

**DOCUMENT N°. 6:**  
**PRICE AND QUANTITY SCHEDULE**

## UNIT PRICE SCHEDULE

SUPPLY OF MEDICAL EQUIPMENTS TO THE BENADE INTEGRATED HEALTH CENTER IN MENCHUM VALLEY SUB DIVISION, MENCHUM DIVISION OF THE NORTH WEST REGION					
	DESCRIPTION	UNIT	QTY	U.P in figures	U.P in words
1	EMP-168 BIOCHEMICAL ANALYSER WITH INBUILT PRINTER (SEMI-AUTO CHEMISTRY ANALYZER WP21B)	u			
2	ELECTRONIC FOETAL DOPPLER	u			
3	SOLAR VACCINE Refrigerator with 4 panels (160W) and 2 batteries 240V (VESTFRO 2)	u			
4	COMPLET GENERAL SURGICAL KIT (HOLTEX)	u			
5	ELECTRONIC CENTRIFUGE 12 Tubes (MXT17) (CENTRIFUGEUSE GEMMY)	u			
6	COMPLETE BED WITH ANTI-BED SORE HOSPITALISATION MATRESSES WITH MARKINTOUCH 20CM THICK (HOSPITALISATION BED + MAT. + AR.DE CHEVET 1 UNITE )	u			
7	Bedside cupboard with wheels INOX Z2 (435X590MM)	u			
8	Kidney Dish INOX	u			
9	STRETCHER on wheel adjustable STAINLESS STEEL with DRIP STANDS two parts	u			
10	PROTECTED BABY'S COT INOX 700X470X940MM with mattress	u			
11	INFUSION STAND MJM 1 UNITE	u			
12	DELIVERY SET (CONTAIN ON 12 PIECES) (AROMA)	u			
13	TREATMENT TROLLEY STAINLESS ON WHEELS WITH TWO SHELVES (INTRUMENT TROLLEY(CHARIOT)C16 ARI)	u			
14	GYNAECOLOGICAL/DELIVERY BED WITH DRAWER (DELIVERY BED 2 PARTIES INOX 1680 X 750 X 800MM) AZ2	u			
15	WARD SCREEN (WARD SCREEN 4 FOLDING MJM)	u			
16	BINOCULAR MICROSCOPE MXSZ-107	u			
17	HOSPITALISATION MATRESSES WITH MARKINTOUCH 20CM THICK	u			
18	Dry Heat Sterilization Autoclavemachine (AUTOCLAVE 18L YX-QDY-250A 1 PIECE )	u			
19	GAS BOTTLE with Gas	u			
20	GAS PLATE AND CONNECTOR	u			
21	ONE TOUCH KIT COMPLET 1 PIECE	u			
22	SALTER SCALE BABY with pan	u			
23	SALTER SCALE ADULT	u			
24	HOT WATER BOTTLE	u			

25	SEDUCTION ASPIRATOR 1L JAR 28211 GIMA 1 UNITE	u			
26	TAPES	u			
27	TENSIOMETRE DIGITAL YTON 32722 GIMA 1 UNITE	u			
28	TUBE CITRATE SODIUM 4,5ML B/100 81040 NARANG 1 UNITE	u			

