

## NOTICE OF CALL FOR TENDERS

### Open National Tender Notice

N° 02 /MUNICIPALITY OF BASSAMBA/CIPM /2025 of 28/01/2025

Client: Mayor of the Municipality of Bassamba

Type of commission: CIPM of Bassamba

Fiscal year: 2025

Date of signature of the tender notice: 28/01/2025

Purpose of the Call for Tenders: supply of equipment to the CMA of Bassamba

#### 1. Purpose of the Call for Tenders

As part of the Public Investment Budget for the 2025 fiscal year, the Project Owner is launching an Open National Call for Tenders for the supply of equipment to the CMA of Bassamba.

#### 2. Consistency of the work

The work includes:

- The supply of medical equipment
- The supply of office equipment

#### 3. Tranches/Allotment

The work is the subject of a single lot.

#### 4. Estimated cost

The estimated cost of the operation at the end of the preliminary studies is 39,000,000 (Thirty-nine million) CFA francs

#### 5. Estimated time and place of delivery

The maximum period provided by the Contracting Authority for the supply of the equipment, subject to this call for tenders, is 90 (ninety) calendar days. This period runs from the date of notification of the service order to start the services. all supplies will be delivered to the CMA of Bassamba

#### 6. Participation and origin

Participation in this call for tenders is open to all companies under Cameroonian law that meet all the conditions set out in the RPAO

#### 7. Funding

The works subject to this call for tenders are financed by the MINSANTE Public Investment Budget for the 2025 fiscal year

On budget line no. ....

#### 8. Method of submission

The method of submission chosen for this consultation is offline.

#### 9. Bid Bond

Each bidder must attach to its administrative documents a tender bond, paid by hand, issued by a body or financial institution approved by the Minister in charge of finance to issue the bonds in the field of public procurement listed in Exhibit 14 of the DAO, the amount of which amounts to 780,000 (Seven hundred and eighty thousand) CFA francs and valid for up to thirty (30) days beyond the initial date of Validity of offers. The absence of the bid bond issued by a first-rate bank or a first-class financial institution

authorized by the Ministry of Finance to issue guarantees in the context of public procurement, will lead to the outright rejection of the offer. A bid deposit produced but unrelated to the consultation concerned is considered to be missing. The bid bond presented by a bidder during the opening session of the tenders is inadmissible.

#### 10. Consultation of the Tender Documents

The physical file can be consulted free of charge in the services of the MO during working hours in Bassamba (Procurement Department / Technical Service), Tel: 694 881 935 / 677 69 56 64, as soon as this notice is published.

It can also be consulted online on the COLEPS platform at the addresses <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website ([www.arpmp.cm](http://www.arpmp.cm)).

#### 11. Acquisition of the Tender Documents

The physical version of the tender documents can be obtained from the Procurement Department / Technical Department, Tel: 694 881 935 / 677 69 56 64 as soon as this notice is published, against payment of a non-refundable sum of the purchase costs of the DAO of Fifty thousand CFA Francs [50,000], payable to the Municipal Revenue of Bassamba.

It is also possible to obtain the electronic version of the file by free download at the addresses indicated above for the electronic version. However, the submission by physical or electronic means is conditional on the payment of the DAO's purchase fees.

#### 12. Submission of Tenders

the tender in seven (07) copies, including one (01) original and six (06) copies marked as such, must reach the Procurement Department / Technical Department, Tel: 694 881 935 / 677 69 56 64 no later than 20/02/25 à [...10..... cut-off time] and must be marked with:

Open National Tender Notice

N° 02/COMMUNE DE ASSAMBA/CIPM/2025 of 28/01/2025

Client: Mayor of the Municipality of Bassamba

Type of commission: CIPM of Bassamba

Fiscal year: 2025

Date of signature of the tender notice: 28/01/2025

Purpose of the Call for Tenders: supply of equipment to the CMA of Bassamba

"To be opened only in a counting session"

#### 13. Admissibility of Bids

The administrative documents, the technical offer and the financial offer must be placed in separate envelopes and delivered in a sealed envelope. The following shall be inadmissible by the Client:

