive way (yes) or negative (no) with an acceptable minimum score of at least 75% of the essential criteria taken in account.

The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied 100% of the eliminatory criteria and at least 75% of the essential criteria.

ARTICLE 6: Language of the bids:

The offer like any correspondence and all documents concerning the tender, exchanged between the tenderer and the Project Owner will be written in French or English. The complementary documents and the printed forms provided by the Bidder can be written in another language in condition of being accompanied by a precise translation in French or English; in which case and for purposes of interpretation of the offer, the translation will be taken.

PRESENTATION OF THE TENDER

The bids prepared in English or French and in seven (07) copies with one (01) original and six (06) copies marked thus, shall be presented in three (03) volumes as follows:

- A) **Administrative Documents**
- B) **Technical Documents**
- C) **Financial Documents**

5.1 External envelope.

Each bidder shall seal these three (03) envelopes (A, B and C) in one common envelope on which shall be written.

**<<OPEN NATIONAL INVITATION TO TENDERN° ____/ONIT/NWRA/ITB/2024 OF ____/____/2024
FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY
AND CONSTRUCTION OF A TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST
REGION**

"TO BE OPEN ONLY DURING THE BID-OPENING SESSION"

N.B: The external envelope should not carry any mark or sign that can lead to the identification of the bidder.

8.2 Internal envelopes

Three (03) internal envelopes must be sealed in an external envelope.
The first internal envelope shall be labeled;

<<ENVELOPE A: ADMINISTRATIVE DOCUMENTS>> and shall contain the administrative documents of the enterprise. These documents shall be original or copies certified by competent authorities not more than three months old.

ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a fiscal stamp.
A.2	Certified Copy of the Business Registration, not more than three months old.
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber of Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance. (See list of approved banks on document no 12 of this tender file)
A.5	Purchase receipt of Tender File issued by the Treasury of the North West Regional Assembly.
A.6	A bid bond issued by a first rate-financial institution or insurance establishment approved by the Ministry in charge of Finance in conformity with COBAC conditions as of the table above.
A.7	An attestation of non-exclusion from Public Contracts issued by the Public Contracts Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	A Clearance Certificate (<i>Attestation de conformité fiscale</i>) signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.
A.10	Copy of a valid taxpayer's card, delivered by the chief of center of Taxes.
A.11	Plan and attestation of location of the Company signed by the bidder on honour
A.12	Power of attorney if necessary
A.13	Group agreement where applicable
A.14	Special Technical Clauses initialed on all the pages and signed, dated and stamped on the last page.
A.15	Special Administrative Clauses completed and initialed on all the pages, signed, dated and stamped on the last page.

The absence or insufficient bid bond will result to the elimination of the offer
The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

A. General presentation of bids	
- Presence of all documents	yes/no
- Properly bound.....	yes/no
- Table of content	yes/no
- Separators in colour apart from white.....	yes/no
- Order prescribed respected.....	yes/no
- Clearness of the documents.....	yes/no
TOTAL 1	/6
B. The company references	
References of the company in similar works for the past ten (10) years:	
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equal or above the contract amount FCFA ATI (1 st and last pages) and PV of final reception for works realized before 2023 and provisional reception for works realized in 2023.	yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equal to or more than 7 million CFA ATI (1 st and last pages) and PV of final reception for works realized before 2023 and provisional reception for works realized in 2023.	yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority below 7 million and above 5 million (1 st and last pages) and PV of final reception for works realized before 2023 and provisional reception for works realized in 2023.	yes/no
TOTAL 2	/3
C. Equipment	
- Proof of ownership or hired of a dump truck	yes/no
- Proof of ownership or hired of a 4x4 pick-up vehicle in good operating condition	yes/no
- Proof of ownership of a vibrator in good operating condition (with road worthiness certificate)...	yes/no
- Proof of ownership or hired of a concrete mixer of at least 0.5m ³ volume	Yes/no
- Proof of ownership of masonry tool kids	yes/no
- Proof of ownership of electrical tool kid	yes/no
- Prof of ownership of carpentry tool kids	yes/no
- Proof of ownership of plumbing tool kids	yes/no
TOTAL 3	/7
D. Qualification of site personnel	
- Organizational Chart of the enterprise.....	yes/no
- Organizational Chart of site with comments	yes/no

Works Director: Civil Engineer with at least 05 years of working experience	
- Certified Diploma of work Director.....	yes/no
- Attestation of presentation of original diploma works director	
- CV signed and dated by works Director.....	yes/no
- Professional experience of works Director above five years.....*	yes/no
- Attestation of availability duly signed by the works director	yes/no
Site foreman: Senior Civil Engineering technician with at least 05 years of working experience	
- Certified copy of certificate of site foreman.....*	yes/no
- Attestation of presentation of original diploma of site foreman	yes/no
- CV signed and dated by site foreman.....*	yes/no
- Professional experience of site foreman above five years	yes/no
- Attestation of availability of site foreman sign and dated.....	yes/no
Chief builder: BAC in Civil Engineering with at least three years of working experience	
- Certified copy of diploma of chief builder.....*	yes/no
- Attestation of presentation of original diploma of Chief Builder	yes/no
- CV signed and dated by Chief Builder	yes/no
- Attestation of availability of Chief Builder sign and dated ...*	Yes/no
Chief carpenter: BAC in wood work with at least three years of working experience	
- Certified copy of diploma of chief carpenter.....	yes/no
- Attestation of presentation of original diploma of Chief Carpenter ...*	yes/no
- CV signed and dated by Chief Carpenter	yes/no
- Attestation of availability of Chief Carpenter sign and dated ...	Yes/no
Chief Electrician: BAC in Electricity with at least three years of working experience	
- Certified copy of diploma of chief electrician	yes/no
- Attestation of presentation of original diploma of chief electrician ..*	yes/no
- CV signed and dated by chief electrician	yes/no
- Attestation of availability of chief electrician sign and dated	Yes/no
Chief Plumber: CAP in plumbing with at least three years of working experience	
- Certified copy of diploma of chief plumber	yes/no
- Attestation of presentation of original diploma of chief plumber ...*..	yes/no
- CV signed and dated by chief plumber	yes/no
- Attestation of availability of chief plumber sign and dated	Yes/no
Chief painter: CAP/trade certificate in painting atleast three years	
- Certified copy of diploma of chief painter	yes/no
- Attestation of presentation of original diploma of chief painter ...*	yes/no
- CV signed and dated by chief plumber	yes/no
- Attestation of availability of chief plumber	Yes/no

TOTAL 4	/31
E. The methodology of intervention and execution of work	
- Attestation of site visit signed by the bidder on honour.	yes/no
- Site Visit report signed and dated by bidder or duly authorised representative with pictures	yes/no
- Detailed technical note on the organization and execution of works...	yes/no
- Coherence synchronized planning of execution of works.....	yes/no
- Coherence of Individual Protection Plan (IPP) within the building site.....	yes/no
- Coherence of the General Security and Safety Plan (GSSP) within the building site...	yes/no
- Description of the socio - environment measures for site protection.....	yes/no
- Coherence in the methodology of execution of works	yes/no
- Coherence in the organization of the site.....	yes/no
-Plan of supply of constructional materials and storage conditions	yes/no
- CCTP dully initialled on each page, signed and dated on the last page	yes/no
TOTAL 5	/11
F- Pre-financing	
Attestation of credibility shall be at least 80% of the bid price.....	yes/no
TOTAL 6	/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6	/59

ENVELOPE C- FINANCIAL FILE

No.	DESIGNATION.
C1	A submission letter, signed, dated and stamped.(see ANNEX 3)
C2	Completed and signed frame work of unit prices.
C3	Signed Bills of quantities and cost estimates indicating the total amount without taxes (HT) and with taxes (TTC)
C4	Sub details of unit prices

- The bidders will use for this purpose the documents and models envisaged in the Tender Documents, subject to the provisions of Article 19.2 of the GAC concerning the other possible forms of bid bond.
- The various parts of the same file must be separated with colour guides in the original as in the copies, so as to facilitate its examination

Supply price

ARTICLE 8: Currency of payment

This National Invitation to tender is awarded on total and Contractual price, inclusive of all taxes, firm and non-revisable for the works and the equipment defined in the present Invitation to Tender.

The corresponding amount will be calculated inclusive of all taxes and the prices will be obligatorily expressed in francs CFA.

The unit price schedule is expressed in figures and letters and in seven (07) copies will be joined to the offer. In the event of error between the prices in figures and letters, the latter will precede and be used as a basis of calculation of the amount of the offer.

The establishment of the prices will be done on the basis of economic condition into force in Republic of Cameroon at the date of submission of bids.

ARTICLE 9: Transport and delivery

The materials for work must be protected during transportation through packaging whether by air, railway or road accordingly as the case may be. The conditions of storage must be of tropical type.

ARTICLE 10: Guarantee and retention guarantee

10.1 Provisional guarantee

The amount of the provisional guarantee or guarantee of tender is fixed as of the table above.

The time of validity of this guarantee is one hundred and twenty (120) days as from the date of submission of the offers.

10.2 Final Bond

The final Bond is fixed at two percent (2%) maximum of the initial amount of the services envisaged in the country.

It could be replaced by a guarantee personal and interdependent of a banking house approved by the Ministry of Finances following COBAC conditions.

It will have to be made up in twenty (20) days following the notification of the signature of the Contract from a bank approved by the Minister in charge of Finances.

10.3 Retention Guarantee

Guarantee Retention of ten percent (10%) will be operated on amount inclusive of all taxes of the Contract. The corresponding sum will be paid or the released guarantee, with the final acceptance of work.

ARTICLE 11: Period of validity of the offers

The bidder will remain committed to his offer for Ninety (90) days as from the date of submission of bids date of the offers.

If at the end of this period, the Contract is not notified to him, the bidder will be able, either to cancel his offer, or to ask for a new negotiation of the unit prices.

ARTICLE 12: Number of copies of the offer which must be submitted

The bid, as all the parts accompanying it will have to be given in seven (07) copies, including one (01) original and six (06) copies. The bidder will present his document inside a sealed outer envelope being the label:

**<< OPEN NATIONAL INVITATION TO TENDER N° ____/ONIT/NWRA/ITB/2024 OF ____/____/2024
FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY
AND CONSTRUCTION OF A TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST
REGION**

“TO BE OPEN ONLY DURING THE OPENING SESSION”

ARTICLE 13: Date and latest time of submission of bids

The offers will arrive under closed and seal fold latest ____/____/2024 at 10:00am, by mail registered with acknowledgement of delivery or by deposit against receipt to the following address: **The Office of the Director of General Affaires of the North West Regional Assembly (Tel N° 2 33 36 00 92).** Beyond this time no offer will be received nor accepted.

ARTICLE 14: Opening of the tenders

The opening of the bids will be carried out in the conference room of **Internal Tenders Board of the North West Regional Assembly** on / /**2024** as from **11: 00am**, by the Regional Tender Board sitting in the presence of the duly elected bidders or their representatives and having a good knowledge of the file.

AWARD OF THE CONTRACT

ARTICLE 15: Award of the Contract

The Tenders Board will propose to the Contracting Authority to award the Contract to the bidder who will have presented the offer with the lowest amount, essentially conforming to the regulations of the Tender File, having satisfied **100% of all the eliminatory criteria and at least 75% of the essential criteria** taken into account..

The decision carrying attribution of the Contract will be published by way of press release or any other means of Publication of use in the Administration.

If the Contract passed on the basis of technical alternative suggested by the bidder, the Contracting Authority reserves the right to introduce all the provisions there allowing him to guarantee itself against the real overrun costs of the alternative compared to his estimate of origin. In the absence of these last precise details, any additional charge due to an alternative will be inadmissible.

To this end, it is specified that a bidder cannot claim to be compensated, if it is not taken action on his offer.

The Contracting Authority reserves the right not to take action on an Invitation to Tender, if it did not obtain a proposal which appears acceptable to him.