**DOCUMENT N° 7**  
**DETAILED ESTIMATES**



## THE BILL OF QUANTITIES AND COST ESTIMATE

SUPPLY OF MEDICAL EQUIPMENTS TO THE BENADE INTEGRATED HEALTH CENTER IN MENCHUM VALLEY SUB DIVISION, MENCHUM DIVISION OF THE NORTH WEST REGION					
	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL
1	EMP-168 BIOCHEMICAL ANALYSER WITH INBUILT PRINTER (SEMI-AUTO CHEMISTRY ANALYZER WP21B)	u	1		
2	ELECTRONIC FOETAL DOPPLER	u	1		
3	SOLAR VACCINE Refrigerator with 4 panels (160W) and 2 batteries 240V (VESTFRO 2)	u	1		
4	COMPLET GENERAL SURGICAL KIT (HOLTEX)	u	1		
5	ELECTRONIC CENTRIFUGE 12 Tubes (MXT17) (CENTRIFUGEUSE GEMMY)	u	1		
6	COMPLETE BED WITH ANTI-BED SORE HOSPITALISATION MATTRESSES WITH MARKINTOUCH 20CM THICK (HOSPITALISATION BED + MAT. + AR.DE CHEVET 1 UNITE )	u	14		
7	Bedside cupboard with wheels INOX Z2 (435X590MM)	u	10		
8	Kidney Dish INOX	u	5		
9	STRETCHER on wheel adjustable STAINLESS STEEL with DRIP STANDS two parts	u	1		
10	PROTECTED BABY'S COT INOX 700X470X940MM with mattress	u	5		
11	INFUSION STAND MJM 1 UNITE	u	5		
12	DELIVERY SET (CONTAIN ON 12 PIECES) (AROMA)	u	1		
13	TREATMENT TROLLEY STAINLESS ON WHEELS WITH TWO SHELVES (INTRUMENT TROLLEY(CHARIOT)C16 ARI)	u	1		
14	GYNAECOLOGICAL/DELIVERY BED WITH DRAWER (DELIVERY BED 2 PARTIES INOX 1680 X 750 X 800MM) AZ2	u	1		
15	WARD SCREEN (WARD SCREEN 4 FOLDING MJM)	u	2		
16	BINOCULAR MICROSCOPE MXSZ-107	u	1		
17	HOSPITALISATION MATTRESSES WITH MARKINTOUCH 20CM THICK	u	15		
18	Dry Heat Sterilization Autoclavemachine (AUTOCLAVE 18L YX-QDY-250A 1 PIECE )	u	1		
19	GAS BOTTLE with Gas	u	1		
20	GAS PLATE AND CONNECTOR	u	1		
21	ONE TOUCH KIT COMPLET 1 PIECE	u	2		
22	SALTER SCALE BABY with pan	u	1		

23	SALTER SCALE ADULT	u	1		
24	HOT WATER BOTTLE	u	4		
25	SEDUCTION ASPIRATOR 1L JAR 28211 GIMA 1 UNITE	u	1		
26	TAPES	u	4		
27	TENSIOMETRE DIGITAL YTON 32722 GIMA 1 UNITE	u	2		
28	TUBE CITRATE SODIUM 4,5ML B/100 81040 NARANG 1 UNITE	u	5		
	TOTAL WITHOUT TAXES				
	VAT: (19.25%)				
	AIR: (2.2 or 5.5%)				
	TOTAL WITH TAXES INCLUSIVE (ATI)				
	NET to be paid				

***This estimate is closed at the sum of:***

Director

**DOCUMENT N° 8:**  
**SUB-DETAILS OF UNIT PRICES**



## SUB-DETAILS OF UNIT PRICES

### Option N°. 1

No.	Designation	Cost price	Transportation	Cost of order	Delivery fee	Margin	Unit price ATE

### Option N°. 2

Description	Amounts
Ex-works	
Freight	
Insurance	
CAF delivered Douala	
Customs duty	
Computer tax	
Unloading tax	
SGS control	
Transit + handling	
Transportation + intervention	
Others	
Bank charges	
After-sales service	
Registration, assembling	
Miscellaneous	
<b>Total EVAT</b>	

Bidder's name \_\_\_\_\_ [Insert name ]

Signature \_\_\_\_\_ [Insert signature]

Date \_\_\_\_\_ [Insert date]



**DOCUMENT N° 9:**  
**MODEL DOCUMENT**

## Table of model documents

Annex No. 1: Model tender

Annex No. 2: Model bid bond

Annex No. 3: Model final bond

Annex No. 4: Model start-off advance bond

Annex No. 5: Model performance bond

Annex No. 6: Model authorisation from manufacturer

## ANNEX N°. 1: MODEL TENDER

I, the undersigned \_\_\_\_\_ [indicate the name and capacity of signatory]  
Representing the \_\_\_\_\_ enterprise or group of enterprises<sup>1</sup> with head office at  
\_\_\_\_\_ registered in the trade register of under the number No. \_\_\_\_\_

- Having taken cognisance of all the documents featured or mentioned in the Tender File including the addenda of No. \_\_\_\_\_ [recall the subject of the invitation to tender]
- Submit and commit myself to deliver the supplies in accordance with the Tender File, in return for the prices which I myself establish on the basis of the price and quantity schedule which give the amount of the tender for lot No. \_\_\_\_\_ at \_\_\_\_\_ [in figures and words] CFA francs exclusive of VAT and at \_\_\_\_\_ CFA francs Inclusive of all taxes. [In figures and words].
- I pledge to deliver the supplies within a deadline of ..... months.
- In addition, I pledge to maintain my offer for [indicate duration of validity, in principle 90 days] from the deadline of submission of tenders.
- The rebates offered and modalities of application of the said rebates are as follows \_\_\_\_\_

The Administration shall pay the sums due for this contract by crediting account No. ....  
opened in.....Bank.....Branch

Prior to the signing of the contract, this tender accepted by you shall constitute an agreement between us.

