

REPUBLIQUE DU CAMEROUN

Paix-Travail-Patrie

REGION DE L'OUEST

DEPARTEMENT DU HAUT-NKAM

PREFECTURE DE BAFANG

REPUBLIC OF CAMEROON

Peace-Work-Fatherland

WEST REGION

UPPER-NKAM DIVISION

DIVISIONAL OFFICE OF BAFANG

Divisional Tender Board (ITB)

OPEN NATIONAL INVITATION TO TENDER

N° ⁰²¹¹² 07/AONO/F.33/CDPM/ 2024 FOR THE CONSTRUCTION OF A MINI-DRINKING WATER SUPPLY NETWORK IN CERTAIN VILLAGES OF THE BANDJA RURAL GROUP IN THE BANDJA COUNCIL, UPPER-NKAM DIVISION, WEST REGION

Financing Body: The MINEPAT

Contracting Authority: The Senior Divisional Officer of Upper-Nkam

Works Authority: The Divisional Delegate of MINEPAT/UPPER-NKAM

Financial Year: 2024-2025

November 2024

Document N° 1 :
INVITATION TO TENDER (ITT)

1. Subject of the Invitation to Tender

As part of the funding for the 2024-2025 budget year, the divisional delegation of Economy, Planning and Regional Development funding from its senior hierarchy (MINEPAT) a construction of a mini-drinking water supply network in certain villages of the Bandja rural group in the Bandja Council, Upper-Nkam Division, West Region. The Senior Divisional Officer of the Upper-Nkam division (Contracting Authority) launches an Open National Invitation for Tenders, for the construction of a mini-drinking water supply network in certain villages of the Bandja rural group in the Bandja Council, Upper-Nkam Division, West Region (under emergency procedure).

2. Nature of Works

The works subject of this invitation to tender, in compliance with the essential technical specifications included in the Tender Specific Technical Clauses, is specified through the following items for the construction of a mini-drinking water supply network in certain villages of the Bandja rural group in the Bandja Council, Upper-Nkam Division, West Region, the following lots:

- Site installation;
- Construction of source capture;
- Construction of a three-compartment settling tank;
- Construction of the 400 ml supply network;
- Construction of a 50 m3 semi-buried tank;
- Construction of the distribution network over 5100 ml;
- Construction of 03 standpipes;
- Construction of security organs;
- Establishment and management of a water point management committee.

3. Eligibility

Participation to this invitation to tender shall be opened on equal conditions, to companies or consortiums located in Cameroon, specialised and experienced in the field of hydraulics, rural engineering and/or civil engineering works.

4. Financing

The works under this invitation to tender, shall be financed by the MINEE the fiscal budget year 2024-2025, for a total sum of Seventy-Five Million (75 000 000) FCFA, all taxes included.

5. Delivery Deadline

The maximum provisional delivery deadline, provided for by the Contracting Authority shall be four (04) months, including the possible constraints related to the sites particularities and situations such as accessibility and climate conditions, from the date of notification of service order to start work.

It is due to the bidder to propose in his offer a carrying out calendar that goes along with the deadline indicated above.

6. Consultation of Tender Documents

Tender documents may be consulted, during working hours, at the Divisional office of Bafang or in the office of the Divisional Tender Board of Upper-Nkam Division.

7. Acquisition of Tender Documents

Tender documents may be obtained, during working hours, at the above mentioned addresses upon presentation of the original receipt of payment to the divisional services of the Senior Divisional Officer of Upper-Nkam, of non-refundable sum of **Fifty thousand (50 000) FCFA**

Such receipt must identify the payer as representing the bidder willing to participate in the tender. Upon acquisition of the tender documents, the representative of the bidder shall be

gistered by the above mentioned service after he must have given all indications to enable a
pid contact with the bidder (full address, telephone number, mail address, etc.).

8. Provisional Guarantee or Bid Bond

Each bidder shall attach to his administrative documents a provisional guarantee or bid bond,
sued, in keeping with the tender model, by a first class banking institution approved by the
minister in charge of finance as indicated in the list of banks attached to these tender documents.
shall stand at One Million Five Hundred thousand (1 500 000) FCFA.

The provisional guarantee of unsuccessful tenders shall be released automatically at most
irty (30) days after the publication of the results of the invitation to tender. That of the
ccessful tenderers shall be released as soon as the definitive guarantee shall be constituted.

9. Presentation of Offers

The tender constituent documents shall be presented in the following three volumes,
nclosed in a single outer envelope, as follows:

- Envelope A containing the administrative documents (volume I) ;
- Envelope B containing the technical proposal (volume II) ;
- Envelope C containing the financial offer (volume III).

All the constituent tender documents (envelope A, B and C) shall be enclosed in a single
ealed outer envelope bearing only the subject of the tender.

The different documents of each offer (volume) shall be numbered in the order indicated
n the tender and separated by coloured dividers sheets other than white.