ARTICLE 16: SITE INSTALLATION

Before the commencement of works, the Contractor must be installed on the site by the following:

- ❖ The President of the North West Regional Assembly or his representative (Chairman)
- ❖ The Contract Engineer, The Regional Chief of State Property MINCAF or his representative;
- ❖ The Contract Manager or his representative, The Director of General Affairs NWRA
- ❖ The Representative of MINMAP;
- ❖ Beneficiary
- ❖ Contractor
- ❖ The Commissioner of Health at the North West Regional Assembly

Document N°. 4

**SPECIAL ADMINISTRATIVE CONDITIONS
(SAC)**

Table of contents

Chapter I: General

- Article 1 - Subject of the Contract
- Article 2 - Award procedure
- Article 3 - Definitions and duties (article 2 of GAC supplemented)
- Article 4 - Language, applicable law and regulations
- Article 5 - Constituent documents of the Contract (article 4 of GAC)
- Article 6 - General applicable instruments
- Article 7 - Communication (GAC articles 6 and 10 supplemented)
- Article 8 - Administrative Orders (article 8 of GAC supplemented)
- Article 9 - Contracts with conditional phases (article 15 of GAC)
- Article 10 - Contractor's personnel (article 15 of GAC supplemented)

Chapter II: Financial conditions

- Article 11 - Guarantees and bonds (articles 29 and 41 of GAC supplemented)
- Article 12 - Amount of Contract (articles 18 and 19 supplemented)
- Article 13 - Place and method of payment
- Article 14 - Price variation (article 20 of GAC)
- Article 15 - Price revision formulas
- Article 16 - Price updating formulas (article 21 of GAC)
- Article 17 - Work under State supervision (article 22 of GAC supplemented)
- Article 18 - Evaluation of works (article 23 supplemented)
- Article 19 - Evaluation of supplies (article 24 of GAC) supplemented)
- Article 20 - Advances (article 28 of GAC)
- Article 21 - Payments for the works (articles 26, 27 and 30 of GAC supplemented)
- Article 22 - Interests on overdue payments (article 31 of GAC supplemented)
- Article 23 - Penalties for delay (article 32 of GAC supplemented)
- Article 24 - Payment in case of a group of enterprises (article 33 of GAC)
- Article 25 - Final detailed account (article 35 of GAC)
- Article 26 - General detailed account (article 35 of GAC)
- Article 27 - Tax and customs schedule (article 36 of GAC)
- Article 28 - Stamp duty and registration (article 37 of GAC)

Chapter III: Execution of the works

- Article 29 - Nature of works
- Article 30 - Obligations of the Project Owner (GAC supplemented)
- Article 31 - Execution deadline of Contract (article 38 of GAC)
- Article 32 - Roles and responsibilities of the Contractor (article 40 of GAC)
- Article 33 - Making available documents and site (article 42 of GAC)
- Article 34 - Insurance of structures and civil responsibility (article 45 of GAC)
- Article 35 - Documents to be furnished by the Contractor (article 49 supplemented)
- Article 36 - Organisation and security of sites (article 50 of GAC)
- Article 37 - Implantation of structures (article 52 of GAC)
- Article 38 - Sub-Contracting (article 54 of GAC)
- Article 39 - Site laboratory and trials (article 55 of GAC)
- Article 40 - Site logbook (article 56 of GAC supplemented)
- Article 41 - Use of explosives (article 60 of GAC)

Chapter IV: Acceptance

- Article 42 - Provisional acceptance (article 67 of GAC)
- Article 43 - Documents to be furnished after execution (article 68 of GAC)
- Article 44 - Guarantee time-limit (article 70 of GAC)
- Article 45 - Final acceptance (article 72 of GAC)

Chapter V: Miscellaneous provisions

- Article 46 - Termination of the Contract (article 74 of GAC)
- Article 47 - Force majeure (article 75 of GAC)
- Article 48 - Differences and disputes (article 79 of GAC)
- Article 49 - Drafting and dissemination of this Contract
- Article 50 and last: Entry into force of the Contract

CHAPTER I: GENERAL

Article 1: Subject of Contract

The subject of this Contract shall be the **FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AND CONSTRUCTION OF A TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION**

Article 2: Contract award procedure

This Contract is awarded by Open National Invitation to Tender No ___/ONIT/NWRA/ITB/2024 of ___/___/2024.

Article 3: Definitions and duties (article 2 of GAC supplemented)

3.1 General definitions (cf. Code)

- ✓ The Contracting Authority shall be **The President of the North West Regional Assembly**; in this respect he preserves the original documents relating to the contract and transmits copies to the Public Contract Regulatory Agency.
- ✓ The Contract Manager shall be **The Director of General Affairs at the North West Regional Assembly**. In this capacity, he shall respect the administrative, technical and financial clauses of this contract.
- ✓ The Contract Engineer shall be **The Regional Delegate of State Properties MINCAF for the North-West**. He shall validate the different crucial phases of work done, from the installation of the Contractor to the Provisional Technical Reception.
- ✓ **The Regional Delegation of MINMAP North-West** shall carry out unannounced control for the execution of this project
- ✓ **The Divisional/Sub-Divisional Peace and Development Committees (P.D.C)** shall carry out Social Control and report to the President of the Regional Executive Council, North West.
- ✓ **The Contractor shall be [to be specified].**

3.2 Security

This Contract may be used as security subject to any form of transfer of the debt.

In this case:

- The authority in charge of ordering payment shall be **The President of the North West Regional Assembly**.
- The body or official in charge of payment shall be **The Regional Treasurer North West Regional Assembly**.
- The official competent to furnish information within the context of execution of this Contract shall be **The Director of General Affairs at the North West Regional Assembly**.
- The authority in charge of clearance shall be **The Specialised Finance Controller of the North West Regional Assembly**.

3.3 Duties of the Control Mission, Project Manager (Not applicable)

3.3.1 Control Missions [to be specified].

Article 4: Language, law and regulation applicable

1.2 The language to be used shall be *[English and/or French]*.

1.3 The Contractor shall be bound to observe the law, regulations and ordinances in force in Cameroon both within his own organization and in the execution of the Contract.

If the laws and regulations in force at the date of signature of this Contract are amended after the signature of the Contract, the possible direct resulting costs shall be taken into account without gain or loss for either party.

Article 5: Constituent documents of the Contract (Article 4 of GAC)

The constituent Contractual documents of this Contract are in order of priority:

- 1) The tender or commitment letter;
- 2) The bidder's tender and its annexes in all provisions not contrary to the Special Administrative Conditions (GAC) and the Special Technical Conditions (STC) hereunder;
- 3) The Special Administrative Conditions (SAC);
- 4) The Special Technical Conditions (STC);
- 5) The particular elements necessary for the determination of the Contract price, such as, in order of priority: the unit price schedule, the statement of all-in prices, detailed estimates, the breakdown of all-in prices and the sub-details of unit prices;
- 6) Plans, calculation notes, trial documents, geotechnical documents;
- 7) The General Administrative Conditions applicable on Public works Contracts that went into effect by Order No. 033/CAB/PM of 13 February 2007;
- 8) The General Technical Condition(s) applicable on the services forming the subject of the Contract.

Article 6: General instruments in force

This Contract shall be governed by the following general instruments *[to be adapted according to the case]*:

1. Law No 2018/011 of 11 July, 2018 on the Code of Transparency and Good Governance in the management of Public Finances in Cameroon;
2. Law No 2018/012 of July 11, 2018 on the financial regime of the state and other public entities;
3. Law No 2019/024 of December 24, 2019 on the General code of Regional and Local Authorities;
4. Law No. 96/12 of 5th August 1996 on the management of the environment;
5. Law No. 2023/019 of 19 December, 2023 on the Financial Regime of the State of Cameroon for the 2024 Financial Year
6. Law No. 2019/024 of December, 2019 on the General Code of Decentralized Territorial Communities.
7. Decree No. 2013/159 of 15 May, 2013 putting in place a special regime on Administrative Control of Public Finances
8. Law No 2016/017 of 14 December 2016 instituting the Mining Code;
9. Decree No. 2018/366 of 20th June 2018 to institute the Public Contracts Code and its texts of application;
10. Decree No. 2018/4992/PM of 21 June, 2018 putting in place the General Rules regulating the maturation of Public Investment projects;
11. Decree No. 2020/375 of 07 July, 2020 on the General Regulations of Public Accounting.
12. Instruments governing the various professional bodies;
13. Decree No. 2001/048 of 23rd February 2001 relating to the Setting up, Organization and Functioning of the Public Contracts Regulatory Agency
14. Decree No. 2003/651/PM of 16th April 2003 to lay down the Procedure for Implementing the Tax and Customs System applicable to Public Contracts;
15. Decree No. 2012/075 of 8th March 2012 to organise the Ministry in charge of Public Contracts;
16. Order No 212/A/MINMAP of September 28, 2021 organizing the operation of internal structures for the administrative management of Public contracts;
17. Order No. 000007/MINMAP of 01 January..... laying down the procedures for awarding and executing framework agreements
18. Order No. 168/A/MINMAP of August 11, 2021 setting the terms and conditions for the award and execution of design-build contracts;
19. Circular Letter No. 000010/LC/MINMAP/CAB of 22 September 2020, the clarifying the payment documents of the Administrative co-contractors to be submitted for visa prior to the Ministry in charge of Public Procurement
20. Order No. 001/CAB/PR of 19th June 2012 relating to the Award and Control of Execution of Public Contracts;
21. Letter No 00006/LC/PR/MINMAP/CAB of 17 August, 2021 clarifying the control of public procurement and specifying the procedures for its exercise to project owners and delegated project owners circular.
22. Circular N° 00000026/C/MINFI of 29/12/2023 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;
23. Circular No. 0001/PR/MINMAP/CAB of 25 April, 2022 relating to the application of the Public Procurement Code

24. The MINCOMMERCE Decree setting the Price List
 25. Order No 402/A/MINMAP/CAP of 21 October 2019 setting the nature and threshold of markets reserved for craftsmen, small and medium-sized enterprises, grassroots communities and civil society organisations, and the modalities of their application;
 26. Circular letter No. 00000002/LC/MINMAP/CAB of 12 May 2022 relating to the continuity of the public procurement service in the event of a sanction by a Project Owner or Delegated Project Owners or members of a commission public procurement in accordance with the provision of articles 195 of the code of public contracts.
 27. Unified Technical Documents (DTU) for building works;
 28. Applicable standards;
- Other instruments specific to the domain concerned with the Contract.

Article 7: Communication (Articles 6 and 10 supplemented)

7.1 All notifications and written communication within the framework of this Contract shall be sent to the following address:

- a) In the case where the contractor is the addressee : beyond the time-limit of 15 days fixed in Article 6 (1) of the GAC to make his domicile known to the Contract Manager and immediately after completion of the works, correspondences shall be validly address to council where the Contractor Resides.
- b) In case where the Contracting Authority is the addressee: correspondences shall be addressed to: The President of the North West Regional Assembly with copies addressed to the Contract Manager, the Engineer and the Regional Delegation of Public Contract North West.

7.2 The contractor shall address all written notifications or correspondences to the Engineer with a copy to the Contract Manager and the Regional Delegation of Public Contract North West.

Article 8: Administrative Orders (Article 8 of GAC)

The various Administrative Orders shall be established and notified as follows:

- 8.1 The Administrative Order to start execution of works shall be signed by the Contracting Authority and notified to the Contractor by the Contract Manager with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West, the Contract Engineer and the Paying Body, where applicable.
- 8.2 Upon proposal by the Contract Manager, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Contracting Authority and notified by the Contract Manager to the Contractor with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West, the Contract Engineer, and the Paying Body. The prior endorsement of the Paying Body shall possibly be required before the signature of those that have an incidence on the amount.
- 8.3 Administrative Orders of a technical nature linked to the normal progress of the work and without financial incidence shall be signed directly by Contract Manager and notified to the Contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West and Contract Manager.
- 8.4 Administrative Orders serving as warnings shall be signed by the Contracting Authority and notified to the Contractor by the Contract Engineer with a copy to the Contract Manager, the Regional Delegation of Public Contract North West.
- 8.5 Administrative Orders for suspension or resumption of work as a result of the weather or any other case of force majeure shall be signed by the Contracting Authority and notified by the Contract Engineer to the Contractor with a copy to the Contract Manager the Regional Delegation of Public Contract North West.

- 8.6 Administrative Orders prescribing works necessary to remedy disorders which could appear on structures during the guarantee period and not related to normal usage shall be signed by the Contract Manager upon the proposal of the Contract Engineer and notified to the Contractor by the Contract Engineer.
- 8.7 The Contractor has a time-limit of fifteen (15) days to issue reservations on any Administrative Order received. Having reservations shall not free the enterprise of executing the Administrative Orders received.
- 8.8 Concerning Administrative Order signed by the Contracting Authority and notified by the Contract Manager, the notification must be done within a **maximum of 30 days** from the date of transmission by the Contracting Authority to the Contract Manager. **Beyond this deadline, the Contracting Authority shall establish the default of the Contract Manager, take over from him and carry out the said notification.**

Article 9: Contracts with conditional phases (Article 9 of GAC) Not applicable

- 9.1 This Contract has only one phase for 2024 financial year. At the end of phase one, the Project Owner shall carry out the acceptance of the works and issue an attestation of proper execution to the Contractor. This attestation shall condition the start of the following conditional phase.
- 9.2 The time-limit granted for notification of the Administrative Order to start execution of a conditional phase shall be five (5) days.

