

REPUBLIC OF CAMEROON
Peace-Work-Fatherland

NORTH-WEST REGIONAL ASSEMBLY

REGIONAL EXECUTIVE COUNCIL

PEACE-JUSTICE-UNITY-HARD WORK- SOLIDARITY



REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

ASSEMBLEE REGIONALE DU NORD-OUEST

CONSEIL EXECUTIF REGIONAL

PAIX-JUSTICE-UNITE-TRAVAIL-SOLIDARITE

OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE

TENDER FILE

PROJECT OWNER:

THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

CONTRACTING AUTHORITY:

THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

TENDER BOARD:

NORTH WEST REGIONAL ASSEMBLY INTERNAL TENDERS BOARD (NWRAITB)

TENDER FILE N° 010 /ONIT/NWRA/ITB/2025 OF 28 FEB 2025
FOR THE REHABILITATION OF SOME SECONDARY AND HIGH
SCHOOLS IN THE NORTH WEST REGION BY EMERGENCY
PROCEDURE (DIVIDED INTO 4 LOTS)

IMPUTATION:

FINANCIAL YEAR 2025

Re 04/03/25

TABLE OF CONTENT

Document No. 1: Tender Notice.....	3
Document No. 2: General Regulations of the Invitation to Tender.....	12
Document No. 3: Special Regulations of the Invitation to Tender.....	28
Document No. 4: Special Administrative Conditions.....	37
Document No. 5: Special Technical Conditions.....	50
Document No. 6: Schedule of unit prices	58
Document No. 7: Bill of quantities and estimates.....	68
Document No. 8: The sub-detail of prices.....	79
Document No. 9: Model Contract.....	81
Document No. 10: Model documents to be used by bidders.....	86
Document No. 11: Justifications of preliminary studies.....	99
Document No. 12: List of banking establishments and financial bodies authorised to issue bonds for Public Contracts.....	101

Document N°. 1

TENDER NOTICE



TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER

N° 010 /ONIT/NWRA/ITB/2025 OF 28 /FEV /2025 FOR THE
**REHABILITATION OF SOME SECONDARY AND HIGH SCHOOLS IN
 THE NORTH WEST REGION BY EMERGENCY PROCEDURE
 (DIVIDED INTO 4 LOTS)**

Financing: Public Investment Budget – 2025

1. Subject of the Invitation to Tender:

Within the framework of 2025 Public Investment Budget, The President of the North West Regional Assembly, Contracting Authority, hereby launches an Open National Invitation to tender for the Rehabilitation of some Secondary and High Schools in the North West Region (Divided into 4 lots) By Emergency Procedure.

2. Nature of works:

Works to be done consists of

- 100- PRELIMINARY WORKS
- 200- MASONRY WORKS
- 300- METALIC/WOOD WORKS
- 400- ROOF / CEILING WORKS
- 500- PLASTERING AND COATINGS
- 600- ELECTRICAL WORKS
- 700- PLUMBING – SANITARY
- 800- PAINTING
- 900- FLOOR AND WALL FINISHES

3. Execution deadline

The maximum deadline provided by the Contracting Authority for the execution of the works subject of this Invitation to tender is **Four (04) Calendar Months per Lot.**

4. Lots

The works are in four (04) lots as follows:

Lot	DIVISION	LOCALITY	PROJECT
01	BOYO	BUM	Rehabilitation of GTC Fonfuka
02	BUI	KUMBO	Rehabilitation of Seven (07) blocks of Classrooms at GBHS Kumbo
03	BUI	OKU	Rehabilitation of Classrooms at GBHS Tolon OKU
04	DONGA-MATUNG	NWA	Rehabilitation of three (03) blocks of classrooms at GSS Ntem



5. Estimated Cost

The estimated cost of the four projects after preliminary studies is 182,090,285 (One hundred and eighty-two million, ninety thousand, two hundred and eighty-five) CFA Francs ATI distributed as follows:

LOT	DIVISION	LOCALITY	PROJECT	AMOUNT
01	BOYO	BUM	Rehabilitation of GTC Fonfuka	33,000,000
02	BUI	KUMBO	Rehabilitation of Seven (07) blocks of Classrooms at GBHS Kumbo	82,284,981
03	BUI	OKU	Rehabilitation of Classrooms at GBHS Tolon OKU	33,000,000
04	DONGA-MATUNG	NWA	Rehabilitation of three (03) blocks of classrooms at GSS Ntem	33,805,304
TOTAL AMOUNT				182,090,285

6. Participation and origin

Participation to this Invitation to tender is open under the same conditions to all Cameroonian companies and business persons that have proven experience in the field of building construction and provided they are in compliance with the Cameroonian laws.