Done at \_\_\_\_\_ on

Signature of \_\_\_\_\_

In the capacity as \_\_\_\_\_

Duly authorised to sign bids for and behalf of \_\_\_\_\_

## ANNEX No. 2: MODEL BID BOND

Addressed to *[indicate the Contracting Authority and his address]* "Contracting Authority"

Whereas the Supplier \_\_\_\_\_ hereinafter referred to as the "bidder" has submitted his tender on \_\_\_\_\_ for *[recall the subject of the invitation to tender]*, hereinafter referred to as "the tender" and to which must be attached a bid bond equivalent to *[indicate the amount]* CFA francs.

We.....*[name and address of the bank]*, represented by ..... *[names of signatories]*, hereinafter referred to as "the bank" hereby declare to guarantee payment to the Contracting Authority of the maximum sum of *[indicate the amount]* CFA francs, that the bank pledges to pay in full to the Contracting Authority, binding itself, its successors and assignees.

The conditions of this commitment are as follows:

If the bidder retires his tender during the validity period specified by him in the tender;

or

If the bidder, having been notified of the award of the contract by the Contracting Authority during the validity period:

- Fails or refuses to sign the contract, even though required to do so;
- Fails or refuses to furnish the final bond for the contract (final bond) as provided for by the contract;

We commit ourselves to pay to the Contracting Authority an amount up to the maximum of the sum referred to above upon reception of the his first written request, without the Contracting Authority having to justify his request, given, however, that in his request the Contracting Authority shall note that he is due the amount he is claiming because one or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the Contracting Authority for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the Contracting Authority to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this validity period.

This bond shall, for purposes of its interpretation and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank at \_\_\_\_\_, on \_\_\_\_\_

*[Bank's signature]*



## ANNEX No. 3: MODEL FINAL BOND

Bank:

Reference of the bond: No \_\_\_\_\_

Addressed to *[Indicate the Contracting Authority and his address]* Cameroon, hereinafter referred to as the "Contracting Authority"

Whereas \_\_\_\_\_ *[name and address of Supplier]*, hereafter referred to as "the Supplier", has committed himself, in execution of the contract referred to as "the contract", to carry out *[indicate the nature of the services]*.

Whereas it is stated in the contract that the Supplier shall entrust to the Contracting Authority a final bond of an amount equal to *[indicate the percentage between 2 and 5 %]* of the amount of the corresponding portion of the contract, as guarantee of the execution of his full obligations in accordance with the terms of the contract,

Whereas we have agreed to give the Supplier this guarantee,

We, \_\_\_\_\_ *[name and address of bank]*

Represented by \_\_\_\_\_ *[name of signatories]*, hereinafter referred to as "the bank", commit ourselves to pay the Contracting Authority, within a maximum deadline of eight (8) weeks, upon the simple written request declaring that the Supplier has not satisfied his contractual commitments within the meaning of the contract, without being able to defer the payment nor raise any contests for whatever reason, any sum up to the sum of \_\_\_\_\_ *[in figures and words]*.

We agree that no change or addendum or any other amendment to the contract shall free us of any obligation incumbent on us by virtue of this final bond and we hereby incline to any notification, addendum or change.

This final bond shall enter into force as soon as it is signed and as soon as the Contracting Authority notifies the Supplier of the approval of the contract. It shall be released within a deadline of *[indicate the deadline]* from the date of the provisional acceptance of the supplies.

After this date, the bond shall be baseless and should be returned to us without the express request on our part.

Any request for payment formulated by the Contracting Authority by virtue of this guarantee should be done by registered mail with acknowledgement of receipt to reach the bank during the period of validity of this commitment.

