REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

REGION DU NORD QUEST

DÉPARTEMENT DE LA MEZAM

ARRONDISSEMENT DE SANTA

COMMUNE DE SANTA
COMMISION INTERNE DE PASSATION
DES MARCHES PUBLIC



REPUBLIC OF CAMEROON

Peace - Work - Fatherland

NORTH WEST REGION MEZAM DIVISION

SANTA SUB DIVISION

SANTA COUNCIL SANTA COUNCIL INTERNAL TENDERS BOARD

SANTA COUNCIL INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER

N° 002/ONIT/SC/SCITB/2025 OF 13/01/2025 FOR THE CONSTRUCTION OF THIRTY (30) CLOSED MARKET SHEDS IN SANTA COUNCIL AREA, IN MEZAM DIVISION OF THE NORTH WEST REGION BY EMERGENCY PROCEDURE

PROJECT OWNERS: THE MAYOR, SANTA COUNCIL.

FINANCING: MINDDEVEL PUBLICING ESTMENT BUDGET (PIB) - 2025

BUDGET HEADS

Document No. 1 Tender Notice

was did market

Each bidder must include in his administrative documents, a bid bond issued by a first-rate banking establishment approved by the Ministry in charge of Finance and whose list is found in document N° . 12 of the Tender File, of an amount of 1,434,000 CFA (One Million four hundred and thirty four thousand Francs CFA) and valid for thirty (30) days beyond the date of validity of bids

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8. Consultation of Tender File:

The file may be consulted during working hours at the SIGAMP office in Santa Council, as soon as this notice is published.

10. Acquisition of Tender File:

The file shall be obtained from the SIGAMP office in Santa Council, as soon as this notice is published against payment of the sum of 100 000 CFA francs (one hundred thousand Francs CFA), payable at the Santa Council Municipal Treasury, representing the cost of purchasing the Tender File.

11. Submission of bids:

Each offer drafted in English or French in 07 (seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach the SIGAMP office in Santa Council, at 10:00 AM local time and should carry the inscription:

<< OPEN NATIONAL INVITATION TO TENDER N°002/ONIT/SC/SCITB/ 2025 OF 13/01/2025 FOR THE CONSTRUCTION OF THIRTY (30) CLOSED MARKETS SHEDS IN THE SANTA CENTRAL IN SANTA COUNCIL AREA, IN MEZAM DIVISION OF THE NORTH WEST REGION BY EMERGENCY PROCEDURE >>

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

Admissibility of bids

Under penalty of being rejected, only originals or true copies certified by the issuing service or administrative authorities (Senior Divisional Officer, Divisional Officers) must imperatively be produced in accordance with the Special Regulations of the Invitation to Tender.

They must obligatorily not be older than four (04) months preceding the date of submission of bids or may be established after the signature of the tender notice

Any bid not in compliance with the prescriptions of the Tender File shall be declared inadmissible. This refers especially to the absence of a bid bond issued by a first-rate bank approved by the Minister in charge of Finance. .

13. Opening of bids:

The bids shall be opened in a single phase. The opening of the administrative documents, the Technical and Financial offers will take place on the 05/02/2025 at 11:00 am local time, in the conference hall of the Mayors Secretariat at Santa Council, by the Santa Council Internal Tenders Board. Only bidders may attend or be represented by duly mandated persons of their choice.

14. Evaluation criteria

The bids shall be evaluated according to the main criteria as follows:

A. Eliminatory criteria

- 1. -Absence or non-conformity of an element in the administrative file; not regularised after 48hrs from opening time.
- 2. -Deadline for delivery higher than prescribed;
- 3. -False declaration or falsified documents;
- 4. -Absence or insufficient bid bond; not corrected after 48hrs of opening time
- 5. -A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
- 6. -Incomplete financial file;
- 7. Omission of a unit price in the financial bid;
- 8. -Change of quantity or unit;
- 9. -Non respect of (75%) of essential criteria;

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CONTRACTOR OF STREET

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SANTA SUB DIVISION

SANTA COUNCIL
SANTA COUNCIL INTERNAL
TENDERS BOARD

AVIS D'APPEL D'OFFRES

AVIS D'APPEL D'OFFRES NATIONAL OUVERT N°002/AONO/CS/CIPM/2025 DU 13/01/2025 POUR LES TRAVAUX DE CONSTRUCTION DE TRENTE (30) BOUTIQUES AU MARCHE CENTRAL DE SANTA DANS L'ARRONDISSEMENT DE SANTA, DEPARTEMENT DE LA MEZAM, REGION DU NORD OUEST, EN PROCEDURE D'URGENCE

Financement : BUDGET D'INVESTISSEMENT PUBLIC (BIP) - EXERCICE 2025

1. Objet de l'Appel d'Offre

Dans le cadre de l'exercice budgétaire 2025, le Maire de la commune de Santa, Autorité Contractante lance pour le compte du Maître.d'Ouvrage, un Appel d'Offres National Ouvert POUR LES TRAVAUX DE CONSTRUCTION DE TRENTE (30) BOUTIQUES AU MARCHÉ CENTRAL DE SANTA DANS L'ARRONDISSEMENT DE SANTA, DEPARTEMENT DE LA MEZAM, REGION DU NORD OUEST EN PROCEDURE D'URGENCE.

2. Consistance des travaux

Les travaux comprennent notamment :

- Travaux préparatoires
- Terrassement
- Fondations
- Maçonneries en élévations
- Charpente-couverture
- Menuiserie métallique
- Electricité
- Peinture
- VRD

3. Délais d'exécution

Le délai maximum prévu par le Maître d'Ouvrage pour la réalisation des travaux objet du présent appel d'offres est de Quatre (04) mois

4. Allotissement

Le travail est ci-après défini :

CONSTRUCTION DE TRENTE (30) BOUTIQUES FERMES AU MARCHE DE SANTA DANS L'ARRONDISSEMENT DE SANTA, DÉPARTEMENT DE LA MEZAM, REGION DU NORD OUEST.

Coût prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de soixante et onze millions sept cent mille (71 700 000 FCFA)

6. Participation et origine

La participation à cette consultation est ouverte aux entreprises de droit camerounais.

- 1- Absence ou non-conformité d'une pièce administrative non fourni après 48h d'ouverture
- 2- Délai d'exécution supérieur à celui prescrit (supérieur à trois mois);
- 3- Fausses déclarations ou pièces falsifiées;
- 4- Absence ou insuffisance de la caution provisoire de soumission
- 5- Offres dont l'enveloppe extérieure porte des mentions permettant de reconnaître le Soumissionnaire;

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- 6- Offres financière incomplète,
- 7- Omission du prix unitaire dans l'offre financière
- 8- Le changement d'une unité ou d'une quantité dans l'offre financière ;
- 9- Le non-respect de (75%) des critères essentiels ;

B - Critères essentiels

Les critères relatifs à la qualification des candidats porteront à titre indicatif sur:

- 1- Présentation générale de l'offre ;
- 2- Capacité financière ;
- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Qualité du personnel;
- 5- Organisation technique des travaux ;
- 6- Sécurité au chantier :
- 7- Moyens logistiques;
- 8- Attestation et rapport de visite du site ;
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page ;
- 10-Cahier des Clauses Administratives Particulières complété et paraphé à chaque page.

Les critères essentiels sont soumis à des minima dont le détail est donné dans le Règlement Particulier de l'Appel d'Offres (RPAO).

14. Attribution

Cette évaluation se fera de manière purement positive (oui) ou négative (non) avec un minimum acceptable d'au moins (75%) de l'ensemble des critères essentiels pris en compte.

Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disante, conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à 100% des critères éliminatoires et au moins (75%) des critères essentiels.

15. Durée de validité des offres

Les soumissionnaires restent engagés par leur offre pendant 90 jours à partir de la date limite fixée pour la remise des offres.

16. Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès de la Commune de Santa.

Copie:

- DD MINMAP Mezam
- ARMP:
- Maître d'Ouvrage
- Président CIPM;
- Affichage.



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corruption or production of non-genuine documents in the bid, without prejudice to criminal proceedings that may be brought against him

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Article 4: Candidates allowed to compete

- 4.1 If the Invitation to Tender is restricted, consultation is addressed to all candidates retained after a pre-qualification procedure.
- 4.2 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:
 - i) 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 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 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:
 - (a) submit a power of attorney making the signatory of the bid bound by the bid; and

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

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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 tender notice;

Document No. 2. The General Regulations of the Invitation to Tender;

Document No. 3. The Special Regulations of the Invitation to Tender;

Document No. 4. The Special Administrative Conditions;

Document No. 5. The Special Technical Conditions;

Document No. 6. The schedule of unit prices;

Document No. 7. The bill of quantities and estimates;

Document No. 8. The sub details of unit prices;

Document No. 9. 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. 10. Models to be used by bidders;

a. Model Contract;

Document No. 11. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

Document No. 12. 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 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 Contracting Authority in writing or by electronic mail (fax or e-mail) at the 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.