Article 10: Contractor's equipment and personnel (Article 15 of GAC supplemented)

- 10.1 Any modification, even partial, made on the technical bid shall only occur after the written approval of the Contract Manager. In case of modification, the personnel replaced shall be a member of staff of equal competence (qualifications and experiences).
- 10.2 In any case, the lists of supervisory staff to be used shall be subject to the approval of the Project Owner in the days following notification of the Administrative Order to start execution. The contract Manager has **5 (five) days** to notify his opinion in writing with a copy sent to the Contract Engineer. Beyond this time-limit, the staff list shall be considered as approved.
- 10.3 ~~Any unilateral modification on the supervisory staff made in the technical bid prior to and during the works shall be a reason for termination of the Contract as mentioned in article 45 below or the application of penalties.~~

CHAPTER II: FINANCIAL CONDITIONS

Article 11 Guarantees and bonds (Articles 29 and 41 of GAC)

11.1 Final bond

The final bond shall be set at 2 % of the amount of the Contract, inclusive of all taxes.

It is constituted and transmitted to the Contract Manager within a maximum deadline of twenty (20) days of the notification of the Contract.

The bond shall be returned or the guarantee released within one month following the date of provisional acceptance of the works, following a release issued by the Contracting Authority upon request by the Contractor.

11.2 Performance bond

The retention fund shall be set at 10 % of the amount of the Contract, inclusive of all taxes.

The return or release of the retention fund or security shall be done within one month after final acceptance by release issued by the Contracting Authority upon request by the Contractor.

11.3 Guarantee of start-off advance

The contractor may be granted a start off amount of 20% of the contract amount (inclusive of taxes) upon request.

The start-off payment shall be guaranteed at 100% by a Cameroonian bank recognized by the Ministry in charge of Finance.

Article 12: Amount of the Contract (Articles 18 and 19 of GAC supplemented)

The amount of this Contract as indicated by the attached [detail or estimates] is _____ (in figures) _____ (in letters) CFA francs Inclusive of All Taxes; that is:

- Amount exclusive of VAT: _____ () CFA F
- Amount of VAT: _____ () CFA F.
- Amount of TSR and/or _____ CFA F
- Net to be paid= EVAT-TSR and/or AIR

Article 13: Place and method of payment

The Project Owner shall release the sums due in the following manner:

- a. For payments in CFA francs (*amount in figures and letters exclusive of taxes*) by credit to account No. _____ OPEN in the name of the Contractor in the _____ bank.
- b. For payments in foreign currencies (*amount in figures and letters exclusive of taxes*) by credit to account N°. _____ OPEN in the name of the Contractor in _____ bank.

Article 14: Price variation (Article 20 of GAC)

28.1 Prices shall be firm.

- a. Payments on account made to the Contractor as advances shall not be revisable.
- b. Revision shall be "frozen" upon expiry of the Contractual time-limit, except in the case of price reductions.

28.2 Price updating modalities (Not applicable)

Article 15: Price revision formulae (article 21 of GAC) (Not applicable)

Article 16: Price updating formulae (article 21 of the GAC) (Not applicable)

Article 17: Works under State supervision (Article 22 of GAC supplemented)

17.1 The percentage of works under State supervision shall *not exceed 2%* of the amount of the Contract and its additional clauses, where applicable.

17.2 In the case where the Contractor were invited to execute works under State supervision, the submitted and duly justified expenditures shall be reimbursed to him under the following conditions:

- The quantities considered shall be the hours used or the quantities of building materials and materials used that was the subject of joint job cost sheets;
- The remunerations and salaries effectively paid to local labour shall be increased by forty percent (40 %) to take account of social benefits;
- The hours put in by the heavy equipment shall be counted at the rate featuring in the sub-detail of prices;
- building materials and materials shall be reimbursed at cost price duly justified at the place of use, marked up by ten percent for loss, stocking and handling;
- The amount for services thus calculated, including the hours put by heavy equipment shall be marked up by 25 % to take into account the overheads, profits and the Contractor's unforeseen.

Article 18: Evaluation of works (article 23 of the GAC)

The work done shall be evaluated using the unit price.

Article 19: Evaluation of supplies (article 24 of the GAC supplemented)

19.1 *[indicate, where applicable, the modalities for payment of supplies].*

19.2 No security shall be requested for payments on account on supplies.

Article 20: Advances (article 28 of the GAC)

20.1 The Contracting Authority *may* grant a start-off advance *equal to 20 % of the amount of the Contract.*

20.2 This advance whose value cannot exceed twenty (20) percent of the initial amount inclusive of all taxes shall be guaranteed at one hundred (100) percent by a financial establishment governed by Cameroon law or a first-rate financial institution in accordance with the instruments in force and reimbursed by deduction of the payments on accounts to be paid to the Contractor during the execution of the Contract according to the modalities laid down in the Special Administrative Conditions.

20.3 The total amount of the advance must be reimbursed not later than when the value in basic price of the works reaches eighty (80) percent of the amount of the Contract.

20.4 As the reimbursement advances, the Project Owner shall issue the release of the corresponding part of the guarantee upon the express request by the Contractor.

20.5 The possibility of granting start-off advance or advance for supplies must be expressly stipulated in the Tender File.

Article 21: Payment for works (articles 26, 27 and 30 of the GAC supplemented)

21.1 Establishment of works executed

Before the 30th of each month, the Contractor and the Project Manager shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

21.2 Monthly detailed account

No later than the fifth (5th) of the month following the month of the services, the Contractor shall hand over to the Project Manager two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other inclusive of taxes), according to the agreed model and establishing

the total amount of the sums to which he may lay claim as a result of the execution of the Contract since the start of the Contract.

Only the detailed account exclusive of VAT shall be paid to the Contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance

Only the amount exclusive of VAT shall be paid to the Contractor as follows:

- [100-2.2 or 5.5% paid directly into the account of the Contractor;
- 2.2 Or 5.5 % paid to the Public treasury as AIR due by the Contractor.

The amount of payment on account shall not exceed the value of the technical execution phases carried out.

Payment on account may be spread over the duration of the execution of the Contract according to technical execution phases as defined in the Contract.

Payment on account shall take place within thirty (30) days from the date of transmission to the competent accounting officer, of the documents giving entitlement to payment.

The contractor shall transmit seven (7) copies of the partial invoices to the Engineer for approval before the 5th of the month following the works executed.

The Engineer shall within a time-limit of seven (7) days forward the approved partial invoices to the Chief of Service.

The Chief of Service has a maximum time-limit of twenty-one (21) days to sign the partial invoice and to produce the documents giving entitlement to payment on account and transmit same to the competent accounting officer.

21.3 Detailed account of start-off account (specify).

Article 22: Interest on overdue payments (Article 31 of the GAC)

Possible interests on overdue payments are paid by statement of sums due in accordance with Decree No. 2018/366 of 20 June 2018 to institute the Public Contracts Code.

Article 23: Penalties (Article 32 of the GAC supplemented)

A. Penalties for delay

23.1 The amount set for penalties for delays shall be set as follows:

- a) One two-thousandth ($1/2000^{\text{th}}$) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;
- b) One thousandth ($1/1000^{\text{th}}$) of the initial amount of the Contract inclusive of all taxes per calendar day beyond the 30th day.

23.2 The cumulated amounts of penalties for delay shall be limited to ten percent (10 %) of the initial Contract inclusive of all taxes.

B. Specific penalties

23.3 Independently of penalties for overrun of Contractual time-limit, the Contractor shall be liable for the following special penalties for the non-observation of the provisions of the Contract, especially:

- Late submission of final bond;
- Late submission of insurances, shall be one five thousandth ($1/5000^{\text{th}}$) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;
- Late submission of the draft execution schedule if the lateness is caused by the Contractor shall be one five thousandth ($1/5000^{\text{th}}$) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;

Article 24: Payment in case of a group of enterprises (article 33 of the GAC)

1. In the case of a group of enterprises, indicate the method of payment of co- and sub-Contractors, where need be.
2. Indicate the method of payment of sub-Contractors, where need be.

Article 25: Final detailed account (article 34 of the GAC)

25.1 After completion of the works and within a maximum time-limit of fourteen (14) days after the date of provisional acceptance, the Contractor shall establish, based on joint reports, the draft final detailed account of works executed and which detailed account summarises the total sums to which the Contractor may be entitled as a result of the execution of the whole Contract.

25.2 *The Contract Engineer has up to thirty (30) days to notify the corrected and approved draft to the Project owner.*

25.3 *The Contractor has up to thirty (30) days to return the corrected and approved final detailed account to the competent accounting officer.*

Article 26: General and final detailed account (article 35 of the GAC)

26.1 The Contract Manager or the Project Manager has up to thirty (30) days to *establish the general detailed account and forward to the Contractor after final acceptance.*

At the end of the guarantee period which results in the final acceptance of the works, the Authorising Officer draws up the general and final detailed accounts of the Contract which he had signed jointly by the Contractor and the Contracting Authority. This detailed account includes:

- the final detailed account,
- the balance
- the summary of monthly payments on account.

The signing of the general and final detailed account without reservation by the Contractor definitely binds the two parties, puts an end to the Contract, except with regard to interest on overdue payments.

26.2 The Contractor has up to thirty (30) days to return the signed final detailed account.

Article 27: Tax and customs regulations (article 36 of the GAC)

Decree No. 2003/651/PM of 16 April 2003 lays down the Terms and Conditions for Implementing the Tax regulations and Customs Procedures applicable to Public Contracts. The taxes applicable to this Contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the IAR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the Contract;
 - o Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
 - o Council dues and taxes;
 - o Dues and taxes relating to the extraction of building materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes.

All taxes inclusive prices means VAT included.

Article 28: Stamp duty and registration of Contracts (article 37 of GAC)

Seven (7) original copies of the Contract shall be stamped by and at the cost of the Contractor, in accordance with the applicable regulations.

CHAPTER III: EXECUTION OF WORKS

Article 29: Nature of the works (article 46 of GAC)

The works shall include especially: (position or volume of works)
(To be specified cf. *Special Technical Conditions*)

Article 30: Roles and responsibilities of the Project Owner (GAC supplemented)

30.1 The Project Owner shall be bound to furnish the Contractor with information necessary for the execution of his mission and to guarantee, at the cost of the Contractor, access to sites of projects.

30.2 The Project Owner shall ensure the Contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

Article 31: Execution time-limit of the Contract (article 38 of the GAC)

31.1 The time-limit for the execution of the works forming the subject of this Contract shall be ~~Four~~ months (04) Months.

31.2 This time-limit shall run from the date of notification of the Administrative Order to commence execution of the works.

Article 32: Roles and responsibilities of the Contractor (article 40 of the CAG)

The detailed and general plan of progress of the works shall be communicated to the Contract Engineer in ~~five~~ (05) copies at the beginning of each.

Article 33: Provision of documents and site (article 42 of the GAC)

A reproducible copy of the plans featuring in the Tender File shall be submitted by *the Contract Manager*.

The Project Owner shall make available the site and access ways to the Contractor at the appropriate time as the works progress.

Article 34: Insurance of structures and civil liabilities (article 45 of GAC)

The Contractor shall take out a third party risk insurance concerning persons, property or liabilities from an insurance company governed by the "CIMA" insurance code.

Article 35: Documents to be furnished by the Contractor (Article 49 of the GAC supplemented)

35.1 Programme of works, Quality Assurance Plan and pegging map.

a) Within a maximum deadline of ~~fifteen~~ (15) days from the date of notification of the Administrative Order to commence execution, the Contractor shall submit in ~~six~~ (6) copies for the approval of *project owner after the endorsement of the Contract Engineer* the execution programme of the works, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan, where applicable and the electricity network pegging map at scale 1/2500.

This programme shall be exclusively presented according to the furnished models.

Two (2) copies of these documents will be returned to him within a deadline of fifteen (15) days from the date of reception with:

- Either the indication "GOOD FOR EXECUTION";
- Or the indication of their rejection including the reasons for the said rejection.

The Contractor has eight (8) days to present a new draft. The Contract Manager or the Project Manager then has a deadline of five (5) days to give his approval or possibly make comments. Delay in approving the draft execution schedule shall stay the execution deadline.

The approval given by the Project Owner does not in any way release the Contractor of his responsibilities. Meanwhile, works executed before the approval of the programme shall neither be ascertained nor paid for. The updated and approved schedule will become the Contractual schedule.