This bond shall, for purposes of its interpretation, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank at \_\_\_\_\_ on \_\_\_\_\_  
*[Signature of the bank]*

## ANNEX No. 4: MODEL START-OFF ADVANCE BOND

Bank: Reference, Address: \_\_\_\_\_

We, the undersigned (bank, address) hereby declare by the present, to guarantee on behalf of: \_\_\_\_\_

Contracting Authority

[Address of Contracting Authority]

("beneficiary")

The payment, without contest and upon receipt of the first written request by the beneficiary, declaring that \_\_\_\_\_ [the holder] did not fulfil his obligations relating to the reimbursement of the start-off advance in accordance with the terms of Contract No. \_\_\_\_\_ of \_\_\_\_\_ relating to supplies indicate the subject of the contract, the references of the invitation to tender, and possibly the lot] of the maximum total sum corresponding to the advance of 30 % of the amount inclusive of all taxes of Contract No. \_\_\_\_\_ payable upon notification of the corresponding Administrative Order, that is \_\_\_\_\_ CFA francs.

This guarantee shall enter into force and shall take effect upon reception of the respective parts of this advance in the accounts of \_\_\_\_\_ [the holder] opened in the \_\_\_\_\_ bank under number \_\_\_\_\_

It shall remain in force up till the reimbursement of the advance in conformity with the procedure set in the Special Administrative Conditions. However, the amount of the bond shall be reduced proportionately to the reimbursement of the advance and as it is reimbursed.

The law and jurisdiction applicable on the guarantee shall be those of the Republic of Cameroon.

Signed and authenticated by the bank

At \_\_\_\_\_ on \_\_\_\_\_

[Signature of the bank]



## ANNEX N°. 5: MODEL RETENTION FUND

Bank: \_\_\_\_\_  
Reference of the guarantee: No. \_\_\_\_\_

Addressed to [Indicate the Contracting Authority]  
[Address of Contracting Authority]

Hereinafter referred to as "the Contracting Authority"

Whereas \_\_\_\_\_ [name and address of Supplier] hereinafter referred to "the Supplier", pledged, in execution of the contract, to carry out the supplies of [indicate the subject of the supplies]

Whereas it is stipulated in the contract that the retention fund fixed at [percentage below 10 % to be specified] of the amount of the contract may be replaced by a joint guarantee,

Whereas we have agreed to provide the Supplier with this guarantee,  
We, \_\_\_\_\_ [name and address of the bank],  
Represented by \_\_\_\_\_ [names of signatories] and hereinafter referred to as "the bank",

Hence, we hereby affirm that on behalf of the Supplier, we guarantee and are responsible to the Contracting Authority for a maximum amount of \_\_\_\_\_  
[in figures and words] corresponding to [percentage below 10 % to be specified] of the contract price<sup>2</sup>.

And we pledge to pay to the Contracting Authority within a maximum deadline of eight (8) weeks upon his simple written request declaring that the Supplier has not fulfilled his contractual obligations or is indebted to the Contracting Authority within the meaning of the contract amended where need be by its additional clauses, without being able to defer the payment nor raise any contest for whatever reason, any sum(s) within the limits of the amount equal to [percentage below 10 % to be specified] of the total amount of the work featuring in the final detailed account, without the Contracting Authority having to prove or give the reasons nor the reason for the amount of the sum indicated above.

We hereby agree that no change or addendum or any other amendment shall release us of any obligation incumbent on us by virtue of this guarantee and we hereby incline to any amendment, addendum or change.

This guarantee shall enter into force upon signature. It shall be released within thirty (30) days from the date of the final acceptance of the supplies and upon release by the Contracting Authority.

Any request for payment formulated by the Contracting Authority by virtue of this guarantee should be done by registered mail with acknowledgement of receipt to reach the bank during the period of validity of this commitment.

This guarantee shall, for purposes of its interpretation and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank

At \_\_\_\_\_ on \_\_\_\_\_  
[Signature of the bank]

<sup>2</sup> Case where the guarantee is established once the supplies start and covers the total guarantee, that is 10% of the contract

## ANNEX No. 6: MODEL OF MANUFACTURER'S AUTHORISATION

*[The bidder requests the manufacturer to prepare this letter in conformity with the indications given. This letter of authorisation must be on the manufacturer's letter head and must be signed by a person duly mandated to sign documents which commit the manufacturer. The bidder should include this letter in his tender, if so required by the Tender File]*

Date *[insert the date, (day, month, year) of submission of tender]*

IT No \_\_\_\_\_ of \_\_\_\_\_: *[insert references of invitation to tender]*

Variant No.: *[Insert the identification number if this tender is proposed for a variant]*

To: *[Insert full name of Contracting Authority]*

WHEREAS:

*[insert full name of manufacturer]* are reputed manufacturer of *[indicate the supplies produced]* having our factory at *[indicate the full address]*

We hereby authorise *[indicate the full name of the bidder]* to present a tender and possibly sign a contract with you for the Invitation to Tender No. \_\_\_\_\_ *[insert the references of the invitation to tender]* for the supplies manufactured by us.

