

REPUBLIC OF CAMEROON
Peace -- Work -- Fatherland

MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION
MOMO DIVISION
BATIBO COUNCIL

P.O BOX 06, BATIBO
CELL (237) 677 980 303



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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BATIBO COUNCIL INTERNAL TENDERS BOARD

***** OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE

TENDER FILE

N°05/ONIT/BC/BCITB/2025 OF 18/02/2025
FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-
KWONJEH QUARTERS, BATIBO SUB-DIVISION, MOMO DIVISION
OF THE NORTH-WEST REGION.

PROJECT OWNER / CONTRACTING AUTHORITY: THE MAYOR OF BATIBO COUNCIL

FUNDING: MINDDEVEL - PUBLIC INVESTMENT BUDGET 2025

AUTHORIZATION N°: _____

IMPUTATION: _____



NAME OF PROJECT	AMOUNT OF PROJECT	AMOUNT OF BID BOND	COST OF TENDER FILE :	FINANCIAL YEAR
EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWOJEH QUARTERS IN BATIBO TOWN	30,000,000 FCFA	600,000 FCFA	50,000 FCFA	2025

Re20:02:25

SUMMARY CONTENT OF THE TENDER FILE

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PART 01
TENDER NOTICE

REPUBLIC OF CAMEROON
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TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE
N°05/ONIT/BC/BCITB/2025 OF 18/02/2025
FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWONJEH QUARTERS,
BATIBO SUBDIVISION, MOMO DIVISION OF THE NORTH-WEST REGION.

FUNDING: MINDDEVEL - PUBLIC INVESTMENT BUDGET
Exercise 2025

1. Subject of the invitation to tender

Within the framework of the 2025 Public Investment Budget, the Mayor of Batibo Council, Delegated Contracting Authority, on behalf of the Republic of Cameroon, hereby launches an Open National Invitation to tender, for the extension of rural electrification to Kwojuh-Kwojeh quarters, Batibo Subdivision, Momo Division of the North-West Region. It is a single lot.

2. Work consistency

- The works to be done consists of:
- ✓ construction of a MV single phase line with 1x34.4mm² Almelec cable, covering a distance of 1,000m;
 - ✓ construction of a MV/LV single phase mix line with 1x34.4mm² Almelec and 4x25mm² Aluminum cables and covering a distance of 80m;
 - ✓ construction of a transformation substation equipped with a H61-25kVA/17.32kV/B2 transformers;
 - ✓ construction of a low voltage single phase line with 4x25mm² Aluminum cable covering a distance of 1,440m;
 - ✓ The Sundry expenses will consist of:
 - Clearing and pruning 7m width on each side of the network.
 - Transportation of wooden poles, materials and workers.

3. Execution deadline

The maximum deadline provided by the Delegated Contracting Authority for the execution of the works forming the subject of this Invitation to Tender is **one hundred and twenty (120) days**.

4. Lot

The work is in unique lot: the extension of rural electrification to Kwojuh-Kwojeh quarters.

5. Estimated cost

The estimated cost after preliminary studies is **thirty million (30,000,000) FCFA**.

6. Participation

Participation is open under the same conditions to all Cameroonian companies and business concerned that are in compliance with the Cameroon laws.

7. Financing

The works, subject of this invitation to tender, are financed by the Public Investment Budget MINDDEVEL 2025 budget head N° _____

8. Consultation of the tender file

The tender file may be consulted at the Batibo Council Office (SIGAMP), during working hours, as soon as this tender notice is published Tel. num: 679204915/677980303

9. Acquisition of the tender file

The tender file may be acquired from the BATIBO Council Office SIGAMP, upon presentation of a non-refundable treasury receipt of **fifty thousand (50,000) FCFA payable at the Batibo Council Treasury representing the cost of the tender file**. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

10. 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 BATIBO Council Office Secretariat (SIGAMP) not later than **12/03/2025 at 10:00 am** local time and should carry the inscription:

**<< OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE
N°05/ONIT/BC/BCITB/2025 OF 18/02/2025
FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWONJEH QUARTERS, BATIBO
SUB-DIVISION, MOMO DIVISION OF THE NORTH-WEST REGION.>>
"To be opened only during the bid-opening session"**

11. Admissibility of bids

Under penalty of being rejected, only originals or certified true copies signed by the issuing service or administrative authorities (Senior Divisional Officer, Divisional Officers) 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 rejected. This refers especially to the absence of a bid bond issued by a first-rate bank approved by the Minister in charge of Finance.

10. Opening of bids:

The bids shall be opened in a single phase. The opening of the administrative documents, the Technical and Financial offers will take place on the **12/03/2025 at 11:00 am** local time, in the conference hall of the BATIBO Council, by its competent TB Members. Only bidders may attend or be represented by duly mandated persons of their choice and having a good knowledge of their files.

11. Evaluation criteria

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

A. Eliminatory criteria

1. Absence of bid bond in the administrative file;
2. Deadline for delivery higher than prescribed;
3. Incomplete financial file;
4. Change of quantity or unit;
5. Non-respect of **75%** of essential criteria;
6. Suspended by MINMAP.

B. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity of **18,000,000 CFA Frs**;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel;

- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit with 3 pictures duly signed by honour of the mayor.
- 9- Special Technical Clauses initialed in all the pages;
- 10- Special Administrative Clauses completed and initialed in all the pages.

13. Award

This evaluation will be done in a binary way (yes) or (no) with an acceptable minimum of 75% of the essential criteria taken in account.

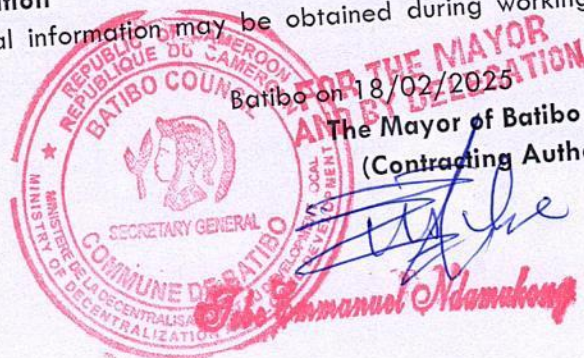
The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to 100% of the eliminatory criteria and at least 75% of the essential criteria.

14. Validity of bids

Bidders will remain committed to their offers for ninety (90) days from the deadline set for the submission of tenders.

15. Complementary information

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



Copies:

- ARMP BAMENDA
- MINMAP Representative TB
- Chairperson of TB
- Notice Board
- File/archive

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TENDER NOTICE

AVIS D'APPEL D'OFFRES NATIONAL OUVERT PROCEDURE L'URGENCE

N°05/AONO/CB/CIPMB/2025 DU 18/02/2025

**POUR LES TRAVAUX D'ELECTRIFICATION RURALE DES QUARTIERS KWOJUH ET KWOJEH,
ARRONDISSEMENT DE BATIBO, DEPARTEMENT DE LA MOMO, REGION DU NORD-OUEST.**

**FUNDING: BUDGET D'INVESTIMENT PUBLIC-MINDDEVEL
Exercice 2025**

1- Objet de l'Appel d'Offres

Le Maire de la commune de Batibo, Autorité Contractante Délégué, lance pour le compte de la République du Cameroun, un appel d'offre national ouvert pour les travaux d'électrification rurale du des quartiers Kwojuh et Kwojeh dans l'Arrondissement de Batibo, Département de la Momo, Région du Nord-Ouest.

2- Consistance des travaux

Les prestations comprennent les opérations suivantes :

- Construction d'une ligne mixte Moyenne Tension monophasée sur une distance de 1,000m avec câbles Almelec 1x34,4mm²;
- Construction d'une ligne mixte Moyenne Tension/Basse Tension monophasée sur une distance de 80m avec câbles Almelec 1x34,4mm² et Aluminium tordassé 4x25mm²;
- Construction d'un poste de transformation monophasé équipé d'un transformateur H61-25kVA/17.32kV/B2 ;
- Construction d'une ligne Basse Tension monophasée sur une distance de 1,440m avec du câble Aluminium preassemblé 4x25mm²;
- Les prestations diverse comprennent:
 - o Abattage et élagage de 7m sur chaque côté du réseau.
 - o Transport des poteaux bois, matériels and ouvriers.

3- Délais d'exécution

Le délai maximum prévu par le Maître d'Ouvrage pour la réalisation des travaux objet du présent appel d'offres est de **cent vingt (120) jours**.

4- Coût prévisionnel : Trente million (30.000.000) franc CFA.

5- Participation

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais.

6.- Financement

Les travaux, objet du présent Appel d'Offres, sont financés par **Budget D'investissement Public MINDEVEL, Exercice 2025, sur la ligne d'imputation budgétaire N° _____**.

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

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de Secretariat de la Commune de Batibo, dès publication du présent avis TEL. NUM : 679204915/677980303

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

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de Secretariat de la Commune de Batibo, sur présentation d'une quittance de versement d'une somme non remboursable de **cinquante mille (50.000) francs CFA** au Trésorerie municipale de Batibo. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

9- 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, devra parvenir contre récépissé à la Secrétariat de la Commune de Batibo au plus tard le **12/03/2025 à 10h00**, heure locale et devra porter la mention suivante :

<< AVIS D'APPEL D'OFFRES NATIONAL OUVERT N° 05/AONO/CB/CIPMB/2025 DU 18/02/2025 POUR LES TRAVAUX D'ELECTRIFICATION RURALE DE EXTENSION OF RURAL ELECTRIFICATION DES QUARTIER KWOJUH-KWOJEH DANS L'ARRONDISSEMENT DE BATIBO, DEPARTEMENT DE LA MOMO, REGION DU NORD-OUEST.

«A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT»

10-Recevabilité des offres

Sous peine de rejet, les pièces du dossier administratif requises doivent être produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité administrative (Préfet, Sous-préfet...), conformément aux stipulations du Règlement Particulier de l'Appel d'Offres.

Elles doivent dater de moins de trois (03) mois précédant la date originale de dépôt des offres ou avoir été établies postérieurement à la date de signature de l'Avis d'Appel d'Offres.

Toute offre incomplète conformément aux prescriptions 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.

11- Ouverture des plis

L'ouverture des plis se fera en un temps. L'ouverture des pièces administratives et des offres techniques et financières aura lieu le **12/03/2025 à 11h00**, heure locale, dans la salle de conférence de la Commune de Batibo, siégeant en présence des soumissionnaires ou de leurs représentants dûment mandatés et ayant une parfaite connaissance du dossier.

12- Critères d'évaluation

Les offres seront évaluées selon les principaux critères suivants :

A - Critères éliminatoires

Il s'agit notamment :

- 1- Absence de la caution provisoire de soumission ;
- 2- Délai d'exécution supérieur à celui prescrit (supérieur à trois mois) ;
- 3- Fausses déclarations ou pièces falsifiées ;
- 4- Offres financière incomplète,
- 5- Le changement d'une unité ou d'une quantité dans l'offre financière ;
- 6- Le non-respect de 75% des critères essentiels ;
- 7- Suspendu par le MINMAP

B - Critères essentiels

Les critères relatifs à la qualification des candidats porteront à titre indicatif sur :

- 1- Présentation générale de l'offre ;
- 2- Capacité financière à **18,000,000CFA Frs**;

- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Qualité du personnel ;
- 5- Organisation technique des travaux ;
- 6- Sécurité au chantier ;
- 7- Moyens logistiques ;
- 8- Attestation de visite du site signée par l'autorité de soumissionnaire.
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page ;
- 10- Cahier des Clauses Administratives Particulières complété et paraphé à chaque page.

Les critères essentiels sont soumis à des minima dont le détail est donné dans le Règlement Particulier de l'Appel d'Offres (RPAO).

13- Attribution

Cette évaluation se fera de manière purement positive (oui) ou négative (non) avec un minimum acceptable d'au moins **75%** de l'ensemble des critères essentiels pris en compte. Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disante, conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à **100%** des critères éliminatoires et au moins **75%** des critères essentiels.

14- Durée de validité des offres

Les soumissionnaires restent engagés par leur offre pendant 90 jours à partir de la date limite fixée pour la remise des offres.

15- Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès de la Commune de Batibo.

Copie :

- ✓ ARMP ;
- ✓ Représentant MINMAP TB
- ✓ Présidents CPM ;
- ✓ Affichage.
- ✓ Chrono/archive



Fait à Batibo, le 18/02/2025
Le Maire de la Commune de Batibo
 (Autorité Contractante)

Ishe Emmanuel Ndamakong

PART 02
GENERAL REGULATIONS FOR THE INVITATION TO TENDER
(GRIT)

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GENERAL REGULATION FOR THE INVITATION TO TENDER

A.-GENERALITIES

Article 1: Scope of the bid

- 1.1. The Lord Mayor Batibo council hereinafter referred to as the Delegated Delegated Contracting Authority, launches an open national invitation to tender for the execution of the work described in the special clauses of this call for tenders (RFP). It is referred as "the extension of rural electrification to Kwojuh-Kwojeh quarters".
- 1.2. The successful bidder or contractor must complete the work within the period indicated in the RFP, and which runs from the date of notification of the service order (SO) to start the work.
- 1.3. In this present invitation to tender (LPO), the term "day" refers to a calendar day.

Article 2: Funding

The above works, subject of the present invitation to tender, are financed by the Public Investment Budget MINDDEVEL, Exercise 2025.

Article 3: Fraud and corruption

3.1. The Delegated Contracting Authority requires that bidders and contractors respect strictly the rules of professional ethics during the procurement process and execution of this contract. Under this principle:

- a. The following definitions are applicable:
 - I. Is guilty of "corruption" anyone who offers, gives, solicits or accepts any benefit to influence the action of a public official in the allocation or the execution of a contract.
 - II. Is engaged in "fraudulent practices" anyone who distorts or misrepresents facts in order to influence the award or execution of a contract.
 - III. "Collusive practices" are any form of agreement between two or more bidders (with the knowledge of the Delegated Contracting Authority or not) to artificially maintain prices of the offers at a level not corresponding to those that would result from the competition.
 - IV. "Coercive practices" are any form of damage to persons or their property or threats against them to influence their action in the attribution or the execution of a Contract.
- b. Shall reject any award proposal if it is proven that the proposed contractor is, directly or through an agent, convicted of corruption or engaged in fraudulent, collusive or coercive practices for the award of the said contract.

3.2. The Minister of Public Contracts, Authority in charge of public contracts may on a provisional basis, take a decision to band or suspend any bidder for a period not exceeding two (2) years, that is found guilty of influence, conflicts of interest, fraud, corruption or production of no-authentic documents in the bid submission, without prejudice to the criminal prosecution that could be engaged against him.