7. Financing

Works which are the subject of this Invitation to Tender shall be financed by the 2025 Public Investment Budget assigned to the North West Regional Assembly.

8. Bid bond

The bidder must include in his administrative documents, a bid bond issued by a first-rate financial establishment approved by the Ministry in charge of Finance and whose list is found in document N°. 12 of the Tender File, of an amount, (See table below) valid for thirty (30) days beyond the date of validity of bids.

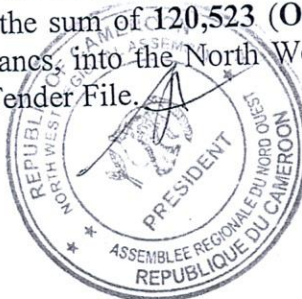
LOT	PROJECT	AMOUNT	AMOUNT OF BID BOND	TENDER FILE FEE
01	Rehabilitation of GTC Fonfuka	33,000,000	660,000	120,523
02	Rehabilitation of Seven (07) blocks of Classrooms at GBHS Kumbo	82,284,981	1,645,700	
03	Rehabilitation of Classrooms at GBHS Tolon OKU	33,000,000	660,000	
04	Rehabilitation of three (03) blocks of classrooms at GSS Ntem	33,805,304	676,106	

9. Consultation of Tender File:

The file may be consulted during working hours at the office of the Director of General Affairs at the North West Regional Assembly (Annex Building of Block "A") Tel N° 2 33 36 00 92 or using the address www.marchespublics.cm, as soon as this notice is published.

10. Acquisition of Tender File:

The file may be obtained from the office of the Director of General Affairs at the North West Regional Assembly, Tel N°2 33 36 00 92 or using the address www.marchespublics.cm, as soon as this notice is published against payment of the sum of **120,523 (One Hundred and Twenty Thousand, Five Hundred and Twenty-Three) CFA Francs**, into the North West Regional Assembly Treasury (Block B), representing the cost of purchasing the Tender File.



11. Submission of bids:

The method of submission shall be offline or online

11.1 Offline submission:

Each offer drafted in English or French in Seven (7) copies including One (1) original and Six (6) copies marked as such, should reach the office of the Director of General Affairs at the North West Regional Assembly, Tel N°2 33 36 00 92, not later than 27/11/2025 at **10:00am noon** local time and should carry the inscription:

**“OPEN NATIONAL INVITATION TO TENDER N° 10/ONIT/NWRA/ITB/2025 OF 28 FEB 2025
FOR THE REHABILITATION OF SOME SECONDARY AND HIGH SCHOOLS IN THE NORTH
WEST REGION BY EMERGENCY PROCEDURE
DIVIDED INTO 4 LOTS**

“To be opened only during the bid-opening session”

11.2 Online submission:

For online submission, the Tender must be submitted by the Tenderer on the COLEPS Platform not later than 26/11/2025 at 10:00am. A backup copy of the Tender saved In a USB key or a CD/DVD must be sent in a sealed envelope with a clear and legible indication “backup copy” bearing the afore-mentioned label, within the time limit.

File Size and Format:

For online bidding, the maximum size of the documents that will be uploaded on the platform and constituting the bidder's offer shall be;

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- 5 Mb for the financial offers.

Supported formats shall include:

- PDF formats for texts documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

12. Admissibility of bids

Under penalty of being rejected, only originals or certified true copies signed by the issuing service or administrative authorities (The Governor, 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

13. 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 27/11/2025 at **11.00 am** local time, in the conference hall of the North West Regional Assembly Internal Tenders' Board, by its competent members. Only bidders may attend or be represented by duly mandated persons of their choice and having a good knowledge of their files.

14. Evaluation criteria

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

A. Eliminatory criteria

1. Absence or non-conformity of an element in the administrative file non regularized within 48 hours after opening of bids
2. Execution deadline higher than prescribed in the Tender File;
3. False declaration or falsified documents;



4. Absence or insufficient bid bond;
5. A bid with the external envelope carrying a sign leading to the identification of the bidder;
6. Incomplete financial file;
7. Non respect of 75% of essential criteria;
8. Suspended by MINMAP for 2025 fiscal year.
9. Submission of insufficient number of bids or the lack of the original copy of bids;
10. Average annual turnover of at least the tendering amount (Average annual turnover calculated as total certified payments received for contracts in progress or completed, within the last five (5) years (from 2020). This should be justified by copies of past contracts (completed or ongoing). Final reception minutes for all completed contracts before 2024 and provisional reception minutes for contracts completed in 2024 should be presented;
11. Failure to provide a backup copy of offers on time;
12. Failure to comply with the format of file type and size for online submission.

B. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements visa by the competent authority;
- 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 on honour by the bidder and report of site visit with pictures;
- 9- Special Technical Clauses initialed in all the pages, signed and dated at the last page;
- 10- Special Administrative Clauses completed and initialed in all the pages, signed and dated at the last page.

15. Award

The evaluation will be done in a binary way (yes) or (no) with an acceptable minimum score of 75% of the essential criteria taken in account. (A Bidder can bid for more than one Lot but can be awarded only one Lot).

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.

16. Validity of bids

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

17. Complementary information

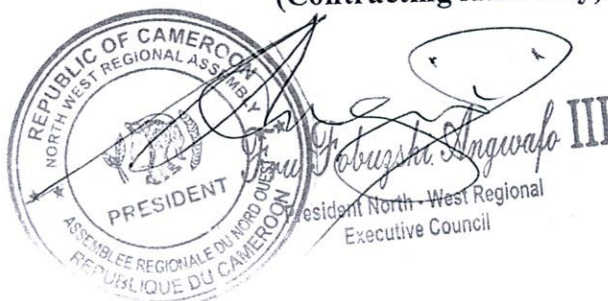
Complementary technical information may be obtained during working hours from the office of the Director of General Affairs, North West Assembly Building, Block "A". (Tel N°2 33 36 00 92).

Done at Bamenda on 28 FEB 2025

THE PRESIDENT OF THE REGIONAL ASSEMBLY
(Contracting Authority)

Copies:

- ARMP BAMENDA
- RD/MINMAP/NW
- Chairperson of TB/NWRA
- Notice Board
- File/archive



REPUBLIC OF CAMEROON
Peace-Work-Fatherland

NORTH-WEST REGIONAL ASSEMBLY

REGIONAL EXECUTIVE ASSEMBLY

PEACE-JUSTICE-UNITY-HARD WORK- SOLIDARITY



REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

ASSEMBLEE REGIONALE DU NORD-OUEST

CONSEIL EXECUTIF REGIONAL

PAIX-JUSTICE-UNITE-TRAVAIL-SOLIDARITE

AVIS D'APPEL D'OFFRES PAR PROCEDURE D'EMERGENCE

APPEL D'OFFRES NATIONAL OUVERT

N° 10 / AONO/ARNO/CIPM/2025 DU 28/02/2025 POUR LA RÉHABILITATION DE CERTAINS
COLLÈGES ET LYCÉES DE LA RÉGION DU NORD-OUEST PAR PROCÉDURE D'URGENCE
DIVISÉ EN 4 LOTS

Financement : Budget d'Investissement Public 2025

1. Objet de l'Appel d'Offre

Dans le cadre de l'exercice budgétaire 2025, le Président de l'Assemblée Régionale du Nord-Ouest, Autorité Contractante lance un Appel d'Offres National Ouvert Pour la rehabilitation de Certains Collèges et Lycées de la Région du Nord-Ouest par Procédure D'urgence (Divisé en '4' lots).

2. Consistance des travaux

Les travaux comprennent notamment :

- 100- TRAVAUX PRÉLIMINAIRES
- 200- TRAVAUX DE MAÇONNERIE
- 300- TRAVAUX MÉTALLIQUES/BOIS.
- 400- TRAVAUX DE TOITURE/PLAFOND
- 500- ENDUITS ET REVÊTEMENTS
- 600- TRAVAUX ÉLECTRIQUES
- 700- PLOMBERIE - SANITAIRE
- 800- PEINTURE
- 900- REVÊTEMENTS DE SOL ET DE MUR

3. Délais d'exécution

Le délai maximum prévu le Maître d'Ouvrage Délégué pour la réalisation des travaux objet du présent appel d'offres est de **Quatre (04) Mois Calendaires par lot.**

4. Allotissement

Le travail est ci-après défini à 4 lots :