10. Submission of Tenders

Each offer drafted in English or French in 7 copies including the original and 6 copies marked as
uch, shall reach the services of the Senior Divisional officer, the contracting authority, not later than
e 2023 at hours, local time and should carry the following inscription:

Open National Invitation to Tender

N° 07 /ONIT/F34/DTB/2024 of the 02/12/2024 for the construction of a mini-
linking water supply network in certain villages of the Bandja rural group in the Bandja
ouncil, Upper-Nkam Division, West Region

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

11. Admissibility of Offers

Tenders submitted or received in the senior divisional officer services after the submission
deadline (date and time of submission indicated above) as well as those not respecting the
resentation and separation mode of offers shall simply be rejected during the opening session.

On pain of being rejected, only originals or true copies certified by the issuing service or
administrative authorities, of the administrative documents required, must imperatively be
roduced in keeping with the Special Tender Regulations. They must obligatory not be older
han three months as regard to the submission deadline or must not be produced after the signing
of the tender file.

Any offer not in conformity with the prescriptions of this notice and tender file shall be
declared inadmissible. Especially, the absence of a bid bond issued by a first-class bank approved
y the ministry in charge of finance or the non-respect of the models of the tender file
documents, shall lead to a pure and simple rejection of the offer without any appeal being
entertained.

NB. The Contracting Authority or the Tender Board has the rights to request at any moment of
the tender procedure, from the bidders, the presentation of original documents they have

roduced in their offer. The non-presentation of the documents requested may lead to disqualification.

Before eliminating a candidate who presented administrative documents not in conformity with the tender prescriptions, he should be given a minimum of 48 hours extra time, either to produce complementary information or to carry out supplementary verification on the validity of the documents received.

12. Validity of Offers

Bidders will remain committed to their offers for one hundred and twenty (120) days from the date set for the submission deadline of offers.

13. Opening of Bids

The opening of the bids shall be made at once, by the Divisional Tender Board (DTB) of Upper-Nkam division, on the ~~30th~~ 12/2024 at 10h hours, in the presence of the bidders who shall wish to do so or with only one representative each, of their choice, duly assigned for and that have perfect knowledge of their offer. The bidders' representatives who shall participate to the opening session will sign a register or presence paper sheet testifying their presence.

The opening of the bids will be done at once but in three phases as follows:

- 1st phase: opening of the envelope A containing the administrative documents (volume 1)
- 2nd phase: opening of the envelope B containing the technical offer (volume 2);
- 3rd phase: opening of the envelope C containing the financial offer (volume 3).

14. Evaluation criteria

A- Main eliminatory criteria

14.1. Administrative offer

- Absence of the bid bond or bank guarantee;
- Falsified document;
- Noncompliance or absence of a document after the 48 hours regular extended time, except the bid bond that should not be given extension time.

14.2. Technical offer

- False declaration;
- Less than seventy per cent (70%) of the qualification criteria obtained at the evaluation of the technical offer;

14.3 Financial offer

- Omission of the unit price of a quantify task in the unit price memo or quantified in the estimate;
- Absence or noncompliance to the tender model, of one of the components of the financial offer;
- Absence of more than 20 % of prices sub-details.

NB: The certified copies of the previously legalized documents will be systematically rejected.

B- Main qualification criteria

- a) Report of the visit of the works sites with pictures;
- b) Bidders references in the field of hydraulic and civil engineering works;
- c) Availability of material and essential equipment;
- d) Supervisory technical staff ;
- e) Technical proposals;
- f) Methodology of works execution;
- g) Planning of the execution of works ;

- h) Financial ability of the bidder;
- i) Presentation of the offer.

Only the financial offers of the bidders whose technical offer must have received at least a minimum of seventy percent (70%) of "yes" (reference to the qualification criteria), will be analysed.

14. Contract Award

The contract corresponding shall be awarded to the tender presenting the following characteristics:

- a) Administrative offer is declared conform;
- b) Technical offer is declared conform and have gathered at least seventy per cent (70%) of "Yes" in qualification criteria;
- c) Financial offer that, after all corrections in conformity with the Particular Regulation of the Invitation to Tender (sub-detail prices, unit prices and estimate), will be declared conform in relation to the Technical clauses of the Invitation to Tender (TCIT), and classified as the lower bid.

16. Allotment and maximum number of lot awarded per tenderer
Not applicable.

17. Further Information

The additional information relating to the contract award procedure may be obtained, during working hours, in the Secretariat of the DTB of Upper Nkam Division.

The additional technical information may be obtained, at the Divisional Delegation of Water and Energy of Upper Nkam division.

8. Vulgarization of the telephone numbers of the anti-corruption unit of the Ministry of Public Contracts and Corruption

For any bribery corruption attempt or matter of bad practices, please call the Ministry of Public Contracts or send an SMS to the following numbers 222 20 37 32

OBLIGATIONS :

DDMINEPAT/UPPER-NKAM ;
DDMINMAP/UPPER-NKAM ;
ARMP (Pour publication) ;
DDMINEE/UPPER-NKAM (Pour information) ;
PRESIDENT C (Pour information);
AFFICHAGE (Pour information);
CHRONO/ ARCHIVES/.

BAFANG, THE

02/12/2024



DAYEN JAM Lawrence
Administrateur Civil Principal