Article 4: Qualification of bidders

- 4.1. Bidders shall, as part of their bid:
 - a. Submit a power of attorney.
 - b. Submit all information (complete or update the information attached to their application for pre-qualification may have change, to the case where the candidates were the subject of a pre-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 including 3 pictures. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.

5.2 The Project Owner shall authorise 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

Article 7: Contents of tender file

7.1. The tender file describes the works, subject of the contract, establishes the consultation procedures of the contractors and special contract conditions. In addition to the amendment(s) published in conformity to article 8 of the General regulations of the invitation to tender (GRIT), it includes the following documents:

- 1) The invitation to tender written in French or English (AAO);
- 2) General Regulation of the invitation to tender (GRIT);
- 3) Special Regulation of the invitation tender (SRIT);
- 4) Specification of the Special administrative Clauses (SAC);
- 5) Specifications of the Special Technical Clauses (STC);
- 6) Unit price schedule;
- 7) Bill of Estimates and Quantities;
- 8) Format of Sub-Detail of unit prices;
- 9) Drawings and other elements of the technical file;
- 10) Model engagement letter by bidder;
- 11) Model bid submission letter;
- 12) Model bid bond;
- 13) Model performance guarantee;
- 14) Model bank guarantee for the refund of start-up advance;
- 15) Model of draft contract;
- 16) Lists of banks of 1st order approved by the Ministry in charge of finance;
- 17) Table of references of the bidder;
- 18) Table of key materials and equipment of the contractor;
- 19) Model of qualification and experience of the key personnel responsible for enforcement of the contract.

7.2. The bidder must consider all of the regulations, forms, conditions and specifications contained in the Tender File. He is invited to provide all the information requested and to prepare a compliant offer in all aspects. Any deficiency can lead to the rejection of its offer.

Article 8: Clarification made to the tender file

8.1. Any bidder seeking clarification on the Tender File can apply to the Delegated Contracting Authority in writing at the address of the Delegated Contracting Authority indicated in the tender notice. The Delegated Contracting Authority will respond in writing to any request for clarification received at least fourteen (14) days before the date of depositing of bids.

A copy of the response of the Delegated Contracting Authority, indicating the question but not mentioning its author, is addressed to all bidders who purchased the Tender File.

8.2. Between the publication notice including the phase for the pre-qualification of candidates and the opening of the bids, any bidder who is aggrieved in the public contracts award procedure may petition to the Minister in charge of Public Contracts.

8.3. The appeal must be addressed to the Delegated Contracting Authority with copies transmitted to the Chairperson of the Tender Board and to the organ in charge of the regulation.

It must reach the Delegated Contracting Authority not later than fourteen (14) days before the date of opening of the bids.

8.4. The Delegated Contracting Authority has five (5) days to respond. The response is transmitted to MINMAP and to the organ in charge of the regulation.

Article 9: Modification of the tender file

9.1. The Delegated Contracting Authority can, at any time before the deadline of depositing of bids and for any reason, whether on its own initiative or in response to a request for clarification by a bidder, modify the tender file by publishing the amendment.

9.2. Any amendment so published will be an integral part of the tender file as presented in Article 6.1 of the GRIT 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 Delegated 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 GRIT.

C. PREPARATION OF BIDS

Article 10: Costs of submission

The candidate will bear all the costs associated with the preparation and presentation of his bids, and the Delegated 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 GRIT;
- III. A written confirmation authorizing the signatory of the bid to engage the bidder
- IV. The SAC 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 with 3 pictures 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, provision of materials or site materials, the potential advantages in terms of safety of the environment and the Organization of the company;

VI. The CCTP duly initialed on each page and signed on the last page;

VII. Attestation of solvency of the contractor.

VIII. Commentaries (optional)

A commentary on the technical choices of the project and possible proposals.

c. Volume 3: Financial File

It includes:

- I. The tender specimen form, in original drafted according to the model attached, stamped at the rate in force, signed and dated;
- II. The unit price schedule duly completed, with an indication of the unit price excluding VAT in letters and figures;
- III. Bill of estimates and quantities completed;
- IV. Sub-details of the different prices according to the model attached;

Bidders will therefore use the parts and models provided in the Tender File, subject to the provisions of section 16.2 of the GRIT on the other possible forms of bid security.

12.2. If, in conformity to the provisions of the RPAO, bidders bidding for several lots of the same invitation to tender, they can indicate the discount or rebates in case of allocation of more than one lot.

Article 13: Amount of bid

13.1. Unless otherwise indicated in the Tender File, the amount of the contract will cover all of the work described in section 1.1 of the GRIT, on the basis of the bill of quantity and cost estimates presented by the bidder.

13.2. The bidder will fill the unit and total price of all the items as well as the detail estimated quantities.

13.3. Subject to contrary provisions in the RPAO and SAC, all the taxes and fees payable by the contractor in respect of the future contract, where otherwise, thirty (30) days before the deadline for submission of bids will be included in the bid prices and in the total amount of its offers.

13.4. If the terms of revision and/or updating of prices are provided in the contract, the date of establishment of the initial price and methods of review and/or discount price must be specified. Provided that any contract whose execution time is at most equal to one (1) year may not be the subject of price revision.

13.5. All unit prices shall be justified by sub-details established in accordance with the format proposed in section of sub detail for prices.

Article 14: Bid Currency and settlement

14.1. The amount of the contract is written entirely in CFA FRANCS. The amount of the bid, the unit price of the prices schedule and quantitative and estimated detail prices are labeled entirely in CFA FRANCS in the following manner:

- (a) Prices will be entirely denominated in CFA FRANCS. The bidder willing to spend money in other currencies for the execution of the work, will indicate in annex to the submission, the percentage of the amount of the offer required to cover needs in foreign currencies, without 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 Ninety (90) days. Any offer with validity less than this period will be rejected by the Delegated Contracting Authority.

15.2. In exceptional circumstances, the Delegated 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 GRIT 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 SAC, 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 GRIT, 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 non-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 GRIT.

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 GRIT, 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 18: Sealing and marking of bids

18.1. The bidder will place the original and copies of the constituent documents of the bids in two separate and sealed envelopes marked "**Original**" and "**Copy**", as the case may be. These envelopes will then be placed in an outer envelope which will also have to be sealed, but that should give no indication of the identity of the bidder.

18.2. The inner and outer envelopes

- a. Will be addressed to the Delegated Contracting Authority as indicated in the OMPP;
- b. Will bear the name of the project, the number of the invitation to tender in the OMPP, and the mention "To be opened only during the bid opening session" and also specify the lots.

18.3. The inner envelopes shall bear the name and address of the bidder to enable the Delegated Contracting Authority to return the offer sealed if it was submitted after the date and time limit under the provisions of article 19 of the GRIT or to satisfy the provisions of article 20 of the GRIT.

18.4. If the outer envelope is not sealed and marked as specified in sections 17.1 and 17.2 above, the Delegated Contracting Authority will not be responsible if the offer is lost or open prematurely.

Article 19: Date and time limits to deposit bids

19.1. Bids must be received at the Batibo Council at the **specific date and time indicated in the Special Regulation for the Invitation to Tender.**

19.2. The Delegated Contracting Authority may at its discretion, extend the deadline fixed for the deposition of bids by publishing another date in accordance with the provisions of **section 7** of the GRIT. In this case, all the rights and obligations of the bidders and the Delegated Contracting Authority previously governed by the initial date limit shall be governed by the new date limit.

Article 20: Bids out of time

Any bid coming in after the date and time limit for the submission of bids under article 19 of the GRIT will be declared out of time and, therefore, not receivable.

Article 21: Modification, Substitution and withdrawal of bids

21.1. A bidder may modify, replace or withdraw his bid after submission, provided a written notification for the modification or withdrawal is received by the Delegated Contracting Authority before the expiration of the period prescribed for the submission of bids. Such notification must be signed by a mandated representative. Modification or the corresponding bid to be replaced shall be attached to the written notification. The envelopes should be clearly marked depending on the situation, the mention "Withdrawal" and "Offer of replacement" or "Modification."

21.2. The notification of the modification, replacement or the withdrawal of the bid by the bidder shall be prepared, sealed, marked and sent in accordance with the provisions of section 15 of the GRIT. Withdrawal may also be notified by fax, but must in this case be confirmed by a duly signed written notice, with the date, the postmark being authentic, and must not be after the deadline set for the submission of tenders.

21.3. The bids which the bidders asked for the withdrawal pursuant to section 21.1 will be returned to them without having been opened.

21.4. Bid cannot be withdrawn within the interval between the deadline for the submission of bids and the expiration period of validity of the bid as on the bid form. The withdrawal of bid by any bidder during this interval leads to the bid bond being forfeited pursuant to the provisions of article 16.6 of the GRIT.

C. OPENING AND EVALUATION 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 Delegated 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 Delegated Contracting Authority for reasons related to his bid, he must do so in writing.

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

24.1. To facilitate the examination and comparison of bids, the Chairman of the Council Internal 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.
- d. 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.

26.2. The bid amount will be corrected by the Sub-Commission for analysis, in accordance with the procedure of correction of errors mentioned above and with the confirmation of the bidder, such amounts will be deemed to hire him.

26.3. If the bidder having presented the lowest evaluated bid price does not accept the corrections on his bids, his offer will be rejected and the bid bond forfeited.

Article 27: Evaluation and comparison of the financial bid (offer)

Only offers accepted, in conformity according to the provisions of section 24 of the GRIT, will be evaluated and compared by the Sub-Commission for analysis.

By evaluating the bids, Sub-Commission for analysis will determine for each bid the evaluated amount by correcting the amount as follows:

- ✓ By correcting any possible error in accordance with the provisions of article 25 of the GRIT.
- ✓ Excluding provisional sums and, the provisions if any, for contingencies in the detail bill of quantities and summary, but by adding the amount of day work, when they are competitively priced as specified in the OMPP.

F. ATTRIBUTION OF CONTRACT

Article 28: Award

The Delegated Contracting Authority will award the contract to the bidder whose bid has been recognized substantial responsive to the requirement of the Tender File and which has the technical and financial capacity required to carry out the contract in a satisfactory way and in which the bid has been evaluated the lowest.

Article 29: Right of the Delegated Contracting Authority to declare an invitation to tender unfruitful (unsuccessful) or cancel a procedure

The Delegated Contracting Authority reserves the right to cancel a tender procedure only after approval from the Minister Delegate in charge of Public Contracts when the bids have opened or declare a tender unsuccessful following the opinion of the competent tender's board, without thereby incurring any claims from the affected bidders.

Article 30: Notification of the award of the contract

Before the expiry of the bid validity period fixed by the Special Regulation for Invitation to Tender, the Delegated Contracting Authority shall notify the award of the contract to the successful contractor confirmed by fax, by registered letter or by any other means available to do it. This notification letter will indicate the amount HT that the Delegated Contracting Authority shall pay to the contractor in respect of execution of works and the duration.

Article 31: Publication of the award decision and redress

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

Any decision by the Delegated Contracting Authority to award a public contract shall be published; including the price and deadline, in the Journal of Public Contracts (JDM) published by the organ in charge of the regulation of public contracts or in any other publication authorised to do so.

Once the results awarding a contract are published by the Delegated Contracting Authority, bidders whose bids were not retained shall be informed of the rejection of their bids and invited to withdraw them within fifteen (15) days, except the copy meant for the organ in charge of the regulation of public contracts. Tenders that are not withdrawn within this deadline shall be destroyed without any claims being lodged by the bidder.

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 Delegated 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 Delegated 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 Delegated Contracting Authority and notified to the successful bidder.

32.1. 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 Delegated 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 (05%) 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)

Special regulations of the Invitation to Tender

References of the General regulations	General
1	Definition of works: The extension of rural electrification to Kwojuh-Kwojeh quarters in Batibo Subdivision, Momo Division of the North West Region. Name and address of the Delegated Contracting Authority: The Lord Mayor of Batibo Council Reference of Invitation to Tender: N° .../ONIT/BC/ITB/2025 of .../.../2025
2	Execution deadline: one hundred and twenty (120) days
3	Source of financing Works which form the subject of this Invitation to Tender shall be financed by the 2025 Public Investment Budget of the Ministry of Dcentralisation and Local Development.
4	List of pre-qualified candidates, not applicable
5	Origin of building materials, equipment, materials, supplies and equipment: The materials will generally be from natural sources in Cameroon.

6.1 Evaluation criteria

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

C. Eliminatory criteria

1. Absence of bid bond in the administrative file;
2. Deadline for delivery higher than prescribed;
3. False declaration or falsified documents;
4. A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
5. Incomplete financial file;
6. Change of quantity or unit;
7. Non respect of 75% of essential criteria;
8. Suspended by MINMAP

D. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity **18,000,000CFA Frs**;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit duly signed by the Bidder in his honour with 3 pictures.
- 9- Special Technical Clauses initialed in all the pages and signed at the last page;

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 75% 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 **75%** of the essential criteria.

ARTICLE 6: Language of the bids:

The offer like any correspondence and all documents concerning the tender, exchanged between the renderer and the Project Owner will be written in French or English. The complementary documents and the printed papers form provided by the Bidder can be written in another language in condition of being accompanied by a precise translation in French or English; in which case and for purposes of interpretation of the offer, the translation will be taken.

PRESENTATION OF THE TENDER.

The bids prepared in English or French and in seven (07) copies with one (01) original and six (06) copies marked thus, shall be presented in three (03) volumes as follows:

- A) **Administrative Documents**
- B) **Technical Documents**
- C) **Financial Documents**

5.1 External envelope.

Each bidder shall seal these three (03) envelopes (A, B and C) in one common envelope on which shall be written.

**<< OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE
N°05/ONIT/BC/BCITB/2025 OF 18/02/2025
FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWONJEH QUARTERS,
BATIBO SUBDIVISION, MOMO DIVISION OF THE NORTH-WEST REGION.>>.
"TO BE OPENED ONLY DURING THE BID-OPENING SESSION"**

N.B: The external envelope should not carry any mark or sign that can lead to the identification of the bidder.

8.2 Internal envelopes

Three (03) internal envelopes must be sealed in an external envelope.

The first internal envelope shall be labeled;

<<ENVELOPE A: ADMINISTRATIVE DOCUMENTS>> and shall contain the administrative documents of the enterprise. These documents shall be original or copies certified by competent authorities not more than three months.

ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Certified Copy of the Business Registration, not more than three months old.
A.2	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a fiscal stamp.
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 the first order not more than three months.
A.5	Purchase receipt of Tender File of fifty thousand (50,000) CFAF issued by Batibo municipal treasury.
A.6	A bid bond of six hundred thousand (600,000) CFAF issued by a first rate-financial institution 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 Contracts Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	A valid business liecens carrying a fiscal stamp
A.10	A valid taxpayer's card carrying a fiscal stamp

A.11	Plan of location of the Company signed by the bidder
A.12	Power of attorney if necessary
A.13	Special Administrative Clauses completed and initialed in all the pages and signed at the last page

In the absence or non conformity of one of these documents, the bidder shall be given 48hours to provide the correct document, failure of which it will result to the elimination of the offer.

The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

General presentation of bids	no	yes
- Presence of all documents		
- Properly bound.....		
- Table of content		
- Separators in colour apart from white.....		
- Order prescribed respected.....		
- Clearness of the documents.....		
TOTAL 1		/6
a. The company references		
References of the company in electrification works or similar works for the past five years:		
- 02 certified copy of similar contract with bill of quantities and cost estimates visaed and legalized by a competent administrative authority, involving the installation of a step-down transformer (1 st pages, bill of quantities and last pages)		
- minutes of final reception for works realized before 2023 and provisional reception for works realized in 2024 for the contracts presented above.		
TOTAL 2		/3
b. Equipment		
	no	yes
- Proof of ownership or hired of a yarp truck		
- Proof of ownership or hired of a 4x4 pick-up vehicle in good operating condition		
- Proof of ownership or hired of an electric drill		
- Proof of ownership of engine saw		
- Proof of ownership of GPS device		
- Proof of ownership of an electrical tool kid comprising: climbers, spades, dig axes, drill, service cord, set of screws drivers, pegging markers, fork, signalling cones, pliers.		
TOTAL 3		
c. Qualification of site personnel		
- Organizational Chart of the enterprise.....		
- Organizational Chart of site with comments		
Works Director: Electrical or Rural Engineer with at least 05 yrs experience	no	yes
- Diploma of work Director certified.....		
- CV signed and dated by works Director.....		
- Professional experience of works Director at least five years.....		
- Attestation of availability dully signed by the bearer		

Site foreman: Senior Electrical Engineering technician with at least 03 yrs experience	no	yes
- Certified copy of certificate of Foreman.....		
- CV signed and dated by site foreman.....		
- Professional experience of site foreman at least three years		
- Attestation of availability		
Chief technician; at least BAC in electricity and at least 03 yrs of experience	no	yes
- Certified copy of diploma		
- CV signed and dated		
- Attestation of availability		
- Professional experience of chief technician at least three years		
TOTAL 4		/17
d The methodology of intervention and execution of work	no	yes
- Site Visit report signed on honour and dated by the bidder		
- Detailed technical note on the organization and execution of works.....		
- Coherence of synchronized Planning of execution of works.....		
- Coherence of individual protection plan (IPP) within the project site.....		
- Coherence of the General Security and Safety Plan (GSSP) within the project site.....		
- Description of the socio - environment measures for the site protection.....		
- Attestation of site visit signed by the mayor upon presentation site the visit report		
- Coherence in the planning of execution.....		
- Plan of supply of materials.....		
- Detailed manpower deployment plan.....		
- Technical note drawn from site observations and recommendations.....		
TOTAL 5		/12
e- Pre-financing	no	yes
Attestation of credibility shall be at least 60% of the bid price.....		
TOTAL		/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6		/44

ENVELOPE C- FINANCIAL FILE

No.	DESIGNATION.
C1	A submission letter, signed, dated and stamped. (see ANNEX 3)
C2	Completed and signed frame work of unit prices.
C3	Signed Bills of quantities and cost estimates indicating the total amount without taxes (HT) and with taxes (TTC)
C4	Sub details of unit prices

- The bidders will use for this purpose the documents and models envisaged in the Tender Documents, subject to the provisions of Article 19.2 of the GRIT concerning the other possible forms of bid bond.
- The various parts of the same file must be separated with colour guides from as well in the original as in the copies, so as to facilitate its examination

Supply price

ARTICLE 8: Currency of payment

This National Invitation to Tender is awarded on total and Contractual price, inclusive of all taxes, firm and non-revisable for the whole of the works and the equipment defined in the present Invitation to Tender.

The corresponding amount will be calculated inclusive of all taxes and the prices will be obligatorily expressed in francs CFA.

The unit schedule price expressed out in figures and letters and in seven (07) copies will be joined to the offer. In the event of error between the prices in figures and letters, the latter will precede and be used as a basis of calculation of the amount of the offer.

The establishment of the prices will be done on the basis of economic condition into force in Republic of Cameroon at the handover date of the offers.

ARTICLE 9: Transport and delivery

The materials for work must be protected during transportation through packaging whether by air, railway or road according as the case may be. The conditions of storage must be of tropical type.

ARTICLE 10: Guarantee and retention guarantee

10.1 Provisional guarantee

The amount of the provisional guarantee or guarantee of tender is fixed at six hundred thousand (600,000) CFAF.

The time of validity of this guarantee is ninety (90) days as from the date of depositing of the offers.

10.2 Final Bond

The final Bond is fixed at two percent (2%) of the initial amount of the services envisaged in the country. It could be replaced by a guarantee personal and interdependent of a banking house approved by the Ministry of Finances following COBAC conditions.

It will have to be made up in the twenty (20) days following the notification of the signature of the Contract in a bank approved by the Minister in charge of Finances.

10.3 Guarantee Retention

Guarantee Retention of ten percent (10%) will be operated on amount including all taxes of the Contract. The corresponding sum will be paid or the released guarantee, with the final acceptance of work.

ARTICLE 11: Period of validity of the offers

The bidder will remain committed to his offer for sixty (60) days as from the handover date of the offers. If at the end of this period, the Contract were not notified to him, the bidder will be able, either to cancel his offer, or to ask for a new negotiation of the unit prices.

ARTICLE 12: A number of copies of the offer which must be filled and sent

The tender, as all the parts accompanying it will have to be given in seven (07) copies, including one (01) original and six (06) copies. The bidder will present his dossier inside a sealed outer jacket being marked:

**<< OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE
N°05/ONIT/BC/BCITB/2025 OF 18/02/2025
FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWONJEH QUARTERS,
BATIBO SUBDIVISION, MOMO DIVISION OF THE NORTH-WEST REGION.>>
"TO BE OPENED ONLY DURING THE OPENING SESSION"**

ARTICLE 13: Date and latest time of deposit of offers

The offers will have to arrive under closed fold and seal latest **12/03/2025** at 10:00am, by mail registered with acknowledgement of delivery or by deposit against receipt to the following address:

THE SERVICE OF THE CONTRACTING AUTHORITY, THE SIGAMP OFFICE OF THE BATIBO COUNCIL

Beyond this time no offer will be received nor accepted.

ARTICLE 14: Opening of the tenders

The opening of the folds will be carried out in the conference room of the Batibo Council on .../.../2025 as from 11:00am, by the Batibo Council Tender Board sitting in the presence of the duly elected bidders or their representatives and having a good knowledge of the file.

AWARD OF THE CONTRACT

ARTICLE 15: Award of the Contract

The Tenders Board will propose to the Delegated Contracting Authority to award the Contract to the bidder who will have presented the offer with the lowest offer, essentially conforming to the regulations the Tender File, having satisfied to **100% of all the eliminatory criteria and at least 75% of the essential criteria** taken into account.

The decision carrying attribution of the Contract will be published by way of press release or any other means of Publication of use in the Administration.

If the Contract passed on the basis of technical alternative suggested by the bidder, the Delegated Contracting Authority reserves the right to introduce all the provisions there allowing him to guarantee itself against the real overrun costs of the alternative compared to his estimate of origin. In the absence of these last precise details, any additional charge due to an alternative will be inadmissible.

To this end, it is specified that a bidder cannot claim to be compensated, if it is not taken action on his offer.

The Delegated Contracting Authority reserves the right not to take action on an Invitation to Tender, if it did not obtain a proposal which appears acceptable to him.

ARTICLE 16: COMMENCEMENT OF WORK:

Before the commencement of work, the Contractor must be installed on the site by the following:

- ❖ The Authorizing Officer or his representative, **MAYOR BATIBO COUNCIL**;
- ❖ The Contract Engineer, **DD MINEE - MOMO**;
- ❖ The Contract Manager, **DD MINDDEVEL - MOMO**;
- ❖ The **DD MINMAP MOMO** or his representative;
- ❖ The project Manager is the **CDO of BATIBO Council**;
- ❖ Representative of the beneficiary communities;

PART 04

SPECIAL ADMINISTRATIVE CLAUSES (SAC)

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CHAPTER I: GENERALITIES

ARTICLE 1: Subject of the Jobbing order

The jobbing order has as subject the extension of rural electrification to Kwojuh-Kwojeh quarters, Batibo Subdivision, of the Momo Division, North-West Region.

ARTICLE 2: Procedure of the award of the jobbing order

The present jobbing order is awarded after an Open National Invitation to tender, following procedures laid down for the award of public contracts in Cameroon.

ARTICLE 3: Definitions and attributions (CCAG article 2).

1- General definitions

- The Delegated Contracting Authority is **the Lord Mayor BATIBO**. He is responsible for the conservation of the originals of the jobbing order and the transmission of copies to ARMP through the focal point designated to that effect.
- The Project owner is **the Mayor of BATIBO Council** responsible for the general administrative, financial and technical assistance at the definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order.
- The contract engineer is **the Divisional Delegate of MINEE for Momo** and is responsible for the follow-up of the execution of the contract.
- The project manager is the **CDO** for BATIBO council and is responsible the defense of interest at definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order
- The contract manager is the **DD MINDDEVEL MOMO** and is responsible the acceptance stages of the services forming the subject of the jobbing order
-
- The beneficiary is **the company**.

2- Security

In view of the application of the law on collateral prescribed in the Decree N° 2018/366 of 20th June 2018, the following are designated:

- The authority in charge of ordering payment shall be the **Mayor of BATIBO Council**.
- The body or official in charge of payment shall be the **Municipal Treasury of BATIBO Council**;
- The authority in charge of the clearance of expenditures shall be the **Divisional Controller of finance-Momo**;
- The official competent to furnish information within the context of execution of this jobbing order shall be the **Project owner, Project manager and the 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 documents of the Contract (Article 4 of GAC)

The constituent Contractual documents of this Contract are in order of priority:

- 1) The tender or commitment letter;

- 2) The bidder's tender and its annexes in all provisions not contrary to the Special Administrative Conditions (GAC) and the Special Technical Conditions (STC) hereunder;
- 3) The Special Administrative Conditions (SAC);
- 4) The Special Technical Conditions (STC);
- 5) The particular elements necessary for the determination of the Contract price, such as, in order of priority: the unit price schedule, the statement of all-in prices, detailed estimates, the breakdown of all-in prices and the sub-details of unit prices;
- 6) Plans, calculation notes, trial documents, geotechnical documents;
- 7) The General Administrative Conditions applicable on Public works Contracts that went into effect by Order N°. 033/CAB/PM of 13 February 2007;
- 8) The General Technical Condition(s) applicable on the services forming the subject of the Contract.

Article 6: General instruments in force

This Contract shall be governed by the following general instruments:

1. Framework Law N°. 96/12 of 5th August 1996 on the management of the environment;
2. The Mining Code;
3. Instruments governing the various professional bodies;
4. Decree N°. 2001/048 of 23rd February 2001 relating to the Setting up, Organization and Functioning of the Public Contracts Regulatory Agency
5. Decree N°. 2003/651/PM of 16th April 2003 to lay down the Procedure for Implementing the Tax and Customs System applicable to Public Contracts;
6. Decree N°. 2018/366 of 20th June 2018 to institute the Public Contracts Code;
7. Decree N°. 2012/075 of 8th March 2012 to organise the Ministry in charge of Public Contracts;
8. Letter N°. 00908/MINTP/DR of 1997 to publish guidelines for the consideration of environmental impact of road maintenance;
9. Circular N° 00013995/C/MINFI of 31st December 2024 bearing instructions relating to the implementation of the Finance laws, the monitoring and control of the execution of the Budgets of the State and other entities for the 2025 fiscal year;
10. Unified Technical Documents (DTU) for building works;
11. Applicable standards;
12. Order N° 212/A/MINMAP of 28th September 2021 organizing the functioning of SIGAMP;
13. Other instruments specific to the domain concerned with the Contract.

Article 7: Communication (Articles 6 and 10 supplemented)

7.1 All notifications and written communication within the framework of this Contract shall be sent to the following address:

- a) In the case where the contractor is the addressee: beyond the time-limit of 15 days fixed in Article 6 (1) of the GAC to make his domicile known to the Chief of Service and immediately after completion of the works, correspondences shall be validly address to council where the Contractor Resides.
- b) In the case where the Delegated Contracting Authority in the addressee: Mayor BATIBO Council with copies addressed to the Chief of Service and the Engineer.

7.2 The contractor shall address all written notifications or correspondences to the Engineer with a copy to the Chief of Service.

Article 8: Administrative Orders (Article 8 of GAC)

The various Administrative Orders shall be established and notified as follows:

- 8.1 The Administrative Order to start execution of works shall be signed by the Delegated Contracting Authority and notified to the Contractor by the Project Owner with a copy to the Delegated Contracting Authority, Contract Engineer, the Paying Body and the Project Manager, where applicable.

