

REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTRE DE LA DECENTRALIZATION ET
DEVELOPPEMENT LOCAL

REGION DU SUD-OUEST

COMMUNE DE MBONGE

SERVICE DE PASSATION DES
MARCHÉS PUBLICS**REPUBLIC OF CAMEROON**

Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION AND LOCAL
DEVELOPMENT

SOUTH WEST REGION

MBONGE COUNCIL

SERVICE FOR THE AWARD OF
PUBLIC CONTRACTS**OPEN NATIONAL INVITATION TO TENDER**

N° 03/ONIT/MBONGE COUNCIL/MEME/ITB/2025 OF 7th FEBRUARY 2025 FOR THE ACQUISITION OF SECOND-HAND PUBLIC WORKS MACHINERY (BACKHOE LOADER AND VIBRATORY COMPACTOR) FOR MBONGE COUNCIL, MEME DIVISION, SOUTH WEST REGION (EMERGENCY PROCEDURE)

1. Subject of the invitation to tender:

Within the framework of the 2025 Public Investment Budget (PIB), the Mayor of Mbonge Council "Contracting Authority" hereby launches by emergency procedure an Open National Invitation to tender for the supply of Second-Hand public Work machinery (Backhoe Loader and Vibratory Compactor) at Mbonge Council. This invitation to tender comprises two (02) lots distributed as follows:

Lot N°	Project	Locality	Amount for bid bond	Project Amount	Budget Head	Duration in months
01	The Supply of Second-hand public work machinery (Backhoe Loader).	Mbonge Council	700 000	70 000 000 FCFA	59 27 100 02 641916 464211 821	02
02	The Supply of Second-hand public work machinery (Vibratory Compactor).	Mbonge Council	300 000	30 000 000 FCFA	59 27 100 02 641916 464211 821	02

NB: A bidder may be awarded all the (02) Two Lots.

2. Nature of services

The services consist of supplying Second-Hand public work machinery (Backhoe Loader and Vibratory Compactor) at Mbonge Council.

3. Execution deadline

The maximum execution deadline shall be two (02) calendar months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of commencement of Activities.

4. Participation and origin:

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

5. Financing

The said contracts shall be financed by the Public Investment Budget (PIB) of the Ministry of Decentralization and local Development for 2025 financial year assigned to the Mayor of Mbonge Council as Delegated Authorizing officers with Budget Heads N° 59 27 100 641916 464211 821 for Lot 1 and 59 27 100 02 641916 464211 821 for Lot 2.

6. Bid Bond:

Each bidder should include in his administrative document, a bid bond of **FCFA 700 000 [Seven Hundred thousand for Lot 01 and FCFA 300 000 Three Hundred thousand for Lot 02 CFA francs]** issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions.

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

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

7. Consultation of tender file:

Interested eligible bidders may obtain further information during working hours as from the date of publication of this tender notice, at the Mbonge council.

8. Acquisition of tender file:

The file may be obtained at the Mbonge Council, Service for the award of Public **Contracts**, Telephone N° **675 730 808/677 420 974** as soon as this notice is published against payment of a non- refundable sum of **(100 000) One hundred thousand CFA francs**, payable at the Mbonge Council Treasury representing the cost of purchasing the tender file.

9. Submission of Bids:

Each offer drafted in English or French in 07 (Seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach the Mbonge Council at the Service for the award of Public Contracts, not later than **4th March 2025 at 10.00 am** local time. It should be labelled as follows:

OPEN NATIONAL INVITATION TO TENDER

N° 03/ONIT/MBONGE COUNCIL/MEME/ITB/2025 OF 7th FEBRUARY 2025 FOR THE ACQUISITION OF SECOND-HAND PUBLIC WORKS MACHINERY (BACKHOE LOADER AND VIBRATORY COMPACTOR) FOR MBONGE COUNCIL, MEME DIVISION, SOUTH WEST REGION (EMERGENCY PROCEDURE)

TO BE OPENED ONLY DURING THE BID OPENING SESSION"

10. Admissibility of bids

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

They must obligatorily not be older than three (3) months preceding the date of submission of bids or may be established after the signature of the tender notice

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

11. Opening of bids

The bids shall be opened in single phase. The opening of the administrative documents, Technical and Financial offers shall take place on the **4th March 2025 at 11:00 am** local time, by the Local Tenders Board at the Mbonge Council Hall.

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

12. Evaluation criteria

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

i. **Eliminatory criteria**

Eliminatory criteria fix the minimum conditions to be fulfilled to be admitted for evaluation according of the essential criteria. The non-respect of these criteria leads to the rejection of the bids.

They refer especially to:

- The non-respect of Article (92) sub 9 of the public contracts Code;
- Non conformity of technical specifications (*include technical documentation prospectus of equipment to be supplied with photographs*)
- Deadline for delivery higher than prescribed;
- False declaration or falsified documents;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.
- Incomplete financial information.
- Technical assessment mark lower than 80%

➤ **Essential criteria**

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

- Technical specifications or descriptions
- References of similar and other works executed;
- Financial Viability of the Bidder;
- Availability of spare parts and after sales service
- Certificate of guarantee delivered by the supplier for at least six months)
- An attestation of site visit signed by the contractor his representative;
- Site visit report sign by the contractor or his representative
- The Special Administrative Clauses (SAC); (each page should be initialed and the last page signed and stamped).
- The Special Technical Clauses (STC). (Each page shall be initialed and the last page signed and stamped)

NB :

- *The above administrative documents should be forwarded in their originals or certified true copies dating not more than three months old.*
- *The absence or the nonconformity of one of these documents shall result to the elimination of the offer*
- *Bids shall be Properly bound, Separators in color apart from white and Order described respected*

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

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

- General presentation of the tender files;
- Non conformity of technical specifications (*include technical documentation prospectus of equipment to be supplied with photographs*)

III 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 shall be done in a purely binary method with a (yes) or a (no) with an acceptable minimum of 80% of the essential criteria taken in to account.

The contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having scored 100% of the eliminatory criteria and at least 80% of the essential criteria

13. Award of the 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 33 of the public contracts code).

14. Period of validity of bids

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

15. Complementary information

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

16. Delivery deadline

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

Circular Copies

- ARMP SW
- Public Contract Journal;
- Chairpersons of Tender Board
- Notice boards
- DD MINMAP MEME
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