



SOUTH WEST DEVELOPMENT AUTHORITY
SOWEDA
MISSION DE DEVELOPPEMENT DE LA REGION DU SUD-OUEST

Request for Quotation N° 026/24/RQ/SOWEDA/SITB/PULCCA/2023/2024 of 22/10/2024 for the Recruitment of a Service Provider for the Cultivation of 13 Hectares of Forage Fields in Bangem, Kupe Muanenguba Division, South West Region-By Emergency Procedure

Financing: IDA Loan 7116-CM-Emergency Project to Combat Food Crisis in Cameroon (PULCCA)

Financing: 2023/2024 PULCCA Budget

1. Subject

Within the framework of realizing the activities under the funding of the IDA Loan 7116-CM-Emergency Project to Combat Food Crisis in Cameroon (PULCCA), the Director General of the South West Development Authority (SOWEDA) hereby launches an invitation to tender for the Recruitment of a Service Provider for the Cultivation of 13 Hectares of Forage Fields in Bangem. The Quantifiable services shall be procured through the simplified procedure of Call for Quotations, in conformity with the provisions of Articles 112 & 113 of Decree N° 2018/366 of 20 June 2018 to institute the Public Contracts Code.

2. Nature of Service

The service related to this contract shall comprise the provision of services for the Cultivation of 13 Hectares of Forage Fields in Bangem as detailed in the Terms of Reference.

3. Execution Deadline

The period of execution of the assignment that is subject of this tender shall be for 01 month.

4. Allotment

The present consultation shall be in one Lot.

5. Estimated cost

The estimated cost of the assignment stands at **FCFA 14,449,812** (fourteen million four hundred and forty nine thousand eight hundred and twelve francs).

6. Participation and origin

Participation in this invitation to tender is open to enterprises specialized in the provision of services and which fulfil the requirements of this request for quotation.

7. Funding

The services for which this tender is intended shall be financed by the IDA Loan 7116-CM-Emergency Project to Combat Food Crisis in Cameroon (PULCCA) allocated to SOWEDA.

8. Bid bond

Under risk of being rejected, each bidder must include in his administrative documents, a bid bond issued by a first rate-bank or insurance company approved by the Ministry in charge of Finance featuring on the list in Document 12 of the Tender File amounting to **FCFA 288,996** (two hundred and eighty eight thousand nine hundred and ninety six francs). It shall remain valid for thirty (30) days beyond the original date of the validity of the offers.

Administrative documents must be originals or copies duly certified by the issuing authority in conformity with the Special Conditions of the Tender. They must be less than three months old from the date of submission of bids and must have been signed after the date of publication of the Tender Notice.

Bids that are not in conformity with the provisions of this Notice and the Tender Document shall be rejected. Notably, the absence of the bid bond issued by a 1st degree banking institution or insurance company approved by

the Ministry in charge of finance or the non-respect of the model documents attached to the Tender Document shall lead to the rejection of the bid.

9. Consultation of Bidding File

The Bidding File may be consulted during working hours at the Head Office of SOWEDA, Buea (Department of Administration and Finance) P.O. Box 336, Buea – Tel: 233-32-26-22 or 233-32-28-05 as soon as this notice is published.

10. Acquisition of the Bidding File

The file may be obtained at the Head Office of SOWEDA, Buea (Department of Administration and Finance) P.O. Box 336, Buea – Tel: 233-32-28-05 or 233-32-26-22, e-mail: soweda_buea@yahoo.com as soon as this Notice is published against payment of a non-refundable sum of **FCFA 20,000 (twenty thousand francs)** to the ARMP Special Account N° 335 988 with BICEC Cameroon.

11. Submission of Bids

Each bid, drafted in English or French, in seven (07) copies, including the original copy and six (06) copies labelled as such and sealed, should reach SOWEDA, not later than **14/11/2024 at 10 a.m.** in a stamped envelope addressed to the Director General of SOWEDA.

The sealed envelope shall be labelled as follows:

***“Request for Quotation N° 026/24/RQ/SOWEDA/SITB/PULCCA/2023/2024 of 22/10/2024 for the Recruitment of a Service Provider for the Cultivation of 13 Hectares of Forage Fields in Bangem, Kupe Muanenguba Division, South West Region-By Emergency Procedure
To be opened only during the Bids Opening Session”***

Each bidder shall have to include in his tender a standard bid form indicating costs exclusive of all taxes and taxes included and execution deadlines.

12. Admissibility of offers.

Subject to being rejected, the administrative documents required must be produced in originals or true copies certified by the issuing service or an administrative authority (Senior Divisional Officer, Divisional Officer...) in accordance with the Special Conditions of the Invitation to Tender.

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

In accordance with the prescriptions of this notice and tender file, any incomplete offer in shall be declared inadmissible. This applies especially to the absence of a bid bond issued by a first-rate bank approved by the Ministry in charge of Finance.

13. Opening of bids

The bids shall be opened in **one phase** with the administrative, technical and financial offers opened simultaneously.

The opening of the bids shall take place on **14/11/2024 at 11 a.m.** in the SOWEDA Conference Hall by the SOWEDA Internal Tenders Board.

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

14. Execution Period

The period of execution of the assignment that is subject of this tender shall be one (01) month.

15. Evaluation Criteria

Main Eliminator Criteria

Bids shall be rejected for:

- a) Absence of a bid bond
- b) Absence or non-conformity of an administrative document within 48 hours after bids opening
- c) Absence of declaration of non-abandonment of a public contract during the last three years;
- d) False declaration or falsified document
- e) Non-compliance with model bid
- f) Presence of financial information in the technical bid.

Essential Criteria for Evaluation of Bids

N°	Criteria	Marks
1	Experience and Reputation of the Service Provider in similar assignments (references)	60
2	Logistic Equipment	30
3	Presentation of tender file	10
	Total	100

16. Award of Contract


The contract shall be awarded to the bidder whose administrative bid shall be up-to-date, technical bid judged satisfactory and who shall be the least financial bidder.

17. Validity of Bids

Bidders shall be bound by their bids for a period of 90 (ninety) days with effect from the date of submission of bids.

18. Complementary Information

Complementary information may be obtained during working hours at the Department of Administration and Finance, SOWEDA Buea – Tel: 233-32-26-22 or 233-32-28-05.


The Director General
Le Directeur Général
D. NESONG NTUI OGORK
Development Environmentalist
Ph.D Development Studies

Copies to:

- MINMAP
- ARMP
- Chairperson/ TB
- Notice board
- Archives