- 8.2 Upon proposal by the Project Owner, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Delegated Contracting Authority and notified by the Project Owner to the Contractor with a copy to the Delegated Contracting Authority, the Contract Engineer, the Project Manager and the Paying Body. The prior endorsement of the Paying Body shall possibly be required before the signature of those that have an incidence on the amount.
- 8.3 Administrative Orders of a technical nature linked to the normal progress of the work and without financial incidence shall be signed directly by the project owner and notified to the Contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Delegated Contracting Authority and Contract Manager.
- 8.4 Administrative Orders serving as warnings shall be signed by the Delegated Contracting Authority and notified to the Contractor by the Contract Engineer with a copy to the Project Owner and Contract Manager.
- 8.5 Administrative Orders for suspension or resumption of work as a result of the weather or any other case of force majeure shall be signed by the Delegated Contracting Authority and notified by the Contract Engineer to the Contractor with a copy to the Project Owner and Contract Manager.
- 8.6 Administrative Orders prescribing works necessary to remedy disorders which could appear on structures during the guarantee period and not related to normal usage shall be signed by the Contract Manager upon the proposal of the Contract Engineer and notified to the Contractor by the Contract Engineer.
- 8.7 The Contractor has a time-limit of fifteen (15) days to issue reservations on any Administrative Order received. Having reservations shall not free the enterprise of executing the Administrative Orders received.
- 8.8 Concerning Administrative Order signed by the Delegated Contracting Authority and notified by the Project Owner, the notification must be done within a **maximum of 30 days** from the date of transmission by the Delegated Contracting Authority to the Contract Manager. **Beyond this deadline, the Delegated Contracting Authority shall establish the default of the Project Owner, take over from him and carry out the said notification.**

Article 9: Contracts with conditional phases (Article 9 of GAC)

- 9.1 This Contract has one phase.
At the end of phase one, the Project Owner shall carry out the acceptance of the works and issue an attestation of proper execution to the Contractor. This attestation shall condition the start of the following conditional phase.
- 9.2 The time-limit granted for notification of the Administrative Order to start execution of a conditional phase shall be five (5) days.

Article 10: Contractor's equipment and personnel (Article 15 of GAC supplemented)

- 10.1 Any modification, even partial, made to the technical bid shall only occur after the written approval of the Contract Manager. In case of modification, the Contractor shall have himself replaced by a member of staff of equal competence (qualifications and experiences).
- 10.2 In any case, the lists of supervisory staff to be used shall be subject to the approval of the Project Owner in the days following notification of the Administrative Order to start execution. The Project Manager has **five (5) days** to notify his opinion in writing with a copy sent to the Contract Manager. Beyond this time-limit, the staff list shall be considered as approved.
- 10.3 Any unilateral modification on the supervisory staff made in the technical bid prior to and during the works shall be a reason for termination of the Contract as mentioned in article 45 below or the application of penalties [to be specified where need be].

Chapter II: Financial conditions

Article 11 Guarantees and bonds (Articles 29 and 41 of GAC)

11.1 Final bond

The final bond shall be set at 2 % of the amount of the Contract, inclusive of all taxes.

It is constituted and transmitted to the Contract Manager within a maximum deadline of twenty (20) days of the notification of the Contract.

The bond shall be returned or the guarantee released within one month following the date of provisional acceptance of the works, following a release issued by the Delegated Contracting Authority upon request by the Contractor.

11.2 Performance bond

The retention fund shall be set at 10 % of the amount of the Contract, inclusive of all taxes.

The return or release of the retention fund or security shall be done within one month after final acceptance by release issued by the **Delegated Contracting Authority** upon request by the Contractor.

11.3 Guarantee of start-off advance

The contractor may be granted a start off amount of 20% of the Contract amount (inclusive of taxes) upon request.

The start-off payment shall be guaranteed at 100% by a Cameroonian bank recognized by the Ministry in charge of Finance.

Article 12: Amount of the Contract (Articles 18 and 19 of GAC supplemented)

The amount of this Contract as indicated by the attached [detail or estimates] is _____ (in figures) _____ (in letters) CFA francs Inclusive of All Taxes; that is:

- Amount exclusive of VAT: _____ (_____) CFA F
- Amount of VAT: _____ (_____) CFA F.
- Amount of AIR _____ CFA F
- Net to be paid= EVAT- AIR

Article 13: Place and method of payment

The Project Owner shall release the sums due in the following manner:

- a. For payments in CFA francs (*amount in figures and letters exclusive of taxes*) by credit to account N°. _____ opened in the name of the Contractor in the _____ bank.
- b. For payments in foreign currencies (*amount in figures and letters exclusive of taxes*) by credit to account N°. _____ opened in the name of the Contractor in _____ bank.

Article 14: Price variation (Article 20 of GAC)

13.1 Prices shall be firm.

- a. Payments on account made to the Contractor as advances shall not be revisable.
- b. Revision shall be "frozen" upon expiry of the Contractual time-limit, except in the case of price reductions.

13.2 Price updating modalities (not applicable)

Article 15: Price revision formulae (article 21 of GAC) (not applicable)

Article 16: Price updating formulae (article 21 of the GAC)

(not applicable)

Article 17: Works under State supervision (Article 22 of GAC supplemented)

17.1 The percentage of works under State supervision shall be 2 % of the amount of the Contract and its additional clauses, where applicable.

17.2 In the case where the Contractor were invited to execute works under State supervision, the submitted and duly justified expenditures shall be reimbursed to him under the following conditions:

- The quantities considered shall be the hours used or the quantities of building materials and materials used that was the subject of joint job cost sheets;
- The remunerations and salaries effectively paid to local labour shall be increased by forty percent (40 %) to take account of social benefits;
- The hours put in by the heavy equipment shall be counted at the rate featuring in the sub-detail of prices;
- building materials and materials shall be reimbursed at cost price duly justified at the place of use, marked up by ten percent for loss, stocking and handling;
- The amount for services thus calculated, including the hours put by heavy equipment shall be marked up by 25 % to take into account the overheads, profits and the Contractor's unforeseen.

Article 18: Evaluation of works (article 23 of the GAC)

The work done shall be evaluated using the unit price.

Article 19: Evaluation of supplies (article 24 of the GAC supplemented)

19.1 Materials supplied shall be received by the competent technical commission made up of the Contract engineer and Eneo representative. The contractor shall present purchase receipts for these materials, certificate of treatment for poles and transformer test from Eneo.

19.2 No security shall be requested for payments on account on supplies.

Article 20: Advances (article 28 of the GAC)

20.1 The Delegated Contracting Authority may grant a start-off advance equal to 20% of the amount of the Contract.

20.2 This advance whose value cannot exceed twenty (20) percent of the initial amount inclusive of all taxes shall be guaranteed at one hundred (100) percent by a banking establishment governed by Cameroon law or a first-rate financial institution in accordance with the instruments in force and reimbursed by deduction of the payments on accounts to be paid to the Contractor during the execution of the Contract according to the modalities laid down in the Special Administrative Conditions.

20.3 The total amount of the advance must be reimbursed not later than when the value in basic price of the works reaches eighty (80) percent of the amount of the Contract.

20.4 As the reimbursement advances, the Project Owner shall issue the release of the corresponding part of the guarantee upon the express request by the Contractor.

20.5 The possibility of granting start-off advance or advance for supplies must be expressly stipulated in the Tender File.

Article 21: Payment for works (articles 26, 27 and 30 of the GAC supplemented)

21.1 Establishment of works executed

Before the 30th of each month, the Contractor and the Contract Manager shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

21.2 Monthly detailed account

No later than the fifth (5th) of the month following the month of the services, the Contractor shall hand over to the Project Manager 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 establishing the total amount of the sums to which he may lay claim as a result of the execution of the Contract since the start of the Contract.

Only the detailed account exclusive of VAT shall be paid to the Contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance. Only the amount exclusive of VAT shall be paid to the Contractor as follows:

- 100-2.2/5.5% paid directly into the account of the Contractor;
- 2.2 or 5.5 % paid to the Public treasury as AIR due by the Contractor.

The amount of payment on account shall not exceed the value of the technical execution phases carried out.

Payment on account may be spread over the duration of the execution of the contract according to technical execution phases as defined in the contract.

Payment on account shall take place within thirty (30) days from the date of transmission to the competent accounting officer, of the documents giving entitlement to payment.

The contractor shall transmit seven (7) copies of the partial invoices to the Engineer for approval before the 5th of the month following the works executed.

The Engineer shall within a time-limit of seven (7) days forward the approved partial invoices to the Chief of Service.

The Chief of Service has a maximum time-limit of twenty-one (21) days to sign the partial invoice and to produce the documents giving entitlement to payment on account and transmit same to the competent accounting officer.

21.3 Detailed account of start-off account (if applicable).

Article 22: Interest on overdue payments (Article 31 of the GAC)

Possible interests on overdue payments are paid by statement of sums due in accordance with article 88 of Decree N°. 2018/366 of 20th June 2018 to institute the Public Contracts Code.

Article 23: Penalties (Article 32 of the GAC supplemented)

A. Penalties for delay

23.1 The amount set for penalties for delays shall be set as follows:

- a) One two thousandth (1/2000th) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;
- b) One thousandth (1/1000th) of the initial amount of the Contract inclusive of all taxes per calendar day beyond the 30th day.

23.2 The cumulated amounts of penalties for delay shall be limited to ten percent (10 %) of the initial Contract inclusive of all taxes.

B. Specific penalties

23.3 Independently of penalties for overrun of Contractual time-limit, the Contractor shall be liable for the following special penalties for the non-observation of the provisions of the Contract, especially:

- Late submission of final bond;
- Late submission of insurances, shall be one five thousandth (1/5000th) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;

- Late submission of the draft execution schedule if the lateness is caused by the Contractor shall be one five thousandth (1/5000th) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;

Article 24: Payment in case of a group of enterprises (article 33 of the GAC)

1. In the case of a group of enterprises, indicate the method of payment of co- and sub-Contractors, where need be.
2. Indicate the method of payment of sub-Contractors, where need be.

Article 25: Final detailed account (article 34 of the GAC)

25.1 After completion of the works and within a maximum time-limit of fourteen (14) days after the date of provisional acceptance, the Contractor shall establish, based on joint reports, the draft final detailed account of works executed and which detailed account summarises the total sums to which the Contractor may be entitled as a result of the execution of the whole Contract.

25.2 The Contract Engineer has up to thirty (30) days to notify the corrected and approved draft to the Project owner.

25.3 The Contractor has up to thirty (30) days to return the corrected and approved final detailed account to the competent accounting officer.

Article 26: General and final detailed account (article 35 of the GAC)

26.1 The Contract Manager has up to thirty (30) days to establish the general detailed account and forward to the Contractor after final acceptance.

At the end of the guarantee period which results in the final acceptance of the works, the Authorising Officer draws up the general and final detailed accounts of the Contract which he had signed jointly by the Contractor and the Delegated Contracting Authority. This detailed account includes:

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

The signing of the general and final detailed account without reservation by the Contractor definitely binds the two parties, puts an end to the Contract, except with regard to interest on overdue payments.

26.2 The Contractor has up to thirty (30) days to return the signed final detailed account.

Article 27: Tax and customs regulations (article 36 of the GAC)

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;
- Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
 - ✓ Council dues and taxes;
 - ✓ 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 mean VAT included.

Article 28: Stamp duty and registration of Contracts (article 37 of GAC)

Seven (7) original copies of the Contract shall be stamped by and at the cost of the Contractor, in accordance with the applicable regulations.

Chapter III: Execution of works

Article 29: Nature of the works (article 46 of GAC)

The works shall include especially:

- ✓ construction of a MV single phase line with 1x34.4mm² Almelec cable, covering a distance of 1,000m;
- ✓ construction of a MV/LV single phase mix line with 1x34.4mm² Almelec and 4x25mm² Aluminum cables and covering a distance of 80m;
- ✓ construction of a transformation substation equipped with a H61-25kVA/17.32kV/B2 transformers;
- ✓ construction of a low voltage single phase line with 4x25mm² Aluminum cable covering a distance of 1,440m;
- ✓ The Sundry expenses will consist of:
 - Clearing and pruning 7m width on each side of the network.
 - Transportation of wooden poles, materials and workers.

Article 30: Roles and responsibilities of the Project Owner (GAC supplemented)

30.1 The Project Owner shall be bound to furnish the Contractor with information necessary for the execution of his mission and to guarantee, at the cost of the Contractor, access to sites of projects.

30.2 The Project Owner shall ensure the Contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

Article 31: Execution time-limit of the Contract (article 38 of the GAC)

31.1 The time-limit for the execution of the works forming the subject of this Contract shall be **one hundred and twenty (120) days**.

31.2 This time-limit shall run from the date of notification of the Administrative Order to commence execution of the works.

Article 32: Roles and responsibilities of the Contractor (article 40 of the CAG)

The detailed and general plan of progress of the works shall be communicated to the Contract Engineer in five (05) copies at the beginning of each month.

Article 33: Provision of documents and site (article 42 of the GAC)

A reproducible copy of the plans featuring in the Tender File shall be submitted by the Contract Engineer.

The Project Owner shall make available the site and access ways to the Contractor at the appropriate time as the works progress.

Article 34: Insurance of structures and civil liabilities (article 45 of GAC)

The Contractor shall take out a third-party risk insurance concerning persons, property or liabilities from an insurance company governed by the "CIMA" insurance code.

Article 35: Documents to be furnished by the Contractor (Article 49 of the GAC supplemented)

35.1 Programme of works, Quality Assurance Plan and pegging map.

a) Within a maximum deadline of *fifteen (15) days* from the date of notification of the Administrative Order to commence execution, the Contractor shall submit in *six (6) copies* for the

approval of project owner after the endorsement of the Contract Engineer the execution programme of the works, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan, where applicable and the electricity network pegging map at scale 1/2500.

This programme shall be exclusively presented according to the furnished models.

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 Manager 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 Project Owner 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 Manager, 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 works, the Delegated Contracting Authority shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

b) The Environment Management Plan should bring out notably the choice technical conditions of the site and basic life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites.

c) The Contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.

d) The approval granted by the Contract Engineer shall in no way diminish the responsibility of the Contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the Contract.

35.2 Execution draft

a) The execution plan documents (calculations and drawings) necessary for the realisation of all the parts of the structure must be submitted for the endorsement of the Contract Engineer at most fifteen (15) days prior to the date provided for the commencement of execution of the corresponding part of the structure.

b) The Contract Engineer has a deadline of five (05) days to examine and make known his observations. The Contractor then has a deadline of (04) four days to present a new file including the said observations.

35.3 In case of the non-observance of the approval deadlines of the above documents by the Administration, these documents shall be deemed to have been approved.

Article 36: Organisation and safety of sites (article 50 of the GAC)

36.1 Signboards at the beginning and end of each section must be placed within a maximum deadline of fifteen days after the notification of the Administrative Order to commence work. It must have the following characteristics: Height = 2.80m, width=1.20m, board thickness=2.5cm at 1.20m above the ground level. The Contract Engineer shall put at the Contractors' disposal the text to be used.

36.2 The services to inform in case of interruption of traffic or along the deviated itinerary: [To be specified in accordance with article 50(2) of the GAC].

36.3 Indicate the special measures demanded of the Contractor, other than those provided for in the GAC, for rules of hygiene and safety and for circulation around or in the site.

