

REPUBLIQUE DU CAMEROUN
PAIX—TRAVAIL—PATRIE
MINISTERE DE LA DECENTRALISATION ET DU
DEVELOPPEMENT LOCAL

REGION DU NORD OUEST
DEPARTEMENT DE LA MOMO
COMMUNE DE BATIBO

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REPUBLIC OF CAMEROON
PEACE—WORK—FATHERLAND
MINISTRY OF DECENTRALIZATION
AND LOCAL DEVELOPMENT

NORTH WEST REGION
MOMO DIVISION
BATIBO COUNCIL

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BATIBO COUNCIL INTERNAL TENDERS BOARD.

TENDER FILE

OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE
N° 04/ONIT/BC/BCITB/2025 OF 31/01/2025, FOR THE REHABILITATION
OF A BLOCK OF THREE CLASSROOMS AT G.S NUMBEN, BATIBO SUB
DIVISION, MOMO DIVISION.

PROJECT OWNER: THE MAYOR OF BATIBO COUNCIL

FUNDING: MINEDUB PUBLIC INVESTMENT BUDGET - 2025

Lot	Name of project	Estimated cost of project	Amount of bid bond	Cost of tender file :
1	THE REHABILITATION OF A BLOCK OF THREE CLASSROOMS AT G.S NUMBEN, BATIBO SUB DIVISION, MOMO DIVISION.	20,000 000 (Twenty million) F CFA	400 000 (Four hundred thousand) F CFA	25 000 (Twenty five thousand) F CFA



SUMMARY CONTENT OF THE TENDER FILE

Rehabilitation of GS NUMBEN

PART 01
INVITATION TO TENDER

Participation is open under the same conditions to all Cameroonian companies and business concerned that have proven experience in the field of building construction and civil engineering in general.

4. Financing

The works, subject of this invitation to tender, shall be financed by the Public Investments Budget form the **MINDDEVEL 2025**.

5. Consultation of the tender file

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

6. Acquisition of the tender file

The tender file may be acquired from the Batibo Council office upon presentation of a non-refundable treasury receipt of **25.000 (twenty five thousand) FCFA**. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

7. Presentation of the tender file

The tender file in three (03) volumes shall be enclosed in three sealed envelopes.

- Envelope A containing the administrative documents (Volume 1);
- Envelope B containing the technical offer (Volume 2);
- Envelope C containing the financial offer (Volume 3).

The three volumes shall then be enclosed in a single sealed envelope bearing only the reference of the tender in question. The different documents of each offer shall be numbered as indicated in the tender and separated by dividers of the same colour.

8. Submission of the tender file

Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a receipt at the Batibo Council Office not later than **21/02/2025** at 10am local time and should carry the inscription:

**OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE
N° 04/ONIT/BC/BCITB/2025 OF 31/01/2025, FOR THE REHABILITATION
OF A BLOCK OF THREE CLASSROOMS AT G.S NUMBEN, BATIBO SUB
DIVISION, MOMO DIVISION**

«To be opened only during the bid opening session »

The offers or the bids submitted after the stipulated deadline shall not be received.

9. Admissibility of bids

The bids not respecting the separation mode of the financial bid from the administrative and technical bids shall be rejected.

Any bid not in conformity with the prescription of this tender notice and tender file shall be declared inadmissible. Especially the absence of a bid bond of a first rate bank approved by the Ministry of Finance and valid for a period of thirty (30) days shall be rejected.

Least they are rejected, only the originals or certified true copies by the issuing service or administrative authorities of the administrative documents are accepted. They must obligatorily not be older than three (03) months and must be valid during the bid opening session.

10- Opening of bids

The opening of the bids in one phase shall be done on the **21/02/2025** at 11a.m in the Conference Hall of Batibo Council by the competent tender board.

Only bidders may attend or be duly represented by a person of their choice, who has full knowledge of the file and mandated in that capacity.

Rehabilitation of GS NUMBEN

	justify the property of the necessary material to the execution of works.	
04	Reference of the enterprise: <ul style="list-style-type: none"> ▪ Turnover in the past two years; ▪ Experience in road/public works 	02
05	Presence of the methodology of work execution	04
06	Presence of the pre financing capacity	01

The note of the technical offer will be gotten by addition of marks for every criteria. Only the technical offer having gotten an equal or superior note to 80% of YES will be kept for the financial evaluation.

15. Award of the contract

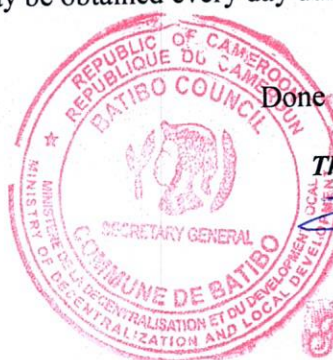
The contract shall be awarded to the bidder whose bid is in conformity with the dispositions of the tender file and on the basis of the lowest bid and technical quality. (See article 99 of the public contracts code).

16. Period of validity of bids

The bidders shall remain committed to their bids during a period of (one hundred and twenty) 120 days from the deadline set for the submission of bids.

17. Complementary information

Complementary technical information may be obtained every day during working hours from the Batibo Council Office.



Done at **BATIBO**, the 31/01/2025

The Mayor of BATIBO Council

Felo Emmanuel Ndamukong

Copies:

- ARMP (for publication and archives);
- Chairperson of TB (for information);
- Notice boards (for information).

5.- Consultation du dossier d'Appel d'Offres

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de la COMMUNE DE BATIBO, (Service Technique) dès publication du présent avis.

6.- Acquisition du dossier d'Appel d'Offres

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la COMMUNE DE Batibo, (Service Technique) sur présentation d'une quittance de versement d'une somme non remboursable de **25.000 (Vint cinq mille)** francs CFA au Trésor. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

7.- Présentation des offres

Les documents constituant chaque offre sont repartis en trois(03) volumes ci-après contenus dans une enveloppe fermée et scellée dont :

- L'enveloppe A contenant les pièces administratives (volume 1),
- L'enveloppe B contenant l'offre technique (volume 2),
- L'enveloppe C contenant l'offre financière (volume 3).

Les offres ainsi présentées seront placées sous simple enveloppe, fermée et scellée portant uniquement la mention de l'Appel d'Offres en cause. Les différentes pièces de chaque offre seront numérotées dans l'ordre du DAO et séparées par des intercalaires de même couleur.

8.- Remise des Offres

Chaque offre rédigée en Français ou en Anglais, en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme telles, conformes aux prescriptions du Dossier d'Appel d'Offre, devra être déposée contre un récépissé sous plis fermé, dans les salles de conférence de la Commune de Batibo, au plus tard le **23/07/2019** à 10 heures, heure locale et devront porter la mention:

Appel d'Offres National Ouvert en Procédure d'urgence

N° 04/AONO/MB/CIPMB/2019 OF 31/01/2025

**POUR LES TRAVAUX DE RÉHABILITATION DE TROIS SALLES DE CLASSES A L'ÉCOLE PUBLIQUE DE NUMBEN,
ARRONDISSEMENT DE BATIBO, DÉPARTEMENT DE LA MOMO**

« A n'ouvrir qu'en séance de dépouillement. »

Les offres parvenues après les dates et heure limites de dépôt des offres ne seront pas reçues.

9.- Recevabilité des offres

Les offres ne respectant pas le mode de séparation de l'offre financière, des offres administratives et techniques seront irrecevables.

Toute offre non conforme aux prescriptions du présent avis et du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par une banque de premier ordre agréée par le Ministère chargé des Finances, valable pendant 30 jours au-delà du délai de validité des offres.

Sous peine de rejet, les autres pièces administratives requises devront être impérativement produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité administrative, datant de moins de trois (03) mois et valide le jour de l'ouverture des plis.