We confirm all our guarantees and are guarantors in accordance with the Tender File for the supplies offered above for this invitation to tender.

Name *[insert the full name of the signatory of the authorisation]*

In the capacity of

Signature *[insert the signature]*

Duly mandated to sign the capacitation for and on behalf of *[insert manufacturer's full name]*

Done on \_\_\_\_\_ day of \_\_\_\_\_ *[insert date of signature]*



# REPUBLIQUE DU CAMEROUN

*Paix – Travail – Patrie*

MINISTRE DE LA DECENTRALISATION  
ET DU DEVELOPEMENT LOCALE  
REGION DU NORD OUEST  
DEPARTEMENT DE LA MENCHUM

**ARRONDISSEMENT DE  
MENCHUM VALLEY**

**COMMUNE DE BENAKUMA**

**SERVICE DE PASSATION DES  
MARCHES PUBLIQUES**

## MODEL CONTRACT



# REPUBLIC OF CAMEROON

*Peace – Work – Fatherland*

MINISTRY OF DECENTRALIZATION  
AND LOCAL DEVELOPMENT  
NORTH WEST REGION  
MENCHUM DIVISION

**MENCHUM VALLEY SUB-DIVISION**

**BENAKUMA COUNCIL**

Website: [www.benakumacouncil.com](http://www.benakumacouncil.com)

E-mail:

[benakumaruralcouncil@gmail.com](mailto:benakumaruralcouncil@gmail.com)

CONTACT : 237 674 942 923/696 312 855

**SERVICE FOR THE AWARD OF  
CONTRACTS**

JOBGING ORDER N° \_\_\_\_/JO/MINDDEVEL/BC/BCITB/2025 of \_\_\_\_.

AWARDED AFTER REQUEST FOR QUOTATION

N° \_\_\_\_/RQ /MINDDEVEL/NWR/MCH/BC/BCITB/2025 OF \_\_\_\_

TO CARRY OUT THE SUPPLY OF MEDICAL EQUIPMENTS TO THE BENADE INTEGRATED  
HEALTH CENTER, BENAKUMA MUNICIPALITY IN MENCHUM DIVISION, NORTH WEST

PROJECT OWNER: **THE MAYOR OF BENAKUMA COUNCIL**

AUTHORIZING OFFICER: **THE MAYOR OF BENAKUMA COUNCIL**

CONTRACTOR (HOLDER):..... **P.O BOX** ..... TEL. .... Fax: .....

TRADE REGISTER N° (N° R.C.): .....

TAX PAYER N°: .....

BANK ACCOUNT N°: ..... AT ..... **(BANK)** AGENCY OF: .....

PURPOSE (SUBJECT): **SUPPLY OF MEDICAL EQUIPMENTS TO THE BENADE  
INTEGRATED HEALTH CENTER, BENAKUMA MUNICIPALITY IN MENCHUM  
DIVISION**

PLACE: **BENADE, BENAKUMA COUNCIL MENCHUM DIVISION**

DURATION: **NINETY (90) CALENDAR DAYS**

AMOUNT OF JOBGING ORDER:

TOTAL WITHOUT TAXES	F CFA
VAT = 19.25%	F CFA
TOTAL WITH TAXES (ATI)	F CFA
AIR (Income on revenue =2.2% or 5.5% depending on the regime)	F CFA
TOTAL TAXES	F CFA
NET TO BE PAID	F CFA

**NB: This Jobging Order is signed in the amount of ...FRANCS CFA** (all taxes inclusive  
ATI)

FINANCING: **2025 PUBLIC INVESTMENT BUDGET, MINSANTE-REPUBLIC OF CAMEROON**

VOTE OF CHARGE N°: .....

EXPENDITURE AUTHORIZATION N°: .....

DATE OF ENTRY INTO THE CONTRACT: .....

DATE OF SIGNATURE : .....

DATE OF NOTIFICATION: .....