The Contractor shall constantly update on site, a schedule that will take account of real progress of the site. Significant modifications may only be made on the Contractual programme upon receiving the approval of the Project engineer. After approval of the execution schedule by the Contract Manager, the latter shall transmit it within five (5) days to the Contracting Authority without staying its execution. However, if important modifications alter the objective of the Contract or the nature of the works, the Contracting Authority shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

b) The Environment Management Plan should bring out notably the choice technical conditions of the site and basic life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites.

c) The Contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.

d) The approval granted by the Contract Engineer shall in no way diminish the responsibility of the Contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the Contract.

35.2 Execution draft

a) The execution plan documents (calculations and drawings) necessary for the realisation of all the parts of the structure must be submitted for the endorsement of the Contract Engineer at most fifteen (15) days prior to the date provided for the commencement of execution of the corresponding part of the structure.

b) The Contract Engineer has a deadline of *five (05) days* to examine and make known his observations. The Contractor then has a deadline of (04) four *days* to present a new file including the said observations.

35.3 In case of the non-observance of the approval deadlines of the above documents by the Administration, these documents shall be deemed to have been approved.

Article 36: Organisation and safety of sites (article 50 of the GAC)

36.1 Signboards at the beginning and end of each section must be placed within a maximum deadline of fifteen days after the notification of the Administrative Order to commence work. It must have the following characteristics: Height = 2.80m, width=1.20m, board thickness=2.5cm at 1.20m above the ground level. The Contract Engineer shall put at the Contractors' disposal the text to be used.

36.2 The services to inform in case of interruption of traffic or along the deviated itinerary: *[To be specified in accordance with article 50(2) of the GAC]*.

36.3 Indicate the special measures demanded of the Contractor, other than those provided for in the GAC, for rules of hygiene and safety and for circulation around or in the site.

Article 37: Implantation of structures

The Project Owner shall notify within [five] days following the date of notification of the Administrative Order to commence work, the basic points and levels of the project.

Article 38: Sub-Contracting (article 54 of the GAC)

The part of the works to be sub-Contracted shall not exceed 30 % of the initial amount of the Contract and its additional clauses.

Article 39: Site laboratory and trials (article 55 of GAC)

39.1 Indicate if necessary the modalities for carrying out the trials and geotechnical studies provided for in the Special Technical Conditions.

39.2 The Contract Manager has a deadline of three days to approve the Contractor's personnel and laboratory as soon as the request is made.

Article 40: Site logbook (article 56 of the GAC supplemented)

40.1 The Site logbook must be systematically jointly signed by the Project Manager or Engineer, where need be and the Contractor's representative each day.

40.2 It is a joint document in a single copy. Its pages must be numbered and initialled. No page should be removed. The erased or cancelled parts must be mentioned on the margin for validation.

Article 41: Use of explosives (article 60 of the GAC) (specify)

CHAPTER IV: ACCEPTANCE

Article 42: PROVISIONAL ACCEPTANCE

42.1 PRE- ACCEPTANCE OPERATIONS

Before the acceptance of the works the Contractor shall ask in writing to the Contract Engineer, to organize a technical visit for pre-acceptance. This visit shall include the following operations.

- Qualitative and quantitative evaluations of the different works that have been executed.
- Findings and statement of the unexecuted task envisaged in the present contract.
- Findings relative to the completion of the work
- Findings on the quantity of works that have been effectively realized

These operations shall be subject to a site report drawn up on the field, signed by the following.

- Contract Manager;
- Contract Engineer;
- Rep MINMAP (Observer)
- Beneficiary
- Contractor.

During this pre-reception, the Engineer shall eventually specify the reserves to be lifted and the corresponding works to be effected before the reception. The Engineer shall fix the reception date in collaboration with the chief of service for the Contract.

42.2 Acceptance

The acceptance commission shall comprise:

- 1- The President of the North West Regional Assembly or his representative(Chairman)
- 2- The Contract Engineer..... (Secretary)
- 3- The Contract Manager or his representative..... (Member)
- 4- The Stores Accountant of North West Regional Assembly..... (Member)
- 5- The RD MINMAP/NW or his representative..... (Observer)
- 6- The Beneficiary (Member)
- 7- The Contractor or his Representative..... (Observer)
- 8- The commissioner of Education at the North West Regional Assembly (Observer)

The commission shall examine the report of the pre-acceptance including a video from the Contractor showing the stages of works executed. This shall proceed with the acceptance. An acceptance report (process - verbal) of the works shall be prepared by the Contract Engineer and sign by all the commission members.

ARTICLE 43: DOCUMENTS TO BE FURNISHED AFTER EXECUTION

43.1 The contractor shall furnish within one (1) month after completion of the works five (5) copies of all working documents and drawings as executed, especially those relevant to the exploitation and maintenance of the works. (for lots 2,3,4)

43.2 A penalty of 30% of the guarantee retention shall be retained in the event where the contractor fails to comply with Article 43.1 above.

Article 44: GUARANTEE PERIOD.

The guarantee period is one (01) year from the date of the provisional acceptance.

Article 45: Final acceptance (article 72 of the GAC)

Final acceptance shall take place within a maximum deadline of fifteen (15) days from the date of expiry of the guarantee.

The procedure for final acceptance shall be the same as for provisional acceptance

CHAPTER V: SUNDRY PROVISIONS

Article 46: Termination of the Contract (article 74 of the GAC)

The Contract may be terminated as provided for in Decree No. 2018/366 of 20 June 2018 and equally under the conditions laid down in articles 74, 75 and 76 of the GAC especially in one of the following cases:

- Delay of more than fifteen (15) calendar days in the execution of an Administrative Order or unjustified stoppage of more than seven (7) calendar days;
- Delay in work resulting in penalties of more than 10 % of the amount of the works;
- Refusal to repeat poorly executed works;
- Default by the Contractor;
- Persistent non-payment for services.

Article 47: Case of force majeure (article 75 of the GAC)

If the Contractor were to raise the issue of force majeure, the thresholds below which claims shall not be admitted are:

- *Rainfall: 200 millimetres in 24 hours;*
- *Wind: 40 metres per second;*
- *Flood: decennial flood frequency.*

Article 48: Disagreements and disputes (article 79 of the GAC)

Disagreements and disputes resulting from the execution of this Contract may be settled amicably.

Where no amicable solution can be found for a disagreement, it is brought before *the competent court in the North-West Region of the Republic of Cameroon.*

Article 49: Production and dissemination of this Contract

Twenty (20)] copies of this Contract shall be produced at the cost of the Contractor and furnished to the Contract Manager.

Article 50 and last: Entry into force of the Contract

This Contract shall be final only upon its signature by the Contracting Authority. It shall enter into force as soon as it is notified to the Contractor by the Contracting Authority.

Document N°. 5
SPECIAL TECHNICAL CONDITIONS
(STC)

TECHNICAL SPECIFICATIONS

- 100-GENERALITIES
- 200-PREPATORY WORKS – SETTINGOUT
- 300-FOUNDATION
- 400-ELEVATION OF WALLS
- 500-PROOF TRUSS AND COVERING
- 600-JOINERY AND METAL WORKS
- 700-PLUMBING – SANITARY
- 800-ELECTRICAL INSTALLATION
- 900- PLASTERING AND COATINGS
- 1000-PAINTING
- 1100-OUTSIDE AMENITIES AND LAYING OUT PLANNING
- 1200-FLOOR AND WALL FINISHES
- 1300-PROTECTION OF THE ENVIRONMENT

1 - GENERALITIES

These present special technical specifications concern **the rehabilitation of classrooms in some Secondary and High schools in the North West Region**

It is the duty of the contractor to realize the structure as per the execution plans that shall be approved by the project Manager provided by the project owner.

Through the project Manager, the contractor shall furnish the owner of the project within the shortest possible time with an installation plan showing clearly how he intends to run the work site. A fence in local materials shall enclose the whole work site to avoid trespassing

The contractor shall be responsible for the protection of the structures before final reception. He shall be equally responsible for all tools and materials present at the work site. He shall seek an insurance policy to cover theft and fire incidence.

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

The contractor shall verify all dimensions on the plans. For execution, no dimension shall be measured with a scale rule from the plans. The contractor shall check inside the possibility of translating the dimensions on plans to the structure before work begins. He shall refer to the project Manager in case of any doubt. He shall not on his/her own modify anything on the structure and shall seek the approval of the project Manager of any changes that he considers necessary.

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

2 - PREPARATORY WORKS – SETTING OUT

These works concern the demolition of any existing structure on the site and the evacuation of the rubbles to the public discharge, the clearing and levelling of the site where necessary.

The contractor shall satisfy himself as to the accuracy in line, level and dimension of the basic survey information provided by the employer. He shall set out the works from all the employer benchmarks indicated in the drawings. The setting out will be in respect to the technical plans. The setting out profile boards will be at least 1, 20 m from the axes of the external wall; this is to facilitate trenching and other earthworks, and good circulation. The commencement of excavation will not be accepted by the project Manager without checking the conformity of the setting.

The minimal depth of the excavation trenches shall be of 80cm, and depending on the soil bearing capacity. Where there is black vegetable soil or soil with low bearing capacity at the bottom of the trench, the contractor shall continue excavation up to a depth as will be approved by the project Manager. The excavations will be done manually and no concrete or mortar shall be laid on the bottom of the trench without the acceptance of the project Manager.

The descriptive note completes or confirms the indications on the execution plans. In the case of contradictions between the plans and the descriptive note, the project team shall be contacted for examination, elaboration and conclusion.

These technical specifications have as objective the definition of the consistence of works to be executed in accordance with the plans and according to technical norms for the construction of buildings.

3 - FOUNDATION

3-1 EXCAVATION OF FOUNDATIONS FOR STRUCTURES

The excavation of foundation for structures and any associated drainage works shall be kept to the minimum. The sides of the exaction shall be properly timbered or sheet piled, shored and strutted as necessary to prevent subsidence or slipping of the surrounding soil.

All excavated surfaces, in material other than hard material, on which foundations for structures are to be placed shall be compacted to 105% MDD (AASHTO T99) immediately before foundations are constructed.

Excavated surfaces in hard material shall be further excavated to achieve a minimum thickness of 50mm of blinding concrete.

Surplus excavation material shall be taken to spoil areas or may be used in adjacent earthworks if considered suitable by the engineer.

3-1-2 BACKFILLING OF EXCAVATIONS AND FILLING FOR STRUCTURES

Filling and backing filling operations around structures or in trenches or excavations and loading of structures shall not commence without the approval of the control Engineer.

The sequence of filling and backfilling behind and around a structure and the maximum difference in height at any time between fill levels shall be as directed by the Engineer.

All filling and backfilling shall be with selected materials approved by the Engineer, brought up in horizontal layers not exceeding 150mm compaction thickness. Each layer shall be thoroughly mixed, watered or dried as necessary, and compacted to a maximum Dry density of 105% MDD (AASHTO T99).

Timbering and sheeting left in for purpose of supporting the excavation shall be eased up 150 mm at a time in step with the backfill layer. Where instructed by the Engineer, timbering or sheeting shall be left in place.

3-2 Elevation of foundation walls

The elevation of foundation walls will be in agglomerated frog fill blocks of 20 x 20 x 40cm with a good crushing resistance. The mixing for block moulding should give at most 18 blocks per bag of cement. They should be kept set at a minimum strength at 28 days (in Mpa) before laying on the walls.

3-3 Floor slabs on hard-core

Floor slabs on hard core shall consist of reinforced concrete elements mesh of rods 6mm 350kg/m³ and of thickness 8cm. The slab shall be isolated from the structural frame and the ground beams by a dry joint. The platform shall be of carefully selected material and shall be compacted to at least 95% of the optimum dry density at Modified Proctor. Prior to levelling and compacting, the platform shall be purged of all poor quality material and/or soil that have deteriorated as a result of movement of equipment and rain action. Purged soil shall be replaced by lateritic material.

4 – ELEVATION WORKS

4-1 Concrete blocks

The elevation walls will be in agglomerated hollow blocks of 15 x 20 x 40cm with a good crushing resistance. The mixing for block moulding should give at most 32 blocks per bag of cement. They should be kept set for at least 28 days before laying on the elevation walls.

The reinforced concrete pillars of section 15 x 15 and 15 x 30 at 350 kg/m³ will be cast as one raises the agglomerated hollow blocks walls and this is to permit a good adhesion. The characteristic strength of concrete at 28 days should not be less than 16Mpa. The maximal spacing of the pillars is to be 5, 00 m of span or as on plans. The lintels 15 x 20 in reinforced concrete at 350 kg/m³ will be levelled to + 2,20 m above the level of the finished foundation.