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- 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;
- 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:

- 1. The signed and dated original bid prepared according to the attached model, stamped at the prevailing rate;
- 2. The duly filled Unit Price Schedule;
- 3. The duly filled detailed estimates;
- 4. The sub-details of prices and/or breakdown of all-in prices;
- 5. The projected schedule of payments, where need be.

In this regard, the bidders will use the documents and models provided in the Tender File, subject to the provisions of article 17(2) of the General Regulations of the Invitation to Tender concerning the other possible forms of guarantees.

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The bidder shall draw the unit prices of the price schedule and the prices of the bill of quantities and estimates in the following manner:

- (a) The prices of inputs necessary for the works which the bidder intends to procure in the Contracting Authority's country shall be in currency of the Contracting Authority's country specified in the Special Regulations and called "national currency";
- (a) The prices of inputs necessary for works which bidder intends to procure out of the Contracting Authority's country shall be in the currency of the country of origin of the bidder or of the currency of an eligible member country widely used in international trade.
- 15.4 The Contracting Authority may request the bidders to explain the needs in national and foreign currencies and to justify that the amounts included in the unit and total prices and indicated in annex to the bids are reasonable; to this end, a detailed statement of their needs in foreign currencies shall be furnished by the bidder.
- 15.5 During the execution of the works, most of the foreign currency to be paid as part of Contract may be revised by mutual agreement between the Contracting Authority and the entrepreneur in a way as take account of any modification in the foreign currency needs within the context of the Contract.

Article 16: Validity of bids

- 16.1 Bids must remain valid during the period stated in the Special Regulations from the date of submission of the bids fixed by the Contracting Authority, in application of article 22 of the Special Regulations. A bid valid for a shorter period shall be rejected by the Contracting Authority or Delegated Contracting Authority as not being in compliance.
- 16.2 Under exceptional circumstances, the Contracting Authority may seek the approval of bidders to extend the validity time-limit. The request and the responses that will 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.
- 16.3 Where the Contract does not include a price revision clause and that the period of validity of bids is extended by more than sixty (60) days, the amounts payable to the bidder retained shall be updated by application of the related formula featuring in the request for extension that the Contracting Authority addressed to bidders.

The updating period shall run from the date of overrun of sixty (60) days to the date of notification of the Contract or the Administrative Order for start of execution of works by the retained bidder, as specified in the Special Administrative Conditions. The effect of updating shall not be taken into account for purposes of evaluation of bids.

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 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

- 19.3 As much as possible, the bidder is requested to submit any question in a way as to reach the Contracting Authority at least one week before the meeting The Contracting Authority may not reply to questions received too late. In this case, the questions and answers shall be transmitted according to the methods set in article 19(4) below.
- The minutes of the meeting, including the text of the questions asked and the replies given, including questions prepared after the meeting, shall be forwarded immediately to everyone who bought the Tender File. Any modification of documents of the Tender File listed in article 8 of the General Regulations which may prove to be necessary at the end of the preparatory meeting shall be done by the Contracting Authority by publishing an addendum in accordance with the provisions of article 10 of the General Regulations and not through the minutes of the preparatory meeting.
- 19.5 The fact that a bidder does not attend a preparatory meeting for the establishment of bids shall not be a reason for disqualification.

Article 20: Form and signature of bid

- 20.1 The bidder shall prepare an original of the constituent documents described in article 13 of the General Regulations in a volume clearly indicated "ORIGINAL". In addition, the bidder shall submit the number required in the General Regulations, bearing "COPY". In case of discrepancy, the original shall be considered as authentic.
- 20.2 The original and copies of the bid must be typed or written in indelible ink (photocopies shall be accepted in the case of copies) and shall be signed by the person(s) duly empowered to sign on behalf of the bidder, in accordance with article 6(1a) or 6(2c) of the General Regulations, as the case may be. All the pages of the bid containing alterations or changes must be initialled by the signatory (ies) of the bid.
- 20.3 The bid shall be bear no modification, suppression or alteration unless such corrections are initialled by the signatory(ies) of the bid.

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 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.

specified in the Special Regulations. Representatives of bidders shall sign a register attesting to their presence.

- 25.2 Firstly, envelopes marked "withdrawal" shall be opened and the contents announced to the hearing of everyone, while the envelope containing the corresponding bid shall be returned to the bidder unopened. Withdrawal shall be allowed only if the corresponding notification contains a valid empowerment of the signatory to request this withdrawal and if this notification is read to the hearing of everyone. Then the envelopes marked "Replacement bid" are opened and announced to the hearing of everyone and the new corresponding bid substituted for the preceding one which will be sent to the bidder concerned unopened. The replacement of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the replacement and read to the hearing of everyone. Lastly, the envelopes marked "modification" shall be opened and their contents read to the hearing of everyone with the corresponding bid. The modification of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the modification and read to the hearing of everyone. Only bids which were opened and announced to the hearing of everyone during the opening of bids shall then be evaluated.
- 25.3 All envelopes shall be opened successively and the name of the bidder announced aloud as well as the possible modification mentioned, the price offered, including any rebates [in case 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 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.

28.5 The Contracting Authority reserves the right to accept or reject any modification, divergence or reservation. Modifications, divergences, variants and other factors which are beyond the requirements of the Tender File shall not be considered during the evaluation of bids.

Article 29: Qualification of the bidder

The Evaluation sub-committee shall ensure that the successful bidder retained for having submitted a bid substantially in compliance with the provisions of the Tender File, fulfils the qualification criteria stipulated in article 6 of the Special Regulations. It is essential to avoid any arbitrariness in determining qualification.

Article 30: Correction of errors

- 30.1 The Evaluation sub-committee shall verify bids considered essentially in compliance with the Tender File to correct the possible calculation errors. The Evaluation sub-committee shall correct the errors in the following manner:
 - (a) where there is an incoherence between the unit price and the total obtained by multiplying the unit price by the quantity, the unit price being authentic, the total price shall be corrected, unless the Evaluation sub-committee judges that it is a gross error of 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.

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:

Article 35: The right by the Contracting Authority to declare an Invitation to Tender unsuccessful or cancel a procedure

The Contracting Authority reserves the right to cancel a procedure of Invitation to Tender after the authorisation of the Minister Delegate at the Presidency in charge of Public Contracts where the bids have been opened or to declare an Invitation to Tender unsuccessful after the advice of the competent Tenders Board, without any claims being entertained.

Article 36: Notification of award of the Contract

Before the expiry of the validity of the bids set in the Special Regulations, the Contracting Authority shall notify the preferred bidder by telecopy confirmed by registered mail or by any other means that his bid was retained. This letter will indicate the amount the Project Owner will pay the Contractor to execute the works and the execution time-limit

Article 37: Publication of results of award and petitions

37.1 The Contracting Authority shall communicate to any bidder or administration concerned, upon request addressed to it within a maximum deadline of five (5) days after publication of the award results, the Independent Observer's report as well as the minutes of the award session of the related Contract to which shall be attached the evaluation report of the bids.

37.2 The 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 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

- 38.1 After publication of the results, the draft Contract subscribed by the successful bidder is submitted to the Tenders Board for examination and where applicable, to the Minister in charge of Public Contracts for prior endorsement.
- 38.2 The 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

- 39.1 Within twenty (20) days of the notification by the Contracting Authority, the Contractor shall furnish the Project Owner with a final bond, to guarantee the complete execution of the works.
- 39.2 The bond whose rate varies between 2 and 5 percent of the amount of the Contract inclusive of all taxes, may be replaced by a guarantee from a banking establishment approved according

DOCUMENT No. 3: SPECIAL REGULATION OF THE INVITATION TO TENDER (SRIT)

于1700年16日第18日中央第11_年

10- Special Administrative Clauses completed and initialed in all the pages.

The criteria relating to the qualification of candidates could be indicative on the following:

The essential criteria are subjected to minima whose detail is given in the Special Tender Regulation (RPAO).

This evaluation will be done in a purely positive way (yes) or negative (no) with an acceptable minimum from at least (75%) of the essential criteria taken in account.

The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to 100% of the eliminatory criteria and at least (75%) of the essential criteria.

ARTICLE 6:Language of the bids:

The offer like any correspondence and all documents concerning the tender, exchanged between the tenderer and the Project Owner will be written in French or English. The complementary documents and the printed papers form provided by the Bidder can be written in another language in condition of being accompanied by a precise translation in French or English; in which case and for purposes of interpretation of the offer, the translation will be taken.

PRESENTATION OF THE TENDER.

The bids prepared in English or French and in seven (07) copies with one (01) original and six (06) copies marked thus, shall be presented in three (03) volumes as follows:

- A) Administrative Documents
- B) Technical Documents
- C) Financial Documents

5.1 External envelope.

Each bidder shall seal these three (03) envelopes (A, B and C) in one common envelope on which shall be written.

