REPUBLIC OF CAMEROON
Peace-Work-Fatherland

NORTH <u>WEST</u> REGION

OFFICE <u>OF THE GO</u>VERNOR

GENE<u>RAL SECRET</u>ARIAT

REGIONAL TENDERS BOARD



REPUBLIC OF CAMEROON
Paix-Travail-Patrie

REGION <u>DU NORD</u> QUEST SERVICE<u>S DU GOV</u>ERNEUR SECRE<u>TARIAT GE</u>NERAL

COMMISSION REGIONAL DE PASSATION DES MARCHES PUBLICS

PROJECT OWNER: THE REGIONAL DELEGATE OF EMPLOYMENT AND VOCATIONAL TRAINING NORTH WEST

<u>DELEGATED CONTRACTING AUTHORITY</u>: THE GOVERNOR OF THE NORTH WEST REGION

TENDER'S BOARD: REGIONAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER
No. 04 /ONIT/NWRTB/GOV-NWROF 4 /07 /2024 FOR
COMPLEMENTARY WORKS FOR THE CONSTRUCTION WORKS
OF THE VGIC, BAMENDA II SUB DIVISION MEZAM DIVISION BY
EMERGENCY PROCEDURE.

FUNDING: BIP 2024 MINEFOP

IMP: 58 35 121 08 541601 523314 457

AUTHORISATION: IZ05374

DOCUMENT N°01: TENDER NOTICE

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TENDER NOTICE

"OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE

No OLO /ONIT/NWRTB/GOV-NWR OF / / /ONIT/NWRTB/GOV-NWR OF / / /ONIT/NWRTB/GOV-NWR OF / / /ONIT/NWRTB/GOV-NWR OF / / /ONIT/NWRTB/GOV-NWRTB/GOV-NWRTB/GOV-NWRTB/GOV-NWRTB/GOV-NWRTB/GOV-NWRTB/GOV-NWRTB/GOV-NWRTB// /

1 – SUBJECT OF THE INVITATION TO TENDER

The GOVERNOR OF THE NORTH WEST REGION, (Delegated Contracting Authority) within the frame-work of the 2024 BIP Budget hereby launches an open national invitation to tender FOR THE COMPLEMENTARY WORKS FOR THE CONSTRUCTION OF VGIC, BAMENDA II SUB DIVISION NORTH WEST REGION BY EMERGENCY PROCEDURE.

LOTS	Subject	Place	Bid Bond	Tender Fee	Estimated cost of project
01	COMPLEMENTARY WORKS FOR THE CONSTRUCTION WORKS OF VGIC	BAMENDA II SUB DIVISION, MEZAM DIVISION, NORTH WEST REGION	400,000	34,000	19,979,000

2 – <u>NATURE OF SERVICE:</u>

100: CALAGE PHASE 1. 200: CALAGE PHASE 2

3 – PARTICIPATION:

Participation in this invitation to tender is open to all registered and qualified enterprises of the Republic of Cameroon, with the necessary financial capability, technical and professional expertise in Public works (construction domain especially CIVIL ENGINEERING)

12 - ADMISSIBILITY OF BIDS:

At the risk of being rejected, all documents shall be originals or certified true copies by the authorized issuing service or administrative authorities (Senior Divisional Officers, Divisional Officers) presented in accordance with the Special Regulations of this invitation to tender. None of these should be more than three (3) months old as from the date of submission of offers, without double certification and not falsified. These shall be separated by coloured separators from each other. Any bid that shall not be in conformity with the prescriptions of this notice and tender file shall be declared inadmissible.

NB: The successful bidder shall during site installation present the originals of the respective documents for strict verification of their authenticity.

13-EVALUATION CRITERIA:

Tender conformity shall be evaluated as per the following

A) Eliminatory Criteria.

- Failure to produce or replace an element of the administrative file other than the bid bond within forty eight hours in the case of absence or non-conformity of this document;
- Deadline for delivery higher than prescribed
- False declaration or falsified documents
- Absence or insufficient bid bond
- A bid with an external envelope carrying a sign or mark leading to the identification of the bidder
- Incomplete financial file
- Change of quantity or unit
- Non respect of 75% of essential criteria
- Offer above the provisional amount
- Suspension from public contracts by MINMAP 2023
- Non respect of tender model

B) Essential Criteria.

The preliminary evaluation shall be binary and based on the following essential criteria:

General presentation of the bids

Experience of the enterprise.

Quality of personnel and management of the company

Attestation and report of site visit

Technical equipment

Special Technical clauses initialed in all the pages and the last page signed stamp and dated

Special Administrative Clause completed and initialed in all the pages and the last page signed, stamped and dated.

Methodology for the execution of works

Financial capacity and other financial bearings

14 – OPENING OF BIDS:

The offers shall be opened at the North West Regional Tenders Board in a single phase on the Og / 2024 at 12:00pm local time in the Governor's Conference Hall in the presence of bidders or their representatives who have full knowledge about the bids submitted. *ONLY BIDDERS* or their duly authorised representatives with a sound knowledge of their bids shall attend the bid opening session. Any bid that shall not comply with the requirements of the tender file shall be rejected.

DOCUMENT 1.B FRENCH VERSION

4 - FINANCEMENT:

Ce projet sera financé par le BIP MINEFOP 2024.

5- PHASES:

Les travail bien être exécuté en différentes phases.

6 – COÛT ESTIMÉ DU PROJET

Le montant prévisionnel après etudes s'élève a DIX-NEUF MILLIONS NEUF CENT ET SOIXANTE-DIX-NEUF MILLE.(19,979.000)FCFA

7 - DÉLAI D'EXÉCUTION:

Le délai d'exécution des travaux est de TROIS (3) mois a compte de la date de notification de l'ordre de service portant information de démarrage des travaux.

8 - CONSEIL

Les document d'appel d'offres sont disponibles pour consultation au bureau du Gouveneur du Nord-Ouest pendent les heures ouvrables. CHAMBRE 108 Tel;233361941/6525823

9-ACQUISITION DU DOSSIER D'APPEL D'OFFRES:

Le dossier peu être obtenu auprés du bureau du Gouverneur sur présentation d'un reçu ou le paiement de la somme de 34,000cfa payable à un trésor public.

10 -GARANTIE DE SOUMISSIONS

Chaque soumission nair doit joinder àses piéces administrative, une causion de soumission conforme au modéle du present dossier d'appel d'offres, delivrée par un etablissement bancaire agréé par le Ministér echargé des Finances d'un montant de 400,000FCFA (Quatre cent mille france). Les cautions de soumission des soumissionnaires non retenusseront retirées au plus tard quinze (15) jour aprés l'attribution du marché et celles des soumissionaires retenusseront conserves jusqu'aceque la garantie de bonne execution exigée soit fournie. La periode de validité de la caution de soumission est de 30 jours.

11-SOUMISSION DES OFFRES

Chaque offer rédigée en anglais ou en français doit être signée par le soumissionaire ou par représentant dû menthabilité et présentée en sept (07) exemplaires (01 oroginal et 06 copies) marqués commestels. Ceux-ci doivent être remis dans un pliferme contenant trois (03) enveloppes, à savoir A: Document administratifs, B: Dossier technique et C: Dossier financier. Les parquets cellé ne contiendra aucune information sur l'entreprise et devrapar venir au bureau du Gouverneur, au plus tard a

<u>oq</u> /<u>o</u> 8 /2024 a 11h00 et il convient de noter qu'encas d'ambiguités ou de differences lors de l'ouverture, seul l'original sera considéré comme authentique.

L'emballages cellé (envelope extérieure) portera les inscriptions suivantes:

<<	APPEL D'OFFRES NATIONALE OUVE	RT	
NO	/ONIT/NWRTB/GOV-NWR/2024DU _	/	/2024

TRAVAUX COMPLEMENTAIRES DE LA CONSTRUCTION DU CIOP DE BAMENDA.

Methodologie d'execution des travaux

Capacité financière et autre appuis financiers

14 - OUVERTURE DES OFFRES:

Les offers seront ouvertes à la Commission Régional des Appels d'Offres du Nord-Ouest en une seule fois le 9/2024 à 12h00heure local dans la salle des conférences du Gouveneur en présence des soumissionaires ou de leurs représentants ayant pris connaissance des offers présentées. Seuls les SOUMISSIONNAIRES ou leurs représentant dû mentmandatés ayant une bonne connaissance de leurs offers pourront assister à la séance d'ouverture des plis. Toute offre non conforme aux exigences du dossier d'appeld'offres sera rejetée.

15 -ATTRIBUTION DE L'ORDRE DE JOBBING / MARCHE:

L'ordre de commande / marché est attribué au soumissionnaire dont l'offre est conforme aux dispositions du dossier d'appel d'offres et sur la base de l'offre realiste et de qualité technique la plus basse (voir article 33 du code des marchés publics)

16 -VALIDITE DES OFFRES:

Les soumissionnaires resteront engagés par leurs offres qui seront valables pendent une durée de quarante-vingt-dix (90) jours à compter de la date limite de dépôt.

17 - INFORMATIONS COMPLEMENTAIRES:

Des informations techniques complémentaires peuvent être obtenues pendent les heures ouvrables auprés du service de Gouverneur du Nord Ouest, chamber 108.