10.- Ouverture des offres

L'ouverture des offres aura lieu en un temps le **21/02/2025** à 11 heures précises dans la salle des Conférences de la Commune de Batibo, par la Commission de Passation des marchés Compétente en présence des soumissionnaires.

Seuls les soumissionnaires peuvent assister à cette séance d'ouverture ou s'y faire représenter par une personne de leur choix ayant une parfaite connaissance du dossier et mandater à cet effet.

11.- Délai de réponse des soumissionnaires

Pour cet Appel d'Offres, le délai de réponse est fixé à **vingt et un (21) jours** calendaires aux entreprises désireuses d'y participer à compter de la date de publication de l'Avis d'Appel d'Offres.

15.- Attribution de la lettre commande

La lettre commande sera attribuée au soumissionnaire dont l'offre est conforme pour l'essentiel aux dispositions du Dossier d'Appel d'Offres, et qui a présenté l'offre évaluée la moins-disante et techniquement qualifiée, conformément à l'article 99 du Code des Marchés Publics.

16.- Délai de validité des offres

Les soumissionnaires restent engagées par leurs offres pendant une période de cent vingt (120) jours, à compter de la date limite fixée pour la remise des offres.

17.- Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus tous les jours aux heures ouvrables auprès de la Délégation Départementale des Travaux Publics de la MOMO.

Ampliation :

- ARMP (pour publication et archivage) ;
- Président CPM (pour information) ;
- Affichage.



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qualification) requested from bidders, in the OMPP, to establish their qualification to run the contract.

The following information is required if applicable:

- i. The production of certified balance sheets and a recent turnover figures.
- ii. Access to a credit line or provision of other resources;
- iii. Previous jobbing orders and ongoing contracts attributed;
- iv. On-going disputes;
- v. The availability of the necessary equipment.

4.2. The bids submitted by two or more grouped entrepreneurs (co-contracting) must meet the following conditions:

- a. The offer must include for each of the bidders in the co-contracting, all the information listed in section 4.1 above. The special regulation of the Call for Tender(SRCT) must specify the information to be provided by each Member of the Group;
- b. The nature of the group must be specified and justified by the production of a group agreement in good and due form;
- c. The Member of the Group designated to lead, shall represent all the enterprises engaged in the consortium in front of the Delegated Contracting Authority for the execution of the contract;
- d. In case of co-contracting, co-contractors share the amounts that are paid by the Delegated Contracting Authority in a single account; however, each company is paid by the Delegated Contracting Authority in a unique account, when it comes to a joint group.

4.3. Bidders must also submit detailed proposals to show that they conform to the technical specifications and the time frames specified in the special regulation of the Call for Tender.

4.4. Bidders requesting for a preferential margin, must provide all the information necessary to prove that they meet the eligibility criteria described in the special regulation of the Call for Tender.

4.5 The bidder must not have been excluded from bidding for public contracts.

Article 5: The site visit

5.1 Each bidder shall visit and inspect the site of the work and its surroundings and by himself, and under his own responsibility, gather all the information as may be necessary for the preparation of the bid and the performance of the work. An attestation of site visit shall be signed by the bidder. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.

5.2 The Project Owner shall authorize the bidder and his employees or agents to enter the premises and the land for the said visit, but only on the express condition that the bidder, his employees and agents free the Project Owner, his employees and agents of any responsibility that may ensue and indemnify them if necessary and that they shall remain responsible for any deadly or corporal accident, loss or material damages, costs and fees incurred from this visit.

Article 6: Building materials, materials, supplies, equipment and authorised services

6.1 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.

6.2 Within the meaning of this 6.1 above, the term "originate" shall designate the place where the goods are extracted, cultivated, produced, manufactured and from where the services originate.

B. TENDER FILE

9.2. Any amendment so published will be an integral part of the tender file as presented in Article 6.1 of the RGAO and will be communicated in writing to all bidders who purchased the Tender File.

9.3. To give bidders sufficient time to take account of the amendment in the preparation of their bids, the Contracting Authority could extend the deadline of submission of bids, as much as necessary, the deadline for offers, in conformity with the provisions of section 19 of the RGAO.

C. PREPARATION OF BIDS

Article 10: Cost of submission

The candidate will bear all the costs associated with the preparation and presentation of his bids, and the Contracting Authority and the project owner are not responsible for any of these costs, or to settle them, regardless of the conduct or outcome of the tender procedure.

Article 11: Language of bid

The bid, all correspondences and all documents exchanged between the bidder and the Delegated Contracting Authority will be written in English or French.

Article 12: Composition of bid

12.1. The bidder's bid will include documents detailed in the Special Regulations of the invitation to tender, duly completed and grouped in three volumes:

a. Volume I: Administrative documents

It includes:

- I. All documents stating that the bidder:
 - Has complied with all declarations provided for by the laws and regulations in force;
 - Is current with his taxes, contributions, fees or levies of any kind whatsoever;
 - Is not in a State of liquidation or bankruptcy;
 - Is not caught by one of the prohibitions and disqualifications criteria provided for by the legislation in force.
- II. Bid bond(s) issued is in conformity with the provisions of article 15 of the present RGAO;
- III. A written confirmation authorizing the signatory of the bid to engage the bidder
- IV. The CCAP is duly initialed on each page and signed on the last page.
- V. Localization plan is duly signed by the authority concerned

b. Volume II: Technical File

It includes:

- I. Attestation of site visit and the site visit report;
- II. Personnel: the contractor will present the competent technical staff and workers he intends to hire before the beginning of the work (attach to each staff CV signed by the candidate, certified copy of technical diploma, attestation of presentation of original and the attestation of availability signed by the candidate);
- III. Site equipment: The contractor shall justify the ownership and the State of the equipment necessary for the performance of the work (providing registration certificates, invoices and certificates of technical visit of rolling equipment);
- IV. References of the company (the contractor will provide contracts or Jobbing orders for similar work carried out as well as related minutes of reception);
- V. The technical note on the methodology of intervention of the work: the company will produce a technical note dated and signed providing all the information concerning the mode of execution of the works, the planning of intervention, the expected output,

exceeding a maximum of three currencies of Member country of the institution financing the contract.

- (b) The exchange rates used by the bidder to convert its offer in national currency will be specified by the bidder in the annex of the submission. They will be applied for any payment in respect of the contract, so that no foreign exchange risk is supported by the winning bidder.

Article 15: Validity of bids

15.1. The bids shall remain valid for one hundred and twenty (120) days. Any offer with validity less than this period will be rejected by the Contracting Authority.

15.2. In exceptional circumstances, the Contracting Authority may seek the consent of the bidder for an extension of the period of validity. The application and responses to be made will be in writing. The validity of the submission guaranty under article 15 of the RGAO will be similarly extended for a corresponding period. A bidder may refuse to extend the validity of the offer without losing its bid bond. A bidder who agrees for an extension will not be asked to modify its offer, or will be allowed to do so.

15.3. When there is no article in the contract for the revision of prices and the period of bid validity is extended over sixty (60) days to the date of notification of the contract award or of the service order to start work to the successful bidder, as provided in the CCAP, the effect of actualization is not taken into account for the purposes of the assessment.

Article 16: Guarantee of submission

16.1. In application of article 10 of the RGAO, the bidder will provide a bid bond of the amount specified in the OMPP, which will be an integral part of its bid.

16.2. The bid bond must be in conformity with the model presented in the Tender File.

16.3. Any bid not accompanied by an acceptable bid bond will be rejected by the tenders' board as no-compliant. The bid bond of a group must be established in the name of the agent mandated to submit the bid and each member of the grouping must be mentioned.

16.4. The bid bonds and bids of unsuccessful bidders shall be returned within a period of fifteen (15) days from the date of publication of the results.

16.5. The bid bond of the successful bidder shall only be released as soon as the latter has signed the contract and has provided the required performance guarantee.