<< OPEN NATIONAL INVITATION TO TENDER N°...../ONIT/SC/SCITB /2025 OF/..../2025 FOR THE CONSTRUCTION OF THIRTY (30) CLOSED MARKETS SHEDS IN THE SANTA CENTRAL IN SANTA COUNCIL AREA, IN MEZAM DIVISION OF THE NORTH WEST REGION>>

"TO BE OPENED ONLY DURING THE BID-OPENING SESSION"

N.B: The external envelope should not carry any mark or sign that can lead to the identification of the bidder.

NB. Pursuant to circular letter No.00005/LC/MINMAP/CAB of 26/12/2023, bidders with certified true copies of the certificate of categorisation shall not submit in their "ENVELOPE B, documents relating to 1.references of the company 2. Logistics, 3. Key staff of the company"

8.2 Internal envelopes

Three (03) internal envelopes must be sealed in an external envelope.

The first internal envelope shall be labeled;

<< ENVELOPE A: ADMINISTRATIVE DOCUMENTS>> and shall contain the administrative documents of the enterprise. These documents shall be original or copies certified by competent authorities not more than three months.



В.3	QUALIFICATION AND EXPERIENCE OF SUPERVISORY ST	AFF							
B.3.1	01 works supervisor (at least B.TECH or equivalent certificate) in civil or rural Engineering								
	Qualification of the works supervisor: (Bachelor Degree certificate in Civil Engineering (BAC +3) Professional experience of the project engineer ≥ 05 years CV signed by the candidate, A certified copy of the technical diploma								
B.3.2	An attestation of availability signed by the candidate 01 Site foreman(Civil Engineering Senior Technician)								
	Qualification of the Site foreman: (HND in Civil Engineering (BAC +2 or equivalent certificate) Professional experience of the Site foreman ≥ 03 years CV signed by the candidate, A certified copy of the technical diploma An attestation of availability signed by the candidate								
В.3.3	Other personnel		-						
	 01 one bricklayer with 3 years professional experience in building construction or similar works. (ONLY CV NEEDED) 01 one Carpenter with 3 years professional experience on carpentry or similar works. (ONLY CV NEEDED) 01 One Electrician with 3 years professional experience on Electricity or similar works. (ONLY CV NEEDED) 01 Painter with 3 years professional experience (ONLY CV NEEDED) 01 Plumber with 3 years professional experience (ONLY CV NEEDED) 								
B.4	TECHNICAL PROPOSALS								
B.4.2	Organigram of the project (Specify names of the personnel handling the various functions)								
B.4.3	Logical sequence for the execution of the task	- 6 g							
B.4.5	Quality control method		- 8						
B.4.7	Environmental protection measures								
B.4.8	Security and safety at the site								
B.4.9	Duration of execution in respect with the Tender File	1 10 10							
B.5	LOGISTICS (Equipment put aside for this project)								
B.5.1	Prove of ownership or rental of a pick-up or other vans								
B.5.2	Prove of ownership or rental of a dump truck								
B.5.3	Prove of ownership or rental of a Concrete mixer		• -						
B.5.4	Prove of ownership or rental of a concrete vibrator		30						
B.5.5	Prove of ownership or rental of a Hand compactor								
B.5.6	Masonry Kit: Wheelbarrows, masonry clamps, masonry harmer 300g, shovel, dig axe, building level, masonry bucket, trowels, etc.								

10.1 Provisional guarantee

The amount of the provisional guarantee or guarantee of tender is fixed at 1, 300,000 FCFA (One million three hundred thousand FCFA).

The time of validity of this guarantee is sixty (60) days as from the date of depositing of the offers.

10.2 Final Bond

The final Bond is fixed at two percent (2%) of the initial amount of the services envisaged in the country.

It could be replaced by a guarantee personal and interdependent of a banking house approved by the Ministry of Finances following COBAC conditions.

It will have to be made up in the twenty (20) days following the notification of the signature of the Contract in a bank approved by the Minister in charge of Finances.

10.3 Guarantee Retention

Guarantee Retention of ten percent (10%) will be operated on amount including all taxes of the Contract. The corresponding sum will be paid or the released guarantee, with the final reception of work.

ARTICLE 11: Period of validity of the offers

The bidder will remain committed to his offer for sixty (60) days as from the handover date of the offers.

If at the end of this period, the Contract were not notified to him, the bidder will be able, either to cancel his offer, or to ask for a new negotiation of the unit prices.

ARTICLE 12: A number of copies of the offer which must be filled and sent

The tender, as all the parts accompanying it will have to be given in six (0.7) copies, including one (0.1) original and five (0.6) copies. The bidder will present his dossier inside a sealed outer jacket being marked:

<< OPEN NATIONAL INVITATION TO TENDER N° /ONIT/SC/SCITB /2025 OF .../.../2025 FOR THE CONSTRUCTION OF THIRTY (30) CLOSED MARKETS SHEDS IN THE SANTA CENTRAL IN SANTA COUNCIL AREA, IN MEZAM DIVISION OF THE NORTH WEST REGION BY EMERGENCY PROCEDURE.>>

TO BE OPENED ONLY DURING THE OPENING SESSION)

ARTICLE 13: Date and latest time of deposit of offers

The offers will have to arrive under closed fold and seal latest .../.../2025 at , by mail registered with acknowledgement of delivery or by deposit against receipt to the following address:

THE MAYOR, SANTA COUNCIL CONTRACTING AUTHORITY

Beyond this time no offer will be received nor accepted.

ARTICLE 14: Opening of the tenders

The opening of the folds will be carried out in the conference room of the Conference Hall of Santa Council on $\sqrt{02/2025}$ as from , by the Santa Council Internal Tender Board sitting in the presence of the duly elected bidders or their representatives and having a good knowledge of the file.

AWARD OF THE CONTRACT

ARTICLE 15: Award of the Contract

The Tenders Board will propose to the Contracting Authority to award the Contract to the bidder who will have presented the offer with the lowest offer, essentially conforming to the regulations the Tender File, having satisfied to 100% of all the eliminatory criteria and at least (75%) of the essential criteria taken into account.

DOCUMENT No. 5: SPECIAL ADMINISTRATIVE CONDITIONS (SAC)



Chapter I: General

Article 1: Subject of Contract

The subject of this Contract shall be the construction of thirty (30) closed markets sheds in the santa central in santa council area, in mezam division of the north west region

Article 2: Contract award procedure

This Contract shall be awarded by Open National Invitation to Tender N°002/ONIT/SC/SCITB/ 2025OF .../..../2025

Article 3: Definitions and duties (article 2 of GAC supplemented)

3.1 General definitions (cf. Code)

- The Contracting Authority shall be the Mayor of Santa Council.
- He awards the Contract, ensures the preservation of originals of said Contract documents and the transmission of copies to Ministry in charge of Public Contracts and to the body in charge of regulation.
- The Contract Engineer shall be the Divisional Delegate of Public Works for Mezam hereinafter referred to as the Engineer.
- The Project Owner is The Mayor of Santa Council. He represents the beneficiary administration of the works.
- He ensures respect of the administrative, technical and financial conditions and Contractual deadlines.
- The Project Manager shall be: DDMINDEVEL/MEZAM

He ensures the interest of the project owner at the definition, preparation, execution and acceptance stages

The Contractor shall be [to be specified].

3.2 Security

This Contract may be used security subject to any form of transfer of the debt. In this case:

- The authority in charge of ordering payment shall be The Mayor of Santa Council.
- The authority in charge of the clearance of expenditures shall be the **Divisional** financial controller for Mezam.
- The body or official in charge of payment shall be the Santa Municipal treasury.
- The official competent to furnish information within the context of execution of this Contract shall be the **Divisional Delegate** of **Public Contracts**.
- 3.3 Duties of the Control Mission, Project Manager
- 3.3.1 Missions [to be completed, where need be]
- 3.3.2 Means put at the disposal of the Control Mission [to be completed where need be].

Article 4: Language, applicable law and regulation

- 1.2 The language to be used shall be [English and/or French].
- 1.3 The Contractor shall be bound to observe the law, regulations and ordinances in force in Cameroon both within his own organization and in the execution of the Contract.



14. Other instruments specific to the domain concerned with the Contract.

Article 7: Communication (Articles 6 and 10 supplemented)

- 1.1 All communications within the framework of this Contract shall be written and notifications sent to the following address:
 - a) In the case where the Contractor is the addressee: Sir/Madam..........

 Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his domicile known to the Project Owner and Contract Manager, correspondences shall be validly addressed to the [to the specified] council, chief town of the region in which the work was done;
 - b) In the case where the Project Owner is the addressee:

 Sir/Madam_____ [to be specified] with a copy addressed to the Contracting

 Authority, Contract Manager, Contract Engineer, Project Manager and where need be,

 within the same deadline.
 - c) In the case where the Contracting Authority is:

 Sir/Madam [to be specified] with a copy addressed within the same deadline to the

 Project Owner, Contract Manager, Contract Engineer and Project Manager, where
 applicable
- The Contractor shall address all written notifications or correspondences to the Project Manger with a copy to the Contract Manager.

Article 8: Administrative Orders (Article 8 of GAC)

The various Administrative Orders shall be established and notified as follows:

- 8.1 The Administrative Order to start execution of works shall be signed by the Contracting Authority and notified to the Contractor by the Project Owner with a copy to the Contracting Authority, the Contract Manager, Contract Engineer, the Paying Body and the Project Manager, where applicable.
- 8.2 Upon proposal by the Project Owner, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Contracting Authority and notified by the Project Owner to the Contractor with a copy to the Contracting Authority, the Contract Manager, the Contract Engineer, the Project Manager and the Paying Body. The prior endorsement of the Paying Body shall possibly be required before the signature of those that have an incidence on the amount.
- 8.3 Administrative Orders of a technical nature linked to the normal progress of the work and without financial incidence shall be signed directly by Contract Manager and notified to the Contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Contracting Authority and Contract Manager.
- 8.4 Administrative Orders serving as warnings shall be signed by the Project Owner and notified to the Contractor by the Contract Manager with a copy to the Contracting Authority, the Contract Engineer and Project Manager.
- 8.5 Administrative Orders for suspension or resumption of work as a result of the weather or any other case of force majeure shall be signed by the Contracting Authority and notified by his

The bond shall be returned or the guarantee released within one month following the date of provisional acceptance of the works, following a release issued by the Contracting Authority upon request by the Contractor.

11.2 Performance bond

The retention fund shall be set at 10 % of the amount of the Contract, inclusive of all taxes.

The return or release of the retention fund or security shall be done within one month after final acceptance by release issued by the **Contracting Authority** upon request by the Contractor.

11.3 Guarantee of start-off advance

[Specify, if need be, the rates (20% maximum of the amount of the Contract inclusive of all taxes guaranteed at 100%) and conditions for the return of the guarantee]

Article 12: Amount of the Contract (Articles 18 and 19 of GAC supplemented)

The amount	of this	Contract	as	indicated	by	the	attached	[detail	or	estimates]	is	(in
figures)	(in le	etters) CFA	fro	incs Inclusiv	e of	All	axes: that	is:		-		(

Amount exclusive of VAT:	() CFA F
--------------------------	-----------

- Amount of VAT: ____(___) CFA F.
- Amount of TSR and/or ____ CFA F
- Net to be paid= EVAT-TSR and/or AIR

Article 13: Place and method of payment

The Project Owner shall release the sums due in the following manner:

- a. For payments in CFA francs (amount in figures and letters exclusive of taxes) by credit to account No. _____ opened in the name of the Contractor in the _____ bank.
- b. For payments in foreign currencies (amount in figures and letters exclusive of taxes) by credit to account No. _____ opened in the name of the Contractor in _____ bank.

Article 14: Price variation (Article 20 of GAC)

14.1 Prices shall be firm.

- a. Payments on account made to the Contractor as advances shall not be revisable.
- b. Revision shall be "frozen" upon expiry of the Contractual time-limit, except in the case of price reductions.
- 14.2 Price updating modalities (not applicable)

Article 15: Price revision formulae (article 21 of GAC) (not applicable)

Article 16: Price updating formulae (article 21 of the GAC) (not applicable)

20.5The possibility of granting start-off advance or advance for supplies must be expressly stipulated in the Tender File.

Article 21: Payment for works (articles 26, 27 and 30 of the GAC supplemented) 21.1 Establishment of works executed

Before the 30th of each month, the Contractor and the Project Manager shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

21.2 Monthly detailed account

No later than the fifth (5^{th}) of the month following the month of the services, the Contractor shall hand over to the Project Manager two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other inclusive of taxes), according to the agreed model and establishing the total amount of the sums to which he may lay claim as a result of the execution of the Contract since the start of the Contract.

Only the detailed account exclusive of VAT shall be paid to the Contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance

Only the amount exclusive of VAT shall be paid to the Contractor as follows:

- [100-1.1 and/or (7.5 or 15%)] paid directly into the account of the Contractor;
- 2.2 or 5.5 % paid to the public treasury as AIR due by the Contractor.
- 7.5% or 15% paid into the public treasury as TSR due by the Contractor.

The Project Manager has a time-limit of seven (7) days to forward to the Contract Manager the detailed accounts he has approved.

The Contract Engineer has a maximum time-limit of twenty-one (21) days to forward the detailed accounts he approved such that they are in his possession not later than the twelfth of the month.

The Contract Manager has a deadline of fourteen (14) days maximum to sign the detailed accounts.

Payments shall be done by ____ within a maximum deadline of ____ calendar days from the date of submission of the approved detailed accounts.

21.3 Detailed account of start-off account (if applicable).

Article 22: Interest on overdue payments (Article 31 of the GAC)

Possible interests on overdue payments are paid by statement of sums due in accordance with article 88 of Decree No. 2004/275 of 24 September 2004 to institute the Public Contracts Code.

Article 23: Penalties (Article 32 of the GAC supplemented)

A. Penalties for delay

- 23.1 The amount set for penalties for delays shall be set as follows:
 - a) One two thousandth (1/2000^{th)} of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;
 - b) One thousandth $(1/1000^{th})$ of the initial amount of the Contract inclusive of all taxes per calendar day beyond the 30^{th} day.

Decree No. 2003/651/PM of 16 April 2003 lays down the terms and conditions for implementing the tax regulations and customs procedures applicable to public Contracts. The taxes applicable to this Contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the IAR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the Contract;
 - O Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
 - Council dues and taxes;
 - O Dues and taxes relating to the extraction of building materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes.

All taxes inclusive prices means VAT included.

Article 28: Stamp duty and registration of Contracts (article 37 of GAC)

Seven (7) original copies of the Contract shall be stamped by and at the cost of the Contractor, in accordance with the applicable regulations.

Chapter III: Execution of works

Article 29: Nature of the works (article 46 of GAC)

The works shall include especially: (position or volume of works) (To be specified cf. Special Technical Conditions)

Article 30: Role and responsibilities of the Project Owner (GAC supplemented)

30.1 The Project Owner shall be bound to furnish the Contractor with information necessary for the execution of his mission and to guarantee, at the cost of the Contractor, access to sites of projects.

30.2 The Project Owner shall ensure the Contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

Article 31: Execution time-limit of the Contract (article 38 of the GAC)

31.1 The time-limit for the execution of the works forming the subject of this Contract shall be **ninety** (90) days.

31.2 This time-limit shall run from the date of notification of the Administrative Order to commence execution of the works [or that fixed in this Administrative Order- to be specified].

Article 32: Role and responsibilities of the Contractor (article 40 of the CAG)

The detailed and general plan of progress of the works shall be communicated to the Project Manager in five (05) copies at the beginning of each.

- b) The Environment Management Plan should bring out notably the choice technical conditions of the site and basic life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites
- c) The Contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.
- d) The approval granted by the Contract Manager or Project Manager shall in no way diminish the responsibility of the Contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the Contract.

35.2 Execution draft

- a) The execution plan documents (calculations and drawings) necessary for the realisation of all the parts of the structure must be submitted for the endorsement of the [Contract Manager or Project Manager] at most fifteen (15) days prior to the date provided for the commencement of execution of the corresponding part of the structure.
- b) The [Contract Manager or Project Manager] has a deadline of [five (05) days] to examine and make known his observations. The Contractor then has a deadline of [04) four days] to present a new file including the said observations.
- 35.3 In case of the non-observance of the approval deadlines of the above documents by the Administration, these documents shall be deemed to have been approved.

Article 36: Organisation and safety of sites (article 50 of the GAC)

- 36.1 Signboards at the beginning and end of each section must be placed within a maximum deadline of fifteen days after the notification of the Administrative Order to commence work.
- 36.2 The services to inform in case of interruption of traffic or along the deviated itinerary: [To be specified in accordance with article 50(2) of the GAC].
- 36.3 Indicate the special measures demanded of the Contractor, other than those provided for in the GAC, for rules of hygiene and safety and for circulation around or in the site.

Article 37: Implantation of structures

The Project Manager shall notify within [five] days following the date of notification of the Administrative Order to commence work, the basic points and levels of the project.

Article 38: Sub-Contracting (article 54 of the GAC)

The part of the works to be sub-Contracted shall be [specify] % of the initial amount of the Contract and its additional clauses (the ceiling is 30 %).