COPIES:

- DR /MINEFOP
- ARMP Bamenda(pour publication et archivage)
- DR/ MINMAP NORDOUEST(pour le dépôt)/NW
- PRESIDENT CPM
- TABLEAUX D'AFFICHAGE
- CHRONO

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3.2 The Minister Delegate at the Presidency in charge of public contracts may, as a precaution, take a decision of exclusion from bidding for a period not exceeding two (2) years against any bidder found guilty of influence peddling, of conflicts of interest, insider trading, fraud, corruption or production of non-genuine documents in the bid, without prejudice to criminal proceedings that may be brought against them.

Article 4: Candidates allowed for competition.

Generally, the invitation to tender is addressed to all entrepreneurs, subject to the following provisions:

- (a) A bidder (including all members of a group of enterprises and all sub-contractors to the bidder) must be from an eligible country, in accordance with the funding agreement.
- (b) A bidder (including all members of a group of enterprises and all sub-contractors to the bidder) must not be in a situation of conflict of interest, subject to disqualification. A bidder shall be judged to be in a situation of conflict of interest if he:
- is or was associated in the past with an enterprise (or a subsidiary of this enterprise) which
 provided consultancy services for the conception, preparation of specifications and other
 documents used within the scope of contracts awarded for this invitation to tender; or
- ii) Presents more than one bid within the context of invitation to tender, except authorised variants according to article 17, where need be; meanwhile, this does not prevent the participation of sub-contractors in more than one bid.
- iii) The Delegated Contracting Authority or Project Owner has financial interests in the capital in a way as to compromise the transparency of the procedures of award of public contracts.
 - (c) The bidder must not have been excluded from bidding for public contracts.
 - (d) A Cameroonian public enterprise may participate in the consultation if it can demonstrate that it is (i) legally and financially autonomous, (ii) managed according to commercial laws and (iii) not under the direct supervisory authority of the Delegated Contracting Authority or Project Owner.

Article 5: Building materials, materials, supplies, equipment and authorised services

- 5.1 Building materials, the contractor's materials, supplies, equipment and services forming the subject of this contract must originate from countries meeting the criteria of origin defined in the Special Regulations of the invitation to tender and all expenditure done within the context of the contract shall be limited to the said building materials, materials, supplies, equipment and services.
- 5.2 Within the meaning of this 5.1 above, the term "originate" shall designate the place where the goods are extracted, cultivated, produced, manufactured and from where the services originate.

Article 6: Qualification of bidder

6.1 As an integral part of their bid, bidders must:

7.3 The Project Owner may organise a visit of the site of the works during the preparatory meeting to establish the bids mentioned in article 19 of the General Regulations of the invitation to tender.

B. Tender File

Article 8: Content of Tender File

8.1 The Tender File describes the works forming the subject of the contract, sets the consultation procedure of contractors and specifies the terms of the contract. Besides the addendum (addenda) published in accordance with article 10 of the General Regulations of the invitation to tender, it includes the following documents:

Document No. 1. The letter of invitation to tender;

Document No. 2. The tender notice;

Document No. 3. The General Regulations of the invitation to tender;

Document No. 4. The Special Regulations of the invitation to tender;

Document No. 5. The Special Administrative Conditions;

Document No. 6. The Special Technical Conditions:

Document No. 7. The schedule of unit prices:

Document No. 8. The bill of quantities and estimates:

Document No. 9. The sub details of unit prices;

Document No. 10. Model documents of the contract:

- a. The execution schedule;
- b. Model of forms presenting the equipment, personnel and references;
- c. Model bidding letter;
- d. Model bid bond;
- e. Model final bond:
- f. Model of bond of start-off advance:
- g. Model of guarantee in replacement of the retention fund;
- h. Model contract;

Document No. 11. Model contract;

Document No. 12. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

Document No. 13. List of first grade banking establishments or financial institutions approved by the Minister in charge of Finance authorised to issue bonds for public contracts to be inserted by the Delegated Contracting Authority.

8.2 The bidder must examine all the regulations, forms, conditions and specifications contained in the Tender File. It is up to him to furnish all the information requested and prepare a bid in compliance with all aspects of the said file.

Article 9: Clarifications on the Tender File and complaints

9.1 Any bidder who wants to obtain clarifications on the Tender File may request them from the Delegated Contracting Authority in writing or by electronic mail (fax or e-mail) at the Delegated Contracting Authority's address indicated in the Special Regulations of the invitation to tender and send a copy to the Project Owner. The Contracting Authority replies in writing to any request for clarification received at least fourteen (14) days prior to the deadline for the submission of bids.

a. Volume 1: Administrative file

It includes:

- i) all documents attesting that the bidder:
- has subscribed to all declarations provided for by the laws and regulations in force;
- paid all taxes, duties, contributions, fees or deductions of whatever nature;
- is not winding up or bankrupt;
- is not the subject of an exclusion order or forfeiture provided for by the law in force;
- ii) The bid bond established in accordance with the provisions of article 17 of the General Regulations of the invitation to tender;
- iii) the written confirmation empowering the signatory of the bid to commit the bidder, in accordance with the provisions of article 6(1) the General Regulations of invitation to tender.

b. Volume 2: Technical bid

b.1 Information on qualifications

The Special Regulations list the documents to be furnished by bidders to justify the qualification criteria mentioned in article 6(1) of the Special Regulations of the invitation to tender.

b.2 Methodology

The Special Conditions of the invitation to tender specifies the constituent elements of the technical bid of the bidders especially: a methodological statement on an analysis of the works and specifying the organisation and programme which the bidder intends to put in place or use to execute the works (installations, schedule, Quality Assurance Plan (QAP), sub-contracting, attestation of visit of the site, where necessary, etc).

b.3 Proof of acceptance of conditions of the contract

The bidder shall submit duly initialled copies of the administrative and technical documents relating to the contract, namely:

- 1. The Special Administrative Conditions (SAC);
- 2. The Special Technical Conditions (STC).

b.4 Commentaries (optional)

A commentary on the technical choices of the project and possible proposals.

c. Volume 3: Financial bid

The Special Regulations specify the elements that will help in justifying the cost of the works, namely:

be given shall be in writing (or by fax). The validity of the bid bond provided for in article 17 of the General Regulations shall equally be extended for a corresponding duration. A bidder may refuse to extend the validity of his bid without losing his bid bond. A bidder who consents to an extension shall not be asked to modify his bid nor shall he be authorised to do so.

Article 17: Bid bond

- 17.1 In application of article 13 of the General Regulations, the bidder shall furnish a bid bond of the amount specified in the Special Regulations and which bid bond shall be a full part of his bid.
- 17.2 The bid bond must conform to the model presented in the Tender File; other models may be authorised subject to the prior approval of the Delegated Contracting Authority. The bid bond will remain valid for thirty (30) days beyond the original date set for the validity of bids or any other validity time-limit requested by the Delegated Contracting Authority and accepted by the bidder, in accordance with the provisions of article 16 (2) of the General Regulations.
- 17.3 Any bid without an acceptable bid bond shall be rejected by the Tenders Board as not in conformity. The bid bond of associated enterprises must be established in the name of the group submitting the bid and mention each member of the associated grouping.
- 17.4 The bid bonds of bidders who are not retained shall be returned within fifteen (15) days after publication of the award result.
- 17.5 The bid bond of the successful bidder shall be released as soon as the latter would have signed the contract and furnished the required final bond.
- 17.6 The bid bond may be seized:
 - (a) if the bidder withdraws his bid during the period of validity;
 - (b) If the retained bidder:
- i) fails in his obligation to register the contract in application of article 38 of the General Regulations;
 - ii) fails in his obligation to furnish the required final bond in application of article 38 of the General Regulations;
 - iii) Refuses to receive notification of the Administrative Order to commence execution.

Article 18: Varying proposals of bidders

- 18.1 Where the works can be executed within variable deadlines, the Special Regulations shall specify these deadlines and shall indicate the method retained for the evaluation of the completion deadline proposed by the bidder within the specified deadlines. Bids that propose deadlines beyond those specified shall be considered as not being in conformity.
- 18.2 Except in the case mentioned in article 18(3) below, bidders wishing to offer technical variants must first assess the basic solution of the Delegated Contracting Authority as described in the Tender File and furnish in addition all the information which the Delegated Contracting

D. SUBMISSION OF BIDS

Article 21: Sealing and marking of bids

21.1 The bidder shall seal the original and each copy of the bid in separate envelopes (internal envelopes) by marking on these envelopes "ORIGINAL" and "COPY", as the case may be. The envelopes shall then be placed in another envelope which will equally be sealed but which will not give any indication regarding the identity of the bidder.

21.2 The external and internal envelopes:

- a) Should be addressed to the Delegated Contracting Authority at the address indicated in the Special Regulations;
- b) should bear the name and identification number of the project as indicated in the Special Regulations and bear the inscription "TO BE OPENED ONLY DURING THE BID-OPENING SESSION" as specified in the Special Regulations.
- 21.3 The internal envelopes should equally carry the name and address of the bidder in a way as to enable the Delegated Contracting Authority return the sealed bid if it is late in accordance with article 23 and 24 of the General Regulations.
- 21.4 If the external envelope is not sealed and marked as indicated in paragraphs 21(1) and 21(2) above, the Delegated Contracting Authority shall not be responsible if the bid is misplaced or opened prematurely.

Article 22: Date and time-limit for submission of bids

- 22.1 The bids must be received by the Delegated Contracting Authority at the address specified in article 21(2) of the Special Regulations not later than the date and time stated in the Special Regulations.
- 22.2 The Delegated Contracting Authority may, at his discretion, postpone the deadline set for the submission of the bids by publishing an addendum in accordance with the provisions of article 10 of the General Regulations. In this case, all the rights and obligations of the Delegated Contracting Authority and bidders previously governed by the initial date will henceforth be governed by the new date.