DATE OF REGISTRATION: .....



BETWEEN

THE **REPUBLIC OF CAMEROON**, REPRESENTED BY THE **MAYOR OF BENAKUMA COUNCIL** (Contracting Authority), HEREINAFTER REFERRED TO AS "THE **ADMINISTRATION**"

ON THE ONE HAND,

AND:

THE ENTERPRISE (Company): .....P.O BOX .....TEL.

.....  
TRADE REGISTER NO (N° RC): .....TAXPAYER N°: .....

BANK ACCOUNT N°: .....AT ..... (BANK)

AGENCY OF : .....

REPRESENTED BY MISTER (Mr.) .....HEREINAFTER REFERRED TO

AS "THE **CONTRACTOR**

ON THE OTHER HAND,

IT HAS BEEN ACCEPTED AND AGREED AS FOLLOWS:

### CONTENTS

Title I : THE SPECIAL ADMINISTRATIVE CONDITIONS

Title II : THE SPECIAL TECHNICAL CONDITIONS

Title III : THE DETAILED COST ESTIMATES

Page N° \_\_\_\_ and last page of Jobbing Order N° \_\_\_\_  
\_/\_/JO/MINDDEVEL/NWR/MCH/BC/BCITB/2025 of \_\_\_\_ signed following a request for  
QUOTATION N° \_\_\_\_/\_/RQ /MINDDEVEL/NWR/MCH/BC/BCITB/2025 of \_\_\_\_

WITH: .....

for the Supply of Medical equipments to the Benade Integrated Health Center, BENAKUMA Council in Menchum Division, North West Region

EXECUTION DURATION: Ninety (90) calendar days

AMOUNT OF THE CONTRACT IN FCFA:

TOTAL WITHOUT TAXES	F CFA
VAT = 19.25%	F CFA
TOTAL WITH TAXES(ATI)	F CFA
AIR (Income on revenue =2.2% or 5.5% depending on the regime)	F CFA
TOTAL TAXES	F CFA
NET TO BE PAID	F CFA

**NB:** This Jobbing Order is signed in the amount of \_\_\_\_ FRANCS CFA (All taxes inclusive ATI)

READ AND APPROVED BY THE CONTRACTOR  BENAKUMA, the ____	SIGNED BY THE LORD MAYOR BENAKUMA COUNCIL CONTRACTING AUTHORITY  BENAKUMA, the ____
REGISTRATION	

**DOCUMENT N°. 11: LIST OF BANKING ESTABLISHMENTS AND FINANCIAL BODIES  
AUTHORISED TO ISSUE BONDS FOR PUBLIC CONTRACTS**

**A-BANKS**

1. AFRILAND FIRST BANK
2. BANQUE ATLANTIQUE DU CAMEROON (BACM)
3. BANQUE INTERNATIONALE DU CAMEROUN POUR L'EPARGNE ET LE CREDIT (BICEC)
4. CITIBANK CAMEROON (CITIGROUP)
5. COMMERCIAL BANK OF CAMEROON (CBC)
6. ECOBANK CAMEROUN
7. NATIONAL FINANCIAL CREDIT BANK (NFC BANK)
8. SOCIETE COMMERCIALE DE BANQUE CAMEROUN (CA-SCB)
9. SOCIETE GENERALE DE BANQUE AU CAMEROUN (SGBC)
10. STANDARD CHARTERED BANK CAMEROON
11. UNION BANK OF CAMEROON PLC (UBC)
12. UNITED BANK FOR AFRICA (UBA)
13. BANQUE GABONAISE POUR LE FINANCEMENT INTERNATIONAL (BGFI BANK)
14. LA BANQUE DES PME

**B- INSURANCE COMPANIES**

- 1- CHANAS ASSURANCES;
- 2- ACTIVA ASSURANCES
- 3- ZENITH INSURANCE

**DOCUMENT N°. 12:  
EVALUATION GRID**



# EVALUATION GRID

## REQUEST FOR QUOTATION

N<sup>o</sup> \_\_\_\_\_/RQ /MINDDEVEL/NWR/MCH/BC/BCITB/2025 OF \_\_\_\_\_  
FOR THE SUPPLY OF MEDICAL EQUIPMENTS TO THE BENADE INTEGRATED HEALTH  
CENTRE, BENAKUMA MUNICIPALITY OF MENCHUM DIVISION  
OF THE NORTH WEST REGION

