



OPEN NATIONAL INVITATION TO TENDER

N° **030** /ONIT/FNRC/ITB/2024 OF **05 SEPT 2024**

IN EMERGENCY PROCEDURE FOR THE SUBSCRIPTION OF INSURANCE POLICY HEALTH AND ACCIDENT FOR THE FAR NORTH REGIONAL COUNCILORS

1. PURPOSE

Within the framework of the Public Investment Budget, for the year 2023, the President of the Regional Council of the Far North Region hereby launches in emergency procedure, for 2024 Financial Year, an Open National Invitation to Tender for the subscription of health and accident care insurance for the Far North Regional Councilors.

2. CONSISTENCY OF SERVICES

The services subject of this invitation to tender includes the insurance coverage as follows
Cover and risk guarantee on health and accident insurance.

It's covers:

- Consultations and medical examinations;
- Medical expenses;
- The pharmaceutical costs including vitamins, dietary supplements and fortifiers prescribed as part of therapy;
- The cost of medical tests;
- The cost of hospitalization;
- The legal fees specialties such as radiology, vaccination, electrotherapy;
- Dialysis;
- Chronic diseases;
- The cost of ART;
- The cost of sanatorium and preventorium;
- The cost of eyewear;
- Dental care;
- The costs of motherhood;
- Coverage against all diseases, including HIV-related infections, malaria, cancer, or any other particular affection;
- The costs of functional rehabilitation and physiotherapy;
- Ultrasound and mammography costs;
- Systematic annual health visit (*blood sugar, urea-creatinine, BU, RX thorax*).

NB: In addition to the above services, Group 1 will receive the following benefits:

- Surgical costs;
- The costs of laboratory analyses or work carried out in authorized laboratories;
- Care abroad (only the President of the Regional Council of the Far North Region).

3. PARTICIPATION AND ORIGIN

Participation to this invitation to tender shall be open at equal conditions to insurance companies based in Cameroon, met the conditions required by the réglementation to states members of Inter-African Conference for Insurance Contracts "CIMA" area and Insurance Intermediaries approved recognized by the Minister of Finance and duly appointed by those insurance companies.

4. TIME FRAME FOR EXECUTION

The planned duration given by the project owner for the realization of the job is twelve (12) months.

5. ESTIMATED COST

The estimated cost of this service is CFA F twenty million (20 000 000).

6. FUNDING

Services forming the subject of this invitation to tender shall be financed by the Public Budget of the Regional Council of the Far North Region, year 2024, Heading: 670 607.

As far as services are concerned, an estimated amount of twenty two million (22 000 000) F CFA is allocated.

7. CONSULTATION OF AND ACQUISITION OF TENDER FILE

The tender documents may be consulted during working hours at the Far North Regional Council of the Far North Region (Secretariat General), at Djarengol-Pitoaré Street, Phone /Fax: 222 29 01 50/ 222 29 01 51, as soon as this notice is published.

8. ACQUISITION OF TENDER FILE

The tender documents offer may be obtained from the Secretariat General), at Djarengol-Pitoaré Street, Phone/Fax: 222 29 01 50/ 222 29 01 51 on presentation of a receipt showing the payment of a non-refundable sum of forty thousand (40 000) CFA francs, as purchase fee for the document, payable into the Regional Council Receiver Office.

9. SUBMISSION OF BIDS

Seven copies of each tender application written either in English or in French; one (01) original document and six (06) copies labelled as such, in accordance with the invitation to tender should be submitted in a sealed envelope against a receipt at the Regional Council of the Far North Region in Maroua, Services of the Secretariat General, by

27 SEPT 2024 at 12 am (local time). Phone /Fax: 222 29 01 50/ 222 29 01 51.

They should bear the following:

« OPEN NATIONAL INVITATION TO TENDER

N° 05 /ONIT/FNRC/ITB/2024 OF 05 SEPT 2024

**IN EMERGENCY PROCEDURE FOR THE SUBSCRIPTION OF INSURANCE
POLICY HEALTH AND ACCIDENT FOR THE FAR NORTH REGIONAL
COUNCILORS**

*To be opened only during the tender-opening
session »*

NB: Beyond the submission's deadline any tender will no longer be received.