Article 23: Late bids

Any bid received by the Delegated Contracting Authority beyond the deadline for the submission of bids in accordance with article 22 of the General Regulations shall be declared late and consequently rejected.

Article 24: Modification, substitution and withdrawal of bids

24.1 A bidder may modify or withdraw his bid after submitting it, on condition that the written notification of the modification or withdrawal is received by the Delegated Contracting Authority prior to the end of the time-limit prescribed for the submission of the bids. The said

of opening of financial bids] and any variant, where necessary, the existence of a guarantee of the bid if it is required and any other details which the Delegated Contracting Authority deems useful to be mentioned. Only rebates and variants of bids announced to the hearing of everyone during the opening of bids shall be submitted for evaluation.

- 25.4 Bids (and modifications received in accordance with the provisions of article 24 of the General Regulations) which were not opened and read to the hearing of everyone during the bid-opening session for whatever reason, shall not be submitted for evaluation.
- 25.5 Bid-opening minutes are recorded on the spot mentioning the admissibility of bids, their administrative regularity, prices, rebates and time-limits as well as the composition of the Evaluation sub-committee. A copy of the said minutes to which is attached the attendance sheet is handed over to all the participants at the end of the session.
- 25.6 At the end of each bid-opening session, the chairperson of the Tenders Board immediately hands over to the focal point designated by the body in charge of regulation of public contract an initialled copy of the bids presented by bidders.
- 25.7 In case of petition as provided for by the Public Contracts Code, it should be addressed to the Minister Delegate in charge of Public Contracts with a copies to the body in charge of the regulation of public contracts, the head of structure to which is attached the Tenders Board concerned.

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

The Independent Observer attaches to his report the sheet that was handed to him, including any related commentaries or observations.

Article 26: Confidential nature of the procedure

- 26.1 No information relating to the examination, clarification, evaluation and comparison of bids and verification of the qualification of the bidders and the recommendation for the award shall be given to bidders or to any person not concerned with the said procedure as long as the preferred bidder has not been made public, subject to the disqualification of the bid of the bidder and suspension of the authors from all activities in the domain of public contracts.
- 26.2 Any attempt by a bidder to influence the Tenders Board or the Evaluation sub-committee of bids or the Delegated Contracting Authority in its award decision may lead to the rejection of his bid.
- 26.3 Notwithstanding the provisions of paragraph 26.2 above, between the opening of bids and the award of the contract, if a bidder wishes to enter into contact with the Delegated Contracting Authority for reasons having to with his bid may do so in writing.

Article 27: Clarifications on the bids and contact with the Delegated Contracting Authority

27.1 To ease the examination, evaluation and comparison of bids, the Tenders Board may, if it so desires, request any bidder to give clarifications on his bid. This request for clarification and the response thereto are formulated in writing but no change on the amount or content of the

decimal point in the unit price in which case the total price as presented shall be authentic and the unit price corrected.

- (b) If the total obtained by addition or subtraction of the totals is not exact, the sub totals shall be considered authentic and the total corrected.
- (c) Where there is a difference between the price indicated in letters and in figures, the amount in letters shall be considered authentic, unless the amount is linked to an arithmetical error confirmed by the sub-detail of the said price, in which case the amount in figures shall prevail subject to paragraphs (a) and (b) above.
- 30.2 The amount featuring in the bid shall be corrected by the Evaluation sub-committee, in accordance with the error correction procedure above and with confirmation by the bidder, the said amount shall be deemed to commit him.
- 30.3 If the bidder who presented the bid evaluated as the lowest refuses the correction thus carried out, his bid shall be rejected and the bid bond may be seized.

Article 31: Conversion into a single currency

- 31.1 To facilitate the evaluation and comparison of bids, the Evaluation sub-committee shall convert the prices of bids expressed in various currencies into those in which the bid is payable in CFA francs.
- 31.2 The conversion shall be done using the selling rate fixed by the Bank of Central African States (BEAC) under the conditions defined by the Special Regulations. However prices shall be in FCFA

Article 32: Evaluation and comparison of financial bids

- 32.1 Only bids considered as being in compliance, as per the provisions of article 28 of the General Regulations, shall be evaluated and compared by the Evaluation sub-committee.
- 32.2 By evaluating the bids, the Evaluation Sub-committee shall determine for each bid the evaluated amount of the bid by rectifying the amount as follows:
 - a) By correcting any possible error in accordance with the provisions of article 30.2 of the General Regulations;
 - b) By excluding projected sums and where necessary provisions for unforeseen occurrences featuring in the bill of quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as specified in the Special Regulations.
 - c) By converting into a single currency the amount resulting from the rectifications (a) and (b) above, in accordance with the provisions of article 31(2) of the General Regulations;
 - d) By appropriately adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.
 - e) By taking into consideration the various execution time-limits proposed by the bidders, if they are authorised by the Special Regulations;
 - f) If need be, in accordance with the provisions of article 13(2) of the General Regulations and the Special Regulations by applying the rebates offered by the bidder for the award of more than one lot, if this invitation to tender is launched simultaneously for several lots.

- 37.2 The Delegated Contracting Authority is bound to communicate the reasons for the rejection of bids of the bidders concerned who so request.
- 37.3 After publication of the award results, bids that are not withdrawn within fifteen (15) days shall be destroyed, without any claims for compensation being entertained. Only the copy destined for the body in charge of regulation shall be kept.
- 37.4 In case of petition, it should be addressed to the Public Delegated Contracts Authority, with copies to the body in charge of the regulation of public contracts, the Contracting Authority and the chairperson of the Tenders Board concerned.
- It must take place within a maximum deadline of five (5) working days after the publication of the results.

Article 38: Signing of the contract

- The Delegated Contracting Authority has a deadline of seven (7) days to sign the contract from the date of reception of the draft contract examined by the competent Tenders Board and subscribed by the successful bidder and where applicable, the endorsement of the Minister in charge of Public Contracts.
- 38.3 The contract must be notified to the successful bidder within five (5) days of its date of signature.

Article 39: Final Bond

- Within twenty (20) days of the notification by the Delegated Contracting Authority, the contractor shall furnish the Project Owner with a final bond, to guarantee the complete execution of the works.
- The bond whose rate is 2% of the amount of the contract inclusive of all taxes,may be replaced by a guarantee from a banking establishment approved according to the instruments in force with the Project Owner as beneficiary or by a joint or several guarantee.
- Failure to produce the final bond within the prescribed time limit shall likely cause the termination of the contract under the terms laid down in the General Administrative Conditions.

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Article 02: Purpose of the invitation to tender

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Article 03: CONDITIONS FOR PARTICIPATION

Participation in this present invitation to tender is open to all registered and qualified enterprises of the Republic of Cameroon, with the necessary financial capability, technical and professional expertise in Public works (construction domain).

Article 04: FUNDING

This project shall be financed by BIP for 2024 MINEFOP.

Participation is open, under the same conditions, to all the enterprises which are based in the Republic of Cameroon and fulfil the conditions stated in the Special regulations governing the invitation to tender which is the document No. 2 of this tender.

The tender file shall be obtained by potential bidders against payment of an amount stated in the notice of the invitation to tender.

Bidders shall be bound by the laws governing public contracts in the Republic of Cameroon.

Article 05: DEADLINE FOR EXECUTION OF THE CONTRACT

The bidder shall propose a deadline for execution of the works. The deadline shall serve as an evaluation criterion and shall not exceed **THREE** (03) months as from the date of notification of the service order to start executing the works.

Article 06: CONSTITUENT DOCUMENTS OF THE TENDER FILE

This tender file shall include the following documents:

- the open national invitation to tender
- the special regulations governing the invitation to tender
- the special administrative conditions
- the special technical conditions
- the price list
- the detailed cost estimate
- the model performance bond
- the model bank guarantee for the refund of the start-off advance
- The model undertaking by the bidder.

Article 07: GENERAL REQUIREMENTS OF THE INVITATION TO TENDER

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

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

Bids presented by groups of enterprises

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

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

		Foreman: At least a Senior Civil Engineering Technician with at least 6 years' experience in the field of construction Team Leader: At least Civil Engineering Technician with at least 5 years' experience in the field of construction	original of certificate, certified copy of the identity card. NB-All key personnel must present commitment of availability duly signed& certified by the personnel concerned (see annexes 08 & 12 for format)
В3	Methodology/ Organization of works	Bids shall be assessed technically based on the understanding by the enterprise of the operations and the organisation intended for the execution of works, that is, it shall show clearly the organisation of the enterprise (methodology of execution, work schedule, site installation, supply of materials, works to be sub-contracted, relating to the use of local manpower, etc)	Date, signature and stamp of bidder at the end of document
B4	Sub- contracting	Information on the sub-contractor (equipment, personnel, references, etc)	Date and signature of sub-contractor (only 30% of the contract can be subcontracted)
В5	Attestation of site visit	Attestation of site visit where the works are to be carried out. It requires a site visit report containing coloured picture(s) of the contractor conspicuously on site, signed by the Works Supervisor or site Foreman.	Dated and signed by the Contracting Authority upon presentation of the Report of site Visit and site visit pictures
В6	References of the enterprise.	List of similar jobs executed in the last three (03) years by the enterprise and/or other civil engineering works realised.	Amount of works, copies of (1 st and last pages) and minutes of reception or attestation of effective realisation. Include accessible telephone number(s) of beneficiary service(s) to enable verification when need arises. (see annex 10 for format)
В7	Financial capability	Attestation of pre-financing delivered by a banking institution recognised by MINFI/COBAC of at least 55%	Date and signature of bank Manager in charge. (filled format of annex 05 must be attached to it)
В8	Technical specifications	Provided in tender file.	Initialled on every page and signed and stamp on the last page

3. ENVELOPE C- Financial Documents

	ATTENDED THE	an Documents	
No	DOCUMENT	SPECIFICATION	AUTHENTIFICATION
C1	The tender	Format to be completed and tender amount inserted.	Signature, date and stamp of bidder. (see annexes 02 & 07 for format)
C2	Price enclosure Slip	Sub-detail of prices proposed in the price list, that is, the price list in accordance with the model and stating prices exclusive of VAT in words and in figures	Initials on every page and signed on last page. All pages must be stamped with enterprise function stamp. (see annex 13 for sample)

Article 11: COMPLIANCE OF BIDS WITH THE TENDER FILE

Shall be taken into consideration only bids received within the time-limits prescribed by the Notice of Invitation to tender and presented pursuant to the provisions of articles 7, 8, and 9 of these Special regulations governing the invitation to tender.