16.6. The bid bond may be seized:

a. If the bidder withdraws his bid during the period of validity;

b. If the bidder selected:

- ☐ Fails to fulfill its obligation to accept the contract pursuant to the results of award of the contract, or
- ☐ Fails to provide the performance guarantee pursuant to section 30 of the RGAO.

Article 17: Form and signature of the bid

17.1. The bidder will prepare an original of the constituent documents of the bid described in section 11 of the RGAO, in a volume bearing clearly the indication "ORIGINAL". In addition, the bidder shall submit the number of copies required by the OMPP, bearing the indication "COPY". In case of discrepancy between the original and the copies, the original will be taken.

17.2. The original and all copies of the offer must be typed or written in eligible ink and will be signed by the person duly empowered to sign on behalf of the bidder. All pages of the bid including overleaf will be initialed by the person (s) mandated to sign the offer.

17.3. In the offer there shall be no amendment, deletion or overloading, unless such corrections are initialed by the signatories of the bid.

D. SUBMISSION OF BIDS

Article 22: Opening of Bids

The tender's board shall proceed to open the bids in the presence of the bidders or their duly mandated representatives having a perfect knowledge of the bid.

Article 23: Confidential nature of the procedure

23.1. No information on the examination, evaluation, comparison of the bids, the verification of the qualification of bidders, and the recommendation of award of the contract shall be given to bidders or to any other person not concerned in this process until the award of the contract shall be made public by the Delegated Contracting Authority.

23.2. Any attempt by a bidder to influence the Tender's board or the Sub-Committee for analysis in the evaluation of bids or the Contracting Authority in the award decision may lead to rejection of his bid.

23.3. Notwithstanding the provisions of paragraph 19.2, between the opening of bids and the award of the contract, if a bidder wishes to enter in contact with the Contracting Authority for reasons related to his bid, he must do so in writing.

Article 24: Clarification on the bids and contact with the Contracting Authority

24.1. To facilitate the examination and comparison of bids, the Chairman of the Tender's board may, at his discretion, ask any bidder for clarification on the bidder's bid. The request for clarification and the response shall be in writing, but no change in the amount or the content of the submission is sought, offered or permitted, unless it is necessary to confirm the correction of arithmetic errors discovered by the Sub-Commission for analysis in the evaluation of bids.

24.2. Subject to the provisions of paragraph 1 above, bidders are not allowed to have contact with any member of the tender's board and that of the Sub-committee for analysis for issues related to their bids, between the opening of bids and the award of the contract.

Article 25: Determining the conformity of bids

25.1. The Sub-Commission for analysis shall carry out a detailed examination of the bids to determine if they are complete, if the required guarantees have been provided, if the documents were properly signed and bids are generally in good order.

25.2. The Sub-Commission shall determine if the bid is substantially responsive to the requirements of the Tender File based on its content without recourse to extrinsic evidence.

Article 26: Correction of errors

26.1. The Sub-Commission shall check the bids found substantially responsive with the requirements of the Tender File for any correction of arithmetic errors. The Sub-Commission for analysis will correct the errors in the following ways:

- a. If there is a contradiction between the unit price and the total price obtained by multiplying the price by the amount, the unit price will govern and the total price will be corrected, unless, in the opinion of the Sub-Commission for analysis, the comma of the decimal digits of the unit price is obviously poorly placed, in which case the total price indicated will prevail and the unit price will be corrected.
- b. If the total obtained by addition or subtraction of the subtotals is not correct, the subtotal as indicated will govern and total will be corrected.
- c. If there is a contradiction between the price indicated in words and figures, the amount in words will govern, unless this amount is related to an arithmetic error confirmed by the sub detail of the said price, in which case the amount in figures will prevail subject to paragraphs (a) and (b) above.

After publication of the results of the award, the Independent Observer's report, as well as the minutes of the award session to which is attached the report of the evaluation of bids, shall be communicated to any bidder or administration concerned upon request addressed to the Contracting Authority.

In case of any petition, it must be addressed to the Minister in charge of Public Contracts, with copies to the organ in charge of the regulation of public contracts, the Contracting Authority as well as the chairperson of the tenders' board.

On risk of being declared null and void, any petition must be formulated within a maximum of five (5) working days after the publication of result.

Article 32: Signature of the Contract

The award of a contract shall be materialised by a decision of the Contracting Authority and notified to the successful bidder.

32.1. After the publication of the award decision, the draft contract subscribed by the successful bidder is transmitted to the competent tenders' board for examination and adoption.

32.2. The Contracting Authority has a time-limit of seven(07)days from the date of reception of the approved draft contract from the competent's tenders' board and subscribed by the successful bidder to sign the contract.

32.3. The contract is notified to the contractor within five (05) days of signature.

Article 33: Guarantees

33.1. The final bond must be constituted within twenty (20) days following the notification of the contract by the Contracting Authority guaranteeing of the complete execution of the contract.

33.2. The final bond may not be less than two percent (2%) and more than five percent (5%) of the initial value of the contract it may be replaced by a bank caution issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

33.3. Small and medium-sized enterprises (SME) constituted of National capital and managed by nationals may, in lieu of the final bond, provide a stator lien or a bond issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

33.3. The absence of the final bond within the prescribed time-frame, the Delegated Contracting Authority may decide to cancel or terminate the contract at the fault, expense and risk of the said contractor according to the conditions provided in the General Administrative Clauses (CCAG).

PART 03

SPECIAL REGULATION FOR THE INVITATION TO TENDER (SRIT)

	<p>Opening of the bids</p> <p>The opening of the bids will be in one (1) stage. The opening of Administrative, technical and financial documents shall take place on the 21/02/2025 in the BATIBO Council Conference Hall by the competent tenders' board.</p> <p>Only bidders or their duly mandated representatives with a perfect knowledge of their offer shall attend this opening session.</p> <p>Representatives of bidders will have to sign a form stating their presence at the opening of tenders.</p>
	<p>Clarification on the bids</p> <p>To better understand the bids, the Batibo Council Internal tender's board has flexibility to seek for clarification from the bidders. The request for clarification and the response will be done in writing. No change of the offer price will be requested, proposed or authorized.</p>
	<p>Examination of bids</p> <p>The tenders' board shall examine the bids to determine if they are complete, if the required guarantees have been provided, if the documents were produced following the Tender File requirements, whether they contain calculation errors and if the bids are generally in good order. Any calculation errors will be corrected on the following bases:</p> <ul style="list-style-type: none"> - If there is a calculation error, the total price will be corrected on the basis of the unit price. - If there is a contradiction between the price in words and the price in figures, the price in word will govern. - If there is a contradiction between the amount in the unit price in the bill of quantities and estimates, and the unit price breakdown (sub-detail), the amount in the unit price break down shall govern. -
	<p>Evaluation and comparison of bids</p> <p>The technical subcommittee shall evaluate and compare the bids which were previously found substantially responsive to the conditions of the present invitation to tender. This evaluation will exclude and will not take into consideration any price variation clauses included in the submission.</p> <p>The evaluation of the bids shall be done in three (03) steps:</p> <ul style="list-style-type: none"> ➤ 1st step: Verification of the conformity of the administrative file; ➤ 2nd step: Evaluation of the technical file; ➤ 3rd step: Evaluation of the financial file.

6. **Attestation of C.N.P.S**, valid and for the tender concerned.
7. A non-exclusion certificate attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP
8. An attestation of the bidder's fiscal obligations signed by the competent Taxation authority dated at most 3 months.
9. A **Certified copy of taxpayer card** valid, dated at most 3 months.
10. A **certified copy of business license** valid, dated at most 3 months
11. **Attestation of site visit** signed by the bidder (the bidder must visit the site and gather all the information necessary for the preparation of his technical proposals (consistency of work and execution plans)).
12. **Power of attorney signed by the legal Manager/Director/Director General of the Enterprise or legalized articles of Association.**
13. **Plan and attestation of localization** signed by the taxation authorities.
14. **CCAP** completed and initialed on all the pages.