Article 37: Implantation of structures

The Project Owner shall notify within [five] days following the date of notification of the Administrative Order to commence work, the basic points and levels of the project.

Article 38: Sub-Contracting (article 54 of the GAC)

The part of the works to be sub-Contracted shall be 30 % of the initial amount of the Contract and its additional clauses.

Article 39: Site laboratory and trials (article 55 of GAC)

39.1 Indicate if necessary the modalities for carrying out the trials and geotechnical studies provided for in the Special Technical Conditions.

39.2 The Contract Manager has a deadline of three days to approve the Contractor's personnel and laboratory as soon as the request is made.

Article 40: Site logbook (article 56 of the GAC supplemented)

40.1 The Site logbook must be systematically jointly signed by the Contract Manager or Engineer, where need be and the Contractor's representative each day.

40.2 It is a joint document in a single copy. Its pages must be numbered and initialled. No page should be removed. The erased or cancelled parts must be mentioned on the margin for validation.

Article 41: Use of explosives (article 60 of the GAC)

CHAPTER IV: ACCEPTANCE

Article 42: PROVISIONAL ACCEPTANCE

42.1 PRE- ACCEPTANCE OPERATIONS

Before the acceptance of the works the Contractor shall ask in writing to the Contract Engineer, to organize a technical visit for pre-acceptance. This visit shall include the following operations.

- Qualitative and quantitative evaluations of the different works that have been executed.
- Findings and statement of the unexecuted task envisaged in the present jobbing order.
- Findings relative to the completion of the work
- Findings on the quantity of works that have been effectively realized

These operations shall be subject to a site report drawn up on the field, signed by the following.

- Contract Engineer,
- Contractor,
- MINMAP.

During this pre-reception, the Engineer shall eventually specify the reserves to be lifted and the corresponding works to be effected before the reception. The Engineer shall fix the reception date in collaboration with the chief of service for the Contract.

42.2 Acceptance

The acceptance commission shall comprise:

- 1- The Project Owner (Chairman)
- 2- The Contracting Authority..... (Member)
- 3- The Contract Engineer..... (Secretary)
- 4- The Contract Manager..... (Member)
- 5- The Project Manager..... (Member)
- 6- The stores accountant at Batibo Council (Member)
- 7- The DD MINMAP Momo or his representative..... (Observer)
- 8- The representative of the community..... (Observer)

9- The Contractor or his Representative..... (Member)

The commission shall examine the report of the pre-acceptance and shall proceed to the acceptance. An acceptance report (minutes) of the works shall be prepared by the Contract Engineer and sign by all the commission members.

ARTICLE 43: DOCUMENTS TO BE FURNISHED AFTER EXECUTION

43.1 The contractor shall furnish within one (1) month after completion of the works five (05) copies of all working documents and drawings as executed, especially those relevant to the exploitation and maintenance of the works.

43.2 A penalty of 30% of the guarantee retention shall be retained in the event where the contractor fails to comply with Article 43.1 above.

Article 44: GUARANTEE PERIOD.

The guarantee period is one (01) year from the date of the provisional acceptance.

Article 45: Final acceptance (article 72 of the GAC)

Final acceptance shall take place within a maximum deadline of fifteen (15) days from the date of expiry of the guarantee.

The procedure for final acceptance shall be the same as for provisional acceptance

Chapter V: Sundry provisions

Article 46: Termination of the Contract (article 74 of the GAC)

The Contract may be terminated as provided for in Part III Paragraph IV of Decree N°. 2018/366 of 20 June 2018 and equally under the conditions laid down in articles 74, 75 and 76 of the GAC especially in one of the following cases:

- Delay of more than fifteen (15) calendar days in the execution of an Administrative Order or unjustified stoppage of more than seven (7) calendar days;
- Delay in work resulting in penalties of more than 10 % of the amount of the works;
- Refusal to repeat poorly executed works;
- Default by the Contractor;
- Persistent non-payment for services.

Article 47: Case of force majeure (article 75 of the GAC)

If the Contractor were to raise the issue of force majeure, the thresholds below which claims shall not be admitted are:

- *Rainfall: 200 millimetres in 24 hours;*
- *Wind: 40 metres per second;*
- *Flood: decennial flood frequency.*

Article 48: Disagreements and disputes (article 79 of the GAC)

Disagreements and disputes resulting from the execution of this Contract may be settled amicably.

Where no amicable solution can be found for a disagreement, it is brought before the competent court in the North-West Region of the Republic of Cameroon.

Article 49: Production and dissemination of this Contract

Seven (07) copies of this Contract shall be produced at the cost of the Contractor and furnished to the Contract Manager.

Article 49 and last: Entry into force of the Contract

This Contract shall be final 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 (S.T.C)

A- INTRODUCTION.

This specification aims to define the mode of execution of work to be done following the norms and approved standards, according to the documents of the Contract.

The choice of technological options for achieving the proposed work has the sole concern to ensure a better functionality of facilities in compliance with safety rules for the protection of property and persons. +It has been established as a guide to clarify and supplement the guidance of the estimate and drawings notwithstanding the terms of the Contract.

B-MODE OF EXECUTION OF WORK

General:

For all construction arteries medium voltage, single-phase or three-phase sub-stations, MV/LV, LV single-phase and three-phase lines, generator house, thermal electricity production, and security measures and environmental protection to be observed, they must conform to the requirements, laws, decrees, orders, standards, norms and Publications in force in Cameroon and for management of the electricity sector. In default the texts will be applied in this order:

- The recommendations of the International Electro-technical Committee (IEC Publication);
- The European standards CEN-CENELEC (EN);
- The French ANOR standards;
- The decision of 2th April 1991 laying down the Technical Conditions to be satisfied by the distribution of electricity, published in the Official Gazette of the French Republic on May 4, 1991;
- Circular No. 78-79 of 6th July 1978 on the implementation of the Decree of May 26, 1978'
- Standards Approved French NFC;
- French UTE standards and in particular;
- C 10-100;
- C 10 - 101;
- C 10 - 200;
- Any other norms recognized in the system (ISO).

All these rules may be modified under the responsibility of the Administration in charge of electricity to reflect local conditions, knowing that the works will be built to suit the conditions defined below:

- Average temperature: 35° C
- Humidity correspondent: 98 %
- Extreme temperature (indoor):
- The Minimum + 10°C;
- Max + 50° C;
- Exceptional speed winds 180 km / h;
- Normal speed winds 5 to 35 km/h

Wooden poles shall conform to the standard UPDEA.

*** Specific case of mini and micro diesel power plants:**

They are part of the internal electrical installations for power up to 100 KW (125 KVA). It will often consist of compact units with low voltage three-phase output or separate elements with a low voltage general control board, transformer, three-phase MV outlet.

Documents:

The Works will be performed according to the following documents;

- The technical offer of the bidder (detailed technical definition of the consistency of the work and execution plans,) approved and completed by the project owner
- The attached cost estimates;

- The general administrative terms and conditions applicable to works Contracted on behalf of State;
 - The various international standards recognized in the system (ISO) and may apply to the environment and economic climate of Cameroon;
 - The local power authority, safety and environmental protection regulations applicable in Cameroon;
- The Contract documents are complementary and must be accepted as a whole. They explain and complement each other in order to define the works to be performed.
- All that would be missed by some, but noticed by others and that would be required to complete the work in accordance with the clear intent of the said Contract documents to be executed by the Contractor without additional charges.

MV SINGLE-PHASE OR THREE-PHASE LINE

The single-phase or three-phase antenna will be derived from a phase of the triple phase mainline. It will be constructed in 11m wooden poles, class D and Almelec 34.4 mm² cable, stretched on a rigid glass insulator mounted on spindle on wooden poles. A derivation is made as a bypass with a fuse that will swing making the fuse opening visible and easily locate the faults in the line. The works of involve:

- ✓ 601001: Supply and installation of rigid glass insulators including perforated attachment and all constraints of supply and labor;
- ✓ 601002: Supply and installation of 30kV chain of three insulators;
- ✓ 601003: Supply and installation U bolts for insulation chain, including supply and installation galvanized bolts;
- ✓ 601004: Supply and installation of overhead support spindle;
- ✓ 601005: Supply and installation "Danger of Death" plate;
- ✓ 601006: Supply and installation number plate on wooden poles;
- ✓ 601007: Supply and installation breakage 70/600;
- ✓ 601008: Supply and installation mounting brackets;
- ✓ 601009: Supply and installation single-phase fuses cutout including all accessories;
- ✓ 601010: Supply and installation of 27 kV surge arrester including connection;
- ✓ 601011: Supply and stringing of 34.4mm² Almelec cable;
- ✓ 601012: MV junction and bypass single-phase;
- ✓ 601013: Supply and planting simple wooden pole 11m - class D;
- ✓ 601014: Supply and planting twin wooden pole 11m - class D;
- ✓ 100000: Studies and pegging leading to the establishment of an implementation plan to be approved by the contract engineer;
- ✓ 101001: Excavation in natural terrain;
- ✓ 101002: Excavation in semi rocky terrain;
- ✓ 101004: Excavation in rocky terrain;
- ✓ 101005: Construction of concrete foundation

The fuses cutout will be installed from the beginning of each branch; class 2A for the derivation $\leq 500\text{m}$ feeding a single transformer 6A class for long-lead and those supplying several transformers.

- In all MV/LV transformers (Sizes 3.1A)

At each MV/LV transformer is consistently associated surge arrester which determines the level of surge the transformer (125KV) can withstand and the nominal voltage is 27 KV.

It is mounted on the same support as the transformer and connected between one phase and the ground circuit.

Transformer substation MV / LV phase

It is expected to be on a class D post in transit or at the end and installed with a platform to maneuver in solid concrete. Work to be done

- ✓ 602001: Supply and installation pigtail BQC 14-250;
- ✓ 602002: Supply and installation of two bolts for hanging transformer 16-300;
- ✓ 602004: Supply and installation of 25 kVA transformer 17.320 kV/B2;
- ✓ 602006: Supply and installation arm bis 70 x 600 for support of pairing;
- ✓ 602006: Supply and installation of dischargers;
- ✓ 602007: Fixing and connecting surge arrester 27 kV;
- ✓ 602008: Setting up and connecting single phase fuses cutout;
- ✓ 602011: construction of earth grounding;
 - A mechanical protection or gutter tube galvanized pipe $\varnothing 40$;

- Tube PVCØ25 length 2×8.8 cm;
- Insulated copper cable 29 mm²-18m;
- Two copper fittings.
- ✓ 602013: Making a grounding type C, provided with cable straight and level including:
 - A cable 29 mm² bare copper in trench 0.5 × 0.80 of length equal to 2 × 15m;
 - A copper fitting;
- ✓ 602021: Full equipment of a post three-phase 25kVA, 17.32 kV/210V with an earth type 2BH;

The transformer should be new and tested in one of the ENEO testing Centers.

LV NETWORK SINGLE PHASE OR THREE-PHASE

Low voltage lines will be built on simple 9m wooden poles spaced 45m apart, with 4×25mm² twisted cable for the single-phase lines and spaced 40m apart with 3×70mm²+1NP+EP preassembled cable for Three-phase lines. In case of mixed network MV/LV, the materials will be 11 m poles spaced apart with a maximum distance of 45 meters.

The cables will be assembled in pairs and connected to the terminals of the combined protection in order to build a cable round trip, so it is electrically 2 x 25mm² a cable, which allows for long lines in the order of 2 to 3km from the MV / LV.

The works to be done;

- ✓ 603001: Supply and installation of alignment support;
- ✓ 603002: Supply and installation of anchoring clamp;
- ✓ 603003: Supply and installation of all IT D76 4 connections;
- ✓ 603004: Supply and installation of anchor arms BORØ12L including a hook 250, an anchoring clamp 27 or AFU PE3 (PE25);
- ✓ 603005: Providing and laying stringing 4x25 mm² Alu twisted cable;
- ✓ 603007: Grounding type C cable will work cable, compound cable numbered from 0 and 1;
- ✓ 603008: Supply and planting simple wooden poles 9m class C;
- ✓ 603009: Supply and planting twin wooden poles 9m class C;
- ✓ 6030010: Supply and planting of strutted wooden poles 9m class C;
- ✓ 6030011: Supply and fitting end cap on retractable cable pre-assembled or twisted;

HOUSEHOLD CONNECTIONS

- ✓ This is to cover aerial connections two or four wires. The work involved will include;
 - 701001: Connecting household 2 wire 220V;
 - ✓ 701003: Connecting aerial 2 wire 2 220 V counter or 4'wire- 220/380V counter.

Clearing and pruning

It involves the, cutting and clearing of trees in urban and rural areas, including bushes with opening of transects 7 meters in width.

THE DELIVERIES AND HANDLING

The transportation of material and its handling from the place of supply to the construction site including distribution of wooden poles to their holes

NETWORK DESIGN

✓ Medium Voltage (MV) and Low Voltage (LV) networks

The single phase service voltage is fixed at: 17,32kV

STANDARDISED CONDUCTORS	INSTALLATION SAG	LINEAR RESISTANCE	INSTALLED POWER KVA	NOMINAL CURRENT (A)	LONGEST NETWORK END LENGTH	ADMISSIBLE VOLTAGE DROP
4x25mm ² Aluminium twisted cable	0.47 m	R=1.20Ω/km	20 -25 KW	96	1km	20% (380/220V)
34mm ² Almelec cable	0.30 m	R=0.958Ω/km	75KVA	0,7	5km	20%

Equivalent distance between poles for LV network: 50 – 60m such as to avoid longitudinal efforts (Copperweld type earth device every three hundred metres and the pole after the transformer).

Equivalent distance between poles for MV network: 100 – 110m (line with rigid insulators) 34.4mm² Almelec cables: mass =0.258kg/ml or 54.6mm² Almelec cables.

The insulators are made up of tempered glass of type HT36 or HT38; the chain of insulators will be made up of 3 elements for 30KV lines.