The Tenders Board shall make sure that each bid meets all the requirements, conditions and specifications of the tender file without any restriction. Bidders are bound to strictly comply with this measure as there can be no negotiation on the provisions of the tender file

Article 12: OPENING AND ASSESSMENT OF BIDS

Bids shall be opened on a date and at the venue specified in the Notice of invitation to tender. Bids shall be opened and assessed in one stage:

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

NB: Any Bidder who shall not have 75% of the total score of the evaluation shall simply be eliminated.

12.1.- EVALUATION CRITERIA:

Tender conformity shall be evaluated as per the following

- C) Eliminatory Criteria.
- Absence or non-conformity of an element different from bid bond in the administrative file without replacement within 48 hrs.
- Deadline for delivery higher than prescribed
- False declaration or falsified documents
- Absence or insufficient bid bond
- A bid with an external envelope carrying a sign or mark leading to the identification of the bidder
- Incomplete financial file
- Change of quantity or unit
- Non respect of 75% of essential criteria
- Offer above the provisional amount
- MINMAP suspension
- Non respect of tender model

12.2.Essential Criteria.

The preliminary evaluation shall be binary and based on the following essential criteria:

General	presentation	of the bids
Experie	nce of the ent	erprise.

Quality of personnel and management of the company

Attestation and report of site visit

Technical equipment

Special Technical clauses initialed in all the pages and the last page signed stamp and dated

Special Administrative Clause completed and initialed in all the pages and the last page signed, stamped and dated.

Methodology for the execution of works

Financial capacity and other financial bearings

Evaluation of financial bids (Envelope C)

During evaluation, the final amount of the bid shall be fixed as follows:

• If the amount in figures and the amount in words differ, the amount in words shall be considered authentic.

The Delegated Contracting Authority may, at any moment before the deadline for the submission of bids and for any reason, on his own initiative or following a request for clarification addressed by a bidder, modify the tender file.

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

Article 17: NOTIFICATION OF AWARD OF THE CONTRACT

Notification

Within five (5) days maximum as from the date of reception of the award proposal, the Delegated Contracting Authority shall publish the results and notify the successful bidder by letter, telex or fax and confirm the award of the contract.

• Release of the bid bond

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

Evaluation grid of Technical File for the Complementary works for the Construction of the VGIC Bamenda North West Region.

General presentation of bids	Yes/no
-Presence of all documents	Yes/no
-Properly bound	Yes/no
-Table of contents	Yes/no
- Numbered pages	Yes/no
-Separators in colour apart from white	Yes/no
-Order prescribed respected	Yes/no
-Clearness of the documents	
TOTAL 1	/7
a. The company references	
References of the company in civil construction or similar works for the past three years:	
-Minimum two (02) contracts registered (1 st and last	Yes/no
page	
-Minimum two (02) reception minutes corresponding to the attached	Yes/no
contracts	
TOTAL 2	/2
b. Equipment	
-Proof of a concrete mixer in good operating condition	Yes/no
-Proof of a vibrator in good operating condition	Yes/no
-Proof of a vehicle pick up 4x4 or van) (Hired or owned)	Yes/no
-Proof of a masonry tools kids	Yes/no
-Proof of a carpentry tool kid	Yes/no
-Proof of an electrical tools kid	Yes/no
-Proof of a plumbing tools kid	Yes/no
-Proof of a painting tools kid	Yes/no
TOTAL 3	/8
c.Qualification of site personnel	
-Organizational chart of the enterprise	Yes/no
-Organizational chart of site with comments	Yes/no
Works Director: Senior Technician	
-Diploma of work Director certified	Yes/no

REPUBLIQUE DU CAMEROUN

PAIX- TRAVAIL-PATRIE

REPUBLIC OF CAMEROON

PEACE -WORK -FATHER LAND

MINISTERE DE L'ADMINISTRATION TERRITORIAL

MINISTRY OF TERRITORIAL ADMINISTRATION

REGION DU NORD -OUEST

NORTH-WEST REGION

SERVICES DE GOVERNEUR

GOVERNOR'S OFFICE

JOBBING NO .___/ONIT/NWRTB/GOV-NWROF ___/_/2024.

AWARDED AFTER OPEN NATIONAL INVITATION TO TENDER

OPEN NATIONAL INVITATION TO TENDER No . ____ /ONIT/NWRTB/GOV-NWR OF ___/__/2024 FOR THE COMPLEMENTATY WORKS FOR THE CONSTRUCTION OF THE VGIC BAMENDA NORTH WEST REGION, BY EMERGENCY PROCEDURE

HOLDER:	
BP	TEL

	at
	Agency of

SUBJECT: COMPLEMENTATY WORKS FOR THE CONSTRUCTION OF THE VGIC BAMENDA NORTH WEST REGION, BY EMERGENCY PROCEDURE

PLACE: AT MENDANKWE BAMENDA NORTH WEST REGION

LOTS	Subject	Place	Bid Bond	Tender Fee	Estimated cost of project
01	COMPLEMENTARY WORKS FOR THE CONSTRUCTION WORKS OF VGIC	BAMENDA II SUB DIVISION, MEZAM DIVISION, NORTH WEST REGION	400,000	26000	19,979,000

	THREE (03) MONTHS TTC (francs) BIP 2024.	
	E N°: TTHORIZATION N°:	
SUBSCRIBED on	SIGNED on	

DOCUMENT N°04: THE SPECIAL ADMINISTRATIVE CONDITIONS

	Article 30	Environmental protection
	Article 31	Cleaning of the site
	Article 32	Provisional acceptance
	Article 33	Operations required before acceptance
	Article 34	Acceptance committee
	Article 35	Period of guarantee
	Article 36	Maintenance during the period of guarantee
	Article 37	Final acceptance
	Article 38	Laws governing labour
	CHAPTER III	FINANCIAL CONDITIONS
	Article 39	Amount of the contract
	Article 40	Price consistency
	Article 41	Sub-detailed prices
	Article 42	Additional work - variation in the volume and nature of works
	Article 43	Mode and venue of payment of works executed
	Article 44	Start-off advance
	Article 45	Final bond
	Article 46	Retention bond
	Article 47	Security
	Article 48	Insurance and protection of the sites
	Article 49	Variation of prices
	Article 50	Stamp and registration
	Article 51	Tax and customs regime
	Article 52	Penalties
	CHAPTER IV	FINAL PROVISIONS
	Article 53	Risks, reserves and force majeure
	Article 54	Settlement of disputes
i e	Article 55	Documents to be provided by the contractor
	Article 56	Termination of contract
	Article 57	Special commercial charges
	Article 58	International transports
	Article 59	Validity and entry into force of the contract
	Article 60	Information to be posted

Document No.04 - THE SPECIAL ADMINISTRATIVE CONDITIONS

Article 1:PURPOSE OF THE JOBBING ORDER

EXECUTION OF COMPLEMENTATY WORKS FOR THE CONSTRUCTION OF THE VGIC BAMENDA. BAMENDA II SUB DIVISION, MEZAM DIVISION NORTH WEST REGION, BY EMERGENCY PROCEDURE.

Article 2:LAWS AND RULES APPLICABLE

The laws and rules applicable are those in force in the Republic of Cameroon.

- 3. The word «Contractor» refers to the person(s), firm(s) or company (ies) whose bids have been accepted.
 - « The Works» refer to the execution of COMPLEMENTARY WORKS FOR THE CONSTRUCTION OF THE VGIC BAMENDA .BAMENDA II SUB DIVISION MEZAM DIVISION NORTH WEST REGION to be carried out under this contract.
- 4. The «Site» refers to the land or any other surface where works planned by the Control Engineer shall be executed and any other land and premise provided by the Contracting Authority to serve as work site and for any use, specifically designated under the contract as part and parcel of the work site.
- 5. **The word «Approved »** means approved in writing, i. e. the subsequent written confirmation of a formal verbal approval.