LOT	DEPARTEMENT	LOCALITÉ	PROJET
01	BOYO	BUM	Réhabilitation de GTC Fonfuka
02	BUI	KUMBO	Réhabilitation de sept (07) blocs de salles de classe à GBHS Kumbo
03	BUI	OKU	Réhabilitation des salles de classe à GBHS Tolon OKU
04	DONGA-MATUNG	NWA	Réhabilitation de trois (03) blocs de salles de classe à GSS Ntem



5. Coût prévisionnel

Le coût estimé des cinq projets après les études préliminaires est de **182,090,285 (Cent quatre-vingt-deux millions, quatre-vingt-dix mille, deux cent quatre-vingt-cinq) francs CFA TTC**, réparti comme suit :

LOT	DEPARTEMENT	LOCALITY	PROJET	COUT
01	BOYO	BUM	Réhabilitation de GTC Fonfuka	33,000,000
02	BUI	KUMBO	Réhabilitation de sept (07) blocs de salles de classe à GBHS Kumbo	82,284,981
03	BUI	OKU	Réhabilitation des salles de classe à GBHS Tolon OKU	33,000,000
04	DONGA-MATUNG	NWA	Réhabilitation de trois (03) blocs de salles de classe à GSS Ntem	33,805,304
TOTAL AMOUNT				182,090,285

6. Participation et origine

La participation à cette consultation est ouverte aux entreprises de droit camerounais.

7. Financement

Les travaux objet du présent appel d'offres sont financés par le Budget d'Investissement Publics du Cameroun de l'exercice 2025.

8. Cautionnement provisoire

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie par une banque de premier ordre agréée par le Ministère chargé des finances et dont la liste figure dans la pièce 12 du DAO, d'un montant, (voir tableur) valable pendant trente (30) jours au-delà de la date originale de validité des offres.

LOT	PROJET	MONTANT	MONTANT DE LA GARANTIE	FRAIS DE DOSSIER D'APPEL D'OFFRES EN FCFA
01	Réhabilitation de GTC Fonfuka	33,000,000	660,000	120,523
02	Réhabilitation de sept (07) blocs de salles de classe à GBHS Kumbo	82,284,981	1,645,700	
03	Réhabilitation des salles de classe à GBHS Tolon OKU	33,000,000	660,000	
04	Réhabilitation de trois (03) blocs de salles de classe à GSS Ntem	33,805,304	676,107	

9. Consultation du Dossier d'Appel d'Offres

Le Dossier d'Appel d'Offres peut être consulté et obtenu aux heures ouvrables au bureau du Directeur des Affaires Générales de l'Assemblée Régionale du Nord-Ouest (Tel N° 2 33 36 00 92 ou en utilisant l'adresse www.marchespublics.cm) dès Publication du présent avis.

10. Acquisition du Dossier d'Appel d'Offres

Le dossier peut être obtenu aux heures ouvrables auprès Publication du présent avis au bureau de l'autorité contractant (Tel N° 2 33 36 00 92 ou en utilisant l'adresse www.marchespublics.cm) contre présentation d'une quittance de versement au Trésor Public de la somme non remboursable de **120,523 (Cent Vingt Mille Cinq Cent Vingt-Trois) Francs CFA**.

11. Remise des offres

11.1 Soumission hors ligne :

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 au bureau du Directeur des Affaires Générales de l'Assemblée Régionale du Nord-Ouest. (Tel N° 2 33 36 00 92), au plus tard le **26/02/2025 à 10 h 00**, heure locale et devra porter la mention suivante :

« APPEL D'OFFRES NATIONAL OUVERT N° **21/AONO/ARNO/CIPM/2025** DU **28 FEB 2025** POUR LA RÉHABILITATION DE CERTAINS COLLEGES ET LYCÉES DE LA RÉGION DU NORD-OUEST PAR PROCÉDURE D'URGENCE (DIVISÉ EN '4' LOTS) EN PROCEDURE D'EMERGENCE
« A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT »



11.2 Soumissions en ligne :

Pour la soumission en ligne, l'Offre doit être soumise par le Soumissionnaire sur la plateforme COLEPS au plus tard le //2025 à 10h00. Une copie de sauvegarde de l'Offre, enregistrée sur une clé USB ou un CD/DVD, doit être envoyée dans une enveloppe scellée avec une mention claire et lisible "copie de sauvegarde" portant l'étiquette mentionnée ci-dessus, dans les délais impartis.

Taille et format des fichiers :

Pour les enchères en ligne, la taille maximale des documents qui seront téléchargés sur la plateforme et constituant l'offre du soumissionnaire est la suivante :

- 5 Mo pour les offres administratives ;
- 15 Mo pour les offres techniques ;
- 5 Mo pour les offres financières.