In case of grouping each Member must submit complete administrative documents, the documents 3, 4, and 5) below can only be presented by the representative of the group.

(B) Technical file (in the B envelope)

1. List of key site personnel

Bidders must undertake to have employed or to employ, before the start of works, competent technical staff, (attach to each staff a CV dated and signed by the candidate, a certified copy of the technical diploma, attestation of presentation of original and an attestation of availability dated and signed by the candidate, certified true copy of NIC) notably.

- i. A works director who should be a Civil, Hydraulics or a Rural works Engineer with **experience in the domain of civil construction and similar works.**
- ii. A foreman (or several if necessary) with at least the level of civil /Hydraulic/ Rural engineering technician Bacc F4 (A/L in civil engineering) with **experience in the domain of civil construction and similar works.**
- iii. And team leaders
 - A-Building, GCE O/L Technical in Building construction or its equivalent (CAP Maçonnerie) with **experience in the domain of civil construction and similar works.**
 - B-Wood works, GCE O/L Technical in wood works or its equivalent (CAP Menuiserie) with **experience in the domain of civil construction and similar works.**
 - C- Electricity works, GCE O/L Technical in electricity works or its equivalent (CAP électricité) with **experience in the domain of electricity and similar works.**

2. List of performant Equipment

List of performance equipment the bidder intends to use on site using the form presented in the Tender File. The contractor shall justify the ownership or hiring and the State of the equipment necessary for the performance of the work.

I. Legalized Registration document (pickup truck or van, manual compactor, vibrator and concrete mixer etc.).

II. Invoices dated for safety equipment (major equipment) and a list of small construction equipment or assorted tools signed by the head of the company.

3. References

Experience of the company, in similar works in the last two (02) years (2017-2018). The

PART 04

SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)

SUMMARY

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- 5- CONSTITUENT PARTS OF THE CONTRACT
- 6- GENERAL APPLICABLE TEXTS
- 7- COMMUNICATION
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- 9- CONTRACTOR'S EQUIPMENT AND PERSONNEL.

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- 27- WORK CONSISTENCY
- 28- OBLIGATIONS OF THE PROJECT OWNER
- 29 - EXECUTION TIME FRAME
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- 31- PROVISION OF DOCUMENTS AND SITE
- 32- INSURANCE OF STRUCTURES AND CIVIL LIABILITY
- 33- DOCUMENTS TO BE SUBMITTED BY THE CONTRACTOR
- 34- ORGANISATION AND SECURITY OF THE CONSTRUCTION SITE

- The official competent to furnish information within the context of execution of this contract shall be the Project owner and contract engineer.

ARTICLE 4: Language, law, and regulation

- 4.1. The language used during the submission is either English or French,
 - 4.2. The laws and regulations are the laws and regulations in force in Cameroon;
 - 4.3. The Contractor undertakes to observe laws, regulations, and order in force in the Republic of Cameroon, and as well in its own organization in the implementation of the contract.
- If in Cameroon, these laws, regulations, administrative and fiscal obligations in force are changed after the signature of the contract, the eventual costs will be borne by the contracting parties.

ARTICLE 5: Constituent Parts of the Contract (CCAG article 4).

The constituent parts of this contract are in order of priority:

- The letter of undertaking;
- The letter of submission corrected eventually;
- The special administrative Clauses (CCAP);
- The special Technical Clauses (CCTP);
- The unit price schedule;
- The bill of estimates and quantities;
- The unit price break down;
- The duly approved work plans;
- The Planning of the work (the work schedule).
- The bids of the contractor;
- The tender file;

ARTICLE 6: General applicable texts

- This contract is subject to the following General texts of law
- The special General administrative Clauses (CCLS);
- The law N° 96/12 of 05 August 1996 on the management of environment;
- The texts governing the trade;
- Decree No. 2008/377 of 12/11/2008 fixing the attributions of Heads of Administrative Units, its organization and the functioning of their services;
- The Decree N° 2018/366 of 20 June 2018 to institute the Public Contracts Code;
- Decree n° 2001/048 of 23 February 2001 relating to the setting up, Organization and Functioning of the Public Contracts Regulation Agency ARMP.
- Decree n° 2003/65/PM of 16 April 2003 to lay down the procedure for implementing the tax and customs system applicable to public contracts;
- Order N°093/CAB/PM of 5 November 2002 to fix the amount of the bid bond and the Purchase fees for tender files;
- Order N°22/CAB/PM of 02 February 2011 to lay down conditions for the recruitment of Individual consultants;
- Order N°23/CAB/PM of 02 February 2011 to lay down conditions for the implementation of request for quotation;
- Circular No. 004/CAB/PM of 30 December 2005 relating to the application of the Public Contracts Code;
- Circular No. 003/CAB/PM of 18 April 2008 relating to the observance of the rules governing the award; execution and control of Public Contracts;
- Circular No. 002/CAB/PM of January 31, 2011 on the improvement of the performance of the Public Contracts system;
- Circular No. 003/CAB/PM of January 31, 2011 defining the conditions for the management of the changes of the economic conditions of Public Contracts;
- Arrete N°0205/A/MINMAP of 03 July 2018 relating to the creation of Divisional Tenders' Boards;

8.6. Service orders concerning remedial actions during the guarantee period will be signed by the Contract Manager on the proposal of the Contract Engineer and notified to the contractor by the Contract Engineer.

8.7. The contractor has fifteen (15) days to issue reservations on any service order received. The fact of issuing reservations does not prevent the contractor to execute the service orders received.

8.8. The Contracting Authority has the right to notify service orders signed by him that are to be notified by the project owner in case this is done within 30 days.

ARTICLE 9: Contractor's Equipment and Personnel (CCAG article 15).

9.1. **Personnel:** In his bid the contractor engaged to mobilize human and material resources necessary for the proper execution of the works in conformity with the standards and norms in force in Cameroon, and according to the stipulations of the CCAP/CCTP. All these personnel should be effectively present on site up to the end of works. The contract was awarded on the basis of an elaborated list of equipment and personnel requested by the Contracting Authority.

Within fifteen (15) days following the notification of the administrative service order to commence works, the contractor should obligatorily designate on the approval of the contract engineer the works director, the works foreman endowed with powers of representation and decision to manage the site. Any modification of the technical bid can only take place after a written approval to the contract engineer.

In case of any modification, the contractor shall replace any personnel with one having the same qualification, experience and competence or with appropriate performant equipment.

9.2. **Replacement of a senior staff:** The contractor's representative and the site foreman shall be approved by the contract manager. Their workers can be replaced or excluded from the site without a prior accord by the contract manager.

Any partial and total changes on the technical bid, shall take place only after a written approval by the contract manager. In case of any changes, the contractor shall replace any personnel with one having the same qualification, experience and competence. The list of personnel to be replaced will be transmitted to the project manager for approval.

The contract manager has the right to order for the replacement of any worker or laborer for reasons of misconduct, insubordination and incapacity. The contractor is responsible for all crimes and disorders committed by his workers. Any replacement of any senior staff shall have a lumpsum fine of Two hundred thousand (200 000) FCFA per person except for unforeseen circumstances. Any such replacement shall not interrupt the execution of the contract. The charges shall be born by the contractor. In case of any accident or illness, the contractor shall replace the worker in question without delay.

9.3. Any one sided decision to effect change of personnel of the technical bid before and during the execution of the contract constitute a justified reason for the cancellation or termination of the contract.

CHAPTER II: FINANCIAL PROVISIONS

ARTICLE 10: Guarantees (CCAG articles 29 and 41).

10.1. The performance bond:

Within twenty (20) days from the date of notification of the contract, the contractor shall produce a performance bond of three percent (3%) of the amount of the contract TTC, to guarantee the complete and proper execution of the contract. Beyond this time-limit, the Contracting Authority has the right to terminate or cancel the contract to the detriment of the contractor.