POLES	CLASS C	CLASS D	ANGLE	POLE TRENCH DEPTH (M)	HEIGHT ABOVE SOIL (NORMAL SURFACE)	HEIGHT ABOVE SOIL (CROSS ROADS)	OBSERVATIONS
Wooden poles 9m/s	190 DAN	300 DAN	≤10° Alignment	H/10 +0.5	6,15m	8,20m	Choice of 9m simple poles class D
Wooden poles 9m/twin	570 DAN	900 DAN	45° to 90°	H/10 + 0.5	6,15m	8,20m	twin 9m poles at bends or angles
Wooden poles 9m/x	1450 DAN	2250DAN	45° to 90°	H/10 + 0.5	6,15m	8,20m	9m strut poles at line ends
Wooden poles 11m/s	1000 DAN	1250 DAN	25° to 60°	H/10 + 0.5	7,95m	10m	Laterite surfaces
Wooden poles 11m/twin	1500 DAN	2250DAN	60° to 90°	H/10 + 0.5	7,95m	10m	Fixed on dry rocks

✓ DESIGN OF INFRASTRUCTURES/EQUIPMENT

Transformers

The required power is $P = 54.1\text{KVA}$. Given that the line losses and the load capacity of transformers is fixed at a nominal value of 80%, the effective power required is 64.8 KVA which is equivalent to a single-phase transformer of 25KVA.

The present project foresees the supply of the domestic energy needs of a sector of the concerned population and will have a 25KVA single phase transformer.

The supply of the rest of the community with single phase low voltage will be done subsequently after the execution of this project at the request of the beneficiary population.

Fuse cutouts

The standards foresee Fuse cutouts for every 500m for single phase networks: One at the deviation point and the other at the level of the transformer

NETWORK PROTECTION AND STANDARDISATION.

Both specifications need to be taken into consideration during the connection of the constructed network to the ENEO grid given that the latter company emphasizes on the effective standardisation of equipment and electrical installations prior to connection to the network under their management. The standardisation consists of protecting and securing the installations as well as ensuring quality energy supply to the consumers.

The recommendations suggested in this study are in conformity with the standards in force. It will therefore be important to simply respect them and acquire electrical material which is in conformity with these standards.

The major related recommendations based on the specifications mentioned are as follows:

- Installation of a fuse cutout at the connection point and at each transformer to facilitate network branch isolation in case of problems;
- Installation of twin poles at each end point and each deviation point;
- Use of standard 11m poles for Medium Voltage and mix lines; 9m poles for simple Low Voltage lines or segments;

- Installation of earthings at end points, each pole carrying a transformer and each pole surrounding a transformer;
- 1×34.4 mm² Almelec cables for Medium Voltage lines and 4×25 mm² Aluminium twisted cables for Low Voltage lines.
- The poles are implanted according to standard drawings.

Medium Voltage and Mixt lines.

* Simple 11m pole with suspended insulator and anchoring equipment for straight alignments and angles up to 10°;

* Twin 11m poles with suspended insulator and anchoring equipment for angles between 60° and 90°;

Low Voltage lines

* Simple 9m poles with suspension support and suspension clamp for straight alignments and 10° maximum;

* Twin 9m poles with Suspension support and suspension clamp for angles 10° and 45° and for deviations (≥ 90°).

MATERIALS FOR PROJECT EXECUTION

In conformity with Cameroon Standards, the different types of assemblies for the electricity network, are listed below:

1. SIMPLE 11m POLES IN STRAIGHT ALIGNMENT (angles up to 25°)

Code MT-101

Element

Spindle

Rigid glass insulator

Other accessories (joints, bolts, galva plates; washers)

Quantity

1

1

2

2. VERTICALLY ALIGNED 11M POLES (angles 25° to 60°)

Code MT-102

Element

Anchor iron or hook pig tail type 14 x 450

3 elements insulator (horizontal suspension)

Angle plier

Other accessories (ball sockets, rollers, galva plate, washer)

Quantity

1

1

1

1

3. VERTICAL ANGLE 11m TWIN POLE (angle 60° to 90°)

Code MT-103

Element

Anchor iron or hook pig tail type 14 x 450

3 elements insulator (horizontal suspension)

Deflection Plier

Spindle

Rigid Glass insulator

Other accessories (fastener, bolt, galva plate, washer)

Quantity

2

2

2

1

1

4

4. VERTICAL ANGLE 11m STRUT POLE (angle greater than 90°)

Code MT-104

Element

Anchor iron or hook pig tail type 14 x 450

3 elements insulator (horizontal suspension)

Deflection Plier

Head support

Rigid Glass insulator

Other accessories (fastener, bolt, galva plate, washer)

Strut support in galvanized steel

Quantity

2

2

2

1

1

4

1

5. VERTICAL ANGLE 11m SUPPORTED POLE (angle greater than 90°)

Code MT-105

Element	Quantity
Anchor iron or hook pig tail type 14 x 450	2
3 elements insulator (horizontal suspension)	2
Deflection Plier	2
Spindle	1
Rigid Glass insulator	1
Other accessories (fastener, bolt, galva plate, washer)	4

6. 9m SIMPLE POLE IN STRAIGHT ALIGNMENT (angle up to 10°)

Code BT-301

Element	Quantity
Suspension element	1
Suspension clamp	1
Other accessories (fastener, bolt, galva plate, washer)	1

7. TWIN 9m POLE IN STRAIGHT ALIGNMENT (angle from 10° to 45°)

Code BT-302

Element	Quantity
Suspension element	1
Suspension clamp	1
Other accessories (fastener, bolt, galva plate, washer)	1

8. VERTICAL ANGLE STRUT 9M POLE (angle from 10° to 45°)

Code BT-303

Element	Quantity
Anchoring element	2
Tensioning clamp	2
Other accessories (fastener, bolt, galva plate, washer)	3
Strut Support in galvanized steel	1

9. LOW VOLTAGE DEVIATION TWIN 9m POLE

Code BT-304

Element	Quantity
Anchoring support element	1
Tensioning clamp	1
Other accessories (fastener, bolt, galva plate, washer)	2
Suspension support element	1
Alignment pliers	1

10. LOW VOLTAGE END POINT TWIN 9M POLE

Code BT-305

Element	Quantity
Anchoring support element	1
Anchoring Plier	1
Other accessories (fastener, bolt, galva plate, washer)	2
Caps	6
Setting belts	1

11. GROUNDING

Code BT-306

Element	Quantity
29mm ² Copper Conductors	1
Scratch connectors	1
Fixation stand or clamp	2

20 mm thin sheets	1
Mechanical protector	1
Alu-Cu deviation connection	1
Insulator tube	1
Earth rod	1

12. CONNECTION TO MEDIUM VOLTAGE NETWORK IN ALIGNMENT (On a transformer)

Code MT-106

Element	Quantity
Anchor iron or hook pig tail type 14 x 450	1
3 elements insulator (horizontal suspension)	1
Deflection plier	1
Spindle	1
Rigid glass insulator	1
Other accessories (fastener, bolt, galva plate, washer)	2
Fuse cutout	1
Mounting bracket	1

13. ENDPOINT SINGLE PHASE TRANSFORMER AND LOW VOLTAGE DEVIATION

Code MT-108 + BT-30

Elément	Quantité
Anchor iron or hook pig tail type 14 x 450	1
3 elements insulator (horizontal suspension)	1
Endpoint plier	1
Spindle	1
Rigid glass insulator	1
Other accessories (fastener, bolt, galva plate, washer)	8
Anchoring support element	1
Tensioning clamp	1
Suspension support element	1
Suspension clamp	1
27KV Surge arrestor	1
Single phase transformer	1
Fuse cut-out	1
Mounting bracket	1

PART 06

SCHEDULE OF UNIT PRICES

UNIT PRICE SCHEDULE FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWOJEH QUARTERS

Price N°	WORK DESCRIPTION AND THE UNIT PRICES (Excluding taxes all in words)	SUPPLY	LABOUR
		Unit Price excluding taxes (in figures and in words)	Unit Price excluding taxes (in figures and in words)
100	CONSTRUCTION OF A MV/LV SINGLE PHASE LINE WITH 1x34.4 mm² ALMELEC & 4x25 mm² ALUMINUM CABLES		
101	Studies and Pegging This unit price remunerates the Studies and Pegging It is applied as a Linear Kilometer to the task. <i>The Linear Kilometer: Francs CFA</i>		
102	Excavation works This unit price remunerates the cost of excavation of holes for poles and earthing. It is applied as a Meter cube to the task. <i>The Meter Cube: Francs CFA</i>		
103	S & I Galvanized U bolt This unit price remunerates the cost of supply and installation of galvanized U bolt. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
104	S & I Single 11m wooden poles class D This unit price remunerates the supply and installation of an 11m single treated wooden class D pole. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
105	S & I Twin 11m wooden poles class D This unit price remunerates the supply and installation of an 11m twin treated wooden class D pole. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
106	S & I Rigid glass insulator 30kV This unit price remunerates the supply and installation of a 30kv Rigid glass insulator which insulates the cable from the poles. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
107	S & I Chain of three insulators 30kv This unit price remunerates the supply and the installation of the chain of three insulators. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
108	S & I Spindle This unit price remunerates the supply and installation of a spindle on which a rigid glass insulator is fixed. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
109	S & I Mounting brackets This unit price remunerates the supply and fixation of the Mounting brackets. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
110	S & I LV suspension clamp This unit price remunerates the supply and fixation of the LV suspension clamp. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
211	S & I LV Tensioning clamp Code 603004) This unit price remunerates the supply and installation of the LV Tensioning clamp. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
212	S & I Warning plates DM This unit price remunerates the supply and installation of a Warning Plate. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
213	S & I Number plate + Numbering This unit price remunerates the supply and installation of a Number plate and numbering.		

	It is applied as a Unit to the task. The Unit: Francs CFA		
214	S & I pole saver sleeve This unit price remunerates the supply and installation of pole saver sleeve of 50cm width. It is applied as a Unit to the task. The Unit: Francs CFA		
215	MV fuse cutout This unit price remunerates the supply of MV fuse cutout and its installation. It is applied as a Unit to the task. The Unit: Francs CFA)		
216	S & stringing 4x25 mm² Aluminum cable This unit price remunerates the supply and the stringing of 4x25 mm ² twisted cable. It is applied as a Linear Meter to the task. The Linear Meter: Francs CFA		
217	S & I 34.4 mm² Almelec cable This unit price remunerates the supply and the stringing of 34.4 mm ² Almelec cable. It is applied as a Linear Meter to the task. The Linear Meter: Francs CFA		
218	S & I Type C earth plug This unit price remunerates the supply of elements constituting an earth plug and its installation. It is applied as a Unit to the task. The Unit: Francs CFA)		
200	CONSTRUCTION OF LV SINGLE PHASE LINE WITH 4x25 mm² ALUMINUM CABLE		
201	Studies and Pegging This unit price remunerates the Studies and Pegging It is applied as a Linear Kilometer to the task. The Linear Kilometer: Francs CFA		
202	Excavation works This unit price remunerates the cost of excavation of holes for poles and earthing. It is applied as a Meter cube to the task. The Meter Cube: Francs CFA		
203	S & I LV Suspension clamp Code 603004) This unit price remunerates the supply and installation of the LV suspension clamp. It is applied as a Unit to the task. The Unit: Francs CFA		
204	S & I LV Tensioning clamp Code 603004) This unit price remunerates the supply and installation of the LV Tensioning clamp. It is applied as a Unit to the task. The Unit: Francs CFA		
205	S & I Single 9m wooden poles class C This unit price remunerates the supply and installation of a 9m single treated wooden class D pole. It is applied as a Unit to the task. The Unit: Francs CFA		
206	S & I Twin 9m wooden poles class C This unit price remunerates the supply and installation of a 9m twin treated wooden class D pole. It is applied as a Unit to the task. The Unit: Francs CFA		
207	S & I pole saver sleeve This unit price remunerates the supply and installation of pole saver sleeve of 50cm width. It is applied as a Unit to the task. The Unit: Francs CFA		
208	LV Set of four Line taps (D1D76) This unit price remunerates the supply and installation of Set of four Line taps (D1D76). It is applied as a Unit to the task. The Unit: Francs CFA		
209	S & I Number plate + Numbering This unit price remunerates the supply and installation of a Number plate and numbering. It is applied as a Unit to the task. The Unit: Francs CFA		
210	S & I Stringing 4x25 mm² Aluminum cable This unit price remunerates the supply and the stringing of 4x25 mm ² twisted cable. It is applied as a Linear Meter to the task. The Linear Meter: Francs CFA		
211	Electrical caps with retractable ends This unit price remunerates the supply of Electrical caps with retractable ends and its installation.		

	It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
212	S & I Type C earth plug This unit price remunerates the supply of elements constituting an earth plug and its installation. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
300	CONSTRUCTION OF A TRANSFORMATION SUBSTATION EQUIPPED WITH A SINGLE-PHASE TRANSFORMER H61-25KVA 17.32KV/B2		
301	Transformer H61-25KVA 17.32KV/B2 This unit price remunerates the supply and the installation of a 25 kVA 17.32kV Transformer. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
302	S & I single concrete pole 12m, 800daN This unit price remunerates the supply and installation of a 12m, 800daN. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
303	S & I Chain of three insulators discharger This unit price remunerates the supply and installation of a chain of three insulators discharger which is used to protect the transformer from current surges and overloads. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
304	S & I Type 2BH earth plug This unit price remunerates the supply of element constituting the earth plug and its installation. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
305	S & I Fuse cutout This unit price remunerates the supply and installation of a Fuse cutout which is used to protect the transformer from <u>current</u> surges and overloads. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
306	S & I 27KV Surge arrestor This unit price remunerates the supply of a Surge arrestor and its installation. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
307	Full equipment of single-phase station This unit price remunerates the supply of all the complementary components used for the complete installation of the single-phase station. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
400	SUNDRY EXPENSES		
401	Connection to ENEO Network This unit price remunerates the works for the interruption of electricity on the existing line for the connection of the newly constructed one. It is applied as a Unit to the task. <i>The Unit: Francs CFA</i>		
402	Clearing and pruning This unit price remunerates the works of cutting and clearing of trees, including bushes with an opening of a corridor of 6 meters. It is applied as a Linear Kilometer to the task. <i>The Linear Kilometer: Francs CFA</i>		
403	Transport and handling material This unit price remunerates the transportation of the material and its handling from the place of supply to the construction site. It is applied as a Ton per Kilometer to the task. <i>The Ton per Kilometer: Francs CFA</i>		
404	Transport of poles This unit price remunerates the transportation of the poles and its handling from the place of supply to the construction site and their distribution. It is applied as a Ton per Kilometer to the task. <i>The Ton per Kilometer: Francs CFA</i>		
405	Transport of workers This unit price remunerates the transportation of workers on the work site and their return. It is applied as per day to the task. <i>Per Day: Francs CFA</i>		
406	Site installation This unit price remunerates the installation and dismounting of all necessary structures in order to provide offices, lodging and stores facilities for workers and materials as well as project sign boards It is applied as per day to the task. <i>Lump Sum:Francs CFA</i>		