Article 8: REPRESENTATIVE OF THE CONTRACTOR

- **8.1-** Within fifteen (15) days that follow the date of notification of the service order to begin works, the contractor (entrepreneur) should designate the site foreman who will have the right of representation and sufficient decision to direct the site, to do the necessary supplies and to engage the enterprise.
- 8.2- For the execution of the present Jobbing Order, the contractor "elects Resident in the North West Region". In case of change of domiciliation without informing the administration, all notifications destined to the contractor will be addressed care of (c/o) the Bamenda II Council. That is, within fifteen (15) calendar days following notification of the service order, the contractor shall be bound to appoint the person in charge of the site or foreman who shall have sufficient powers for representation and decision to lead the works. Signed by the contractor, this appointment shall be addressed by letter to the Project Manager. Within 8 days, the appointment shall be considered approved if the Contracting Authority does not give objection to it.

Article 9: CONTENT OF WORKS

Works which form the subject of this contract are spelt out in the Special technical conditions.

Article 10: NOTIFICATION/SERVICE ORDER AND CORRESPONDENCE

Service order

The notification shall be signed by the Delegated Contracting Authority and service order to start works by the RD MINEFOP service relating to the normal execution period of works.

Correspondence

The contractor shall address all written correspondences to the Project Engineer with copies to the Delegated Contracting Authority.

NB: The contractor has ten (10) days within which he has to give observations on all service orders received. The fact of giving out some reservations does not free the enterprise from executing the service orders received.

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

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

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

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

Article 13: OBLIGATION OF THE DELEGATED CONTRACTING AUTHORITY

The Delegated Contracting Authority shall take all the necessary measures to facilitate the work while the contractor shall provide the Delegated Contracting Authority with fifteen (15) copies of the contract. In case the Delegated Contracting Authority gets them by himself, the contractor shall refund him the amounts spent. He shall not claim payment for additional works executed unless they have been duly authorized in writing or by an additional clause.

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

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

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

-Regular site meetings shall be held at the initiative of the Project engineer. The participation of the site Foreman to site meetings will be obligatory. To this effect, the entrepreneur shall keep a site register that shall be available to the project engineer and his representatives.

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

Hence:

*The contractor is expected to have knowledge of the site and the conditions for the execution of the works which are the subject of this present Jobbing Order.

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

* He shall be held responsible therefore for any usage that may occur on the material and people on the site because of his works until the end of the period of guarantee.

*The entrepreneur is responsible with regard to the Delegated Contracting Authority for the quality of the materials and supplies used their perfect adaptation to the needs of the site and the good execution of works.

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

*He has the obligation to put back to its original state the surrounding works usage during the execution of the project.

Article 15: Civil liability INSURANCE AND PROTECTION OF THE SITES

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

- by his personnel, salaried in service;
- by the equipment used;

to the control engineer three (03) copies of the plans of works really executed ("plan de récolement") called as built plan with one reproducible original.

Article 18: EQUIPMENT AND PERSONNEL TO BE PUT IN PLACE

In his bid, the contractor shall undertake to mobilize the human and material resources necessary for adequate execution of works as required by the special administrative and technical conditions.

The contract shall be awarded based on the detailed list of equipment and supervisory and technical staff, completed, if necessary, at the request of the Project Engineer.

Any amendments to the proposals of the technical bid, even partial, shall be subject to the prior written approval of the Project Engineer In case of amendment, the contractor shall replace personnel with personnel of at least equal competence (qualifications and experience) or equipment with of equal performance in good working order.

Article 19: REPLACEMENT OF SUPERVISORY STAFF

In case of replacement of supervisory staff, the qualification of the personnel proposed shall at least be equal to that of the staff replaced. In case the qualification of the personnel proposed is lower than that of the staff replaced but complies with the requirements of the tender file, the contractor shall be liable to a penalty worth five over one thousand $(5/1000^{th})$ of the amount of the contract.

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

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

Article 20: MODIFICATION TO STRUCTURES

During execution, the Delegated Contracting Authority shall reserve the right to bring any changes, suppressions and additions to the structure as well as possible suppressions of some works which he shall deem necessary for the proper execution and successful outcome of works. However, this shall not entitle the contractor to claim compensations or indemnity whatsoever, apart from those provided for in the Special administrative conditions.

Article 21: MATERIALS

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

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

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

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

The Project Engineer shall have the right to order in writing:

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

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

In case of delay on the duration of execution of works fixed by this present jobbing order, the entrepreneur will be liable to lateness penalties whose rate corresponds to 1/2000th of the amount of the

Article 28: SITE RECORD

A project record shall be kept by the contractor and put at the disposal of the Project Engineer or his representatives.

On a daily basis, it shall include the following details:

- Administrative procedures relating to the execution and settlement of the contract (notifications, trial results, daily statements);
- Weather conditions;
- Receipts of materials and authorizations of all sorts;
- Incidents or details of all sorts having some interest with regard to the future handling of the structures or the actual duration of works;
- Works done during the day, the personnel and material used;
- Works progress;
- Required prescriptions;
- Detailed quantities of works;
- Works done by sub-contractors;
- Non-compliances;
- · Official visits.

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

This record shall be countersigned by the Project Engineer and the foreman following each visit to

the site, and VISAED following project meetings. For any claim that the contractor may make, only events or documents mentioned in due time in the project record shall be taken into consideration. Any refusal to present, or any attempt to destroy all or part of this journal or to forge it, may give rise to sanctions. Whatever the case, the contractor shall not take advantage of the impossibility to consult the project record.

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

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

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

Article 30: SECURITY MEASURES

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

Article 31: ENVIRONMENTAL PROTECTION

The contractor shall be bound to comply with instruments governing environmental protection in the Republic of Cameroon and notably Framework Law No. 096/12 of 05 August 1996 on Environment Management. He shall particularly comply with the Special technical conditions relating to environment protection.

Article 32: CLEANING OF THE SITE

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

this deadline, the Project Engineer shall have the right to have the repairs carried out at the contractor's expense.

FINAL ACCEPTANCE Article 37:

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

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

declare the following:

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

Acceptance of works with reserve.

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

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

All the expenses incurred for the various acceptances, including the lifting of reserves, shall be charged to the contractor.

Article 38:LAWS GOVERNING LABOUR

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

CHAPTER III- FINANCIAL CONDITIONS

AMOUNT OF THE CONTRACT The amount of this contract shall be CFA Francs.....(in figures)......(in words).......ATI and shall be stated in the detailed estimates, on the flyleaf and on the signature page.

PRICE CONSISTENCY Article 40:

Contractor's price:

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

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

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

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

They also comprise the following headings:

- Conveyance, assembling, maintenance, dismantling and folding up of all the structures including offices, laboratories, possible quarry material, workshops, accommodation etc;
- Conveyance, supply, storing and transport of all the materials, ingredient, fuel, lubricant, etc;
- Maintenance of existing structures used for the execution of this contract;

the contractor and the Contracting Authority. This account whose model shall be provided by the Contracting Authority at his convenience shall comprise:

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

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

- Payement of works:

Payment shall be done by the treasury after receiving accounts drawn up by the Contract Engineer and signed by the Contracting Authority upon presentation of an account drawn up by the contracting partners in seven (07) copies including the stamped original copy.

Each request for payment shall include the following documents:

- Seven copies of the account mentioned above;
- Seven copies of signed Statements of work done;
- Acceptance report signed by all the members of the acceptance committee;
- Report of execution of work signed by the Project Engineer and bearing the visa of the authorising officer;
- Release of the retention guarantee signed by the Project Engineer in case of final acceptance of work;

- Default interests

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

- Currency

The currency of the tender and payment shall be the CFA Franc.

Article 44:START-OFF ADVANCE

a) Request for the start-off advance

At the express request of the contractor, a start-off advance not exceeding 20% of the contract ATI may be granted. **This advance shall be 100% guaranteed by banking institution** based in Cameroon and approved by the Ministry in charge of Finance. The bond shall be drafted according to the model enclosed in Appendix.

b) Refund of the start-off advance

The start-off advance shall be refunded by deducting 30% of the amount of each payment on account right from the first account of the contract. It must be entirely refunded by the time the amount of work reaches 80% of the value of the contract. Whatever the case, refund must be over one month to the end of the duration of the contract.

c) Release of bond

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

Article 45:FINAL BOND

a) Guarantee

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

CHAPTER IV: FINAL PROVISIONS

Article 52:RISKS, RESERVES AND FORCE MAJEURE

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

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

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

Article 53: SETTLEMENT OF DISPUTES

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

Article 54: DOCUMENTS TO BE PROVIDED BY THE CONTRACTOR

The contractor shall furnish to the Project Engineer fifteen (15) copies of the contract. In case the control engineer gets them by himself, the contractor shall refund him the expenses incurred.

Article 55:TERMINATION OF CONTRACT

The contract may be terminated laying down the Public Contracts Code and the following special conditions:

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

Article 56:SPECIAL COMMERCIAL CHARGES

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

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

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

Article 57:INTERNATIONAL TRANSPORTS

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

Article 58: VALIDITY AND ENTRY INTO FORCE OF THE CONTRACT

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DOCU	IVICINI						
DOCU	IVI EIN J						
DOCU	IVI CIN I						
DOCU	IVI CIN I						
DOCU	IVI EIN J						
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A.2. TRIALS AND TESTS.

In foundations and all the works of the structure are the responsibilities of the implementing company. Studies are the responsibility of the company on the plains and calculations guaranteed by him. All complementary studies will be submitted to the approval of the controller.

The contractor shall ensure that the geotechnical characteristics of the soil are available otherwise do any recognition of soil with care, at the responsibility of the Contracting Authority.

All books and materials are subject to the analyses and tests provided for the documents of references above including manufacture of concrete materials, resulting costs being borne by the company. Materials whatsoever can be checked by the controller before use. It may perform all the tests it deems necessary at any time. These tests will be entrusted to the National Laboratory of Civil Engineering "LABOGENINE" or any other laboratory selected by common agreement with the Contracting Authority.