Article 39: Site laboratory and trials (article 55 of GAC)

- 39.1 Indicate if necessary the modalities for carrying out the trials and geotechnical studies provided for in the Special Technical Conditions.
- 39.2The Contract Manager has a deadline of three days to approve the Contractor's personnel and laboratory as soon as the request is made.

Article 40: Site logbook (article 56 of the GAC supplemented)

40.1 The Site logbook must be systematically jointly signed by the Project Manager or Engineer, where need be and the Contractor's representative each day.

Article 45: Termination of the Contract (article 74 of the GAC)

The Contract may be terminated as provided for in Part III Paragraph IV of Decree No. 2004/275 of 24 September 2004 and equally under the conditions laid down in articles 74, 75 and 76 of the GAC especially in one of the following cases:

- Delay of more than fifteen (15) calendar days in the execution of an Administrative Order or unjustified stoppage of more than seven (7) calendar days;
- Delay in work resulting in penalties of more than 10 % of the amount of the works;
- Refusal to repeat poorly executed works;
- Default by the Contractor;
- Persistent non-payment for services.

Article 46: Case of force majeure (article 75 of the GAC)

If the Contractor were to raise the issue of force majeure, the thresholds below which claims shall not be admitted are:

- Rainfall: 200 millimetres in 24 hours;
- Wind: 40 metres per second;
- Flood: decennial flood frequency.

Article 47: Disagreements and disputes (article 79 of the GAC)

Disagreements and disputes resulting from the execution of this Contract may be settled amicably. Where no amicable solution can be found for a disagreement, it is brought before the competent Cameroonian jurisdiction, subject to the following provisions: [to be filled, where need be].

Article 48: Production and dissemination of this Contract

[Twenty (20)] copies of this Contract shall be produced at the cost of the Contractor and furnished to the Contract Manager.

Article 49 and last: Entry into force of the Contract

This Contract shall be final only upon its signature by the Contracting Authority. It shall enter into force as soon as it is notified to the Contractor by the Contracting Authority.

Compatible science

TECHNICAL SPECIFICATIONS

- I GENERALITIES
- II- PREPARATORY WORKS-IMPLANTATION
- III- FOUNDATION
- IV ELEVATION WORKS
- V ROOF TRUSS AND THE COVERING
- VI JOINERY AND METAL WORKS
- VII PLUMBING-SANITARY
- VIII- ELECTRICAL INSTALLATION
- IX RENDERING (PLASTERING) AND COATING
- X PAINTING
- XI OUTSIDE AMENITIES AND LAYOUT PLANNING
- XII PROTECTION OF THE ENVIRONMENT
- XIII ORIGIN, QUALITY AND PREPARATION OF MATERIALS

0.11 Other Contractors

The Contractor is advised that other Contractors employed by the Employer and employees of the Employer may be working in connection with the Project on and around the Site.

Pursuant to the Conditions of Contract the Contractor shall not interfere in any way with any works, or property belonging to the Employer or a third party, irrespective of whether the position of such works is indicated to the Contractor by the engineer or not. The Contractor shall respect any works executed by others and articles supplied or installed by others and shall be held responsible for any loss or damage thereto if caused by him, his employees or his Subcontractors.

0.12 Displacement of Existing Networks

The Contractor shall request the services concerned to reroute any services network (water, electricity, telephone,) crossing the project site. The Contractor shall also take all necessary measures to channel off any natural water flowing through the project site.

0.13 Construction Photographs and Videos

The Contractor shall be responsible for the production of Construction Photographs and Videos as provided herein.

Photographs and Videos of the entire Site, or pertinent features thereof, shall be taken before the commencement of Works and promptly submitted to the Engineer. The same views shall be rephotographed upon completion of all the construction activities and a complete edited video shall be submitted with the Contractor's application for final payment. Additional photographs and videos shall be made each month throughout the progress of the Works at such times as requested by the Engineer, and submitted with the Contractor's application for progress payment.

1.6 Site Clearing and Maintenance of Access Roads

During the execution of the works the Contractor shall keep the site reasonably free from all unnecessary obstruction and shall store or dispose of any Contractor's Equipment and surplus materials and clear away and remove from the site any wreckage, rubbish or temporary works no longer required.

Access roads leading to the site within the project area shall be kept accessible at all times. The portions of the roads to be maintained shall be those directly linked with the execution of the Building, from the exit point of their intersection with the principal road of the project.

1.7 Site Office and Meeting Room

The Contractor shall provide site office for his own use, for his site laboratory, and for site meetings.

1.8 Temporary Service Connections

The Contractor shall make all necessary arrangements to ensure connection of the site to water, electricity, telephone and other sundry services networks required in connection with the execution of the works.

The Contractor shall provide a clean, sufficient and continuous supply of fresh water, both for construction of the Works and for all offices, laboratories and workshops. He shall undertake all arrangements including pipelines and meters for connecting to local water mains and the provision of pumps, storage tanks or water conveyance where necessary, payment for all fees and water charges and the satisfactory removal of all such arrangements and provisions on completion of the Works.

The water shall be clear of suspended solids and free from any matter in quantities considered by the Engineer to be deleterious to the work. Water supplied to all the offices, laboratories and houses shall be wholesome and potable to the satisfaction of the public health authorities in the area of the Site.

1.9 Health, Safety, and Accidents

The Contractor shall ensure, in so far as is considered by the Engineer to be reasonably practicable and to the Engineer's satisfaction, the health, safety and welfare at work of his employees including those of his Subcontractors and of all other persons on the Site. His responsibilities shall include:

- a) The provision and maintenance of the Contractor's equipment and the adoption of methods of work that are safe and without risk to health.
- b) The execution of suitable arrangements for ensuring safety and absence of risks to health in connection with the use, handling, storage, transport and disposal of articles and substances,
- c) The provision of protective sectioning and equipment, with such personnel and equipment and such information, instruction, training and supervision as are necessary to ensure the health and safety at work of all persons employed on the Works all in accordance with the laws of Cameroon,
- d) The provision and maintenance of suitably equipped and staffed first aid stations throughout the extent of the Works to the satisfaction of the Engineer. The Contractor shall allow in his prices and be responsible for the cost of all such site welfare arrangements and requirements,
- e) Designation as Safety Officer of one of his senior staff who shall have specific knowledge of safety regulations, and experience of safety precautions on similar works and who shall advise

- Reports and records of all tests and material tests to be carried out by the e) Contractor or his suppliers.
- Drawings, records and reports on specific construction measures to be f) supplied by the Contractor in accordance with other provisions of the contract.
- As-built drawings, incorporating all changes or amendments made in the g) course of the construction works, for all Permanent Works, including those for which the Engineer has prepared the working drawings.
- As-built drawings shall be supplied to the Engineer immediately after h) completion of the particular part of the Works.
- Brochures and technical literature of all equipment items and fixtures. which are to be permanently installed in the Works.
- All instructions (in the form of lists, manuals and the like), which are required i) by the Employer for proper operation, as well as for expert maintenance and repairs of the structures and facilities.

The time limit for approval of working drawings and issuance of other clearances is 15 days. The Contractor shall therefore take all necessary pre-emptive measures when submitting documents for approval to avoid any eventual delays on the overall time schedule of the works.

1.10.5 As-built Documents

The Contractor shall establish as-built drawings and plans as the work progresses. These drawings and plans shall incorporate all the changes and modifications that have been made and approved by the Engineer in the course of the project.

All the Drawings and plans shall be done on AutoCAD. The Contractor shall hand over all the asbuilt drawings and plans to the Employer in the number of hard copies agreed by the Engineer and an electronic copy of the AutoCAD files.

Earthworks, Concrete and Masonry Works. Section 2:

2.0 Composition of Works

Concrete and block works shall comprise:

- Setting out of structures to be constructed:
- Excavation of foundation pits and channels.
- Construction of foundation bases, foundation columns, and ground beams.
- Construction of columns, beams, lintels and binding courses in reinforced concrete.
- Construction of hollow block floor slabs.
- Construction of all other concrete and masonry works as may be necessary for the complete execution of the project.

Setting Out

The Contractor shall satisfy himself as to the accuracy in line, level and dimension of any basic survey information provided by the Employer. He shall set out the works from all the Employer's

Sand and aggregate shall meet the following grading requirements:

Sieve Number	Retained Total percentage of weight Passing				
4	0-5	95 – 100			
8	10 – 20	80 – 90			
16	20 - 40	60 – 80			
30	40 – 70	30 – 60			
50	70 – 88	12 – 30			
100	92 – 98	2 - 30			

Sand for mortar shall meet the following grading requirements:

ieve Number	Total % by weight
4	0
8	0 – 5
16	0 – 5
30	25 - 50
50	65 – 80
100	85 – 95

The coarse aggregate shall be clean and angular in shape and shall have granular, crystalline or smooth (but not glossy) non-powder surfaces. As far as possible, only crushed stone shall be used as the coarse aggregate for the reinforced concrete part of the work. Crushed stones and gravel shall meet the following grading requirements:

Sieve Number	Total % by weight retained
25 mm	0
20 mm	0 – 10
10 mm	45 – 80
4 mm	90 – 100

The maximum nominal size of stones for reinforced concrete shall be 2.5 cm and for mass concrete 4 cm.

