

REPUBLIQUE DU CAMEROUN  
Paix - Travail - Patrie  
MINISTRE DE LA DECENTRALISATION ET  
DEVELOPPEMENT LOCAL

REGION DU SUD-OUEST

COMMUNE DE MBONGE

SERVICE DE PASSATION DES  
MARCHES PUBLICS



REPUBLIC OF CAMEROON  
Peace - Work - Fatherland  
MINISTRY OF DECENTRALIZATION AND LOCAL  
DEVELOPMENT

SOUTH WEST REGION

MBONGE COUNCIL

SERVICE FOR THE AWARD OF  
PUBLIC CONTRACTS

## OPEN NATIONAL INVITATION TO TENDER

N° 02/ONIT/MBONGE COUNCIL/MEME/ITB/2025 OF 21<sup>ST</sup> JANUARY 2025 FOR THE  
CONSTRUCTION OF A VOCATIONAL TRAINING CENTRE AT BIG BEKONDO IN MEME  
DIVISION, SOUTH WEST REGION  
(EMERGENCY PROCEDURE)

### 1. Subject of the invitation to tender:

Within the framework of the 2025 Public Investment Budget (PIB) Ministry of Employment and vocational training, the Mayor of Mbonge Council "Contracting Authority" hereby launches by emergency procedure an open National Invitation to tender for the Construction of a vocational Training Centre at Big Bekondo in Meme Division.

Lot N°	Project	Locality	Amount for bid bond	Project Amount	Budget Heads	Duration in months
01	Construction of a vocational training centre at Big Bekondo	Big Bekondo - Mbonge Sub Division	600 000	40 000 000		03

### 2. Nature of services

Work to be done consists of constructing of a vocational training centre at big Bekondo in Meme Division

### 3. Execution deadline

The maximum execution deadline shall be three (03) calender months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement.

### 4. Participation and origin:

Participation in this invitation to tender is open to Cameroonian enterprises that are in compliance with the fiscal laws and having a good experience in the domain concerned.

### 5. Financing

The said Works shall be financed by the Public Investment Budget (PIB) of the Ministry of Employment and vocational training for the 2025 financial year assigned to the Mayor of Mbonge Council as Delegated Authorizing officers with Budget Heads N°-----



## **6. Bid Bond:**

Each bidder should include in his administrative document, a bid bond of FCFA 600 000 (Six hundred thousand CFA francs) issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions.

Against the risk of being rejected, only originals or true copies certified by the issuing service or administrative authorities of the administrative document required, including the bid bond, shall imperatively be produced in accordance with the Special Conditions of the invitation to tender. They shall neither be older than three (03) months nor be produced before the signing of the tender notice.

Any offer not in conformity with the prescriptions of this notice and tender file shall not be accepted, especially the absence of a bid bond issued by a first rate-bank, approved by the Ministry in charge of Finance, or the non-respect of the model of the tender file documents, shall lead to a pure and simple rejection of the offer without any appeal being entertained

## **7. Consultation of tender file:**

Interested eligible bidders may obtain further information during working hours as from the date of publication of this tender notice, at the Mbonge council Telephone N° 675 730 808/677 420 974.

## **8. Acquisition of tender file:**

The file may be obtained at the Mbonge Council, at the Service for the award of Public Contracts, Telephone N° 675 730 808/677 420 974 as soon as this notice is published against payment of a non-refundable sum of (50 000) Fifty thousand CFA francs, payable at the Mbonge Council Treasury representing the cost of purchasing the tender file.

## **9. 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 Mbonge Council at the Service for the award of Public Contracts, not later than 14<sup>TH</sup> February 2025 at 10.00 am local time. It should be labelled as follows:

**"OPEN NATIONAL INVITATION TO TENDER**

**N° 02/ONIT/ MBONGE COUNCIL/MEME /ITB/2025 OF 21<sup>ST</sup> JANUARY 2025 FOR THE CONSTRUCTION OF A  
VOCATIONAL TRAINING CENTRE AT BIG BEKONDO IN MEME DIVISION, SOUTH WEST REGION  
TO BE OPENED ONLY DURING THE BID OPENING SESSION"**

## **10. Admissibility of bids**

Under penalty of being rejected, only originals or true copies certified by the Issuing service must imperatively be produced in accordance with the Special Regulations of the invitation to tender.

They must obligatorily not be older than three (3) 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





## **11. Opening of bids**

The bids shall be opened in single phase. The opening of the administrative documents, Technical and Financial offers shall take place on the **14<sup>TH</sup> February 2025 at 11:00 AM** local time, by the competent Tenders Board in the Conference Hall of Mbonge Council.

Only bidders may attend or be represented by duly mandated persons of their choice.

## **12. Evaluation criteria**

There are two types of evaluation criteria: eliminatory and essential criteria. [The aim of these criteria is to identify and reject incomplete bids or bids not in conformity with the essential conditions laid down in the Tender File.

### ***i. Eliminatory criteria***

Eliminatory criteria fix the minimum conditions to be fulfilled and to be admitted for evaluation according to the essential criteria. The non-respect of these criteria leads to the rejection of the bid made by the bidder.

They refer especially to:

- The non-respect of Article (92) sub 9 of the Public contracts Code;
- Deadline for delivery higher than prescribed;
- False declaration, forged or scanned documents;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.
- Two Bids with the same personnel
- Incomplete financial file.
- Technical assessment mark lower than 80% of "Yes".

### ***ii. Essential criteria***

Essential criteria are primordial in the judgment of the technical and financial capacity of candidates to execute the works forming the subject of the invitation to tender.

The criteria relating to the qualification of candidates are based on the following:

- General presentation of the tender files;
- References of the company in similar achievements;
- Experience of supervisory staff ;
- Logistics (Equipment);
- Methodology;
- Financial capacity;
- Attestation of site visit signed by the contractor
- Site visit report signed by the Contractor
- The Special Technical Clauses (STC). (Each page should be initialed and the last page signed and stamped);
- Special Administrative Clauses completed (each page should be initialed and the last page signed and stamped);
- Pre – Financing capacity **not less than 75%** of the amount required in the offer

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

### ***iii Main qualification criteria***

The criteria relating to the qualification of candidates could be mentioned in the following:



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

This evaluation shall be done in a purely binary method with a (yes) or a (no) with an acceptable minimum of 80% of the essential criteria taken in to 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 scored 100% of the eliminatory criteria and at least 80% of the essential criteria

### **13. Award of the jobbing order**

The jobbing order shall be awarded to the bidder whose bid complies with the provisions of the tender file and is determined to offer the lowest bid while meeting the required technical quality.

### **14. Period of validity of bids**

The bidders shall remain committed to their offers during a period of (ninety) 90 days from the deadline set for the submission of bids.

### **15. Complementary information**

Complementary technical information may be obtained during working hours at the Mbonge Council, Service of award of Contracts.

### **16. Delivery deadline**

The maximum execution deadline provided for by the Contracting Authority shall be ninety (90) days maximum, as from the date of notification of the service order.

Done at Mbonge, the 21-01-2025

The Lord Mayor Mbonge Council



#### **Circular Copies**

- DD MINMAP Memo
- ARMP
- Public Contract Journal
- Chairpersons of Tender Board
- Notice boards
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*[Signature]*  
LORD MAYOR MBONGE COUNCIL