- Envelopes bearing the information on the identity of the tenderer;
- Envelopes received after the deadlines for submission;
- Envelopes that do not comply with the submission method.
- envelopes without indicating the identity of the Call for Tenders;
- Failure to comply with the number of copies indicated in the OSPN or offer only in copies;

Any incomplete bid in accordance with the requirements of the Tender Documents will be declared inadmissible. In particular, the absence of the bid bond issued by a financial body or institution approved by the Minister in charge of finance to issue the bonds in the field of public procurement or the non-compliance with the templates of the documents of the Tender Documents, will lead to the outright rejection of the tender without any recourse. A bid deposit produced but unrelated to the consultation concerned is considered to be missing. The bid deposit presented by a bidder during the opening session of the bids is inadmissible.

#### 14. Opening the Envelopes

The opening of the bids is done in one step and will take place le 20/02/2025 [in the deeds room of the Municipality of Bassamba] à 11 a.m. by the Contracting Commission of the Contracting Authority. Only tenderers may attend this opening session or be represented by a single person of their choice, duly mandated, even in the case of a consortium of undertakings.

Under penalty of rejection, the required documents in the administrative file must be produced in originals or in certified copies by the issuing department or the competent administrative authority, in accordance with the provisions of the Special Regulations of the Call for Tenders. They must be less than three (03) months old or have been drawn up after the date of signature of the notice of Invitation to Tender.

In the event of the absence or non-conformity of a document from the administrative file when the tenders are opened, after a period of 48 hours granted by the Commission, the tender will be rejected. The opening must be done no later than one hour after the deadline for receipt of tenders set in the Tender Documents.

#### 15. Evaluation Criteria

##### 15.1 Elimination Criteria

The eliminatory criteria set out the minimum conditions to be met in order to be admitted to the evaluation according to the essential criteria. They should not be rated. Failure to comply with these criteria shall result in the rejection of the tenderer's tender.

These include:

- the absence or non-compliance of the bid bond at the opening of the bids;
- the non-production beyond the 48-hour period of a document in the administrative file deemed non-compliant or absent when the tenders were opened, (except for the tender bond);
- false statements, fraudulent practices or falsification of documents;
- Failure to comply with at least 70% of the essential criteria
- failure to comply with one of the major technical specifications indicated in the description of the supplies of this tender
- the lack of a licence to practise (issued by the authorities in charge of public health)
- The absence of a sworn declaration of non-abandonment of construction sites in the last three years

##### 15.2. Essential criteria

The essential criteria for the qualification of bidders will indicate:

- The presentation of the offer;
- The bidder's references;
- After-sales service (availability of spare parts, repair shop, technical staff), if applicable;
- Financial capacity (access to a line of credit or other financial resources, turnover, certificate of financial solvency).
- The qualification and experience of the staff
- Delivery schedule
- Evidence of acceptance of contract terms
- Warranty Period

#### 16. Attribution

The Contracting Authority awards the contract to the tenderer who has submitted a tender that meets the required technical and financial qualification criteria and whose tender is evaluated with the lowest bid.

#### 17. Maximum number of lots:

Single-lot CAD

18. Duration of the offers

Bidders remain committed to their bids for 90 days from the original deadline for the submission of bids.

19. Additional Information

Additional information can be obtained during working hours from the Procurement Department / Technical Department, Tel: 694 881 935 / 677 69 56 64 or online on the COLEPS platform at the <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> addresses, or any other means of electronic communication indicated by the Client.

20. Fight against corruption and bad practices

For any denunciation of practices, acts or acts of corruption or bad practices, please call CONAC at 1517, the Public Procurement Authority (MINMAP) (SMS or call) at (+237) 673 20 57 25 and 699 37 07 48, ARMP at ..... or the MO/MOD at 694 881 935 / 677 69 56 64

Bassamba, the 28/01/2025

The Mayor of the Commune of Bassamba  
(Contracting Authority)

Copies:

- Public Procurement Authority (MINMAP)
- ARMP
- CIPM President
- Timed display