The contractor may replace the performance bond with a bank guarantee of corresponding or same amount, from financial or banking institution approved by the Minister in charge of finance which must be furnished prior to each payment on account. The bond or the security will be released simultaneously with each monthly payment, proportionately to the amount of work done.

The performance bond or the bank guarantee shall be released within thirty (30) days after the provisional acceptance of works by a waiver issued by the Contracting Authority after a written application from the contractor.

ARTICLE 13: Mode of Payment

The payment of an account to the contractor shall be effected in accordance with the conditions specified in this contract and made base on justifying documentation required to credit of account:

1. Open: _____ agency;
2. Account number: _____

ARTICLE 14: Price variation

The prices are definite (fixed) and not to be changed. The contractor before submitting his bids or signing his contract must have had perfect knowledge about the local conditions under which he has to execute the contract.

ARTICLE 15: Price revision

The prices are not to be revised. Hence there is no price revision formula.

ARTICLE 16: Work using local direct labour (CCAG article 22)

Not required or necessary.

ARTICLE 17: Valorization of works executed (CCAG article 23)

This contract is lump sum. The contract shall be paid on the basis of approved plans by the contracting parties. Possible differences noticed, for each type of structure or each element of the structure, between the quantities effectively executed and the quantities in the cost estimates shall not lead to the modification of the said price. This applies to errors that the cost estimates may include.

ARTICLE 18: Valorization of supplies (CCAG article 24)

If need be, each payment on account shall include a part corresponding to building materials bought for the execution of the works and are on site. The amount for these materials is obtained by taking into account the prices from the sub-details. Materials having been the subject of payment on account cannot be taken away from the site without a written authorization of the project owner or the contract engineer.

ARTICLE 19: Advances (CCAG article 28)

The contractor may, upon simple request addressed to the project owner and without any justification, and after providing the guarantees required in the Public Contracts Code, obtain a so-called "start-off" advance or advance "for purchase of building materials".

This advance whose amount shall not exceed twenty percent (20%), all taxes inclusive, of the initial contract price shall be guaranteed at one hundred percent (100%) by a banking establishment governed by Cameroon law or a first rate financial institution authorized according to the instruments in force.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract.

The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (80%) of the price of the contract.

ARTICLE 20: Payment of works executed (CCAG articles 26, 27 and 30)

Works assessment: Before the 30th of each month, the contractor and the control engineer shall jointly establish a job cost sheet which summarizes and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

No later than the fifth (5th) of the month following the month of the services, the contractor shall hand over to the control engineer 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

23.1 After completion of the works, and within fifteen (15) days after the provisional acceptance, the contractor shall draw up the draft final detailed account from the joint sheets to which he may be entitled as a result of the integral execution of the contract.

23.2 The Contract Engineer has twenty (20) days to notify the corrected final detailed account.

23.3 The Contractor must within ten(10) days following the date of this notification, send back the final detailed account with his signature, with or without reservations, or make known the reasons for which he refuses to sign it.

ARTICLE 24: Final detailed General Payment (CCAG article 35)

24.1 Within a deadline of one (01) month after the final acceptance, the Contract Engineer shall draw up the detailed final payment.

At the end of the guarantee period leading to the final acceptance, the Contract Engineer shall draw up the detailed final payment sign by the contractor and the Delegated Contracting Authority, which includes:

- The final detailed account;
- The balance;
- The summary of the monthly payments on account.

The amount of the general payment is equal to the result of this last summary.

24.2 The general detailed account signed by the Delegated Contracting Authority must be notified to the contractor by an administrative service order. The contractor then has one (01) month from the date of this notification to return this general detailed account, with or without reservations, to make known the reasons for his refusal to sign the general detailed account.

24.3 If the final detailed account is signed without reservations, this acceptance definitely binds the two (02) parties, except in the case of interests on overdue payments; if there are any. The detailed account thus becomes the final general detailed account of the contract.

24.4 If the contractor does not return the general payment within the deadline referred to above, this general detailed account shall be considered as having been accepted by him and thus become final. The detailed account shall become final once it is signed without reservations by the contractor, except in the case provided for the proceeding paragraph The acceptance of a claim from the contractor shall be regularized by a rider to the general detailed account.

ARTICLE 25: Tax and customs regulations (CCAG article 36)

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);
 - o 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 26: Stamp duty and registration (CCAG article 37)

Seven (07) original copies of the contract shall be stamped and registered by the contractor in the competent taxation unit within in accordance with the applicable regulations.

CHAPTER III: EXECUTION OF WORKS

ARTICLE 27: Work consistency

The works include the following:

- Carpentry/Joinery works ;
- Painting works ;

Rehabilitation of GS NUMBEN

The Contractor shall justify that he holds an insurance policy of civil liability for damage caused to third parties of all kinds:

- (a) By its current solarized personnel.
- (b) By the equipment in use.
- (c) As a result of the work.

Comprehensive insurance coverage

The working site must be covered for all the works by a construction site comprehensive insurance coverage issued by a company approved by the competent authority. The cost of this insurance is the responsibility of the contractor.

No settlement except the startup advance will be made without presentation of a certificate from an insurance company proving that the contractor has fully addressed the premiums or contributions for the work for this contract.

The contractor has a period of 15 (fifteen) days from the date of notification of the Service order to start the work to present a certificate of insurance proving the premiums or contributions for the work for this contract was fully settled. After that the contract may be terminated.

ARTICLE 33: Documents to be submitted by the contractor (CCAG article 49)

Within a maximum period of fifteen (15) days from the date of notification of the service order to start work, the contractor shall submit to the contract engineer, the programmed of execution, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan in six (6) copies. A duly signed copy of the execution programmed must be deposited at the Mayor's office latest 15 (fifteen) days) from the date of notification of the Administrative Order to commence execution. This working document shall include the following:

- General site installation;
- Company localization plan;
- Execution plans, calculations, detailed studies, quality control plan and work planning,
- Exhaustive list of personnel with their certified true copies of their diplomas
- Bill of estimate and quantities;
- Detailed list of materials and equipment available on the site;
- Detailed execution planning updated forecasts on the work progress in view of comparing the actual progress to the forecasts;
- The annexes files if the contractor deems it necessary.
- The site sign board

Two (2) copies of these documents will be returned to him within a deadline of fifteen (15) days from the date of reception with:

- Either the indication "GOOD FOR EXECUTION";
- Or the indication of their rejection including the reasons for the said rejection.

The contractor has eight (8) days to present a new draft. The Contract Engineer then has a deadline of five (5) days to give his approval or possibly make comments. Delay in approving the draft execution schedule shall stay the execution deadline.

The approval given by the Contract Engineer does not in any way release the contractor of his responsibilities. Meanwhile, works executed before the approval of the programme shall neither be ascertained nor paid for. The updated and approved schedule will become the contractual schedule. The contractor shall constantly update on site, a schedule that will take account of real progress of the site. Significant modifications may only be made on the contractual programme upon receiving the approval of the contract engineer. After approval of the execution schedule by the Contract Engineer, the latter shall transmit it within five (5) days to the Delegated Contracting Authority without staying its execution. However, if important modifications alter the objective of the contract or the nature of the

- The requirements imposed;
- The detailed work quantities;
- The work carried out by subcontractors;
- The receptions of building materials;
- The incidents, accidents or events on the construction site;
- Nonconformities;
- The official visits;
- The administrative operations;

The site logbook shall be counter signed by the contract engineer and the person in charge of technical or administrative work at each site visit and systematically sign the minutes of site meetings. Any refusal of presentation or any attempt of total or partial destruction or falsification of this log book may give rise to administrative sanctions.