407	Preparation and submission of work execution documents and as built plan (5 copies each) This unit price remunerates the preparation and submission of 5 copies of work execution documents before and after execution respectively It is applied as per day to the task. Lump Sum: <i>Francs CFA</i>		
-----	--	--	--

COMPANY:

<p style="text-align: center;">PART 07</p> <p style="text-align: center;">DETAILED BILL OF QUANTITIES AND COST ESTIMATES</p>
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**BILL OF QUANTITIES AND COST ESTIMATES FOR THE EXTENSION OF RURAL ELECTRIFICATION TO
KWOJUH-KWOJEH QUARTERSOSEI**

Ref N°	DESCRIPTION OF WORKS	UNIT	QTY	SUPPLY		LABOUR		S & L TOTAL
				U.P	T.P	U.P	T.P	
100	CONSTRUCTION OF A MEDIUM VOLTAGE SINGLE PHASE LINE WITH 1x34.4mm ² ALMELEC CABLE							
101	Studies and Pegging (Code 10000)	Km	1					
102	Excavation works (Code 100001)	m ³	10.850					
103	S & I U bolt (Code 60113)	U	8					
104	S & I Single 11m wooden poles class D (Code 601014)	U	21					
105	S & I Twin 11m wooden poles class D (Code 601015)	U	4					
106	S & I Rigid glass insulator 30KV (Code 601001)	U	25					
107	S & I Chain of three insulators (Code 601002)	U	10					
108	S & I Spindle (Code 601004)	U	25					
109	S & I Mounting brackets (Code 601007)	U	1					
110	S & I Warning plates DM (Code 601005)	U	25					
111	S & I Number plate + Numbering (Code 601006)	U	25					
112	S & I Pole saver sleeve	U	25					
113	S & I MV Fuse cutout 36KV (Ref 44001010046)	U	1					
114	S & Stringing 34.4mm ² Almelec cable (Code 601011)	LM	1,050.0					
	Sub-Total 100							
200	CONSTRUCTION OF A MV/LV SINGLE PHASE MIX LINE WITH 1x34.4mm ² ALMELEC CABLE AND 4x25 mm ² ALUMINUM TWISTED CABLE							
201	Studies and Pegging (Code 10000)	Km	0.08					
202	Excavation works (Code 100001)	m ³	0.868					
203	S & I U bolt (Code 60113)	U	2					
204	S & I Single 11m wooden poles class D (Code 601014)	U	1					
205	S & I Twin 11m wooden poles class D (Code 601015)	U	1					
206	S & I Rigid glass insulator 30KV (Code 601001)	U	2					
207	S & I Chain of three insulators (Code 601002)	U	2					
208	S & I Spindle (Code 601004)	U	2					
209	S & I Mounting brackets (Code 601007)	U	1					
210	S & I LV suspension clamp (Code 603001)	U	1					
211	S & I LV tensioning clamp (Code 603004)	U	2					
212	S & I Warning plates DM (Code 601005)	U	2					
213	S & I Number plate + Numbering (Code 601006)	U	2					
214	S & I Pole saver sleeve	U	2					
215	S & I MV Fuse cutout (Ref 44001010046)	U	1					
216	S & I Stringing 4x25 mm ² twisted cable (Code 601011)	LM	88.0					
217	S & Stringing 34.4mm ² Almelec cable (Code 601011)	LM	84.0					
218	S & I Type C earth plug (Code 603007)	U	1					

Sub-Total 200									
300	CONSTRUCTION OF A LV SINGLE PHASE LINE WITH 4x25 mm ² ALUMINUM TWISTED CABLE								
301	Studies and Pegging (Code 10000)	Km	1.44						
302	Excavation works (Code 100001)	m ³	15						
303	S & I LV suspension clamp (Code 603001)	U	26						
304	S & I LV tensioning clamp (Code 603004)	U	20						
305	S & I Single 9m wooden poles class C (Code 603008)	U	26						
306	S & I Twin 9m wooden poles class C (Code 603009)	U	10						
307	S & I Set of four LV line taps (Code 3504035)	U	3						
308	S & I Number plate + Numbering (Code 601006)	U	36						
309	S & I Pole saver sleeve	U	36						
310	S & I Stringing 4x25 mm ² twisted cable (Code 601011)	LM	1,584.0						
311	S & I Electrical caps with retractable ends (Code 603011)	U	2						
312	S & I Type C earth plug (Code 603007)	U	9						
Sub-Total 300									
400	CONSTRUCTION OF A SINGLE PHASE TRANSFORMATION SUBSTATION EQUIPPED WITH A SINGLE PHASE TRANSFORMER H61-25KVA 17.32KV/B2								
401	S & I 25KVA Transformer (Ref 22 001 050048)	U	1						
402	S & I Single concrete pole 12m/800daN	U	1						
403	Construction of concrete foundation	U	1						
404	S & I Chain of three insulators discharger	U	1						
405	S & I Type 2BH earth plug (Ref 22 001 050049)	U	1						
406	S & I MV Fuse cutout 36KV (Ref 44001010046)	U	1						
407	S & I 27KV Surge arrester (Ref 21005010007)	U	1						
408	S & I Full equipment of single phase station (Ref 22 001 050002)	Set	1						
Sub-Total 400									
500	SUNDRY EXPENSES								
501	Connection to ENEO Network (Ref 22 001 050022)	U	1						
502	Clearing and pruning (Code 801002)	Km	0.6						
503	Transport and handling of materials (Code 2003)	T/Km	2						
504	Transport of wooden and concrete poles (Code 2004)	T/Km	4						
505	Transport of workers (Code 2005)	LS	1						
506	Site installation	LS	1						
507	Preparation and submission of work execution documents and as built plan (5 copies each)	LS	1						
Sub-Total 500									
TOTAL WITHOUT TAXES									
VAT (19.25%)									
AIR (2.2%)									
TOTAL WITH TAXES									
NET PAYMENT									

The present bill is fixed at the sum all Taxes inclusive of CFA francs

PART 08

UNIT PRICE BREAKDOWN

SUBDETAILS OF PRICES

Price N°
 Designation of work.....
 Unit
 Quantity
 Daily output
 Duration of execution

DESIGNATION:					
No	Daily out put	Total quantity	Unit	Duration of activity	
WORKMAN SHIP	Category	No	Daily wage	Days break up	Amount
TOTAL A					
EQUIPMENT/ MECHINES	Type	No	Daily rate	Days break up	Amount
TOTAL B					
MATERIAL AND MISCELLANEOUS	Type	Unit	Unit cost	Quantity	Amount
TOTAL C					
D	DIRECT TOTAL COST			A+B+C	
E	GENERAL SITE EXPENSES			Dx%	
F	GENERAL OFFICE EXPENSES			Dx%	

G	NET COST	D+E+F	
H	RISK + BENEFITS	Gx%	
P	TOTAL COST (HT)	G+H	
V	UNIT COST (HT)	P/Q'TY	

ANNEXES

PART 09 MODEL OF CONTRACT

REPUBLIC OF CAMEROON

Peace -- Work -- Fatherland

MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION
MOMO DIVISION
BATIBO COUNCIL

P.O BOX 06, BATIBO
CELL (237) 677 980 303



BATIBO COUNCIL

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

B.P BOX 06, BATIBO
CELL (237) 677 980 303

CONTRACT N° _____ CO/BC/ 2025 OF2025
Awarded after OPEN NATIONAL INVITATION TO TENDER N°.../ONIT/BC/ITB/2025 OF
___/___/2025 for the extension of rural electrification to Kwojuh-Kwojeh quarters, Batibo
SubDivision, Momo Division of the North West Region

HOLDER:

P.O. Box _____, Tel: _____ Fax: _____

Business Registry N° _____ at

Taxpayer's No. _____

SUBJECT: Execution of _____ works;

PLACE: _____

EXECUTION DEADLINE: _____ (04 _____) months

AMOUNT IN CFA F:

IAT	
EVAT	
VAT (19.25%)	
AIR (Income tax) (2.2%)	
Net to be paid	

FINANCING: MINDDEVEL - PUBLIC INVESTMENT BUDGET – 2025

BUDGET HEAD: _____

SUBSCRIBED ON: _____
SIGNED ON: _____
NOTIFIED ON: _____
REGISTERED ON: _____

Between:

The Government of the Republic of Cameroon, represented by _____ hereinafter referred to the "Delegated Delegated Contracting Authority"

On the one hand,

And

_____(enterprise)
P.O. Box _____ Tel: _____ Fax: _____
Business Registry No. _____
Taxpayer's No. _____

Represented by M _____, its General Manager, hereinafter referred to as the "Contractor"

On the other hand,

Agree on the following:

Summary

Part I: Special Administrative Conditions (SAC)

Part II: Special Technical Conditions (STC)

Part III: Schedule of Unit Prices (SUP)

Part IV: Details or Estimates

Page _____ and last of Contract N° ____/CO/BATIBO COUNCIL/ITB/2025 of2025
 Awarded after OPEN NATIONAL INVITATION TO TENDER N° .../ONIT/BC/BCITB/2025 of
 .../.../2025 FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWOJEH QUARTERS,
 BATIBO SUBDIVISION, MOMO DIVISION OF THE NORTH WEST REGION.

With _____,

For the execution of _____ works

EXECUTION DEADLINE _____ (04) months

Amount of Contract in CFA F:

IAT	
EVAT	
VAT (19.25)	
AIR (2.2% or 5.5%)	
Net to be paid	

Read and accepted by the Contractor

(place of signature) _____ (date)

Signature of Delegated Contracting Authority

(place of signature) _____ (date)

Registration

PART 10
MODEL DOCUMENTS TO BE USED BY BIDDER

A-**MODEL OF TENDER BY BIDDER****TENDER LETTER**

I the undersigned (name and first name of the signatory) _____
acting as _____ (quality of the signatory with respect to
the company), of Nationality _____, and residence in _____.

After having read and taken note of all the parts of the Open National Invitation to Tender
**N°.../ONIT/BC/ITB/2025 OF .../.../2025 for the extension of rural electrification to Kwojuh-Kwojeh
quarters, BATIBO Subdivision, Momo Division, North-West Region.**

I submit and commit myself to carry out the aforementioned Contract in accordance with the
conditions of the Special regulations of the Invitation to tender, the special Technical specifications and
the special Administrative Clauses, in particular the quantitative and qualitative confirmation of work, the
respect of the deadlines, the guarantees and the insurance.

I commit myself moreover to ensure the registration and paying the forwarding costs of the
contractual parts.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting
the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and
attached the initialed copy of the aforesaid document to my offer.

I declare moreover that I remain committed by the present tender during a ninety (90) days
deadline as from the date of opening of the bids.

Done in.....on the

The CONTRACTOR (Signature and seal)

B- MODEL OF BID LETTER

BID LETTER SPECIMEN FORM

I undersigned _____ acting as _____, of Nationality Cameroonian, and residence in _____.

After having read and taken note of all the parts of the Open National Invitation to Tender N°.../ONIT/ITB/2025 OF .../.../2025 for the extension of rural electrification to Kwojuh-Kwojeh quarters, Batibo Subdivision, Momo Division, North-West Region.

In the case where our offer would be accepted, I subject myself and engaged to:

- Carry out the aforementioned contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, at the prices indicated in the schedule of Unit Prices, quantitative estimate, for the total amounts of the bid in francs CFA :

- In Letter and figure (including all taxes): _____
- In Letter and figure (VAT 19, 25%): _____
- In Letter and figure (HT): _____

To pay the forwarding costs of the contractual parts;

- Begin work in seven (7) days maximum and to carry out the contract in four (4) months as from the date of notification of service order to start work.

The Delegated Contracting Authority shall pay the sums due for this contract by crediting account n° _____ opened in _____ branch.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialled copy of the aforesaid document to my offer.

I declare moreover that I remain committed by the present tender during a one hundred and twenty (120) days deadline as from the date of opening of the bids.

Done in.....on the

The Contractor (Signature and seal)

C-

MODEL BID BOND

BID BOND

Reference of the guarantee: N° _____

Invitation to tender N° _____

We understand that _____ (hereinafter called "the bidder"), has submitted his bid on _____ **for the extension of rural electrification to Kwojuh-Kwojeh quarters, BATIBO Subdivision, Momo Division, North-West Region.**

We, _____ (Bank) of _____ (country), with our head quarter in _____ hereby declare to guarantee payment to the Delegated Contracting Authority of the sum of _____ (in letters and in figures), that the Bank is committed to pay completely to the Delegated Contracting Authority, bidding itself, its successors and assignees.

Signed and authenticated by the aforementioned Bank this (day) of (month), and (year).

The conditions of this commitment are as follows:

1. If after the opening of the bids, the bidder withdraws his Offer during the validity period specified by himself in his tender, or
2. If the bidder, having been notified of the award of the contract by the Delegated Contracting Authority during the period of bid validity:
 - Fails or refuses to sign the contract even though required to do so:
 - Fails or refuses to furnish the final bond for the contract as provided for by the contract.

We undertake to pay the Delegated Contracting Authority an amount up to the maximum of the sum referred to above upon receipt of his written demand, without the Delegated Contracting Authority having to substantiate his demand, provided that in its demand the Delegated Contracting Authority shall note that the amount claimed by him is due, because on 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 Delegated 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 Delegated 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 period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law.

Signature and stamp of the Guarantors

Date _____

Address _____

D-

MODEL PERFORMANCE GUARANTEE

PERFORMANCE GUARANTEE

CONTRACT N° ____ /CO/ITB/2025

We understand that _____ (hereinafter called "the contractor"), has engaged pursuant to contract N° ____ /C/BC/ITB/2025 awarded after an open national invitation to tender N° ____ /ONIT/ITB/2025 OF ____ /____ /2025 for the extension of rural electrification to Kwojuh-Kwojeh quarters, BATIBO Subdivision, Momo Division, North-West Region.

And that you stipulated in the aforementioned contract that the Contractor will give you a banking guarantee emanating from a bank installed in Cameroun and approved by the Minister in charge of Finances, of the amount stipulated hereafter, like guarantee of the good execution of his obligations, in accordance with the contract,

And that we agree to give a guarantee to the Contractor,

As of the time, we affirm by the present ones that we go guaranteeing and persons in charge in your connection, in the name of the Contractor, for a maximum amount of (*amounts of the guarantee in figures and letters*),

And that we commit ourselves paying you, as of reception of your first written request informing us that the Contractor does not conform to the stipulations of the contract, and without quarrel or discussion, all the amount, within the limits of (*amounts of the guarantee, stipulated above*), without you having to prove or give the reasons or the reason of your request of the amount indicated above.