The average height under the ceiling is 3,00m.

A chaining beam of 15 x 20 cm in reinforced concrete at 350 kg/m³ will be laid above the finished level of the agglomerated hollow blocks walls with fixing plates so as to receive the wooden roof truss.

4-2 Reinforcement steel

Hot-rolled bars for the reinforcement of concrete shall comply with BS 4449 or shall be of deformed bars EF40 for both main and secondary reinforcements. Cold-worked steel bars for the reinforcement of concrete shall comply with BS 4483. The elasticity limit for high yield steel shall be 400 Mpa.

TABLE 1 : REINFORCEMENT SCHEDULE.

N ^o	STRUCTURE	SIZES	RODS φ	RODS Torsφ	STIRRUP Spacings	DOSAGE	TYPE
		Nos					
1	Footings	6	12mm	6mm	20cm	400kg/m ³	Fe-E-400
2	Damp proof course	4	10mm	6mm	20cm	400kg/m ³	Fe-E-400
3	Lintel (15x20)	4	8mm	6mm	20cm	350kg/m ³	Fe-E-400
4	Veranda Pillars	4	10mm	6mm	20cm	350kg/m ³	Fe-E-400

5	Wall pillars 15x15	4	10mm	6mm	20cm	350kg/m ³	Fe-E-400
6	Wall plate 15x20	4	8mm	6mm	20cm	350kg/m ³	Fe-E-400
7	Beams 20x20 or 15x20	4	10mm	6mm	20cm	350kg/m ³	Fe-E-400

TABLE 2: CONCRETE CLASSES AND STRENGTHS

INTENDED USE	CEMENT		MINIMUM STRENGTH AT 28 DAYS (in Mpa)	
	Nature	Dosage kg/m ³	Compression	Tensile
B1 Blinding concrete	CPJ 35	150		
B2 Buried structures	CPJ 35	350	22	1,8
B3 Normal structure Elevation	CPJ 35	350	22	1,8
B4 Eventually pre-stress concrete	CPJ 35	400	30	2,9
B5 Slope executions Finishes	CPJ 35	300		

TABLE 3: CLASSES OF MORTAR

INTENDED USE	Binder		Sand	
	Designation	Dosage kg/m ³	Gain size	Dosage
1 Bedding mortar	CPJ 35 XHA	150 200	0,08/2,5	1 000 1
2 Bonding mortar	CPJ 35	350	0,08/2,5	1 000 1
3 Cement plaster	CPJ 35	400	0,08/2,5	1 000 1
4 Lime cement plaster	CPJ 35 XHA	200 200	0,08/2,5	1 000 1
5 Cement screed	CPJ 35	450	0,08/2,5	1 000 1

4-3 FORMWORK FOR CONCRETE

Definitions

- ◆ Formwork means the surface against which concrete is placed to form a face, together with all the immediate supports to retain it in position while concrete is placed.
- ◆ False work means the structural elements supporting both the formwork and the concrete until the concrete becomes self-supporting.
- ◆ A form face is one, which has been cast against formwork.
- ◆ An exposed face is one, which remains visible after construction has been completed.

4-3-1 Removal of Formwork

Formworks shall be carefully removed without shock or disturbance to the concrete. No concrete shall be removed until the concrete has gained strength to withstand safely any stresses to which it may thereby be subjected.

The minimum periods which shall elapse between completion of placing and removal of forms are given in the table 4 and apply to ambient temperatures higher than 10°C. At lower temperatures if cement other than ordinary Portland are involved, the Engineer may instruct different periods.

TABLE 4: MINIMUM PERIODS FOR FORMWORK REMOVAL

Position of Formwork	Minimum period for ambient temperatures over 10°C	Strength to be Attained
Vertical or near vertical faces of mass concrete	24 hours	0.2C
Beam sides, columns and walls	2days	-
Vertical or near faces of reinforced walls, beams and unloaded columns	48 hours	0,3C
Beams soffits (props left under)	7 days	-
Underside of arches beams and slabs (formwork only, props left under)	4 days	0.5

Support to underside of arches, beams and slabs	14 days	-
Floor slabs with frequently encountered spans	15 days	-
Floor slabs and beams with wide spans expected to receive imposed loads immediately after removal of formwork	28 days	-

4-3-1 Upper Floor Slabs

Upper floor slabs shall consist of hollow sand Crete blocks supported by reinforced concrete ribs and with a reinforced concrete compression zone. However, where it is explicitly prescribed or if otherwise indicated by structural considerations, the floor slabs or portions thereof shall be executed as solid slabs. In such cases, the solid slab shall be executed with B3 type concrete using C2 formwork, and taking all necessary measures to ensure provision of passages for various pipes and vertical tunnels as may be required, as well as the incorporation of various items.

4-3-2 Staircases

Staircases shall be constructed with type B3 reinforced concrete using type C3 formwork, in accordance with the shapes and dimensions indicated on plans. They shall comprise of stairs on reinforced platform, landings and half-landings in solid slab. They shall be housed or semi-housed as indicated by the plans.

4-4 PLASTERING

4-4-1 Plastering with Cement Mortar

Nº 3 cement mortar plaster shall be applied on block work as may be required on reinforced concrete surface after raking.

The plastering operation shall involve cleaning of the support surface, application of spatter-dash for adherence, a preliminary coat and a finishing coat of plaster with a minimum overall thickness of 15mm. The operation must be carried out manually and the use of any mechanical or pneumatic devices is strictly forbidden. Plastered finishes on form worked concrete shall comprise an open joint. The plastering shall be perfectly aligned and smooth-finished, with angles perfectly recti-linear.

4-5 RAINWATER DRAINAGE

4-5-1 Rainwater Gutters

The gutters shall be constructed with B2 concrete using C1 formwork. They shall be either prefabricated or cast in-situ; their internal dimensions shall be 50 x 50 cm and minimum wall thickness of 10cm.

4-5 Sewage Drainage

The system adopted is the use of one batch collection and treatment unit per building receiving all foul matter. The unit is the drained from time to time when it is full. The volume shall be determined on the basis of working design calculations for each individual case.

5 – ROOF TRUSS AND COVERING

5-1 Timber roof structural frame

General Description

The works described in this section involve the construction of timber roof structure (including trusses and purlins) in hardwood.

- **Trusses** of hardwood agreed by the Project Manager shall compose of single frame rafters of 5cm x 15cm and spaced at 1.50m interval. These treated with xylamom rafters will be solidly attached to the wall plate with the help of standby beam iron rods also spaced at 1.50m spacing; i.e.: eucalyptus, mahogany, iroko etc,

- **Purlins** shall consist of 5 x 8 cm timbers. All structural timber shall be treated with carbonyl or xylamon. The timber for the roof work will be of good quality, with the straight grain and free of any defect.

5- 2 Roof Covering

The nature of the roof cover envisaged within the framework of the present project shall be 5/10 curved shape gauge enameled aluminum roofing sheets (colour to be chosen by the contract engineer) of ample

length. The sheets shall be fixed onto the purlins using screw nails equipped with aluminum caps and bituminous rubbers gaskets.

-**Facial board** shall be 40cm wide and of high rib aluminum sheets (tôle BAC) of 5/10 mm thickness.

-**Ceiling**- Ceiling will be made of 4mm thick (red plywood on both sides). Fastened on noggins of 6cm thick or 5x5 and treated with carbonyl. The spaces for ceiling joist panel will be 60x120cm in size. Eaves shall be equipped with wire mesh ventilation holes and for external ceiling, light metal sheet (TOLE LISSE) shall be used at the eaves

6 – JOINERY AND METAL WORKS

6-1 Scope

The work under this heading includes generally all interior wood finish, such as doors and frames, transom, base, skirting board, cupboards, cases, cabinets, lockers, shelving, fittings for special rooms, etc..., and all external wood finish as required by the drawings and specifications.

6-1-1 Doors Frame

Provided, unless otherwise specified in the details drawings, 18 x 5cm rebated frames or linings to all doors and fix to walls with four galvanized or wrought iron building in-lugs screwed to back of frame and built into joints of block work.

Fix feet of all doorframes with 1cm x 15cm mild steel rod doweled into frame and floor or all doors, factory manufactured, delivered to site with door hinged on and closed into the frame will be mounted with faces flushed with the finished plastered surface on the walls to take architraves.

6-1-2 Shelving

Provide 2.5cm hardwood shelving to cupboard alcoves as indicated where applicable on drawings fixed on 5cm x 2.5cm framed gallow brackets. All shelving shall be fitted 2.5cm clear of wall face with frames and shutters.

6-1-3 Metal Doors

All doors will be made of wrought iron double metal fitted on metallic frame anchored in the wall with angle 35mm metal of Size; 2.20m x 0.97m. Angle bar 35mm for metallic doors and for window frames and shutters. Moreover, all windows shall have fitted and fixture or solid metal protectors inside.

6-2 EXTERIOR HARDWOOD ENTRANCE DOORS

Furnish and set all wood entrance doors indicated on the drawings. The doors shall be made out of hardwood found in Cameroon. (Mahogany, Iroko etc.) all of selected grade.

Rails, stiles and panels shall be solid. The doors shall be primed with one coat of pure white lead linseed oil paint before delivery except otherwise decided by the contract Engineer. The contractor reserves the right to take apart one door for examining the materials and method of construction.

Panels of exterior entrance doors shall be of the floating type, constructed on built-up cross of narrow strips of thickness required by the details, of Mahogany or hardwood timber with grain reserved in alternate trips, glued together under machine pressure. All glue used in the construction of these exterior doors shall be phenolic resin type capable of resisting any tests demanded by the Engineer. All surfaces of door shall be properly sanded and prime with one coat of pure white lead and linseed oil paint before delivery. When delivered at the building the doors shall be once fitted to the openings and all edges sealed with a heavy coat of approved paint by the Engineer except otherwise decided.

6-3 INTERIOR DOORS, TRIM, ETC...

Furnish and set all wood doors, transoms, sills, bars, trim, plinths, partitions, etc..., as indicated on the details and scale drawings.

Stiles and rails shall be blind-tenoned, wedged and glued together. Panels shall be tongued and grooved into stiles and rails, and glued together under machine pressure. Interior flush wood doors may be assembled with highly water-resistance glue and 2cm hardwood spiral dowel, five inches long, or with mortise and tenons with blind wedges.

6-4 WINDOWS

All windows shall be of glass and frame with aluminum vitreous enamel, in accordance with details working drawings. Unless otherwise indicated.

7 - PLUMBING - SANITARY

7-1 GENERAL

This section relates to all plumbing installations located within the building.

7-1-2 DEFINITION OF WORKS

THE WORKS INVOLVE:

◆Construction of network for evacuation of foul waste, waste water and rain water from the building.

◆Supply, installation and connection of sanitary equipment, including related pipe-work for the building.

The contractor for plumbing works shall execute all buried portions of the works as shall be necessary for the proper functioning of the structure, with the exception of those aspects of works that are attributed to the section in charge of site works.

Pipes Diameters for Connection and Discharge Rates for Various Sanitary Installations

WC English type	D 10/12	6l/min
Wash hand basin	D 12/14	12l/min
Shower	D 14/16	15l/min
Urinary	D 12/14	6l/min
Sink	D 12/14	12l/min

Pipes Diameters for Connection and Flow Rates for Various Sanitary Installations

Shower	D 40	30 l/min
Wash hand basin	D 32	45 l/min
Sink	D 40	30 l/min
WC	D 100	90 /min

7-2 RAINWATER - WASTEWATER AND FOUL WATER DRAINAGE

7-2-1 GENERAL

The pipes works shall consist of rigid evacuation series PVC tubes of appropriate diameter, including all necessary accessories for placing, assembling, connection, etc. Waste water and foul water shall be evacuated separately. The networks shall transport their loads by gravity right up to the external inspection chambers.

Foul water is water discharged from the WCs.

Waste water comprises all other water discharges that need to be evacuated, including water from floor drains, but excluding rainwater collected from roofs, terraces and gutters.

Drainage plugs shall be provided at each change in flow direction, and if possible, at each single point.

Rainwater Drainage Network

In general, the assignment of the present section starts from the point of rainwater in roof gutters installed by the section responsible for roof cover and on terraces constructed by the section for waterproofing. Rainwater collected in the roof gutters is spilled on to the terraces or evacuated through PVC down-pipes of appropriate diameter, right down to the inspection chambers at the foot of the down-pipe.

The pipe works shall be supported by means of metal rings (type: COLSON or equivalent) of appropriate diameter for evacuation of waste water and foul water.