Les formats supportés incluent :

- Formats PDF pour les documents textuels ;
- Formats JPEG pour les images.

Le Soumissionnaire doit utiliser un logiciel de compression pour réduire la taille des fichiers à soumettre.

12. 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 (Gouverneur, 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.

13. 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 27/11/2025 à 11h 00, heure locale, dans la salle de conférence du Président de l'Assemblée Régionale du Nord-Ouest siégeant en présence des soumissionnaires ou de leurs représentants dûment mandatés et ayant une parfaite connaissance du dossier.

14. Critères d'évaluation

Les offres seront évaluées selon les principaux critères suivants :

A - Critères éliminatoires

Il s'agit notamment :

- 1- Absence ou non-conformité de document administratif qui ne peuvent pas se régulariser pendant quarante-huit heures après l'ouverture des offres
- 2- Délai d'exécution supérieur à celui prescrit dans le DAO ;
- 3- Fausses déclarations ou pièces falsifiées ;
- 4- Absence ou insuffisance de la caution provisoire de soumission ;
- 5- Offres dont l'enveloppe extérieure porte des mentions permettant de reconnaître le Soumissionnaire ;
- 6- Offres financière incomplète ;
- 7- Le non-respect de 75% des critères essentiels ;
- 8- Suspendu par le MINMAP en 2025 ;
- 9- Présentation d'un nombre insuffisant d'offres ou manque de la copie originale des offres
- 10- Chiffre d'affaires annuel moyen au moins équivalent au montant de l'appel d'offres (Chiffre d'affaires annuel moyen calculé comme le total des paiements certifiés reçus pour les contrats en cours ou terminés, au cours des cinq (5) dernières années (à partir de 2020). Cela doit être justifié par des copies des contrats passés (terminés ou en cours). Les procès-verbaux de réception finale



de tous les contrats terminés avant 2024 et les procès-verbaux de réception provisoire des contrats terminés en 2024 doivent être présentés ;

11- Non-fourniture d'une copie de sauvegarde des offres dans les délais ;

12- Non-respect du format du type de fichier et de la taille pour la soumission en ligne.

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 ;
- 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- Attestations de visite de site signée sur l'honneur par le soumissionnaire et rapport de visite du site avec photos ;
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page, signé et daté à la dernière page ;
- 10- Cahier des Clauses Administratives Particulières complété et paraphé à chaque page, signé et daté à la dernière page.

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

15. 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. **(Un soumissionnaire peut soumissionner pour plusieurs lots mais ne peut se voir attribuer qu'un seul lot)**

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. Un enchérisseur peut soumissionner pour plus d'un lot mais ne peut se voir attribuer qu'un seul lot.

16. Durée de validité des offres

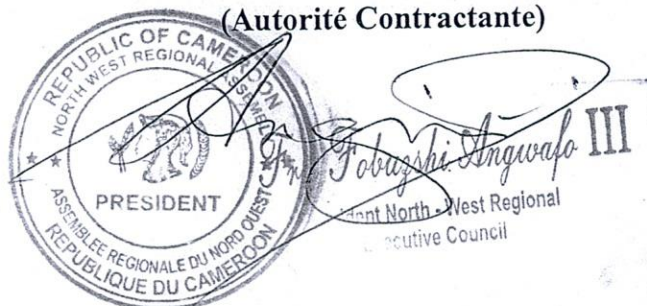
Les soumissionnaires restent engagés par leur offre pendant **90 jours** à partir de la date limite fixée pour la remise des offres.

17. Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du bureau du Directeur des Affaires Générales (Tel N° 2 33 36 00 92).

Fait à Bamenda, le 28 FEB 2025

Le Président de l'Assemblée Régionale du Nord Ouest
(Autorité Contractante)



Copie :

- ARMP
- DR/MINMAP/NW
- Présidents CIPM/NWRA
- Affichage
- Chrono/archive

de tous les contrats terminés avant 2024 et les procès-verbaux de réception provisoire des contrats terminés en 2024 doivent être présentés ;

11-Non-fourniture d'une copie de sauvegarde des offres dans les délais ;

12-Non-respect du format du type de fichier et de la taille pour la soumission en ligne.

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 ;
- 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- Attestations de visite de site signée sur l'honneur par le soumissionnaire et rapport de visite du site avec photos ;
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page, signé et daté à la dernière page ;
- 10- Cahier des Clauses Administratives Particulières complété et paraphé à chaque page, signé et daté à la dernière page.