### ADMINISTRATIVE DOCUMENTS

N <sup>o</sup>	DESCRIPTION	YES	NO
A.1	Certified Copy of the Business Registration, not more than three months old. Certified copy of business license valid and less than 3 months.		
A.2	Declaration of intention to tender stamped with the tariff in force.		
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.		
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance or by a foreign bank of first order not more than three months.		
A.5	Purchase receipt of tender file issued by public treasury		
A.6	A bid bond of <b>600 000 FCFA (Six hundred thousand FCFA)</b> issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions		
A.7	An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP)		
A.8	Valid attestation for submission by the Social Insurance Fund, certifying that the bidder satisfied his obligations with respect to the aforementioned Social Insurance		
A.9	A valid Certificate of imposition certified by an Inspector of Taxes dated at most 3 months.		
A.10	Business License (photocopy certified by an Inspector of Taxes, not more than three months).		
A.11	Certified Copy of a valid taxpayers card, delivered by an Inspector of Taxes. dated at most 3 months.		
A.12	A certificate of payment of all assessed taxes, delivered by an Inspector of Taxes. Dated at most 3 months.		
A.13	Plan and attestation of localization signed by the taxation authorities at most 3 months		

TECHNICAL OFFER			
N°	DESCRIPTION	YES	NO
B.1	<b>GENERAL PRESENTATION OF THE BIDS</b>		
-	<b>General presentation of bids</b> <ul style="list-style-type: none"> <li>➤ Properly bound.</li> <li>➤ Table of content.</li> <li>➤ Separators in color apart from white</li> <li>➤ Order described respected.</li> <li>➤ Clearness of the documents</li> </ul>		
B.2	<b>REFERENCES OF SIMILAR WORKS EXECUTED</b> <ul style="list-style-type: none"> <li>➤ List of references of similar works executed. The contractor will provide evidence of the similar work carried out during the last three (03) years.</li> </ul> <p>Show proof of similar projects executed by presenting at least two copies of different Contracts and reception minutes (provisional or final reception and related contracts or jobbing orders first and last pages)</p>		
B.2.1	<i>The first (1<sup>st</sup>) Contracts in the domains of supply</i>		
B.2.2	<i>The Second (2<sup>nd</sup>) Contracts in the domains of supply</i>		
B.3	<b>FINANCIAL CAPACITY</b> <i>Pre – Financing capacity from a banking or institutions of first order approved by the Ministry in charge of finance, more than or equal to amount required in the offer.</i>		
B.4	<b>CERTIFICATE OF GUARANTEE</b> (delivered by the supplier for at least six months)		
B.6	<b>Attestation of site visit and Site visit Report</b> Attestation of site visit signed by the contractor or their representatives. Site visits Report .The bidder must under his responsibility visit the site and gather all the information necessary for the preparation of his technical report signed and stamped by the contractor		
B.5	The Special Administrative Clauses (SAC); (each page should be initialed and the last page signed And stamped).		
B.6	The Special Technical Clauses (STC). (Each page should be initialed and the last page signed And stamped).		
B.7	<b>LOGISTICS:</b> show proof of a conveyance vehicle (attach copy of carte grise) or Legalized document to hire a vehicle. With the attach copy of carte grise		
B.8	<b>DELIVERY DEADLINE</b> Delivery deadline of the supplies		

**Main evaluation criteria**



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

**C. Eliminatory criteria**

- Absence or non-conformity of an element in the administrative file;
- Non conformity of technical specifications (include catalogue);
- Deadline for delivery higher than prescribed;
- False declaration or falsified documents;
- Absence or insufficient bid bond;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.

**1- Essential criteria**

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

- General presentation of the Offer;
- References of the company in the similar achievements;
- Logistics.
- The Pre – Financing capacity greater or equal to the amount required in the offer Certificate of guarantee delivered by the supplier;
- The Special Technical Clauses initialed in each page;
- Special Administrative Clauses completed and initialed in each page;

**14. Main qualification criteria**

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

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

This evaluation will be done in a purely positive way (**yes**) or negative (**no**) with an acceptable minimum from at least **70%** of the essential criteria taken in account.

The contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to **100%** of the eliminatory criteria and at least **70%** of the essential criteria.

*NB: The financial evaluation shall be based on the corrected amount of the bid. It shall consist of the analysis of the coherence of prices as well as the amounts of the totals*