34.5 The site meetings:

- Site meetings shall hold regularly at the behest of the Project Owner. The presence of the contractor or his representative in these meetings is obligatory or mandatory.
- Periodic meetings shall hold in the presence of the Delegated Contracting Authority, the Contract Engineer and the Project Owner or their representatives.
- Minutes of these meetings shall be entered in the site logbook. The contractor or his representative shall at the beginning of the meeting present the level of physical execution of the work and the difficulties faced.

34.6 Sub-contracting:

The ceiling of the percentage of the works to be sub-contracted shall be set at thirty (30) % of the total amount of the contract.

34.6 Site laboratory:

The contractor shall have his own laboratory on the site to enable him carry out all tests and studies on building materials defined in the Special Technical Clauses. The personnel and the equipment must be approved by the Contract Engineer.

34.7 Security Measures:

The contractor shall provide and maintain at his expense all lighting, protection, closing and guarding devices that will be necessary for the proper execution of the work or that will be required by the engineer.

The contractor shall be responsible for all the consequences directly or indirectly of deficiency of signaling during the work.

The Delegated Contracting Authority reserves the right, at the request of the engineer, without prior notice and at the expense of the contractor, to take all necessary measures engaging the responsibility of the contractor.

CHAPTER IV: ACCEPTANCE OF WORKS

ARTICLE 35: Provisional acceptance (CCAG article 67)

Before the provisional acceptance, the contractor shall apply to the Project Owner with copies to the Delegated Contracting Authority and the Contract Engineer for a pre-technical acceptance. This pre-technical acceptance shall notably involve a proper evaluation of the works executed as per stipulation of the contract. The minutes of this evaluation is drawn on the spot by the contract engineer and signed by the contractor or his representative.

The provisional acceptance commission shall be composed of the following members:

- The project owner/Contracting Authority or his representative..... President,
- The project managerMember,
- The contract engineer.....Secretary,
- The store accountant of the council.....Member,
- The DDMINMAPObserver,

Disagreements and disputes during the execution of the contract shall be the subject of an attempt of amicable settlement, where need be, through mediation, in accordance with the provisions of the SAC and subject to the provisions of the Public Contracts Code.
Where the disagreements and disputes cannot be settled amicably, the matter shall be brought before the competent Cameroon jurisdiction, subject to the provisions of the SAC.

ARTICLE 42: Production and dissemination of this present contract.

Ten (10) copies of this present contract shall be produced and multiplied at the expense of the contractor.

ARTICLE 43 and last: Entry into Force of the Contract

This contract shall be valid only upon its signature by the Delegated Contracting Authority. It shall enter into force as soon as it is notified to the contractor by the Delegated Contracting Authority.

PART 05
SPECIAL TECHNICAL CONDITION (C.C.T.P)

CONTENT OF THE STRUCTURE

- Carpentry/Joinery works ;
- Painting works ;
- Metallic work ;
- Construction/Plastering;
- Electricity work.

He will proceed to a careful study of the project and make observations and finished modifications to the Architect before commencement of work. All supplementary tasks must be verified and signed by the supervisor. Careful studies must be done before commencement of foundation.

PRELIMINARY WORKS

Determine requirements –plant/equipment, materials, and personnel

The contractor in charge of this execution shall carefully study the working drawings, visit the site and bring up points not understood to the site supervisor for a clarification before making shop drawings and before setting out is carried out.

The contractor shall Study the plans and specifications in relation to the phases of construction, double check the accuracy of the Bill of Quantities, listed the materials required at each successive stage of construction then draw up a schedule of personnel required for carrying out the project to completion. He shall check the work planning 's time periods for completing each activity in sequence, taking into account holidays, inclement weather and other common factors that cause delays and determined the feasibility of completing work on schedule.

Choosing suppliers and purchasing materials

Quality and conformity to the specifications should be the primary consideration and not the cheapest price when choosing suppliers and materials. Whenever and whatever the contractor aims to purchase, s/he should aim to buy:

- the right quality
- at the right time
- the right quantity
- from the right source
- at the right price

Building Site Installations

The contractor shall set up temporary constructions and facilities needed to execute the works, such as:

- Offices of the Contractor equipped with tables, chairs and lock-up cupboards.
- Building site toilet facility(if it does not exist)
- Storehouse for materials

the building's plan form should be ignored, and only the main rectangular, square or other basic form should be set out. The projections can then be added.

- Check the site levels in relation to the access road levels and fixed the finished ground level at an elevation above the crown of the access road and at a height that will prevent entry of surface water from the road into the site;
- Establish the position of the building line from the local authority;
- Peg out the frontage of the building in relation to the building line;
- Make sure that rear walls of the building do not encroach on the required rear space as per local building regulations;
- Check the squareness of square or rectangular buildings by using the 3, 4, 5 method.
- Establish centre line of one wall as primary axis (axis 1),
- Mark off 3 feet (or 3 equal units of measure) from end of axis wall that meets adjacent side wall (axis 2);
- From marked point on axis 1 measure 5 feet (or 5 equal units of measure) to coincide with the measurement of 4 feet (or 4 equal units of measure) starting from the end of the axis 1 wall. The point of coincidence indicates the line of the perpendicular adjacent wall (axis 2).
- Repeat the above steps for the third wall (axis 3) and fourth wall (axis 4)
- Double check accuracy by ensuring that the diagonals between opposite corners of the square or rectangle are of equal length.

Positioning excavations for foundations

- Establish centre lines of principle walls and identified these with pegs and chords
- Use the centre lines to establish the side limits of excavations for wall foundations as per architectural/structural drawings

Excavation for foundations

The excavation works shall be done manually and /or mechanically while responding to the levels as indicated on the working drawings. Pits will be dug at critical points to receive pad foundation and pillars linked by ground beams. These operations will be done under the close supervision of the Project engineer.

The foundation width and depth will be done strictly as followed on the detailed structural drawings and calculation table specifically for that purpose.

- Make sure that excavated soil is not stacked too close to excavations, to prevent sides of trenches from collapsing and excavated soil reentering the trench.
- Use support work if necessary (in sandy or unstable, soil) where side walls of trenches show evidence of collapsing readily.
- The depth of the excavation is determined by a structural engineer who considers the soil, the frost line and the height of the water table (the depth in the soil at which you find water). Surface soil is removed to expose soil that is compacted enough to bear the load of the home. The excavation must be deep enough to place the top of the footing below the frost line. This prevents the concrete from cracking due to the freeze-thaw cycle of the surrounding soil.

Load evaluation has been limited to dead, live and service loads of the building external horizontal and vertical charges due to wind; rain etc have not been considered which is due to the negligible atmospheric conditions of the area. The floors have a thick mass concrete of 300kg/m³ mix APC and will be laid on 8cm layer of hardcore spread on the bearing surface area. The aggregates will be of class 15/25 and free from organic impurities and any substance that may adversely affect the strength and workability of the concrete. Cast concrete shall be cured as required to achieve its maximum strength.

Reception for Reinforcements

Before concrete is cast, the Contractor must inform the supervisor that work has been completed in the assembling of reinforcements so that they can be approved. The Project engineer shall indicate the term "Good for concreting" on the building site log, after reception, thereby authorizing the Contractor to proceed.

Formwork

All foundation concrete structures shall be made inside ordinary concrete forms, unless otherwise specified by the supervisor and should meet the following requirements:

- a) If the concrete box is made with timber that has simply been assembled, the boards must be of the same level and properly joined.
- b) If the ordinary form is made with fiberboard or plywood, the sides must be properly joined and be of the same level. The tolerated space between joints should be same as those between sawn timbers.
- c) Formwork for Reservations or recesses: Recesses intended for masonry fittings or other uses should be made using appropriate forms. Such forms should be put together in such a way that its parts can be removed with ease.

Pre-casting Preparations

- a) Cleanness

The form must be free from hydrocarbon products such as grease, etc or by rust. The stains must be thoroughly cleaned up, if need be.

