

REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

REGION DE L'OUEST

PRESIDENT DU CONSEIL REGIONAL DE
L'OUEST

COMMISSION INTERNE DE PASSATION
DES MARCHES
B.P: 1112 Bafoussam



REPUBLIC OF CAMEROON

Peace – Work – Fatherland

WEST REGION

PRESIDENT OF THE WEST REGIONAL
COUNCIL

INTERNAL TENDER'S BOARD
B.P: 1112 Bafoussam

**REQUEST FOR QUOTATION IN EMERGENCY PROCEDURE N°ON/DC/RO/PCR/CIPM-AG2024 OF
178 JUN 2024 FOR THE EQUIPMENT OF THE BILINGUAL CES OF BAMENDJO, MBOUDA
SUB-DIVISION, BAMBOUTOS DIVISION**

Financing: 2024 Public Investment Budget

1. Subject of the invitation to tender

Within the framework of the implementation of its development policy and the improvement of investment credits consumption President of the West Regional Council hereby launches a request for quotation in emergency procedure for the equipment of the bilingual CES of Bamendjo Mbouda Sub-Division, Bamboutos Division.

2. Nature of works

The works subject of this contract include:

- ❖ Product Compliance,
- ❖ Delivery Timelines,
- ❖ Quality of Raw Materials,
- ❖ Ethics and Social Responsibility,
- ❖ Transport Assurance,
- ❖ Installation and Testing,
- ❖ Delivery,
- ❖ After-Sales Service.

3. Execution deadline

The maximum execution deadline provided for by the Project Owner or Delegated Project Owner for the execution of the works subject of this tender shall be two (02) months.

4. Allotment

The works shall be done in a single lot defined as defined in the subject.

5. Estimated cost

The estimated cost of the operation following prior studies is **fourteen million (14 000 000) CFA Francs**.

6. Participation and origin

Participation in this invitation to tender is open to on equal terms to Cameroonian companies with experience in the supply of material specified in this quotation request.

7. Financing

works which form the subject of this invitation to tender shall be financed by Public Investment Budget

(PIB), for the 2024 financial year, Budget Head N° 58 25 105 01 771 701 464210 813 IZ02047.

8. Provisional bid bond

Each bidder must include in his administrative documents, a bid bond issued by a first rate-bank approved by the Ministry in charge of Finance featuring on the list in document 12 of the tender file of an amount of two hundred eighty thousand (280 000) CFA Francs.

It shall be valid for thirty (30) days beyond the original date of the validity of the offers.

9. Consultation of tender file

The file may be consulted during working hours at the Internal Public Contracts Administrative Management Entity (SIGAMP) of the West Regional Council as soon as this notice is published.

10. Acquisition of tender file

The file may be obtained from West Regional Council as soon as this notice is published against payment of a non-refundable sum of 24 500 (twenty-four thousand five hundred) CFA francs payable at Regional Treasurer.

11. Submission of offers

Each offer drafted in English or French in seven (7) copies including the original and six (6) copies marked as such, should reach at the West Regional Council not later 18 JUL 2024 at 10 AM and should bear the following inscription:

**"REQUEST FOR QUOTATION IN EMERGENCY PROCEDURE N°01/DC/RO/PCR/CIPM-AG2024 OF
18 JUIN 2024 FOR THE EQUIPMENT OF THE BILINGUAL CES OF BAMENDJO, MBOUDA
SUB-DIVISION, BAMBOUTOS DIVISION"**

Financing: 2024 Public Investment Budget

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

12. Admissibility of offers.

Under pain of rejection, the administrative documents required, must be produced in originals or true copies certified by the issuing service or an administrative authority (Senior Divisional Officer, Divisional Officer...) in accordance with the Special Conditions of the invitation to tender.

They must not be older than three preceding the original date of submission of bids (3) months or must not have been established after the signing of the tender notice.

Any incomplete offer in accordance with the prescriptions of this notice and tender file shall be declared inadmissible. Especially the absence of a bid bond issued by a first-rate bank approved by the Ministry in charge of Finance.

NB. Under penalty of rejection by the services of the Contracting Authority (SIGAMP) at the time of submission, any candidate must present a copy of the receipt for the purchase of the tender file, the original of which is included in the offer.

13. Opening of bids

13.1 The bids shall be opened in single phase

The opening of the administrative, technical and financial bids shall take place on 16 JUL 2024 at 11 h 00 AM by the Tender's Board attached to the President of the Regional Council in the West Regional Council *headquarter*.

Only bidders may attend or be duly represented by a person of their choice.

The bid-opening session must be done not later than one hour after the time-limit for the submission of bids as specified in the tender file.

13.2. Bidders' discounts formulation (all DAO and DC)

- Discounts shall be mentioned in numbers and letters as of the opening of bids, to be admitted.
- Handwritten discounts (or presented with a typing shit different from the rest of the bidders offers) shall be rejected.
- And a proof of discount approved by the bidder shall be attached to the bid opening minute and to the analysis Subcommittee report.

14. Evaluation criteria

The eliminatory criteria set the minimum conditions to be fulfilled in order to execute works subject of the tender. They should not be marked. They should be determined depending on the nature and the content of works to be executed. These are:

- i) Missing or non-compliant administrative documents, not regularized within 48 hours;
- ii) Misrepresentation, falsified or non-authentic document ;
- iii) Non conformity with the submission model;
- iv) Omission of a quantified unit price in the financial offer;
- v) Technical score less than 70 points out of 100;
- vi) Absence of bid bond ;
- vii) No commitment on the honor of never having abandoned market in the last three years;
- viii) Financial capacity less than or equal to one third of the estimated cost of the project;
- ix) Having a past year project in progress by the bidder;
- x) Produce an insufficient number of documents.

15. Award

The contracting authority will award the contract to the bidder whose administrative offer is deemed compliant, meeting the required technical and financial capacities resulting from the essential criteria of the Tender Document, and which will be the lowest bidder at the evaluation of the financial offer.

16. Validity of offers

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

17. Complementary information

Complementary technical information may be obtained during working hours from West Regional

Council at Internal Public Contracts Administrative Management Entity (SIGAMP) on the following number: +237 628434358.

NB. For all acts of corruption, please contact the Ministerial Cell for the Fight Against Corruption or the National Anti-Corruption Commission at the following numbers: 694 70 63 36 / +237 682 434 358 / 222 20 37 32/658 26 26 82/651 64 91 94.

Bafoussam, the **18 JUN 2024**

Copy:

- Governor WEST (For information);
- DR-MINMAP
- ARMP-OU
- Project Owner
- Notice boards
- posting

**THE PRESIDENT OF THE WEST REGIONAL COUNCIL
(Contracting Authority)**



Dr. Jules Hilaire Focka Focka
Président du Conseil Régional de l'Ouest