Floor Drains

Floor drains in all the buildings if provided shall be of stainless steel, with retention basket; easily removable for purposes of cleaning. They shall be properly fitted into the floor finish in order to avoid standing water or accumulation of dirt.

7-2-2 Foul Water Chambers

These chambers shall be constructed with B2 concrete using C1 formwork. They shall be either prefabricated or cast in-situ; their internal dimensions shall be 40x30 cm.

7-2-3 Sewage Drainage

The system adopted is the use of one batch collection and treatment unit per building receiving all foul matter. The unit is then drained from time to time when it is full. The volume shall be determined on the basis of working design calculations for each individual case.

8- ELECTRICAL INSTALLATION

8-1 DESCRIPTION OF STRUCTURES

8-1-1 GENERAL

The works described in this chapter involve the supply and full development of all materials necessary for the putting in place of electrical installations for the building.

8-1-2 SCOPE OF WORK

The works shall generally comprise of the following:

- Supply, transportation and installation of equipment
- Main distribution box
- Low voltage horizontal distribution boards
- All wiring for special connections
- All conduits and cable carriers Normal lighting of all spaces
- Security lighting
- Small light fittings, sockets, switches
- Earthed socket and interconnection networks

The present works description is in no way restrictive, and the contractor shall supply all materials and execute all works within his professional domain that may be necessary for the complete execution of the structure.

The interior facilities (sheaths VGV cables, TH etc...) will be executed according to the norms and the rules concerning electrical installations at the time of the oversite concrete or as the agglomerated hollow blocks walls are being raised. Any necessary branching from **Eneo** network should respect the regulation in force. Accessories and luminous elements (sockets, switches etc...) will be of good quality. The set of facilities will be joined to a general earth hold.

9- RENDERING (PLASTERING) AND COATINGS

9-1 Plastering with Cement Mortar

Nº 3 cement mortar plaster shall be applied on block work as may be required on reinforced concrete surface after raking.

The plastering operation shall involve cleaning of the support surface, application of spatter-dash for adherence, a preliminary coat and a finish coat of plaster with a minimum overall thickness of 15cm. the operation must be carried out manually and the use of any mechanical or pneumatic devices is strictly forbidden. Plastered finishes on form worked concrete shall comprise an open joint. The plastering shall be perfectly aligned and smooth-finished, with angles perfectly recti-linear.

9-1-1 Concrete surface finishes

Two types of concrete surface finishes are specified:

A- Brute concrete surfaces

For this type, the works shall be carried out as follows: Prepare and refill voids, make good all defects on angles, joints, etc.,

B- Painted concrete surfaces:

For this type of concrete surface, the following works shall be carried out: Prepare and refill voids, make good surface defects as appropriate with TECHNICOAT approved products, including all preparatory works prescribed for concrete surfaces to be painted.

9-1-2 Blinding Courses and Lintels

Make good binding courses, and lintels, window and door sills including verification of levels, and surface preparation to ensure proper adherence of plastering with mortar type

3.

9-2 SCREEDS, BUBBING UP, BASES AND WORKTOPS

9-2-1 Screeds and dubbing

They shall be executed with mortar type n° 5 in conformity with thickness specified on architectural and structural drawings. In general, these screeds will be smooth finished; they shall be pattern-finished in areas where they constitute final floor finishing.

8-2-2 Bases and Worktops in Concrete:

Dosed at 350kg/m³ comprising formwork and reinforcement, with thickness as indicated on plans.

10- PAINTING

10-1 scope

The work under this section shall include the furnishing of all material and labour to complete all interior and exterior painting as hereinafter specified for the building.

The contractor shall be required to finish all interior and exterior painting in accordance with the various colours selected by the project owner for the various rooms, corridors and all other locations throughout the building in accordance with a colour schedule.

10-2 EXTERIOR WOODWORK AND METALWORK

10-2-1 Exterior Woodwork

Sash and doors including frames shall be painted in two coats of the specified oil paint in addition to the shop coat. Exposed surfaces of steel lintels shall be painted with the windows.

All other exterior woodwork not otherwise specified, shall be primed with a heavy coat of lead and oil paint on all sides and edges before erection, and painting with two coats of the specified finish paint.

10-2-2 Exterior Metal Work

Prior to finishing with the desired type of protective and decorative coating, all metal surfaces must be properly clean and prime with a rust inhibiting primer. The surface should be free of dust, scale, grease, oil, wax or other contaminant that impair the adhesion of the primer.

Paint all surfaces of exterior structural metal work with red lead pigment or other suitable paint. All steel lintels in exterior walls (not connected by hangers, bolts, or otherwise to the structural steel work shall be painted in a field coat of red oxide before erection.

In addition to the shop coat of miscellaneous and ornamental ironwork all exposed exterior miscellaneous ornamental iron work shall be given two coats of zinc dust pigment or other suitable finish paints to be decided by the control Engineer. This shall also apply to all exterior lintels furnished under structural steel. Galvanised iron railings and wirework shall be given one coat of approved galvanised iron primer and one coat of lead, zinc and titanium paint or aluminium as will be appropriate. All exterior mild steel metal windows and doors, after being erected shall receive two coats of zinc dust pigment or other suitable paint.

10-3 INTERIOR WOODWORK

All woodwork, in addition to the staining and filling, lacquering or shellacking, specified to be done under other sections of work shall be finished with one coat of spare varnish as will appropriate or decided by the control Engineer. Prime veneer finished flush doors, solid timber panel doors, finishing architraves, etc... and cabinets shall receive three coats of varnish. Plywood suspended ceilings; Cabinets under worktops in kitchens shall be painted in three coats of oil paint as appropriate.

10-3-1 Plaster, Concrete and Masonry

All plastered, concrete or masonry surfaces throughout the building (except the walls and the ceilings of the pipes and duct spaces) shall be painted as hereinafter specified. The plastered walls and ceilings, including surfaces shall be given priming or first coat, and then finished with a second and final coat of exterior or interior acrylic resin emulsion paint. No painting is required on finished plastering that is permanently concealed at the back of fixed cabinets, etc.

10-4 PAINTS

All materials shall be delivered on the premises in the original sealed containers with the seal unbroken and with the name and trade brand of the manufacturer on each container. The manufacturer shall also place on each container a label on which he recommends the thinner to be used with the particular paint or otherwise decided by the control Engineer.

The interior walls and the ceiling will be painted in pantex 800. The outside walls will be painted in pantex 1300.

11- OUTSIDE AMENITIES AND LAYOUT PLANNING

11-1 RAINWATER CHAMBER

The chambers shall be constructed with B2 concrete using C1 formwork. They shall be either prefabricated or cast in-situ; their dimensions shall be 40x30 cm, and minimum wall thickness of 10cm.

11 -1-1 Reinforced Concrete Covered Gutters

Covered reinforced concrete gutters shall be constructed with B2 concrete using C1 formwork. They shall be either prefabricated or cast in-situ; their internal dimensions shall be 40x30 cm, and minimum wall thickness of 10cm

11-2 RAINWATER - WASTEWATER AND FOUL WATER DRAINAGE

11-2-1 GENERAL

The pipes works shall consist of rigid evacuation series PVC tubes of appropriate diameter, including all necessary accessories for placing, assembling, connection, etc. Waste water and foul water shall be evacuated separately. The networks shall transport their loads by gravity right up to the external inspection chambers.

Foul water is water discharged from the WCs.

Waste water comprises all other water discharges that need to be evacuated, including water from floor drains, but excluding rainwater collected from roofs, terraces and gutters.

Drainage plugs shall be provided at each change in flow direction, and if possible, at each single point.

Rainwater Drainage Network

In general, the assignment of the present section starts from the point of rainwater in roof gutters installed by the section responsible for roof cover and on terraces constructed by the section for waterproofing. Rainwater collected in the roof gutters is spilled on to the terraces or evacuated through PVC down-pipes of appropriate diameter, right down to the inspection chambers at the foot of the down-pipe.

The pipe works shall be supported by means of metal rings (type: COLSON or equivalent) of appropriate diameter for evacuation of waste water and foul water.

Floor Drains

Floor drains in all the buildings if provided shall be of stainless steel, with retention basket, easily removable for purposes of cleaning. They shall be properly fitted into the floor finish in order to avoid standing water or accumulation of dirt.

11-2-2 Foul Water Chambers

These chambers shall be constructed with B2 concrete using C1 formwork. They shall be either prefabricated or cast in-situ; their internal dimensions shall be 40x30 cm.

11-2-3 Sewage Drainage

The system adopted is the use of one batch collection and treatment unit per building receiving all foul matter. The unit is then drained from time to time when it is full. The volume shall be determined on the basis of working design calculations for each individual case.

12- FLOOR AND WALL FINISHES

12-1 INTRODUCTION

This section of the specifications concerns works for all internal floor and wall tiles as well as all heavy finishes on external walls and concrete elements for the building. Generally, floor tiles shall be of granite stoneware, porcelain stoneware or unglazed ceramics, and wall tiles shall be of glazed vitrified ceramics for external walls and glazed vitrified porcelain for internal walls. External block wall surfaces shall be finished with ordinary cement plaster (smooth finished) to receive paint, manufactured finishing mortar, or roughcast with patterned pebbledash. External vertical structural elements in concrete shall be left in their natural smooth cement finish, or tiled. Pre-cast concrete horizontal elements and roof parapets shall receive tiling. Finishing joints shall be provided to mark changeover from one finishing type to another i.e. between vertical concrete elements (columns) and horizontal panels.

12-2 GENERAL

Porcelain stoneware tiles and vitrified ceramic tiles must be of good physical and chemical properties in conformity with stated codes: (BS, DTU, CSTB, Enamel porcelain Institute, etc.)

All tile work shall be clean upon completion, care being taken of all adjoining material and all work shall be left in a satisfactory condition.

The surfaces to receive tiles shall be well wetted, and the tile well soaked with clean water before application, no more tiles shall be removed from the soaking tubs to drain board than be applied within the hour.

- ◆ All wall tiles shall be laid up with vertical joints (not over 2mm thick), continuous and unbroken in perfect alignment.
- ◆ The tile shall be buttered or floated to suit conditions.
- ◆ Tiles shall be set, with type B mortar, to the required levels and planes with true lines and angles.
- ◆ Cut edges of tile shall be carefully ground and jointed. Do all cutting and drilling required for setting and as may be required by others in a neat manner without marring the surface.

13 - PROTECTION OF THE ENVIRONMENT

The entrepreneur will propose to the control engineer, before the beginning of works, the place of his/her yard facilities and will request his/her authorization of installation.

The site must be chosen outside of the sensitive zones, in order to limit the site clearing, the extraction of bushes, the setting out of the building and general circulation.

The site must foresee an adequate drainage of waters on the whole surface. The maintenance and of washing areas should be concreted. These maintenance areas should have a slope toward a cesspool provided for the purpose and toward the inside of the platform in order to avoid the out-flow of the polluting products toward the site and the neighbourhood.

At the end of the works, the entrepreneur will do all necessary works to the restoration of the various places of the site. The entrepreneur should fold all his/her material, and equipment. He should demolish all temporary installation, as foundation, support made of concrete or metallic, etc. in order to put back the site in its nearest initial state. No equipment or materials should be abandoned on the site or in the vicinity after the execution of all the works. Left-over materials are to be covered with a layer of earth, and the site has to receive an adequate drainage in order to avoid all erosion as the case may be.