The results of these tests will have to be passed to the controller for review.

When in doubt on the quality of the materials and the concrete implementation, the controller may request tests that it deems useful for assessment. These trials will be the responsibility of the company.

A.3. REINFORCEMENT WORK

After concreting the pillars, the company will inform the controller of finishing of the reinforcement work for their reception. The term "Good to execute" will be specified in the site log in control after the reception and which will allow the company to proceed with work.

A.4. MATERIALS CONSTITUTING THE CONCRETE

A.4.1 Aggregates.

All aggregate sites will be stored in compartments designed to this effect. Only aggregate authorized on the site are the following;

- 0/5 Crushed gravel
- Crushed gravel 5/15
- Crushed gravel 15/25
- Natural sand or crushing /5 (proportion of items retained on the sieve of 5mm must be less than 10%)

A.4.2. Gravel

They shall be obtained from a variety of quarries including river deposits, manual or machine crushed, chosen by the Contractor and approved by the Supervisor. They should be clean (constituents eliminated through settling should be less than 2%) and their grading will be 5 to 15mm and 15 to 25mm suited to various use. If deemed necessary, it shall be washed before use. Gravel particles of less 5mm retained in each of the above grades should not exceed 10% by weight.

Gravel shall be free from dirt, clay or any organic, matter which should be less than 1.5% and if deemed necessary, it should be washed before use as indicated by the supervisor.

A.4.3. Sands

Sands will have the characteristics specified in the tables relating to the type-approval tests. Sands will be fine, granular and crunching on hand, not sticking. They will get rid of any part earthy or limestone, of various waste, debris and wood.

The nature and origin of sand remains a subject to the controller's approval. The sand component should be more than 75% and the very fine constituents eliminated by settling should be less than 5%. The sand should pass a standard sieve and must be of high quality and free from dirt, clay or any organic matter and if deemed necessary, it should be washed before use.

A.5.2 Manufacture of concrete and mortar.

The manufacture of concrete will be conducted by a central concrete to weight determination. Whatever the manufacturing process used, the products obtained shall be homogeneous and perfectly

coated aggregates of binders. The duration of mixing to be sufficient to achieve the result intended; once this is achieved, the mixing should not be extended.

The contractor will have any, realize a liquid concrete, given the decrease in resistance caused by excess water. The implementation of dry concrete will be facilitated by the compulsory use of the vibrator.

A sample of concrete taken directly in a waste will have to form a regular ball after quick reciprocating in the palm of the hand and detach easily from the latter without dirt. Testing the cone may be imposed. The water/cement ratio will be determined by the moisture of aggregates.

Concrete:

Concrete works shall be of 4 types:

- i. Lean concrete for foundation works where indicated shall be PC 150kg/m³ and 75mm thick.
- ii. Mass concrete for floor works; All concrete in floor construction shall be 100mm thick and dosage of PC300kg/m³
- iii. Reinforced concrete for works above ground level and not submerged for beams, slabs and pillar works shall be PC350kg/m³ with thickness as shown on the construction drawings.
- iv. Reinforced concrete for underground and submerged structure works including; beams, slabs and pillar works: All reinforced concrete work dosage in these locations shall be PC400kg/m³

Underground concrete works shall be mixed with waterproof additives (Super Zaikalite-1kg powder imported) in recommended manufacturer's dosage.

Mortar:

M250 mortar shall be a mixture of 250 (two hundred and fifty) kilogram's of cement per cubic meter of dry sand.

If the M250 mortar is more than 20 (twenty) millimeters thick, micro-concrete mixed with 300 (three hundred) kilogram's of cement whose composition shall first of all be submitted for the Supervisor's approval shall be used. (Use mortar mixes for various structural components works as specified in project consulting documents available in the procurement unit of characteristics in the tender file).

A.5.3. Implementation of concrete.

Concrete will be implemented as their manufacture; storage in containers requiring an addition of water at the time of employment is strictly prohibited concrete will be always carefully vibrated by cylindrical needles.

Reinforcement nodes will be willing to allow a good implementation of the concrete on the height of the considered work. The company will take all provisions to ensure an altimeter and a correct fixation of the steel to avoid their displacement during casting. Similarly, it will add all bar mounts and ligatures for correct maintenance of the works (sheaths, tubes, pipes, boxes, cleats, pre-frames. etc) taken by itself or other bodies of state in concrete forms.

The implementation of concrete will be made to the right of the beams and the sails. Before casting of a recovery, the former concrete will be carefully disposed of all gravât the jet of air compressed, transplanted to overhang or project outboard gravels and eliminate milt, then washed if necessary, resumption of concrete additives used according to the sheet fact of the product. No resumption of concrete will be made in the visible parts of the works.

Stripping of the works will be carried out when the concrete will have acquired sufficient strength.

<u>Cleanness</u>: The sand must have sand equivalent (SE) higher than 75.

Cement

Cement shall be of standard brand and manufacture, i.e. CPA 45 or CPJ 35 type or equivalent. The cement used should be artificial cement 215.325 P.15.302 Standard. It should be supplied to the building site in six ply paper bags. Any humid cement shall be rejected and immediately removed from the building site.

The Contractor must inform the supervisor that he has received his supplies.

Random samples could be taken from each lot and tested in an approved laboratory using the AFNOR P.15.301 Standard, at the contractor's expense.

The lots that do not meet the standards must be removed from the stock and taken away from the building site.

The bags must be in good shape, at the time they reach the site, and should be stored in a covered and completely dry place, and on a raised plank surface that is at least 10 cm above the ground.

Reinforcements

All reinforcements or meshes must comply with BAEL 91 specifications. Iron rods must have French AFNOR 35.001 standard characteristics or similar. All reinforcements used in the construction project must be of the Fe E240 grade for smooth bars and the Fe E400 grade for high bond rods. The rods must be cut with shears.

The rod should be bent cold, either manually or mechanically. Hot bending may be allowed for high adhesive rods of a diameter equal to or larger than 32 mm, on condition that a control apparatus is used to avoid overheating, and on the approval of the supervisors.

The diameter of the tube benders used for bending must comply with BAEL 91 rules and approval records. Anchor tabs shall be normal 45-degree elbows at right angle or double knee anchoring. The metal used shall be clean and free from calamine. Bars with defects such as blisters, cracks or hairlines that can affect tensile strength shall be rejected.

Concrete reinforcements shall be assembled to the exact dimensions indicated in the drawings.

Reinforcements must be assembled in the workshop at the building site. They should never be assembled inside the form box if the cheek boards have already been put in place.

The space between the walls of the formwork and reinforcements should be at least 2.3 cm for elevation concrete and 4 cm for foundation concrete. These spaces should be obtained using prefabricated concrete or plastic shims, whose dimension should match the results to be obtained.

The concrete shims should have wires to be used in tying them to the reinforcements. There should be enough shims and mounting bars to prevent the reinforcements from being deformed during handling and concreting.

If there are any doubts as to the quality of the iron rods supplied to the project site, the supervisor or his representative could, ask for tensile strength tests on the samples taken from the batch. Such tests would be done at the contractor's expense. The tests should be carried out by an approved body.

For beam frames, all measures should be taken to keep the bars raised and properly positioned around the supports. Enough vertical stirrup rods should be used to prevent any deformation. All overlaps should comply with BAEL 91 prescriptions.

Frames with traces of non-adhesive rust should be thoroughly brushed off before being placed in the forms. The reinforcements, whether assembled or not, should be stored on boards and not on bare ground.

The iron rods used must be supplied by a reputable and approved manufacturer with guaranteed and stamped production quality. The 6 mm diameter iron rods could be used for circles with diameters of 200mm.

The iron rods supplied must be at least 11 m long

DOCUMENT N^o 6: DETAILED COST ESTIMATE

	m3			16 70 10 10 10 10 10 10 10 10 10 10 10 10 10	
5.2	Linteaux et appuis en béton arme dose a 350	M ³	2.5	4.185	
Pouters en béton arme dose a 350 kg/m3		M ³	13.33	13.28	
5.4	Dale a crope	M ²	297.69	308.18	
5.4	Cheneau en beton arme dose a 350				
5.5	kg/m3	M ³	5.97	6.98	
5.6	Escalier rn beton arme dose a 350 kg/m3	M ³	3.08	3.12	
5.7	Murs en parpaings creux de 15x20x40cm	M ³	420	499.38	
5.8	Murs en parpaings creux de 10x20x40cm	M ²	52.08	52.08	
5.9	Enduit au mortier de ciment hydrofuge dose a 400kg/m3 sur murs extérieurs et intérieur, y compris toutes sujétions	M^2	846.16	998.76	
5.10	Enduit au mortier de ciment hydrofuge dose a 400kg/m3 sous dale,y compris 5.10 sujétions		297.69	308	
	SOUS TOTAL REZ DE CHAUSSEE ET PLANCHER HAUT				
6	ETAGE ET CHAINAGE	M^3	6.38	6.53	
6.1	Poteaux en béton arme dose a 6.1 350kg/m3				
6.2	Linteaux et appuis en béton arme dose a 350kg/m3	M ³	2.35	2.83	
6.3	Chainage en béton arme dose a 350kg/m3	M3	7.34	5.63	
6.4	Chainage en béton arme dose a 350kg/m3	M3	16.97	10.31	
6.5	Murs en parpaings creux 15x10x40cm	M2	620	713	
6.6	Murs en parpaings creux 10x10x40cm	M2	25.2	34.7	
6.7	Enduit au mortier de ciment hydrofuge dose a 400kg/m3 sur murs extérieurs et intérieur, y compris toutes sujétions SOUS TOTAL ETAGE	M2	1290	1,299	1
7	TOITURE:CHARPENTE- COUVERTURE	2 1 1			
7.1	Fermes assemblée en basting de 3x15nm assemblées y compris toute sujétion	M3	6.05	6.86	
7.2	Panes en latte de 4x8cm y compris toutes sujétions de fixations	M3	1.85	2.45	
	Couverture en toles BAC Alu plaque d' épaisseur 5/10eme y compris tous les éléments de fixation et de mise en	M2	330	460	
7.3	oeuvre Planches de rive habillage en tole lisse				
7.4	lapuée y compris toutes sujétions de	ml	26	27.2	