The sources of aggregates shall be approved by the Employer and approval for change of the source of supply of an aggregate shall only be granted if it can be shown that the new material is sufficiently similar in all respects to the one previously approved to produce concrete of the required finish, colour, and strength.

The grading, once approved, shall be adhered to throughout the works and may not be varied without the approval of the Employer.

2.3.1 Storage of aggregate

The aggregate shall be stored on site separated in its various types and grading, on a hard, dry, clean surface.



2.3.8 Placing of Concrete.

Before placing concrete, all equipment for mixing and transporting the concrete shall be cleaned and all debris removed from the places to be occupied by the concrete. Wood forms shall be thoroughly wetted and masonry units that will be in contact with concrete shall be well drenched. Water shall be removed from the place of deposit before concrete is placed, unless otherwise permitted by the Employer.

Concrete shall be conveyed from mixer to forms as rapidly as practicable and by methods, which will prevent segregation or loss of ingredients. It shall be deposited as neatly as practicable in its final position.

Concrete shall be placed before initial set has occurred, and in no event after it has contained its water content for more than thirty (30) minutes. Unless otherwise specified, all concrete shall be placed upon clean, damp surfaces, free from water, or dry porous earth. The concrete shall be compacted and worked in an approved manner into all corners and angles of the forms and around reinforcement in such a manner as to prevent segregation of the coarse aggregate.

Concreting of any unit or sections of work shall be carried out in one continuous operation and no interruption of the concreting will be allowed without the approval of the Employer.

The concrete shall be placed layer by layer as directed by the Employer, over the whole area to be concreted, until the required height is obtained. Care shall be taken that segregation of the aggregates by rolling down the exposed working surface of the placed concrete does not occur. Should any accidental segregation occur within the formwork, the affected area shall be thoroughly turned over by hand until a homogenous mix has been obtained? Under no circumstance shall concrete that is partially hardened be rapidly deposited in the formwork.

All structural concrete shall be compacted with the aid of mechanical vibrators. The vibrator shall be of a type and design approved by the Employer. Enough vibrators shall be used to cause all concrete to flow or settle readily to the forms and not through the forms, except in sections too thin to permit the insertion of the internal type, in which case form vibrators may well be employed if approved by the Employer.

Foundations shall be placed over their full depth in one operation and the top surface carefully levelled. Concrete placed in timbered excavations shall be well rammed close against the excavation face as the timber is withdrawn. After the concrete has taken its initial set, care shall be exercised to avoid jarring the forms.

In joining fresh concrete to concrete that has already set, the concrete already in place shall have its surface cut over thoroughly with a suitable tool to remove all loose and foreign materials. The surface shall then be washed and scrubbed with wire broom and thoroughly drenched. It shall remain moist when the new concrete is placed. Immediately prior to the placing of the new concrete, the old surface of concrete already in place shall be thoroughly coated with cement slurry.

2.3.9 Curing of Concrete.

Concrete, after it is placed and until the expiration of the curing period herein provided for, shall not be allowed to dry out. Water curing shall be accomplished by keeping the surface of the concrete continuously wet by covering with water, or with an approved water saturated covering, or by spraying. All water used for curing shall be fresh water. Curing by other method shall be subject to the approval of the Employer. Curing shall be on for at least seven (7) days.

coated with lime wash or approved mould oil, care being taken to keep the reinforcement free from any such coating material.

2.3.19 Formwork for Vibrated Concrete

When concrete is to be vibrated, special care shall be taken by the Contractor to maintain rigidity of the formwork and supports against the action of the vibration of the concrete.

2.3.20 Removal of Forms

Forms shall be removed in such a manner as will not injure the concrete, and no formwork shall be removed before the concrete has sufficiently set and hardened. The table below gives minimum periods before striking formworks.

Type of formwork Minimum period before striking Vertical formwork to columns 12 hours Soffit formwork to beams and slabs 14 days 3. Props to beams 21 days

The provision of suitable curing methods should immediately follow the removal of the formwork.

2.3.21 Tolerances

The maximum tolerance within which concrete work shall be constructed are as follows;

All setting out dimensions ± 5mm

Section of concrete members ± 3mm 2

Any rectification of work not constructed within the tolerances set out above shall be entirely the responsibility and at the expense of the Contractor.

2.4 Block Work & Plastering

2.4.1 Scope of Works

The Contractor shall provide all materials, appliances and labour necessary to complete all block work and plastering required by the contract drawings and specifications.

2.4.2 Sand Crete Blocks

All sand Crete blocks are to be made in a proportion of one part cement and seven parts sand, Vibratory type, and in case of the blocks made in an approved machine, the mixture shall be 1 part cement and six parts sand, well rammed and consolidated in mould, and to be made into blocks within half an hour of the water being added to the mix.

2.4.3 Mortar

Mortar for block-laying is to be composed of one part cement and 3 parts sand. Mortar is to be used within two hours mixture and mortar which has commenced to set must not be used. 2.4.4 Wall to D.P.C. Level

All external and internal walls below damp proof course level to be built in 20cm thick solid blocks 40cm long by 20cm deep.

2.4.5 External and Internal Walls above D.P.C. Level

a) General

All timber should be sawn, planed, drilled or otherwise machined to the correct shape and size in accordance with the detailed drawings and specifications. Dimensions and spacing should not be scaled from drawings. Pieces damaged by splitting or bruising would be rejected if the dimensions allowed for similar defects in grading are exceeded.

b) Surfaces:

The quality of the surface, as finished, should be appropriate to the position and use of the timber. Surfaces at any joint in an assembly should be such that the parts may be brought into contact over the whole area of the joint before connectors are inserted or any pressure or restraints from the of cuttings should be smooth.

c) End Sealing

Where splitting is likely to have a deleterious effect, end sealing is recommended.

3.5.3 Jointing

a) Genera

Details of the joints at nodes of the trusses are as shown on the drawings. Joints at nodes of the trusses are to be realised in nails.

The Contractor is advised to order wood from the saw mill with lengths that would minimise the need for joints.

b) Nailed Joints

When specified or where necessary to avoid splitting, nails should be driven into pre-bored holes of diameter not greater than four-fifths of the diameter of the nails. Care should be taken to avoid placing nails in any end split.

c) Bolted Joints

Bolt holes should be drilled to diameters as close as possible to the nominal diameter of the bolt and in no case more than 1/16 larger than the bolt diameter. Care should be taken to avoid placing a bolt in any end split. A minimum of one complete thread should protrude from the nut.

A washer should be fitted under the head of each bolt and under each nut. The minimum sizes of washers are given in the table below:

Diameter of Bolt (mm)	Minimum thickness of washer (mm)	Minimum sides of square		
10.	3.5	or diameter of washer 50 mm		
, 0	5.0	60 mm		

3.6 Assembly of Units.

3.6.1 General

The Contractor shall discuss and agree with the Supervising Engineer on details of anchorage of trusses using metal brackets, plates, bolts, etc, as well as design details of such anchorage members. Purlins shall be anchored on the trusses with the help of wooden wedges.

3.9 Purlins:

Purlins shall be in well-seasoned timber of dimensions 5 x 10 cm fixed to the trusses with the help of angular wooden wedges which also serve to keep the purlins on edge at right angles to the rafters. The purlins must, prior to use, be treated with wood preservative as described above.

3.10 Roof Covering:

The roof covering shall be of 6/10 aluzinc (or similar) sheets (roof decking type) of maximum possible length laid to fall as shown on the roof plan.

Section 4

Electricity

4.1 Preamble

4.1.1 The Works.

This section specifies the requirements to be met in the execution of the various operations involved in the installation of electrical energy and equipment to the building. The Contractor shall be required to execute the works in strict compliance with the drawings and diagrams provided. However, if necessary, he may propose any modifications that he may deem fit and obtain the approval of the Supervising Engineer prior to implementing such modifications. Contractor proposes a modification, he shall be required to undertake a detailed study and produce all necessary electrical circuit diagrams and other relevant electrical drawings, and obtain approval thereof from the Employer prior to execution of the works. 4.1.2 Definition of works.

The contractor shall be expected to realise all the works and deliver the installations to the Employer in working order and according to existing regulations and standards.

4.1.3 Composition of works

The works shall generally comprise:

- Low voltage wiring of the building (i.e. installation of various circuits as required lighting,
- Installation of various control and protection units as necessary
- Low voltage horizontal distribution boards.
- Normal lighting of all spaces in accordance with electrical layout plan and standard lighting requirements
- Earthing of the building and installations.