Document N°. 6
SCHEDULE OF UNIT PRICES

**UNIT PRICE SCHEDULE FOR THE REHABILITATION OF THE BUILDING HOSTING THE
SCIENCE LABORATORY AND CONSTRUCTION OF A VIP TOILET AT GBHS FUNDONG
BOYO DIVISION NORTH WEST REGION**

BILL OF QUANTITIES FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AT GBHS FUNDONG					
Nº	DESIGNATION	U	QTY	AMOUNT IN FIGURES	AMOUNT IN WORDS
LOT 100: PREPARATION WORKS AND STUDIES					
101	Studies and site installation	ff	1		
102	Studies (execution planning report of execution etc)	ff	1		
103	Clearing of the school compound	ff	1		
	Sous-Total lot 100				
LOT 200: FLOOR AND WALLS FINISHES					
201	Dressing of the veranda edges	m2	60.9		
202	Plastering and dressing of dilabidated areas in and out with cement motar	m2	108.78		
	Sous-Total lot 200				
LOT 300: ROOF WORK AND CEILING					
301	Complete chaining of the dilabidated roofing area entire roof	ls	1		
302	Ceiling in 4mm thick (red ply work	m2	653		
303	Ceiling at heaves with smooth zinc (tole lisse)	m2	45.7		
304	Facial board (tole bac 3.5/10)	ml	72		
	Sous-total lot 300				
LOT 400: PAINTING					
401	Two coats in ordinary white paint (pantex 800) on ceiling	m2	98.67		
402	Primary coat in ordinary paint on external and internal walls	m2	110		
403	Two coats of water based paint (pantex 800) on internal walls	m2	110		
404	Two coats of water based paint (pantex 1300) on external walls	m2	110		
405	Oil paint on metallic doors, window protectors, hand and skirting (30cm from floor level, internally and externally) coffee brown	m2	32.67		
	Sous total lot 400				
LOT 500 : EXTERNAL WORKS					
501	Rain water (runoff) gutters 35x40cm	ml	87		
	Sous total lot 400				
	GRAND TOTAL FOR REHABILITATION				

CONSTRUCTION OF A BLOCK OF TOILET OF SIX COMPARTMENT IN GBHS FUNDONG					
N°	DESIGNATION	U	QTY	AMOUNT IN FIGURES	AMOUNT IN WORDS
LOT 100: PREPARATION WORKS AND STUDIES					
101	Studies and site installation	ff	1		
102	Clearing of the site	m2	185		
	Sous-Total lot 100				
LOT 200: FLOOR AND WALLS FINISHES					
201	Leveling of the plat form	m2	221		
202	Excavation of the trenches	m3	5		
203	Excavation of the toilet (2mx2.5mx6m)	m3	30		
204	Back filling	m3	6		
	Sous-Total lot 200				
LOT 300: FOUNDATIONS					
301	Binding concrete 150kg/m3	m3	1.86		
302	Blocks of 20x20x40 bourres	m2	187.54		
303	Reinforce concrete for footings, pillars and chaining dose at 350kg/m3	m3	3.80		
304	Decking of the toilet slap of thickness 12cm dose 350kg/m3	m3	1.65		
	Sous-total lot 300				
LOT 400: MASONARY-ELEVATION					
401	Block of 15x20x40	m2	35.65		
402	Block of 10x20x40	m2	16.5		
403	Enduit au mortier de ciment	m2	121		
404	Beton arme pour poteaux, linteaux, chainages et poutres dose a 350kg/m3	m3	1		
405	Chape lisse	m2	10		
	Sous total lot 400				
LOT 500 : WOODWORK-ROOFING					
501	Wooden Rafters	ml	250		
502	Purlins 5cm x 8cm fixed to rafter to receive roofing sheets	M1	250		
503	Aluminium toleback roofing sheets (5/10mm)	M2	124		
504	Facial board (tolebac 5/ 10mm of 30cm height) including lining	M2	45.6		
	Sous total lot 400				
	Grand Total for Toilet				
	TOTAL WITH ALL TAXES				
	VAT (19.25)				
	AIR (2.2 OR 5.5)				
	AMOUNT TTC				

Document N°. 7
BILL OF QUANTITIES AND ESTIMATES

**BILL OF QUANTITIES FOR THE REHABILITATION OF THE BUILDING HOSTING THE
SCIENCE LABORATORY AND CONSTRUCTION OF A VIP TOILET AT GBHS FUNDONG
BOYO DIVISION NORTH WEST REGION**

BILL OF QUANTITIES FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AT GBHS FUNDONG					
Nº	DESIGNATION	U	QTY	P.U	P. TOTAL
LOT 100: PREPARATION WORKS AND STUDIES					
101	Studies and site installation	ff	1		
102	Studies (execution planning report of execution etc)	ff	1		
103	Clearing of the school compound	ff	1		
	Sous-Total lot 100				
LOT 200: FLOOR AND WALLS FINISHES					
201	Dressing of the veranda edges	m2	60.9		
202	Plastering and dressing of dilabidated areas in and out with cement motar	m2	108.78		
	Sous-Total lot 200				
LOT 300: ROOF WORK AND CEILING					
301	Complete chaining of the dilabidated roofing area entire roof	ls	1		
302	Ceiling in 4mm thick (red ply work	m2	653		
303	Ceiling at heaves with smooth zinc (tole lisse)	m2	45.7		
304	Facial board (tole bac 3.5/10)	ml	72		
	Sous-total lot 300				
LOT 400: PAINTING					
401	Two coats in ordinary white paint (pantex 800) on ceiling	m2	98.67		
402	Primary coat in ordinary paint on external and internal walls	m2	110		
403	Two coats of water based paint (pantex 800) on internal walls	m2	110		
404	Two coats of water based paint (pantex 1300) on external walls	m2	110		
405	Oil paint on metallic doors, window protectors, hand and skirting (30cm from floor level, internally and externally) coffee brown	m2	32.67		
	Sous total lot 400				
LOT 500 : EXTERNAL WORKS					
501	Rain water (runoff) gutters 35x40cm	ml	87		
	Sous total lot 400				
	GRAND TOTAL FOR REHABILITATION				

CONSTRUCTION OF A BLOCK OF TOILET OF SIX COMPARTMENT IN GBHS FUNDONG					
Nº	DESIGNATION	U	QTY	P.U	P. TOTAL
LOT 100: PREPARATION WORKS AND STUDIES					
101	Studies and site installation	ff	1		
102	Clearing of the site	m2	185		
	Sous-Total lot 100				
LOT 200: FLOOR AND WALLS FINISHES					
201	Leveling of the plat form	m2	221		
202	Excavation of the trenches	m3	5		
203	Excavation of the toilet (2mx2.5mx6m)	m3	30		
204	Back filling	m3	6		
	Sous-Total lot 200				
LOT 300: FOUNDATIONS					
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302	Blocks of 20x20x40 bourres	m2	187.54		
303	Reinforce concrete for footings, pillars and chaining dose at 350kg/m3	m3	3.80		
304	Decking of the toilet slap of thickness 12cm dose 350kg/m3	m3	1.65		
	Sous-total lot 300				
LOT 400: MASONARY-ELEVATION					
401	Block of 15x20x40	m2	35.65		
402	Block of 10x20x40	m2	16.5		
403	Enduit au mortier de ciment	m2	121		
404	Beton arme pour poteaux, linteaux, chainages et poutres dose a 350kg/m3	m3	1		
405	Chape lisse	m2	10		
	Sous total lot 400				
LOT 500: WOODWORK-ROOFING					
501	Wooden Rafters	ml	250		
502	Purlins 5cm x 8cm fixed to rafter to receive roofing sheets	Ml	250		
503	Aluminium toleback roofing sheets (5/10mm)	M2	124		
504	Facial board (tolebac 5/ 10mm of 30cm height) including lining	M2	45.6		
	Sous total lot 400				
	Grand Total for Toilet				
	TOTAL WITH ALL TAXES				
	VAT (19.25)				
	AIR (2.2 OR 5.5)				
	AMOUNT TTC				
	NET PAYMENT				

Document N°. 8
SUB-DETAIL OF PRICES

SUBDETAILS OF PRICES

Price N°
 Designation of work.....
 Unit
 Quantity
 Daily output
 Duration of execution

DESIGNATION :					
No	Daily out put	Total quantity	Unit	Duration of activity	
WORKMAN SHIP	Category	No	Daily wage	Days break up	Amount
	TOTAL A				
ANDEQUIPMENT/MECH INES	Type	No	Daily rate	Days break up	Amount
	TOTAL B				
MATERIAL MISCELLANOUS	Type	Unit	Unit cost	Quantity	Amount
	TOTAL C				
D	DIRECT TOTAL COST			A+B+C	
E	GENERAL SITE EXPENESES			Dx%	
F	GENERAL OFFICE EXPENSES			Dx%	
G	NET COST			D+E+F	
H	RISK + BENEFITS			Gx%	
P	TOTAL COST (HT)			G+H	
V	UNIT COST (HT)			P/Q'TY	

Document N°. 9
MODEL CONTRACT

REPUBLIC OF CAMEROON
Peace-Work-Fatherland
.....
NORTH-WEST REGIONAL ASSEMBLY
.....
REGIONAL EXECUTIVE COUNCIL
.....
PEACE-JUSTICE-UNITY-HARD WORK- SOLIDARITY
.....



REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie
.....
ASSEMBLEE REGIONALE DU NORD-OUEST
.....
CONSEIL EXECUTIF REGIONAL
.....
PAIX-JUSTICE-UNITE-TRAVAIL-SOLIDARITE
.....

CONTRACT N° _____ C/MINDEVEL/NWRA/ITB/2024 OF2024
AWARDED AFTER OPEN NATIONAL INVITATION TO TENDER
N° ____/ONIT/NWRA/ITB/2024 OF ____/____/2024 FOR THE REHABILITATION OF THE
BUILDING HOSTING THE SCIENCE LABORATORY AND CONSTRUCTION OF A TOILET
AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION << BY EMERGENCY
PROCEDURE>>

Project Owner: THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

HOLDER:

P.O. Box _____, Tel: _____ Fax: _____

Business Registry N° _____ at
Taxpayer's No. _____

SUBJECT: Execution of _____ works;

PLACE : _____

EXECUTION DEADLINE : _____ (_____) months

AMOUNT IN CFA F:

IAT	
EVAT	
VAT (19.25%)	
AIR (Income tax) (2.2%)	
Net to be paid	

FINANCING : [indicate the source of financing]

BUDGET HEAD : [to be completed]

SUBSCRIBED ON: _____
SIGNED ON: _____
NOTIFIED ON: _____
REGISTERED ON: _____

Between:

The Government of the Republic of Cameroon, represented by The President of the North West Regional Assembly hereinafter referred to the "Contracting Authority"

On the one hand,

And

P.O. Box _____ Tel: _____ Fax: _____
Business Registry No. _____
Taxpayer's No. _____

Represented by M _____, its General Manager, hereinafter referred to as the "Contractor"

On the other hand,

Agree on the following:

Summary

Part I: Special Administrative Conditions (SAC)

Part II: Special Technical Conditions (STC)

Part III: Schedule of Unit Prices (SUP)

Part IV: Details or Estimates

Page _____ and last of Contract N° _____ C/MINDEVEL/NWRA/ITB/2024 OF
.....2024 awarded after Open National Invitation to Tender N° ____/ONIT/NWRA/ITB/2024 of
____/____/2024 FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE
LABORATORY AND CONSTRUCTION OF A TOILET AT GBHS FUNDONG BOYO DIVISION
NORTH WEST REGION << BY EMERGENCY PROCEDURE >>

With _____,

For the execution of _____ works

EXECUTION DEADLINE _____ (____) months

Amount of Contract in CFA F:

IAT	
EVAT	
VAT (19.25)	
AIR (2.2 or 5.5 %)	
Net to be paid	

Read and accepted by the Contractor

(place of signature) _____ (date)

Signature of Contracting Authority

(place of signature) _____ (date)

Registration

Document N°. 10

**FORMS AND MODELS TO BE USED BY
BIDDERS**

TABLE OF MODELS

- Annex N° 1: Model of declaration to Tender
- Annex N° 2: Model Bid Letter
- Annex N° 3: Model Bid Bond
- Annex N° 4: Model Final Bond
- Annex N° 5: Model Retention fund (Guarantee Retention)
- Annex N° 6: Schedule framework
- Annex N° 7: Model attestation of site visit
- Annex N° 8: Model site visit report
- Annex N° 9: Model table of reference
- Annex N° 10: Model table of equipment

Annex N° 1: MODEL OF DECLARATION TO TENDER

DECLARATION OF THE INTENTION TO TENDER

I the undersigned,(indicate the name and capacity of signatory),

Nationality

Representing the company or enterprise or group with head office at

..... registered in the trade register of Under the number

.....
In my capacity as of PO
box....., hereby acknowledge receipt of the file for Open National Invitation to Tender N°
..... for the

And hereby declare my intention to tender for the said contract.

Done at

Signature of

In the capacity of

Duly authorized to sign the tenders on behalf of

.....

Annex N° 2: MODEL BID LETTER

I the undersigned,(indicate the name and capacity of signatory)
Representing the company or enterprise or group with head office at
..... registered in the trade register of Under the number

Having taken cognizance of all the documents featured or mentioned in the Tender file: OPEN National Invitation to Tender N° ____/ONIT/NWRA/ITB/2024 of ____/____/2024 THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AND CONSTRUCTION OF A TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION << BY EMERGENCY PROCEDURE>> after having personally taking account of the situation of the site and evaluated from my point of view and under my responsibility, the nature and difficulty of the works to be carried out;

- Hereby submit, bearing my signature, the schedule of unit prices as well as the quotations in accordance with the structure featuring in the Tender File;
- Submit and commit myself to execute the works in accordance with the Tender File, in return for the prices which I myself establish for each type of structure which prices reveal the amount of the tender at (in figures and words) CFAF exclusive of VAT and at (in figures and in words) CFAF inclusive of all taxes.
- The rebates offered and modalities of application of the said rebates are as follows:
- I pledge to execute the works within a deadline of months.
- I pledge to maintain my offer for a duration of **Ninety (90)** days from the deadline of submission of tenders;

The Contracting Authority shall pay the sums due for this Contract by crediting Account N°:..... in Bank Branch.