						2
TOTAL ET	N 1					
VAT 19.25%						
IT 2.2%or5 .5%		2				
TOTAL ATI			7.			
NET TOTAL PAID	35					
THIS PR	ESENT ESTIMAT	TE IS CLOSET	AT THE	SUM OF	· ECEA TTC	

UNIT PRICE SCHEDULE

SN	DESCRIPTION	UNIT	QTY	AMOUNT IN FIGURE	AMC
	A0:INSTALLATION DE CHANTIER				
	Installation de chantier et repliement: ce prix				
	rémunere fortuitement, décrit tous les prix				
	relative a l'installation sur le site par l'				
	entrepreneur comprenant la construction des baraques provisoires, le mise en place				
	des dispositions d' hygiéne et de sécurité				
	de son personnel tout au long des travaux				
	ainsi que le repliement et tous les frais aux				
1	interventions	FT	X Telephone		
2	Gardiennage et dispositive de sécurité	u			
3 (4	SOUS TOTAL A0				
3	TERRASSEMENT		*		
	Débais : fouille en rigole et puits suivant				
3.1	plans d' exécution	M ³			
0.0	Rembais compacte autour des ouvrages en	N 43			
3.2	infrastructure	M ³			
4	FOUNDATION		£		
4.1	Béton de propreté dose a 150kg/m3 ep=5cm	M ³			
	SP SS.				
	Semelles isolées en béton arme hydrofuge				
4.2	dose a 350kg/m3	M ³			
4.3	Longrine en béton arme dose a 350kg/m3	M ³		1 11 14	
	Poteaux en beton arme dose a 350 kg/m3	3			
4.4		M ³			
	Maconneries de 20x20x40cm bourrées au				
4.5	béton dose a 350kg/m3	M^2			
4.5	3	IVI			
	Remblais en grande masse et soigneusement compacte sous dallage				
4.6	compacte sous dallage.	M ³			
	Dallage d'épaisseur en beton				
	legérèment arme dose a 300 kg/m3			A 1	
	comprenant: -Film polyane épaisseur en				
4.7	200 microns – Armature HA 10 espace.	M ²		1	
	SOUP TOTAL AA				
	AB:SUPER STRUCTURE		>		
1646.00	REZ DE CHAUSSEE ET PLANCHER				
5	HAUT				

	lapuée y compris toutes sujétions de mise en oeuvre.				
7.5	Solins de protection sur faitiére centrale	ml			
1.0	SOUS TOTAL TOITURE	1111			
		7.			
	SOUS GROS OEUVRE(A0+AA+AB)	-			
	AC:MENUISERIES				· ·
8	Menuiseries bois				
0 1	Porte capitonnée 1.5 x2.20 ht y /c	u			
8.1	serrurerie, paumelles et toutes sujétions Porte capitonnée 0.90 x2.20 ht y /c				
8.2	serrurerie, paumelles et toutes sujétions				
0.2	Porte ISOPLANE 0.90X 2.20 ht y/c				
.8.3	serrurerie, paumeiles et toutes sujétions	u			
.0.0	Porte ISOPLANE 0.70X 2.20 ht y/c	<u> </u>			
8.4	serrurerie, paumeiles et toutes sujétions	u			
	Faux plafond de en contre-plaque de				
8.5	5mm	M2			
9	Menuiseries métallique				x .
	Porte métallique double battant semi				
	vitrée compose d'une structure tubulaire				
	et habillage sur deux faces en tole de				
	3mm 1.5x2.20 ht/c serrurie de sécurité,			= -	
9.1	paumelles et toutes sujétions	u			
	Grille de securisation des fenêtres	2			
9.2	coulissantes vitrées y/c toutes sujétions	M ²	-		
10	Menuiserie aluminium			. 1	
	Fenêtre coulissantes. Vitrée 1.80x1.7 ht				-
10.1	y/c toutes sujétions	u			
40.0	Fenêtre coulissantes. Vitrée 2.80x1.7 ht				
10.6	y/c toutes sujétions	u			
	SUB TOTAL	14			
	LOT B: ELECTRICITE COURANT FORT ET COURANT FAIBLE				
B1	MISE A LA TERRE				
1.2	Cable de cuivre nu de section 29mm ²	ml			
1.4	Tuyaux PVC diam.32mm	u			
	Coude PVC de 45degrees de				9
1.5	diam.32mm	u			
	Sous total 01		.6		
3	ETAGE		15		
	Gaines annelees diam. 25 de legrand ou				
3.1.3	simiaire	u			
3.1.4	Boitiers carres de legrand ou similaire	u	8		
	Boites de derivations 160x de legrand				. 3
3.1.5	ou similaire			1 2	
	TOTAL				
	* * * * * * * * * * * * * * * * * * *		1,		9 74

CONTENT

CHAPTER I GENERAL PROVISIONS

Article 01- General Article 02- Definition and consistency of prices

Document N°5 –THE PRICE LIST

CHAPTER I: GENERAL PROVISIONS

Article 01 : GENERAL

The contractor is supposed to be fully aware of all the expenses relating to works as well as all the conditions prevailing in the area and likely to influence the execution and cost of works.

Therefore, he shall not present any complaint, except in the conditions provided for by this contract.

Works done by the contractor shall be paid to him by applying prices of the Price list to the quantities actually carried out and assessed according to the conditions of the contract.

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

These costs and charges are the following:

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

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

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

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

N°pri x	Rendementjournalier		Quantitétotale	Unité	Duréeactivit é		
	CATEGORIE	Nbre	Salairejournalie r	joursfacturé s	Montant		
Main d'œuvre							
Main							
		TOTAL	A	:			
	TYPE	Nbre	Tauxjournalier	joursfacturé s	Montant		
Matériel et Engins							
et Er			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
eriel							
Mate							
	TOTAL B						
ers	TYPE	Unité	Prix unitaire	Quantité	Montant		
Matériaux et Divers				,			
aux e							
latéri							
2		TOTAL	C	is .			
D	TOTAL COUT DIRECTS			A+B+C	* * * * * * * * * * * * * * * * * * * *		
E	Fraisgénéraux de chantier			Dx%			
F	Fraisgénéraux de Siége			Dx%			
G	COUT DE REVIENT			D+E+F			
Н	Risques + Bénéfices 10.0%		Gx%				
Р	PRIX DE VENTE TOTAL HORS	STAXE		G+H			
V	PRIX DE VENTE UNITAIRE HO		P/Qté				

DOCUMENT N°09 – MODEL CONTRACT

REPUBLIQUE DU CAMEROUN PAIX- <u>TRAVAIL-P</u>ATRIE

ON THE ONE HAND,

MINISTERE DR L'ADMINITRATION TERRITORIAJE

REPUBLIC OF CAMEROON

PEACE -WORK -FATHER LAND

MINISTRY OF TERRITORIAL ADMINISTRATION

REGION DU NORD QUEST SERVICES DE GOVERNEUR

NORTH WEST REGION **GOVERNOR'S OFFICE**

CONTRACT N°	ONIT/GOV/RTB-NW /2024 A	WARDED AFTER OPEN NATIONAL
INVITATION TO TEN	DER NO /ONIT/GOV/R	TB-NW/2024 OF / 2024 FOR
THE SUPLEMENTAR	Y WORKS OF THE CONSTR	UCTION OF THE VGIC, BAMENDA II
SUB DIVISION NORT	TH WEST REGION, BY EMER	GENCY PROCEDURE.
CONTRACTOR:	*	
Tel.:	Fax:	
PURPOSE: THE SUPI	LEMENTARY WORKS OF TH	IE CONSTRUCTION OF THE VGIC,
BAMENDA II SUB DI	VISION NORTH WEST REGI	ON, BY EMERGENCY PROCEDURE.
PLACE: BAME	NDA II SUB DIVISION	NORTH WEST REGION.
<u>DEADLINE</u> : THR	EEE (03) MONTHS	
AMOUNT		
AMOUNT	TOTAL WITHOUT TAXES	CFA F
	VAT =	CFA F
	TOTAL WITH TAXES	CFA F
	$AIR = 2.2 \ OR \ 5.5\%$	CFA F
	TOTAL TAXES	CFA F
	NET TO BE PAID	CFA F
TYPE TO DEDOCAT		
<u>FUNDING</u> : BIP2024		
	DATE	OF APPLICATION
	DATE (OF SIGNATURE
	DATE	OF NOTIFICATION
		OF REGISTRATION
THE COLUEDIAN OF		
THE GOVERNOR OF I	THE NORTH WEST REGION, H	HEREINAFTER REFERRED TO AS THE
«CONTRACTING AUT		IEREINAFTER REFERRED TO AS THE

THE COMPLEMENTARY WORKS OF THE CONSTRUCTION OF THE VGIC BAMENDA, NORTH WEST REGION.