Documents to be supplied by the Contractor. 4.2

- Various circuit diagrams and other detailed electrical drawings
- Plans showing passages and reservation in civil works for electrical works.

- A control of the fixations.
- Insulation tests

Where certain parts are replaced, the guarantee will be prolonged.

Equipment (Material, Appliances and Fittings).

Equipment supplied and works executed must conform to the prescriptions made earlier. In addition, the body of the cabinets must provide the degree of protection prescribed by the various UTE standards, namely:

Protection of people from parts that are live

Protection of the materials against penetration by solid bodies and dust,

Protection of materials against liquids,

Protection of materials against mechanical damage,

Protection of material against corrosion.

Current shall be supplied to the distribution main switch box compulsorily through a cut-out and circuit breaker suitably calibrated, the whole assembly together with sub-circuit projections being enclosed in the same metallic cabinet. All equipment installed in the distribution box must be well marked and identified.

Tapping from the terminals of one appliance to supply others is strictly forbidden. Each appliance shall be supplied from a junction box by means of male/female supreme connectors. Where power connectors are used, it shall be necessary to use insulating separators between them. Each connector must be marked with a number corresponding to the plan in the distribution box.

Luminaries shall be preferably selected from those manufactured by MAZDA, LEGRAND or PHILIPS, unless otherwise requested by the Employer.

The earth circuit shall consist of a ringed naked multi-strand copper wire of 29 mm² section at the base of the foundation, and care shall be taken not to bury it inside concrete.

5.4 As-Built Plans.

At the end of the works, the Contractor shall produce and submit to the Employer, detailed as-built plans showing the executed works. Such details would include precise locations of pipes and their joints, stop valves, etc.

Section 6: Joinery Works 6.1 Composition of Works

The works described in this section shall include all wood/metal joinery and iron-monger works as

- The supply and fitting of all security locking and handling devices for doors and windows as described in this section.
- The supply and installation of all metal and/or aluminum profiles for metal joinery works.
- Supply and fitting of timber frames, door shutters, glazing and finishes in accordance with the plans.
- Suspended ceiling in plywood including insulation and all finishes
- All other accessory works necessary for the completion of metal, or timber joinery

6.2 Materials

A schedule of the keys shall be furnished in quadruple giving the letter and number of each key and the number or names of the rooms, cases, lockers, etc., for which the keys are intended.

6.4 Samples for Approval

A sample of each and every piece of hardware required shall be submitted for approval as to quality and design. These samples must conform to the requirements hereinafter specified and to the approved samples of the various manufacturers in the office of the Employer. After the samples have been approved, they will be forwarded by the Employer or his representative at the building, who will permit them to be installed in the places for which they are intended and will make a record to the location of each sample. The rest of the hardware furnished for the building shall correspond in all particulars to the approved samples and any articles that fail to do so will be rejected.

6.5 Windows

All windows to be fitted on the building shall be high quality louvered frames in galvanised steel screwed to wooden frames. The dimensions shall be as specified on drawings.

Wood Joinery Works

6.6.1 Scope

The work under this heading includes generally all interior wood finish, such as doors and frames, transoms, base, skirting board, picture-moulding, cupboards, cases, cabinets, lockers, shelving, fittings for special rooms, etc., and all exterior wood finish as required by the drawings and

6.6.2 Carpenter and Joiner.

Timber:

As much as possible and feasible, all the material specified under this section, shall be the product of one mill. All timber shall be of very good quality and shall be free from sap, shakes, large loose or dead knots, wavy edges, borers, termites and other serious defects; it shall be properly seasoned and holding up to the full scantling after sawing.

For carpentry work timber shall be Mahogany or any other locally obtainable hardwood with similar properties as may be proposed by the Contractor for approval by the Supervising Engineer. The hardwood timber and shall comply with B.S 940 or equivalent.

For joinery work the timber shall be Mahogany, African Walnut, Bete, Makoré, iroko, or other approved timber and shall comply with B.S. 1186.

Wrote Face

All exposed faces of timber are to be wrote unless specifically shown otherwise on the drawings and 3mm will be allowed from the specified size for each wrote face.

The Contractor shall also submit for approval the sample of the wood to be used for the interior wood finish and a sample of the wood to be used for the face veneer of the doors. 6.6.3 Preparation. -

The preparation of timber is to commence simultaneously with the beginning of the work generally, and should proceed continuously until all the woodwork is to be cut out and framed together as soon as possible after the detailed drawings are received, but not glued or wedged up

Doors are supplied complete with frames, security locks, architraves, and all finishes.

6.11 Shelving:

Provide 2.5cm shelving to cupboards etc., as shown on the drawing fixed on $5 \, \text{cm} \times 2.5 \, \text{cm}$ framed gallons brackets. All shelving shall be fitted 2.5cm clear of wall face, as shown in detail drawings.

6.12 Material For Interior Finish:-

All interior wood finish shall be made up of thoroughly seasoned, kiln dried woods of the kinds specified.

- 6.12.1 First quality, clear, plain saw Iroko, Mahogany, Bete, Makoré, etc. flat grain shall be used for all interior wood finish throughout, except as otherwise specified hereinafter or shown on drawings. All this material shall be clear on all exposed faces and edges, free from checks, cracks, or other blemishes that would mark the appearance of the finished wood.
- 6.12.2 In assembling interior wood work, arrange pieces so that variations in grain pattern are kept to a minimum at all areas. The Contractor shall submit two samples for the use of the painters in making colour samples. He shall also submit three sets or more samples of Iroko, Mahogany and any other hardwood available in Cameroon for approval before starting on any of the millwork. Dimensions of samples shall be 15cm x 13cm and shall be sand-papered

First quality red or white Iroko or Mahogany shall be used for all interior window frames, trims, and for all wood finish.

5.13.3 All finished wood work except that which is specified to be stained and varnished shall be primed on both sides and all edges with white lead and linseed oil before leaving the shop.

The Contractor shall assume full responsibility that all the finished woodwork is completely primed, stained, filled and shellacked as required before applying finishing coats of paint or varnish.

Stain and filler may be applied in one operation, provided that the material to be used is factory mixed and is approved by the Employer before application.

6.13 Plywood:

Where ever plywood construction or veneer panels are required by drawings or specifications, it shall conform with the following requirements:-

Graphic Indication for plywood: Where plies are required by drawings, disregard the measured thickness of the individual plies unless dimensions in figures are given thereon.

6.13.1. Thickness:

All dimensions for thickness, either of plies or overall used in connection with plywood refers to the thickness before sanding.

Document No. 6: Schedule of unit prices

50.5	External perimeter ceiling in smooth zinc sheet (tole lisse) including ventilation	m ²		
506	Roofing sheets (tole bac 5/10e)			
507	Fascia board 3x30cm in hard wood	m ²		
508	Tole bac 5/10eme for Fascial board and of height 30cm	ml		
509	Aliminium sheet for ridge cap	1	10	
	SUBTOTAL 500	ml		
	600: METALLIC WORKS			
601	Complete alluminium rolling doors of 2.5X220 each and protectors	U		
602	Angle bar at the nosing of the veranda	ml		
	SUBTOTAL 600	1111		
	700: ELECTRICAL INSTALLATIONS			
701	Supply & installation of conduit (ø20) and cups including accessories	rolls		
702	Cables V.G.V 3x1.5mm2 for ceiling/lighting	ml		
703	Cables 3 x 2,5mm2 for power and suckets	ml		
7.04	LED bulbs	U		
705	Switch built-in	U		
706	Complete sockets built-in	U		
708	Supply & installation of derivation box of 105 x 105 x 55 and fuse box including all other necessary accessories	ff		
709	Connection to existing network	ff		
710	Complete earthing of the structure (Copper cable 3m, earth rod 1m etc)	ff	1,	
	SUBTOTAL 700			
	800: PAINTING			
801	Priming coat in ordinary paint (national water paint)	m^2		
802	Two coats of crystal white glue paint on ceiling (PANTEX 800)	m ²		
803	Two coats of cream white paint on internal walls (PANTEX 800)	m ²		
804	Two coats of cream white water resistant paint on external walls with PANTEX 1300	m ²	7. 2	v
805	Two coat of chassis red oil paint for skirtings	m^2		