10. ADMISSIBILITY OF BIDS

Applicants will include for a provisional guarantee (bid bond) in keeping with the tender file model, issued by a first- class banking institution approved by the Ministry in charge of Finance. The amount in CFA F of the above-mentioned bid is indicated in the chart below and equal to not more than of the provisional cost all taxes include; that is to say an amount of four hundred forty thousand (440 000) FCFA.

A provisional guarantee is automatically to be released not more than thirty (30) days after the tender validity expiry for the rejected applicants and after the establishment of the final one for the awarded ones.

Least they be rejected, should compulsory be submitted only the originals and copies of the other required administrative documents (valid) certified by either the issuing service or an administrative authority in keeping with the requirements of the special tender regulation. They must date less than three (3) months and valid on the day of the tenders disclosure. These others required documents must compulsory be in process of validity in compliance with the prescribed regulation.

11. PROVISIONAL BID BOND

Each bidder must include in their administrative documents, a bid bond established and issued by a first rank bank or insurance company approved by the Minister of Finance and of which the list features in document 11 of the Invitation to tender (IT), amounting CFA F 400 000 (four hundred thousands) and valid for 30 days beyond the deadline of the validity of bids. The absence of the provisional guarantee in a bid shall be declared non admissible immediately.

12. OPENING OF BIDS

Tenders disclosure will be done in one stage on 27 SEPT 2024 at 01 pm prompt (local time) at the meeting Hall of the Regional Council of the Far North Region in the presence of the tender applicants. Only the tender applicants may attend this opening session or have themselves represented by a duly authorized person of their choice (even in case of joint venture) having a knowledge of their file.

13. APPLICATION DEADLINE

Tender applicants will have twenty (20) days to apply upon publication of this notification.

14. THE MAIN TENDER EVALUATION CRITERIA

14.1 Eliminator criteria

14.1.1 Administrative documents

- a) Absence or imperfection of bank bid submission;
- b) False declaration or forged document;
- c) non-conformity of the administrative documents as prescribed in the tender documents, in the event that the document concerned is not produced or replaced within 48 hours of the opening of tenders

14.1.2 Technical proposal

- a) False declaration;
- b) Forged document;
- c) Presence of financial information in the technical bid;
- d) Failure to score at least seventy (70) essential criteria over one hundred (100) or: Failure to score at least seventy per cent (70%) of the essential criteria.

14.1.3 Financial offer

- a) Incomplete or non-compliant financial tender;
- b) Omission of a quantified unit price from the price schedule.

14.2 Essential criteria Evaluation criteria

N°	Criteria	Marks
1	General presentation of bid	03
2	General references of the tendered	06
3	Bidder's References in similar risks during the last five years (attach the first and the last pages of the contract) 15 points	15
4	Detailed description of guarantees offered	16
5	Modalities to put the guarantee into play	12
6	Coverage of regulated commitments	15
7	Coverage of the solvency margin	12
8	Claims settlement rate over the past five years or for the duration of existence for companies less than 5 years of age	10
9	Reinsurance treaties in the similar branch under validity	10
10	Quality of service of the tenderer	01

15. SELECTION METHOD OF CONSULTANT

The minimum technical score required is 70 points on 100 and only those bidders will be qualified for the evaluation of financial offer in conformity with this tender file.

16. DURATION OF VALIDITY OF BIDS

The execution deadline sets by the Project Owner for the supply is **ninety (90) days**. This period includes the Rainy seasons, weather and some other factors with effect from the day of notification signing's date of contract.

17. FUTHER INFORMATION

Some technical information could be obtained during working hours at the Secretariat General Office of The Regional Council of Far North Region; Phone /Fax: 222 29 01 50/ 222 29 01 51

18. ACT OF CORRUPTION

In any case of corruption, contact MINPC by calling or sending SMS to following numbers: 673 20 57 25 / 699 37 07 48.

Carbon Copies:

- ✓ SG/FNRC;
- ✓ MINPC/FN;
- ✓ ARMP/FN (for publication);
- ✓ Chairperson/FTB-RC;
- ✓ Noticeboards;
- ✓ Archive.

Maroua, on 05 SEPT 2024

The President of the Regional Council of
the Far North Region
Project owner