Prior to the signing of the Contract, this tender accepted by you shall constitute an agreement between us.

Done at

Signature of

In the capacity of

Duly authorized to sign the tenders on behalf of

Annex N° 3: MODEL BID BOND

Bank:

Reference No.

Addressed to the Contracting Authority: The President of the North West Regional Assembly

Whereas the undertaking Hereinafter referred to as the "bidder" has submitted his tender on for Open National Invitation to Tender N° /ONIT/NWRA/ITB/2024 of / /2024 THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AND CONSTRUCTION OF A VIP TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION << BY EMERGENCY PROCEDURE>> hereinafter referred to as "the tender" and to which must be attached a bid bond equivalent toCFAF.

We (name and address of the bank), represented by (names of signatories), hereinafter referred to as "the Bank" hereby declare to guarantee payment to the Contracting Authority of the maximum sum of, that the bank pledges to pay in full to the Contracting Authority, bidding itself, its successors and assignees.

The conditions of this commitment are as follows:

If the Bidder withdraws his offer during the validity period specified by the Bidder in the tender; or

If the Bidder, having been notified of the award of the contract by the Contracting Authority during the period of Bid validity:

- Fails or refuses to sign the contract, even though required to do so;
- Fails or refuses to furnish the final bond for the contract (final bond) as provided for by the contract.

We undertake to pay the Contracting Authority an amount up to the maximum of the sum referred to above upon receipt of his first written demand, without the Contracting Authority having to substantiate his demand, provided that in its demand the Contracting Authority shall note that the amount claimed by him is due, because one or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the Contracting Authority for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the Contracting Authority to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank

at, on

(Bank's signature)

Annex N° 4: MODEL FINAL BOND

Bank:

Reference of the Bond N°:

Addressed to The President of the North West Regional Assembly "Contracting Authority"

Whereas (Name and address of Contractor) hereinafter referred to "the Contractor", pledge, in execution of the Contract, to carry out the works : OPEN National Invitation to Tender N° ____/ONIT/NWRA/ITB/2024 of ____/____/2024 FOR THE REHABILITATION OF THE BUILDING HOSTING THE SCIENCE LABORATORY AND CONSTRUCTION OF A VIP TOILET AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION << BY EMERGENCY PROCEDURE>>.

Whereas it is stipulated in the Contract that the Contractor shall furnish the Contracting Authority a final bond of two percent (2%) of the amount of the Contract as security for compliance with the Contractor's performance obligations in accordance with the Contract.

Whereas we have agreed to provide the Contractor with this guarantee;

We, (name and address of bank),

Represented by (name of signatories)

hereinafter referred to as "the Bank", and we pledge to pay to the Contracting Authority within a maximum deadline of eight (8) weeks upon his simple written request declaring that the Contractor has not fulfilled his contractual obligations, without being able to defer the payment nor raise any contest for whatever reason, the sum of (in letters and in words).

We hereby agree that no change or addendum or any other amendment shall release us of any obligation incumbent on us by virtue of this bond and we hereby derogate by the present to the notification of any amendment, addendum or change.

This bond shall enter into force upon signature. It shall be released within thirty (30) days from the date of the Provisional Reception of the works.

After this date the caution shall no longer be valid and shall be returned to us without any request on our part.

Any request for payment formulated by the Contracting Authority by virtue of this bond should be done by registered mail with acknowledgement of receipt to reach the bank during the period of validity of this commitment.

This bond shall, for purposes of its interpretation and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this pledge and its consequences.

Signed and authenticated by the bank at on
[signature of the bank]

Annex N° 5: MODEL OF PERFORMANCE BOND (GUARANTEE RETENTION)

Bank:

Reference of the Bond No:

Addressed to: The President of the North West Regional Assembly
Hereinafter referred to as "The Contracting Authority"

Whereas (name and address of Contractor) hereinafter referred to "the Contractor",
pledge, in execution of the Contract, to carry out the works FOR THE REHABILITATION OF THE
BUILDING HOSTING THE SCIENCE LABORATORY AND CONSTRUCTION OF A VIP TOILET
AT GBHS FUNDONG BOYO DIVISION NORTH WEST REGION << BY EMERGENCY
PROCEDURE>>.

Whereas it is stipulated in the Contract that the Guarantee Retention fixed at ten percent (10%) of the
amount of the Contract may be replaced by a joint guarantee;

Whereas we have agreed to provide the Contractor with this guarantee;

We, (name and address of bank),

Represented by (name of signatories) and hereinafter referred to as "the
Bank";

Hence, we hereby affirm that on behalf of the Contractor, we guarantee and are responsible to the
Contracting Authority for a maximum amount of (in figures and in letters)
corresponding to ten percent (10%) of the Contract amount.

And we pledge to pay to the Contracting Authority within a maximum deadline of eight (8) weeks upon
his simple written request declaring that the contractor has not fulfilled his contractual obligations or is
indebted to the Contracting Authority within the meaning of the contract, amended where need be, by its
additional clauses, without being able to defer the payment nor raise any contest for whatever reason, any
sum(s) within the limits of the amount equal to ten percent (10%) of the total amount of the works
featuring in the final detailed account, without the Contracting Authority having to prove or give the
reasons nor the motive for the amount of the sum indicated above.

We hereby agree that no change or addendum or any other amendment shall release us of any obligation
incumbent on us by virtue of this bond and we hereby derogate by the present to the notification of any
amendment, addendum or change.

This bond shall enter into force upon signature. It shall be released within thirty (30) days from the date of
the final acceptance of the works and upon released issued by the Contracting Authority.

Any request for payment formulated by the Contracting Authority by virtue of this bond should be done by
registered mail with acknowledgement of receipt to reach the bank during the period of validity of this
commitment.

This bond shall, for purposes of its interpretation and execution, be subject to Cameroon law. Cameroon
courts shall be the only jurisdictions competent to rule on this pledge and its consequences.

Signed and authenticated by the bank at on
[signature of the bank]

ANNEX N° 6: SCHEDULE FRAMEWORK

Note on the presentation of schedules

The quantities, daily outputs, the duration of execution of works and the slowdowns or even the due interruptions must be clearly brought out in the schedules.

The financial schedules resulting from the schedules of works must indicate month by month, the estimated amounts of the detailed accounts of works by item and cumulatively by taking into account the incidence of rainy seasons for the basic solution and possibly variant solution.

Annex N° 7: MODEL ATTESTATION OF SITE VISIT

LETTER HEAD HERE

TO WHOM IT MAY CONCERN

ATTESTATION OF SITE VISIT

This is to testify that Mr

.....
Manager/Technical Director/Engineer of

.....
Has effectively visited the site for

.....
..... in view to tender for the said project.

This attestation is issued to serve the purpose for which it is intended for.

Annex N° 8: MODEL SITE VISIT REPORT

I) INTRODUCTION

TENDER N°

NAME OF THE ENTERPRISE:

DATE:

II) COMMENTARY

1- Nature of the project site:

2- Accessibility to the project site:

3- Vegetation:

4- Topography of the site:

III) AVAILABILITY OF SERVICES

IV) AVAILABILITY OF MATERIALS

V) DIFFICULTIES

VI) CONCLUSION

Annex N° 9: MODEL TABLE OF REFERENCE

LIST PROJECTS EXECUTED BY THE COMPANY

N O	YEAR	NAME OF THE PROJEC T	NAME OF THE PROJECT OWNER AND TELEPHONE NUMBER	CONTRAC T AMOUNT	CONTRAC T DURATIO N	DATE OF ACCEPTAN CE

DONE ONAT

By.....

SIGNATURE

Annex N° 10: MODEL TABLE OF EQUIPMENT

LIST OF EQUIPMENT AND MATERIALS AVAILABLE FOR THE
(project name).....

N°	DESIGNATION OF THE EQUIPMENT	DESCRIPTION, MARK	AGE AND STATE	NUMBER AVAILABLE	OWNER OR NOT

DONE ONAT

By.....

SIGNATURE

ANNEX No. 6: Framework of schedules

DESIGNATION :					
No	Daily out put		Total quantity	Unit	Duration of activity
		No			
WORKMAN SHIP	Category		Daily wage	Days break up	Amount
TOTAL A					
EQUIPMENT/MACHINES	Type	No	Daily rate	Days break up	Amount
TOTAL B					
MATERIAL AND MISCELLANEOUS	Type	Unit	Unit cost	Quantity	Amount
TOTAL C					
D	DIRECT TOTAL COST			A+B+C	
E	GENERAL SITE EXPENSES			Dx%	
F	GENERAL OFFICE EXPENSES			Dx%	
G	NET COST			D+E+F	
H	RISK + BENEFITS			Gx%	
P	TOTAL COST (HT)			G+H	
V	UNIT COST (HT)			P/Q'TY	

Document N°. 11
PRELIMINARY STUDIES

Note on preliminary studies

In accordance with the Public Contracts Code, the Project Owner or Delegated Project Owner must, prior to commencing the procedure to award Contracts or refer to the competent Tenders Board, ensure that draft Tender Files are prepared based on preliminary studies.

These studies must be required during the examination of the Tender File (TF) by the Tenders Board.

The Project Owner is bound to fill the questionnaire in annex 1 accompanied by justifications of the said studies.

Annex N°. 7: Justification of preliminary studies

1. Attach the preliminary studies.
2. Indicate
 - 2.1. The date studies were carried out;
 - 2.2. The name of the Public or private Project Manager
 - 2.3. References of the Contract, if Private Manager carried it out;
 - 2.4. If maintenance works
 - 2.4.1 Description of the studies;
 - 2.4.2 Attach the outline of the itinerary bringing out readings of degradations as well as the approved programming documents.
 - 2.5 Rehabilitation or new works
 - 2.5.1 Are quantities in the quotations the same as those of the studies?
 - 2.5.2 Description of studies: Draft Preliminary Study, Detailed Preliminary Study;
 - 2.5.3 Attach the said studies.

N.B. For services of less scope, the Project Owner may furnish a justification of calculation of quantities of the Tender File.

- *The chairperson of the Tenders Board may, before taking a decision, seek expert advice on the quality of the studies.*

Document N°.12

**LIST OF BANKING ESTABLISHMENTS
AND FINANCIAL BODIES AUTHORISED
TO ISSUE BONDS FOR PUBLIC
CONTRACTS**

I- BANK

1. Afriland First Bank (First bank), B.P 11 834, Yaoundé;
2. Banque Atlantique Cameroun (BACM), B.P. 2 933, Douala;
3. Banque Camerounaise des Petites et Moyennes Entreprises (BC-PME), B.P. 12 962, Yaoundé;
4. Banque Gabonaise pour le Financement International (BGFI BANK), B.P. 600 Douala ;
5. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC) B.P. 1 925, Douala ;
6. Bank Of Africa Cameroun (BOA Cameroun), B.P. 4 593, Douala ;
7. CitiBank Cameroun (CITIGROUP), B.P. 4 571, Douala ;
8. Commercial Bank - Cameroon (CBC), B.P 4 004, Douala;
9. Ecobank Cameroun (ECOBANK), B.P 582, Douala;
10. National Financial Credit Bank (NFC-Bank), B.P. 6 578, Yaoundé ;
11. Société Commerciale de Banques-Cameroun (SCB-Cameroun), B.P 300, Douala ;
12. Société Générale Cameroun (SGC), B.P. 4 042, Douala ;
13. Standard Chartered Bank Cameroon (SCBC) B.P. 1784, Douala ;
14. Union Bank of Cameroon (UBC), B.P. 15 569, Douala;
15. United Bank for Africa (UBA), B.P. 2 088, Douala.
16. crédit communautaire d'afrique-bank (CCA – Bank)

II- Insurance companies

17. Activa Assurances
18. AREA Assurances
19. Atlantique Assurances S.A.
20. Benefical General Insurance S.A.
21. Chanas assurances
22. CPA S.A.
23. NSIA Assurances SA
24. PRO-ASSUR S.A.
25. SAAR S.A.
26. SAHAM Assurances S.A.
27. Zenithe Insurance S.A.

PLANS