- b) Cleaning

Before concreting, the concrete boxes must be carefully cleaned to remove all dust and debris. Compressed air should be used to finish the cleaning.

- c) Watering

Timber forms must be sufficiently watered before concreting. It should be watered several times to make the wood as wet as possible, causing it to swell and close the joint gaps. The wet surfaces must not, however, be dripping with water. Excess water shall be blown out using compressed air.

- d) Coating with oil

The following shall be oiled before concreting:
- Worked moulds of plywood or fiberboard and all moulds for fine dressing

Cement shall be true Portland of standard brand and manufacture, i.e. CPA 45 or CPJ 35 type or equivalent.

The cement used should be artificial Portland cement 215.325 P.15.302 Standard. It should be supplied to the building site in six ply paper bags. Any humid cement shall be rejected and immediately removed from the building site.

The Contractor must inform the supervisor that he has received his supplies. Random samples could be taken from each lot and tested in an approved laboratory using the AFNOR P.15.301 Standard, at the contractor's expense.

The lots that do not meet the standards must be removed from the stock and taken away from the building site.

The bags must be in good shape, at the time they reach the site, and should be stored in a covered and completely dry place, and on a raised plank surface that is at least 10 cm above the ground.

• Reinforcements

All reinforcements or meshes must comply with BAEL 91 specifications. Iron rods must have French AFNOR 35.001 standard characteristics or similar. All reinforcements used in the construction project must be of the Fe E240 grade for smooth bars and the Fe E400 grade for high bond rods. The rods must be cut with shears.

The rod should be bent cold, either manually or mechanically. Hot bending may be allowed for high adhesive rods of a diameter equal to or larger than 32 mm, on condition that a control apparatus is used to avoid overheating, and on the approval of the Project Manager's representative.

The diameter of the tube benders used for bending must comply with BAEL 91 rules and approval records. Anchor tabs shall be normal 45-degree elbows at right angle or double knee anchoring. The metal used shall be clean and free from calamine. Bars with defects such as blisters, cracks or hairlines that can affect tensile strength shall be rejected.

Concrete reinforcements shall be assembled to the exact dimensions indicated in the drawings provided by the consulting firm or the Contractor.

Reinforcements must be assembled in the workshop at the building site. They should never be assembled inside the form box if the cheek boards have already been put in place.

The space between the walls of the formwork and reinforcements should be at least 2.3 cm for elevation concrete and 4 cm for foundation concrete. These spaces should be obtained using prefabricated concrete or plastic shims, whose dimension should match the results to be obtained.

The concrete shims should have wires to be used in tying them to the reinforcements. There should be enough shims and mounting bars to prevent the reinforcements from being deformed during handling and concreting.

If there are any doubts as to the quality of the iron rods supplied to the project site, the supervisor or his representative could, ask for tensile strength tests on the samples taken from the batch. Such tests would be done at the contractor's expense. The tests should be carried out by an approved body.

Fifteen (15) days later after the opening of the construction site, and before any execution, the contractor shall submit to the National Laboratory "LABOGENIE" Civil Engineering or any other laboratory authorized by the control for approval, a composition of all concrete and mortars to be implemented, taking account of the materials delivered to the site.

All concrete used in the foundations (lean concrete, mass concrete, stressed and pre-stressed....) will be executed with the CPJ 35 cement. The composition of concrete implementation will be defined by an analysis of composition of FAURY, VALLETTA, DE DREUX of BOLOMAY methods, carried out by the National Laboratory of Civil Engineering. The contractor shall bear the costs of new composition in laboratory studies. All concrete for reinforced concrete must meet the conditions of required resistance. The requirements are the following.

- Characteristic of 28 days compressive strength; 20 bars
- Resistance to traction at 28 days; 22 bars.

In case these values are not obtained, the company will produce a supporting calculation note of security works concerned in accordance with the rules BAEL. 91. Otherwise, it will request the demolition of the concerned works or their strengthening.

Manufacture of concrete and mortar.

The manufacture of concrete will be conducted by a central concrete to weight determination. Whatever the manufacturing process used, the products obtained shall be homogeneous and perfectly coated aggregates of binders. The duration of mixing to be sufficient to achieve the result intended; once this is achieved, the mixing should not be extended.

The contractor will have any, realize a liquid concrete, given the decrease in resistance caused by excess water. The implementation of dry concrete will be facilitated by the compulsory use of the vibrator.

A sample of concrete taken directly in a waste will have to form a regular ball after quick reciprocating in the palm of the hand and detach easily from the latter without dirt. Testing the cone may be imposed. The water/cement ratio will be determined by the moisture of aggregates.

Concrete:

Concrete works shall be of 4 types:

- i. Lean concrete for foundation works where indicated shall be PC 150kg/m³ and 75mm thick.

It will be executed on the site before the start of the work, a concrete witness to each "workshop" of concrete. Workshop of concrete, consider a set determined position fixed or movable one site to another and which is served by a determined team fixtures. The minimum number of tubes subjected to test is 9.

The actual manufacture of concrete for the construction can start, after agreement of the control, if the nominal resistance to traction and compression to 7 days, are at least equal to 75/100 minimum resistance required in 28 days. The typical 28 day compressive resistance must be at least equal to 270 bars. Otherwise should immediately repeat the test with a new composition.

Tests of concrete during work, test tube,

They are defined in article "Test of receipt of materials".

Failure to implement, surface condition.

For no-admissible by the Delegated Contracting Authority considered on concrete surface conditions, the contractor will have to run to exclusive costs a full patching of the corresponding works with a coating synthetic resin of the type SIKALATEX or equivalent. Implementation and measurements of this coating must conform to the manufacturer's technical background.

Security staff and third parties.

The concrete forms and structural elements, which after employment possess any nails or spikes or knobs will be immediately bald their points if they are intended to be re-used.

Otherwise, they will be immediately burnt or stored out of the site, in a no-publicly accessible location.

Acceptance of materials testing.

The DTU standards specify the result of the tests required on materials and their pace. The resistors mentioned in the tables correspond to characteristic resistance. These tests must run by the Civil Engineering National Laboratory or any other laboratory approved by the MINTP, at the expense of the company.

- ***Placing concrete***

The concrete should be placed before its initial setting time, and never after it has contained its water content for more than thirty minutes; storing it in containers for subsequent use after adding water is strictly prohibited. All concrete should always be thoroughly vibrated using mechanical vibrators.

Organic solvent types are very effective for the treatment of decay and insect attack, having good penetrating properties. Water borne types are often used for pressure treatment of timber and this type can be used internally and externally, although some tend to leach away when soaked with water.

OPENINGS

Metallic and wooden doors

All the doors and windows at sensitive areas shall be of high metal and wood quality properly finished respecting the dimensions on the working drawings. They shall be received on site by the supervisor before fitting is carried out.

The strength, type and method of mounting the various types of iron fixtures must be compatible with the use. They are intended for and be adapted to the location in which they will be mounted. The contractor should, where necessary, modify the types of locks if he deems that those proposed in the contract documents are not suitable or adapted to the use for which they are intended. However, this will not give rise to any price increase. All iron pieces, whether chrome-coated or aluminium-coated, must be protected with a peel-off film or any other equivalent material. All iron pieces, iron fittings and accessories of iron must receive a thin coating of red lead on all surfaces or be protected by chromium plating, depending on specifications. Mobile parts of iron fittings must be greased or oiled where necessary before being mounted. Doors made of iron must be double paneled.

The mobile elements of these fittings must be verified and repaired at the contractor's expense before reception. In the case where the make, quality dimensions and types of metals used for the iron fittings mentioned in the contract documents were not specifically defined, the contractor shall make proposals to the Delegated Contracting Authority for approval. These locks and fitting should be of the highest quality.

Windows

There would be metal and wooden window openings which shall be constructed as shown on the working drawings.