EXECUTION DEADLINE: THREE (03) MONTHS

AMOUNT OF CONTRACT:

TOTAL WITHOUT TAXES	CFA F
VAT = 19.25%	CFA F
TOTAL WITH TAXES	CFA F
$AIR = 2.2\% \ OR \ 5.5\%$	CFA F
TOTAL TAXES	CFA F
NET TO BE PAID	CFA F

CONTRACTOR	(CONTRACTING AUTHORITY)				
	Bamenda, the				
Bamenda, the					
Prove					
REGIS	TRATION				
e e e e e e e e e e e e e e e e e e e					
3					

DECLARATION OF THE INTENTION TO TENDER

REPUBLIQUE DU CAMEROUN
PAIX- TRAVAIL-PATRIE

NORTH WEST REGION

GOVERNORS OFFICE

REPUBLIC OF CAMEROON
PEACE -WORK -FATHER LAND

REGION DU NORD-OUEST

SERVICES DU GOVERNEUR

DECLARATION OF THE INTENTION TO TENDER

	Fiscal stamp
I, the undersigned Mr.	
Nationality	1500
Function	
In my capacity as General Manager of	
Hereby acknowledge receipt of the file for Open National Invitation to Tender	
N°	
Concerning the	
And hereby declare my intention to tender for the said contract.	
Done at On the	

General Manager

« We, the undersigned,» (For each person: name, first name, company name, nationality, location of the registered office) « Constituted in a group of companies for the execution of this contract, jointly commit ourselves
ANNEX N° 02 THE MODEL BID BOND
Bank
THE COMPLEMENTARY WORKS OF THE CONSTRUCTION OF THE VGIC, BAMENDA II
SUB DIVISION NORTH WEST REGION, BY EMERGENCY PROCEDURE.
The Contractor (s)
To this effect, and in keeping with the conditions stated in the Tender file, the bidder shall present to the Delegated Contracting Authority, a bid bond amounting to CFA Francs
By this guarantee, we the undersigned,(7)
By this guarantee, we irrevocably commit ourselves, without any argument or delay, to pay into an account indicated by the Delegated Contracting Authority, the amount of the guarantee at the first written request, as soon as the latter shall inform us in writing that the bidder does not keep the commitment he took in his tender. The request for payment of guarantee shall be countersigned by the Delegated Contracting Authority.
This guarantee shall be released latest thirty (30) days after the expiration of the validity of the tender or, in case the enterprise shall be the successful bidder, after presentation of the performance bond which shall be kept by the North West Regional Tenders Board.
The laws as well as the jurisdiction of application for the guarantee shall be those of the Republic of Cameroon.
Done at, on
Mr (Messrs)
Signature(s) & stamps

Bank Reference of guarantee: No. To the CONTRACTING AUTHORITY BAMENDA, NORTH WEST REGION Invitation to Tender No. FOR COMPLEMENTARY WORKS FOR THE CONSTRUCTION WORKS OF THE VGIC **BAMENDA** We...... (Bank) have been informed that a contract has been signed between the Service of the Governoracting in the capacity of Contracting Authority, and......, acting as contractor for COMPLEMENTARY WORKS FOR THE CONSTRUCTION WORKS OF THE VGIC BAMENDA. In compliance with the provisions of Contract N°., the contractor is bound to present to the service of the Governor, Delegated Contracting Authority, a performance bond for the execution of work, covering security, commitments and other obligations incumbent on the contractor under the contract, worth 3% of the amount of the contract all taxes inclusive, i.e. CFA Francs We,(bank) do hereby commit ourselves irrevocably and without arguing to pay to the contracting authority, at his first written request, and three (03) months the amount of this bond, that is to say., all the amounts that the contractor may owe the Delegated Contracting Authority for failing to fulfil one or more of his obligations under the contract. The request to partially or fully stake this guarantee shall be the subject of a registered letter of justification with confirmation of receipt and a copy to the contractor clearly stating and supplementing the reasons for his request. This letter shall be countersigned by the Delegated contracting authority. The bank guarantee shall take effect as from the date of notification of the contract. The original of this guarantee shall be kept by the Regional Tenders Board. The guarantee shall be released within sixty (60) days with effect from the date of provisional acceptance. After this date, the guarantee shall no longer apply and shall be returned to us without express request. The laws as well as the jurisdiction of application for the guarantee shall be those of the Republic of Cameroon. Done at, on Mr (Mrs)..... Signature(s) & stamps

ANNEX Nº 04

THE MODEL PERFORMANCE BOND (RETENTION FUND)

ANNEX Nº 06

THE MODEL UNDERTAKING BY THE BIDDER

Name of project:
Acting in the capacity of (9)in the name and on behalf of
(10)
virtue of the power vested in me (us), domiciled at P.O.Box(Town),
telephone No, after having studied all the documents of the tender file relating to
the Invitation to Tender No, and after having assessed in my (our) point of
view and under my (our) responsibility the nature and difficulties entailed with the execution of the job, I
(we) do hereby tender and commit myself (ourselves) to carry out works for THE SUPLEMENTARY
WORKS OF THE CONSTRUCTION OF THE VGIC, BAMENDA II SUB DIVISION NORTH
WEST REGION, BY EMERGENCY PROCEDURE.
in keeping with the terms and conditions of the tender file.
I commit myself (We commit ourselves) in case my (our) tender is retained, to execute the contract within)monthsas from the date of notification of award of the contract.
I hereby commit myself (We hereby commit ourselves) to maintain the amount of my (our) tender for a period of sixty (60) days with effect from the deadline for submission of bids.
Done at, on
Signature(s)
Biddder(s)
The company (company or trade name, form, nationality and registered office) « Represented by the undersigned
For companies without a legal status, indicate:
"We the undersigned

I

ANNEX Nº 07

THE MODEL CURRICULUM VITAE

Name & First name	:				
Date of birth	:				
Nationality					
Level of Language					
Languages Spoken	Modality	Very good	Good	Average	Poor
la v	Written				
ENGLISH	Read				
	Speak				
	Written	1			
FRENCH	Read	* -			
	Speak				
LOCAL LANGUAGE	Written				
OF THE AREA OF	Read				
THE PROJECT	Speak				
Training school	:				
Date of admission					
Date of graduation					
Diploma obtained	:	j j	D	ate	
Specific knowledge					
			*		
Date of start of service	:				
Number of years of servi					
Number of years in the co	ompany :	F			
Date of start of service in					

WORK EXPERIENCE (*)

- (*) Work attestations issued by the various employers shall be enclosed with this curriculum vitae which shall be signed.
- The curriculum vitae shall highlight the importance of projects in which the personnel has worked and the position he actually held in the said projects.

ANNEX Nº 09

MODEL EQUIPMENT LIST

SN	DESIGNATION (Description & frame number)	NUMBER	AGE-STATE	ORIGIN	STATUS
1					
2	× 1				
, a					
3				4	
etc					

ANNEX Nº 11 MODEL OF SITE VISIT REPORT [Not more than five (05) pages]

I) INTRODUCTION
TENDER N° (withprojecttitle)
NAME OF ENTERPRISE. DATE: TIME: II) COMMENTARY: II-1) Nature of the project site.
II-2) Accessibility to the project site:
II-3) Vegetation (trees, shrubs etc)
II-4) Topography of the site
NB: ATTACHED TO THIS REPORT ARE PICTURES SHOWING ME AS PROOF THAT I WENT TO THE SITE AND SO JUSTIFY MY COMMENTARY ABOVE
III) AVAILABILITY OF SERVICES (water, electricity, etc)
IV) AVAILABILITY OF CONSTRUCTIONAL MATERIAL (stones, sand, gravel, wood etc)
V) DIFFICULTIES: V) CONCLUSION.
SIGNATURES:
Signature of the Beneficiary Signature of Managing Director, name and Enterprise stamp

Note relating to banking establishments and financial bodies authorized to issue

bonds

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

LISTE DES BANQUES AGREEES PAR LE MINFI

- 1- Afrikland First Bank (First Bank);
- 2- Banque Internationale du Cameroun pour l'Epargne et le Crédit (BICCEC) ;
- 3- CITI BANK Cameroon (CITI-C);
- 4- COMMERCIAL BANK CAMEROON (CBC);
- 5- ECOBANK Cameroun (ECOBANK);
- 6- National Financial Credit Bank (NFC-BANK);
- 7- Société Commerciale de Banque Cameroun (CA-SCB);
- 8- Société Générale des Banques au Cameroun (SGBC);
- 9- Standard Chartered Bank Cameroon (SCBC);
- 10- City Bank Cameroon (City group);
- 11- Union Bank of Cameroon (UBC).
- 12- United Bank for Africa (UBA)
 - 13-Banque Atlantique du Cameroun (BACM);
 - 14- Banque Gabonaise pour le financement International (BGFI Bank)
 - 15-Bank Of Africa Cameroun(Boa Cameroun)
 - 16-Credit Communautaira D' Afrique(Cca Bank)
 - 17-Banque Cameruonaise Des Petites Et Myennes Entreprises(Bc-Pme)

This list is available at ARMP.

B-INSURANCE COMPANIES

- 1- Chanas Assurances:
- 2- Activa Assurances
- 3- Zenithe Insurance
- 4- AREA ASSURANCE

DOCUMENT N°12: DRAWINGS (WORK PLANS)