The present guarantee is valid until the provisional acceptance of work object of the contract.

Signature and seals of the Guarantors

Date _____

Address _____

E-

MODEL OF BANK GUARANTEE FOR ADVANCE PAYMENT

Guarantee Advance Payment

Bank _____

Reference of the guarantee: N° _____

Contract N° _____

To the (Delegated Contracting Authority),

Company _____

We, Bank _____ were informed that the Mayor of BATIBO Council acting as the Delegated Contracting Authority and acting as a Contractor, have concluded a contract **for the extension of rural electrification to Kwojuh-Kwojeh quarters, Batibo Subdivision, Momo Division, North-West Region.**

In conformity with the provisions of article 29 of Contract N° _____, the Contractor is obliged to submit to the Delegated Contracting Authority, a bank caution to guarantee the advance payment granted to the company for an amounts equal to _____ francs CFA.

We, Bank _____ we engage irrevocably and without benefit of discussion, by the present one, to pay in favor of the Delegated Contracting Authority, at his first written request and within 4 (four) week maximum, the amount of this guarantee, that is to say _____ due by the Contractor to the Delegated Contracting Authority owing to the fact that the Contractor could not fulfill one or more of his obligations envisaged with the contract.

The request for partial or total mobilization of this guarantee will be the subject of a justifying letter recommended with acknowledgement of delivery with a copy to the Contractor starting clearly and the completely the reasons of its request.

The present bank guarantee will come into effect on the date of the payment of the advance to start work.

The original of this guarantee will be preserved by the Delegated Contracting Authority.

This guarantee will be released when the amount of the advance is completely reimbursed.

After this date, the guarantee will become null and void and will have to be returned to us without any express request of our share.

The law as well as the jurisdiction applicable to the guarantee is those of Cameroun.

Signature and seals of the Guarantors

Date _____

Address _____

F- MODEL OF RETENTION GAURANTEE

MODEL OF PERFORMANCE BOND (GUARANTEE RETENTION)

Bank:

Reference of the Bond N°:

Addressed to the Lord Mayor of Batibo Council, Batibo Subdivision.
Hereinafter referred to as "The Delegated Contracting Authority"

Whereas (name and address of Contractor) hereinafter referred to "the Contractor", pledge, in execution of the Contract, to carry out the works for the extension of rural electrification to Kwojuh-Kwojeh quarters in Batibo Subdivision, Momo Division of the North West Region. Whereas it is stipulated in the Contract that the Guarantee Retention fixed at ten percent (10%) of the amount of the Contract may be replaced by a joint guarantee;

Whereas we have agreed to provide the Contractor with this guarantee;
We, (name and address of bank),
Represented by (name of signatories) and hereinafter referred to as "the Bank";

Hence, we hereby affirm that on behalf of the Contractor, we guarantee and are responsible to the Delegated Contracting Authority for a maximum amount of (in figures and in letters) corresponding to ten percent (10%) of the Jobbing Order amount.

And we pledge to pay to the Delegated Contracting Authority within a maximum deadline of eight (8) weeks upon his simple written request declaring that the contractor has not fulfilled his contractual obligations or is indebted to the Delegated 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 ten percent (10%) of the total amount of the works featuring in the final detailed account, without the Delegated Contracting Authority having to prove or give the reasons nor the motive 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 bond and we hereby derogate by the present to the notification of any amendment, addendum or change.

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

Any request for payment formulated by the Delegated Contracting Authority by virtue of this bond 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 and execution, be subject to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this pledge and its consequences.

Signed and authenticated by the bank at on
[signature of the bank]

G- FORMATS OF REFERENCES OF BIDDER

LIST OF RURAL ELECTRIFICATION PROJECTS EXECUTED BY THE COMPANY

No	YEAR	NAME OF THE PROJECT	NAME OF THE PROJECT OWNER AND TELEPHONE NUMBER	CONTRACT AMOUNT	CONTRACT DURATION	DATE OF ACCEPTANCE
1						
2						
3						
4						
5						

DONE ONAT

Mr.....

SIGNATURE

H- PRINCIPAL EQUIPMENT OF CONTRACTOR

MODEL TABLE OF EQUIPMENT

Nº	DESIGNATION OF THE EQUIPMENT	DESCRIPTION, MARK	AGE AND STATE	NUMBER AVAILABLE	OWNER OR NOT
1					
2					
3					
4					
5					
6					
7					

DONE ONAT

Mr.....

SIGNATURE

I- MODEL FORM OF QUALIFICATIONS AND EXPERIENCE OF KEY PERSONNEL

PERSONNEL FORM

POST	NUNBER	NAMES SURNAMES	AGE	FORMATION	DATE OF RECRUITEMENT	EXPERIENCE IN THE RURAL ELECTRIFICATION SECTOR	OBSERVATIONS
Works Director							
Site foreman							
Team leaders							

J- MODEL OF SITE VISIT AND SITE VISIT REPORT

ATTESTATION OF SITE VISIT

I undersigned _____ acting as _____,
of Nationality Cameroonian, and residence in _____, bearer of NIC
N° _____,

After having read and taken note of all the parts of the Open National Invitation to Tender
N°.../ONIT/BCITB/2025 OF .../.../2025
**FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWOJEH QUARTERS, BATIBO SUBDIVISION, MOMO
DIVISION, NORTH-WEST REGION.**

I visited, inspected and gathered all relevant information concerning the project site, declare to have appreciated and under my responsibility, the project site configuration, the various difficulties related to the execution of the works.

I undertake and engage to execute the works on the site indicated/inspected without any claims as concern the site configuration in conformity to contractual clauses and construction norms/techniques and further technical instructions that shall be given for the quality physical execution of the works of which I present my offer.

In testimony whereof, this present site visit attestation is established by the enterprise to serve wherever and whenever necessary.

Date

Signature

MODEL SITE VISIT REPORT

I) INTRODUCTION

II) NAME OF THE ENTERPRISE:

DATE:

III) COMMENTARY

1- Nature of the project site:

2- Accessibility to the project site:

3- Vegetation:

4- Topography of the site:

IV) AVAILABILITY OF SERVICES

V) AVAILABILITY OF MATERIALS

VI) DIFFICULTIES

VII) CONCLUSION

Signature of the contractors' engineer

Part N°. 11

PRELIMINARY STUDIES

Note on preliminary studies

In accordance with the Public Contracts Code, the Project Owner or Delegated Contracting Authority must, prior to commencing the procedure to award Contracts or refer to the competent Tenders Board, ensure that draft Tender Files are prepared based on preliminary studies.

These studies must be required during the examination of the Tender File (TF) by the Tenders Board.

The Project Owner is bound to fill the questionnaire in annex 1 accompanied by justifications of the said studies.

Annex N°. 7: Justification of preliminary studies

1. Attach the preliminary studies.
2. Indicate
 - 2.1. The date studies were carried out;
 - 2.2. The name of the Public or private Project Manager
 - 2.3. References of the Contract, if Private Manager carried it out;
 - 2.4. If maintenance works
 - 2.4.1 Description of the studies;
 - 2.4.2 Attach the outline of the itinerary bringing out readings of degradations as well as the approved programming documents.
 - 2.5 Rehabilitation or new works
 - 2.5.1 Are quantities in the quotations the same as those of the studies?
 - 2.5.2 Description of studies: Draft Preliminary Study, Detailed Preliminary Study;
 - 2.5.3 Attach the said studies.

N.B. For services of less scope, the Project Owner may furnish a justification of calculation of quantities of the Tender File.

- *The chairperson of the Tenders Board may, before taking a decision, seek expert advice on the quality of the studies.*

PART N°: 12 **PLANNING OF WORK EXECUTION**

PLANNING OF WORK EXECUTION

OPEN NATIONAL INVITATION TO TENDER:

N°..../ONIT/BATIBOCOUNCIL/ITB/2025 OF/.../2025

N°	DESCRIPTION	Duration	FIRST MONTH				SECOND MONTH					THIRD/FOURTH MONTHS					
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	
100	PREPARATORY WORKS																
101																	
102																	
200																
201																	
202																	

PART N°: 13
**LIST OF BANKING ESTABLISHMENTS AND FINANCIAL
BODIES AUTHORISED TO ISSUE BONDS FOR PUBLIC
CONTRACTS**

BANKS

1. Afriland First Bank (AFB)
2. Banque Atlantique Cameroun (BACM)
3. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC)
4. CITI Bank N.A. CAMEROON
5. Commercial Bank of Cameroon (CBC)
6. Ecobank Cameroon (EBC)
7. National Financial Credit Bank (NFC BANK)
8. Société Commercial de Banques Cameroun (CA-SCB)
9. Société Générale Cameroun (SGC)
10. Standard Chartered Bank Cameroon (SCBC)
11. Union Bank of Cameroon PLC (SCBC)
12. United Bank for Africa (UBA)
13. Bank of Africa Cameroun (BOA-C)
14. Credit Communautaire d'Afrique (CCA)
15. BGFI. Banque Gabonaise pour le financement International
16. Banque Camerounaise des PME. IBEPME

II- Insurance companies

1. Chanas Assurances S.A. BP 109/Douala;
2. Activa Assurances S.A. BP 12970/Douala ;
3. Zenithe Insurance S.A. BP 1540/Doual.
4. Area Assurance
5. Atlantique Assurance
6. Beneficial General Insurance
7. CPA Sa
8. NSIA Assurance
9. Pro- Assurance
10. SAAR Assurance
11. SAHAM Assurance

EVALUATION GRID

**Open National Invitation to Tender № 05/ONIT/BC/BCITB/2025 of 18/02/2025
FOR THE EXTENSION OF RURAL ELECTRIFICATION TO KWOJUH-KWONJEH QUARTERS, BATIBO
SUB DIVISION, MOMO DIVISION OF THE NORTH WEST REGION.**

ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Certified Copy of the Business Registration, not more than three months old.
A.2	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a fiscal stamp.
A.3	Certificate of non-bankruptcy established by the Court of 1 st 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 the first order not more than three months.
A.5	Purchase receipt of Tender File of fifty thousand (50,000) CFAF issued by COUNCIL treasury
A.6	A bid bond of six hundred thousand (600,000) CFAF issued by a first rate-financial institution 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 Contracts Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	A Clearance Certificate signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.
A.10	Certified Copy of a valid taxpayer's card, delivered by the chief of center of Taxes.
A.11	Plan and attestation of location of the Company signed by the Chief of Taxation
A.12	Power of attorney if necessary
A.13	Special Administrative Clauses completed and initialed in all the pages and signed at the last page

In the absence or in case of non conformity of the one of these documents, the bidder will be given 48hrs to provide the said document, failure of which it will result to the elimination of the offer.

The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

	no	yes
General presentation of bids		
- Presence of all documents		
- Properly bound.....		
- Table of content		
- Separators in colour apart from white.....		
- Order prescribed respected.....		
- Clearness of the documents.....		
TOTAL 1		/6
a. The company references		
References of the company in electrification works or similar works for the past five years:		
- 02 certified copy of similar contract with bill of quantities and cost estimates visaed and legalized by a competent administrative authority involving the installation of a step-down transformer (1 st pages, bill of quantities and last pages)		

- minutes of final reception for works realized before 2023 and provisional reception for works realized in 2023 for the contracts presented above.		
TOTAL 2		/3
b. Equipment		
- Proof of ownership or hired of a yarp truck	no	yes
- Proof of ownership or hired of a 4x4 pick-up vehicle in good operating condition		
- Proof of ownership or hired of an electric drill		
- Proof of ownership of engine saw		
- Proof of ownership of GPS device		
- Proof of ownership of an electrical tool kid comprising: climbers, spades, dig axes, drill, service cord, set of screws drivers, pegging markers, fork, signalling cones, pliers.		
TOTAL 3		
c. Qualification of site personnel		
- Organizational Chart of the enterprise.....		
- Organizational Chart of site with comments		
Works Director: Electrical or Rural Engineer with at least 05 yrs experience	no	yes
- Diploma of work Director certified.....		
- CV signed and dated by works Director.....		
- Professional experience of works Director at least five years.....		
- Attestation of availability dully signed by the bearer		
Site foreman: Senior Electrical Engineering technician with at least 03 yrs experience	no	yes
- Certified copy of certificate of Foreman.....		
- CV signed and dated by site foreman.....		
- Professional experience of site foreman at least three years		
- Attestation of availability		
Chief technician; at least BAC in electricity and at least 03 yrs of experience	no	yes
- Certified copy of diploma		
- CV signed and dated		
- Attestation of availability		
- Professional experience of chief technician at least three years		
TOTAL 4		/17
d The methodology of intervention and execution of work	no	yes
- Site Visit report signed by the bidder		
- Detailed technical note on the organization and execution of works.....		
- Coherence of synchronized Planning of execution of works.....		
- Coherence of individual protection plan (IPP) within the project site.....		
- Coherence of the General Security and Safety Plan (GSSP) within the project site.....		
- Description of the socio - environment measures for the site protection.....		
- Attestation of site visit signed by the mayor upon presentation of the site visite report.....		

- Coherence in the planning of execution.....		
- Plan of supply of materials.....		
- Detailed manpower deployment plan.....		
-Technical note drawn from site observations and recommendations.....		
TOTAL 5		/12
e- Pre-financing	no	yes
Attestation of credibility shall be at least 60% of the bid price.....		
TOTAL		/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6		/44

ENVELOPE C- FINANCIAL FILE

No.	DESIGNATION.
C1	A submission letter, signed, dated and stamped. (see ANNEX 2)
C2	Completed and signed frame work of unit prices.
C3	Signed Bills of quantities and cost estimates indicating the total amount without taxes (HT) and with taxes (TTC)
C4	Sub details of unit prices

This evaluation will be done in a purely positive way (yes) or negative (no) with an acceptable minimum from at least 75% 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 75% of the essential criteria.

A. Eliminatory criteria

- 1- Absence of bid bond in the administrative file;
- 2- Deadline for delivery higher than prescribed;
- 3- False declaration or falsified documents;
- 4- Incomplete financial file.
- 5- Non-respect of 75% of essential criteria
- 6- Change of quantity or unit
- 7- Suspended by MINMAP.

B. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity of **18,000,000CFA Frs**;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel ;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation and report of site visit;
- 9- Special Technical Clauses initialed in all the pages;

11. 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 **75%** 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 **75%** of the essential criteria.

PART N° 14

- GRAPHIC PLANS