PAINTING

Procedure

- Thoroughly clean the surface to be painted before applying paint;
- Mix the recommended proportions of paint and water (As specified by the manufacturer) for water-based paints such as emulsion and cement paint;
- Mix the recommended proportions of paint for thinner (As specified by the manufacturer) for oil-based Enamel paints;
- Ensure that manufacturer's instructions are followed when applying overcoats on undercoats;
- Ensure that good quality brushes have been used for applying paint;
- Ensure the stability of working platform for painters;
- Ensure that all paint drippings are cleaned off while the paint is fresh

1/5 Backfilling

All backfilling, where necessary shall be done with well-drained lateritic soil and compacted in layers of 20 cm successively.

2/ Foundation

2/1 Blinding Concrete

A blinding concrete of 5 cm thick and a concrete mix of 200 kg of cement (CPA 325) per m³ shall be cast at the base of the trenches.

2/2 Reinforced Concrete in foundation

The column footings and foundation beams shall be cast with R.C. of 350 kg of cement (CPA325) per m³. The formwork shall be of local wood.

2/3 Foundation proper

The foundation shall be constructed with building stones cleaned of all debris or cement filled blocks of 20x20x40cm choked or built with cement mortar of PC 350 kg of cement (CPA325) per m³. The foundation shall be chained by a beam of 20x20 with RC of 350 Kg/m³ and 4 lines of Ø8 OR Ø10 and stirrups of Ø6 max spacing of 25 cm

2/4 Floors

Oversite concrete: The floor shall be constructed of over site concrete 8 cm thick dosed at 300 Kg/m³. A finishing layer of mortar 400 Kg/m³ shall be applied on the concrete.

Floor screeds: It shall be 30mm/40mm thick constructed with cement mortar dosed at 400 Kg/m³ applied on the concrete with a trowel finished with cement slurry.

2/5 Placement of ceramic tiles on floors

- ☞ Verify the state of the screed, signs of deterioration, etc
- ☞ Pitting, brushing and sweeping of the surface.
- ☞ Redo the screed with a cement mortar of dosage 500kg/m³
- ☞ Place the tiles using a cement-gum which is in conformity with the UTD and the arts of the profession.
- ☞ The joints shall be filled at least 24 hours after the placement of the tiles.
- ☞ There shall be slopes on all floors with siphons to ensure appropriate flow of water.

Placement tolerances:

- ☞ Evenness: 3mm maximum on every 2m length on all directions.

3/ Elevation

3/1 Reinforced Concrete

All columns, beams, lintels, and wall plate shall be cast in R.C. dosed at 350 kg of cement (CPA325) per m³ with ordinary formwork. The concrete shall be properly vibrated. The pillars embedded in the walls shall be 15x15 and reinforced with 4 Ø10

Rehabilitation of GS NUMBEN

All metal doors shall be made of double leaf metal sheets (8/10) and should receive a coat of antirust before being painted with oil paint. All doors shall be fitted with Vachette internal locks.

All metallic windows (2.1x0.9) for classrooms shall be made of single leaf metal sheets (10/10 and above) and should receive a coat of antirust before being painted with oil paint.

All windows (1.0x 1.2) for the offices shall be of aluminium.

All windows protectors shall be of iron rods Ø 8 of not more 10cm spacing diagonally.

7/ Electrical installations

Conduit pipes shall be built into the walls to carry the cables that supply the switches and sockets. 0.6m or 1.2m MAZDA fluorescent lamps shall be fitted in the building and veranda.

8/ Drainage and landscaping (external works)

- **Gutters.** The gutters shall be realized all-round the building. There shall be dosed at 300kg/m³. The section shall be 40cm wide and 30cm deep. The base shall have an average thickness of 8cm and shall be of ordinary concrete, dosed at 300kg/m³. The gutters shall have a slope of 5%.
- **Pavement.** The walls of the foundation shall be protected by concreting all-round the foundation. It shall be realized with ordinary concrete dosed at 300kg/m³ and thickness of 8cm.
- **Concrete slabs:** Shall be of 1.2m wide and positioned as instructed by the control engineer.
- **Concrete ramps:** Shall be of 1.2m wide cast in-situ with edges protected with angle bar 25mm.

10/ Painting

All the walls shall receive two layers of Pantex 800 and Pantex 1300 of cream yellowish colour, after a coat of whitewash. The doors, windows, skirting and other metallic members shall receive two coats of oil paint and vanish.

This task concerns the realization of appropriate drainage a gutter shall be constructed all round the building and evacuated to appropriate zones. Concrete pavement will at the peripheries of the gutters, crossing slabs as well as reinforced concrete access ramps for the handicap persons as prescribed in the CCTP.

9/ Painting

Concrete for footing: 350kg/m³

Concrete to bind masonry with plastering: 300kg/m³

Lean concrete 150/m³

Mortar for screed, plastering and elevation: 400kg/m³

Depositing Concrete.

All concrete shall be cast such that all risks of segregation and pre-setting are avoided.

- Deposit concrete as nearly as practicable in its final position to avoid segregation due to re-handing or flowing.
- **Re-tempering:** No concrete that has partially hardened or has been re-tempered shall be used.
- **Compaction:** Concrete shall be thoroughly compacted by vibrating during emplacement.

Curing: All concrete shall be covered with a polyethylene plastic where possible, and regularly watered to maintain the required temperature to give the concrete the required strength.

Cleaning: Clean all exposed concrete surfaces and all adjoining work which has been stained by the leakage of concrete

(ii) WOOD

Wood for formwork: type white wood or equivalent

Wood for openings: type Bubinga or equivalent, dry wood (15-20% of humidity), having less than one node/meter.

Wood for roof: type hard wood, moabi, mouvingui, frake or equivalent, dry wood of identical humidity as above.

UPS FOR THE REHABILITATION OF 03 CLASSROOMs AT G.S numben, BATIBO SUB DIVISION, MOMO DIVISION.				
S/N	DISCRIPTION OF WORK	U	U.PRICE IN FIGURES	U.PRICE IN WORDS
100	PREPARATORY WORKS			
101	Replacement of damage rafters with hard wood complet 2*6*4	FF		
102	Replacement of damage purlines with hard wood complet 2*3*4	FF		
103	Replacement of damage noggins with hard wood complet 2*3*4	FF		
104	Replacement of damage ceiling board 4mm complet	M2		
105	Wooden batten	ML		
106	Replacement of damage ridge cap 40cm wide complet	ML		
107	Replacement of damage roofing sheet with 3m aluminium sheet	M2		
108	Facia board	U		
109	Replacement of triengular ridge	U		
110	Replacement of damage aluminium lagging sheet on the sorrounding of the roof work	FF		
111				
	Sub TOTAL LOT 100			
200	LOT 200: CONCRETING AND PLASTERING WORKS	M2		
201	Mass concrete floor and Veranda dosed at 350kg/m2	M2		
202	Plastering of the walls with cement mortar past dosed at 350kg/m2	M2		
203				
204	Reinforced concrete for pillars, footing, lintels and tie beam dose at 350kg /m3			
	Sub TOTAL LOT 200	U		
300	PAINTING WORK	U		
301				
302	Painting of walls with pantex (800)			
303	Painting of the door shutters and window shutters, protectors and skirting of walls with oil paint	FF		
	SUB TOTAL PAINTING 300	FF		

PART 07
DETAILED BILL OF QUANTITIES

	LOT 500: ELECTRICITY WORK				
501	wiring of the building with cable of 2.5mm, suckets and switches	FF	1.00		
502	Florecent bulbs complet (1.00m)	U	15		
	Sub TOTAL LOT 500				
	AMOUNT Without TAXES				
	VAT: 19.25 %				
	AIR. : 2.2% /5.5%				
	TOTAL TAXES				
	MONTANT TTC				
	NET A PAYER				

<p>PART 08</p> <p>UNIT PRICE BREAKDOWN</p>
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