Document No. 7:
Bill of quantities and estimates

INVESTIGATION OF THE PARTY

505	External perimeter ceiling in smooth zinc sheet (tole lisse) including ventilation	m ²	273.6	
506	Roofing sheets (tole bac 5/10e)	m^2	207.00	
507	Fascia board 3x30cm in hard wood	ml		
508	Tolo has F /10	ml	325 253	
509	Aliminium sheet for ridge cap	ml	80	
	SUBTOTAL 500		80	
	600: METALLIC WORKS			
601	Complete alluminium rolling doors of 2.5X220 each and protectors	U	30	
602	Angle bar at the nosing of the veranda	ml	188.25	
	SUBTOTAL 600	1111	100.23	
	700: ELECTRICAL INSTALLATIONS			
701	Supply & installation of conduit (ø20) and cups including accessories	rolls	8	
702	Cables V.G.V 3x1.5mm2 for ceiling/lighting	ml	200	
703	Cables 3 x 2,5mm2 for power and suckets	ml	200	
	LED bulbs	U	60	
705	Switch built-in	U	60	
706	Complete sockets built-in	U	60	
708	Supply & installation of derivation box of 105 x 105 x 55 and fuse box including all other necessary accessories	ff	1	
709	Connection to existing network	ff	1	
710	Complete earthing of the structure (Copper cable 3m, earth rod 1m etc)	ff	1	
	800: PAINTING			
801	Priming coat in ordinary paint (national water paint)	\mathbf{m}^2	1920	
802	Two coats of crystal white glue paint on ceiling (PANTEX 800)	m ²	400.00	3 4 4
803	Two coats of cream white paint on internal walls (PANTEX 800)	m ²	378.52	
804	Two coats of cream white water resistant paint on external walls with PANTEX 1300	m ²	127.05	
805	Two coat of chassis red oil paint for skirtings	m ²	180	

Document No. 9: Schedule of sub-detail of prices Document No. 10: Model Contract

SIGNED ON:	
NOTIFIED ON:	
REGISTERED ON:	

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Between:							
The Government of the Repub referred to the "Contracting Auth	olic of Came	roon, repre	sented by				hereinafte
On the one hand,							
And							
(ente	rprise)						
P.O. Box Tel: Business Registry No.	Fax:						
Taxpayer's No.							
Represented by M							
Represented by M	, its	General M	lanager, h	nereinaf	er ref	erred	to as the
On the other hand,							
Agree on the following:							

Page____ and last of Contract N°.____ C or JO/SC/SCITB/ Awarded after Invitation to Tender [specify references of Invitation to Tender] With For the execution of works _Network EXECUTION DEADLINE (____) months Amount of Contract in CFA F: IAT EVAT VAT (AIR (3.3 or 5.5 %) Net to be paid Read and accepted by the Contractor (place of signature) (date) Signature of Contracting Authority (place of signature)_ (date) Registration

Table of models

Annex No. 1: Model tender

Annex No. 2: Model bid bond

Model No. 3: Model final bond

Model No. 4: Model of start-off advance bond

Model No. 5: Model retention fund

Annex No. 6: Framework of schedule

Annex No. 7: Evaluation grid

Annex No. 8: Attestation of site visit

ANNEX No. 2: MODEL BID BOND

Addressed to [indicate the Contracting Authority and his address] "Contracting Authority"
tyrieleds the undertaking house to
bid onfor [recall the subject of the Invitation to Tender], hereinafter referred to as "the bid" and to which must be attached a bid bond equivalent to [indicate the amount] CFA frances
Inama 1 11
Contracting Authority, binding itself, its successors and assignees.
The conditions of this commitment are as follows:
If the bidder retires his bid during the wall-tie
If the bidder retires his bid during the validity period provided for in the Tender File;
the validity period:
on of Ellises to sign the C
Contract; Contract (final bond) as provided for by the
We pledge to pay to the [Contracting Authority] an amount up to the maximum of the sum referred justify his request, given I.
the amount he is claiming because one or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.
This bond shall enter into f
This bond shall enter into force from the date of signature and from the date set by the Contracting end of the deadline for the validity of bids. It shall remain valid up till the thirtieth day inclusive following the take effect should reach the take to be sometimes of the deadline for the validity of bids. Any request by the Contracting Authority
end of the deadline for the validity of bids. Any request by the Contracting take effect should reach the bank by registered mail with an acknowledgement of receipt before the
This bond shall for any
This bond shall, for purposes of its interpretation and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its
Signed and authenticated by the bank at
, on
[Bank's signature]



ANNEX No. 4: Model of start-off advance bond

of	ress) hereby declare by the present to guarantee on beha
Owner [address of the Project Owner (the beneficiary)	[the holder] to the benefit of the Proje
The payment without contact	
that [the holder] has	on receipt of the first written request by the beneficiary, declaring to the rejud.
works [indicate the and the lot, if possible] of the total sum inclusive of all taxes of Contract No.	the subject of the works, the references of the Invitation to Tender corresponding to the advance of [twenty (20) %] of the second corresponding to the advance of [twenty (20) %] of the
This bond shall enter into face.	
This bond shall enter into force and sadvance into the accounts of under No.	shall take effect upon reception of the respective parts of thi [the holder] opened in the bank
This bond shall enter into force and sadvance into the accounts of under No.	shall take effect upon reception of the respective parts of thi [the holder] opened in the ban
This bond shall enter into force and sadvance into the accounts of under No. This bond shall remain in force up till the dowever, the amount of the bond shall of the advance. The applicable law and jurisdiction should be applicable law and jurisdiction should be applicable law.	shall take effect upon reception of the respective parts of thi [the holder] opened in the
This bond shall enter into force and sadvance into the accounts of under No. This bond shall remain in force up till the dowever, the amount of the bond shall of the advance. The applicable law and jurisdiction should be applicable law and jurisdiction should be applicable law.	shall take effect upon reception of the respective parts of the [the holder] opened in the ban

to the and the second second

ANNEX No. 6: Framework of schedule

No	Daily out put		Total quantit	Unit	Duratio of activity
	Category	No	Daily wage	Days break up	
ANDIEQUIPMENT/MECHINE WORKMAN SHIP					
Z					
N X					
- 02 - X				-	
WO	TOTAL A				
Z	Туре				
3	, , pe	No	Daily rate	Days	Amount
Z				break up	Amount
Z					
12					
2					
O N	TOTALB				
2	Туре	11.3			
⋖		Unit	Unit cost	Quantity	Amount
			-		
OUS					
MATERIAL MISCELLANOUS					
SCE					
22	TOTAL C				
)	DIRECT TOTAL COST				
	GENERAL SITE EXPENSES			A+B+C	
	GENERAL OFFICE EXPENSES			Dx%	
,	NET COST			Dx% D+E+F	
	RISK + BENEFITS			Gx%	
	TOTAL COST (HT) UNIT COST (HT)			G+H	
	- CO31 (FII)			P/Q'TY	

Note on preliminary studies

大一年 阿拉斯 大學 医电子

In accordance with the Public Contracts Code, the Project Owner or Delegated Project Owner must, prior to commencing the procedure to award Contracts or refer to the competent Tenders Board, ensure that draft Tender Files are prepared based on preliminary studies.

These studies must be required during the examination of the Tender File (TF) by the Tenders Board.

The Project Owner is bound to fill the questionnaire in annex 1 accompanied by justifications of the

Annex No. 7: Justification of preliminary studies

- 1. Attach the preliminary studies.
- 2. Indicate
 - The date studies were carried out; 2.1.
 - The name of the public or private Project Manager 2.2.
 - References of the Contract, if Private Manager carried it out; 2.3.
- 2.4. If maintenance works
 - 2.4.1 Description of the studies;
 - 2.4.2 Attach the outline of the itinerary bringing out readings of degradations as well as the approved programming documents.
- 2.5 Rehabilitation or new works
 - 2.5.1 Are quantities in the quotations the same as those of the studies?
 - 2.5.2 Description of studies: Draft Preliminary Study, Detailed Preliminary Study;
 - 2.5.3 Attach the said studies.

N.B. For services of less scope, the Project Owner may furnish a justification of calculation of quantities

The chairperson of the Tenders Board may, before taking a decision, seek expert advice on the

I- BANKS

- 1. Afriland First Bank
- 2. Banque Atlantique
- 3. Banque Camerounaise des petites et moyennes entreprises (BC-PME)
- 4. Banque Gabonaise pour le Financement International (BGFI BANK)
- 5. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC)
- 6. Bank of Africa Cameroon (BOA Cameroun)
- 7. CITI Bank Cameroun
- 8. Commercial Bank of Cameroon (CBC)
- 9. Ecobank Cameroun (ECOBANK)
- 10. National Financial Credit Bank (NFC)
- 11. Société Camerounaise de Banque au Cameroun (SCB-Cameroun)
- 12. Société Générale de Banque au Cameroun(SGC)
- 13. Standard Chartered Bank Cameroon (SCBC)
- 14. Union Bank of Cameroon(UBC)
- 15. United Bank for Africa(UBA)

II- Insurance companies

- 16. Activa Insurance
- 17. Zenithe Insurance SA BP Douala
- 18. Aréa Assurances S.A
- 19. Atlantique Asssurances S.A
- 20. Beneficial General Insurance S.A
- 21. Chanas Assurances S.A
- 22. CPA S.A
- 23. Nsia Assurancs S.A
- 24. Pro Assur S.A
- 25. SAAR S.A
- 26. Saham Assurances