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

15. 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. **(Un soumissionnaire peut soumissionner pour plusieurs lots mais ne peut se voir attribuer qu'un seul lot)**

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. Un enchérisseur peut soumissionner pour plus d'un lot mais ne peut se voir attribuer qu'un seul lot.

16. 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.

17. Renseignements complémentaires

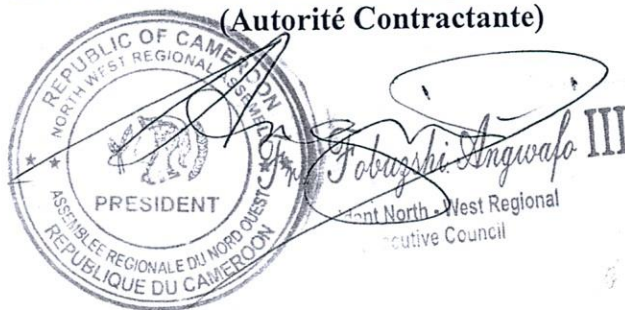
Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du bureau du Directeur des Affaires Générales (Tel N° 2 33 36 00 92).

Fait à Bamenda, le 28 FEB 2025

Le Président de l'Assemblée Régionale du Nord Ouest
(Autorité Contractante)

Copie :

- ARMP
- DR/MINMAP/NW
- Présidents CIPM/NWRA
- Affichage
- Chrono/archive



Document N°. 2

GENERAL REGULATIONS OF THE

INVITATION TO TENDER

TABLE OF CONTENT

A. General

Article 1: Scope of the tender.....	
Article 2: Financing.....	
Article 3: Fraud and corruption.....	
Article 4: Candidates admitted to compete.....	
Article 5: Building materials, materials, supplies, equipment and authorised services...	
Article 6: Qualification of the bidder.....	
Article 7: Visit of work site	

B. Tender File.....

Article 8: Content of Tender File.....	
Article 9: Clarifications on Tender File and complaints	
Article 10: Modification of the Tender File.....	

C. Preparation of Bids

Article 11: Tender fees.....	
Article 12: Language of bid.....	
Article 13: Constituent documents of the bid.....	
Article 14: Amount of bid.....	
Article 15: Currency of bid and payment.....	
Article 16: Validity of bids.....	
Article 17: Bid bond.....	
Article 18: Varying proposals by bidders.....	
Article 19: Preparatory meeting to the establishment of bids.....	
Article 20: Form and signature of bids.....	

D. Submission of bids.....

Article 21: Sealing and marking of bids.....	
Article 22: Date and time-limit for submission of bids.....	
Article 23: Out of time-limit bids.....	
Article 24: Modification, substitution and withdrawal of bids.....	

E. Opening and evaluation of bids

Article 25: Opening of bids.....	
Article 26: Confidential nature of the procedure.....	
Article 27: Clarifications on the bid and contact with Contracting Authority	
Article 28: Determination of their compliance.....	
Article 29: Qualification of the bidder.....	
Article 30: Correction of errors.....	
Article 31: Conversion into a single currency.....	
Article 32: Evaluation of financial bids.....	
Article 33: National preference.....	

F. Award of the Contract.....

Article 34: Award.....	
Article 35: Right of the Contracting Authority to declare an Invitation to Tender unsuccessful or to cancel a procedure.....	
Article 36: Notification of the award of the Contract.....	
Article 37: Signature of the Contract.....	
Article 38: Final bond.....	

GENERAL RULES OF THE INVITATION TO TENDER

A. GENERAL

Article 1: Scope of the tender

The Contracting Authority, The President of the North West Regional Assembly hereby launches an Open National Invitation to Tender N° ____/ONIT/NWRA/ITB/2025 of ____/____/2025 For the Rehabilitation of some Secondary and High Schools in the North West Region (Divided into 4 lots).

1.2 The bidder retained or the preferred bidder must complete the works within the time- limit indicated in the Special Regulations which runs from the date of notification of the Administrative Order.

1.2 In this Tender File, the term “day” means a calendar day.

Article 2: Financing

The source of financing of the works forming the subject of this Invitation to Tender shall be specified in the Special Regulations.

Article 3: Fraud and corruption

3.1 The Contracting Authority requires of bidders and Contractors the strict respect of rules of professional ethics during the award and execution of Public Contracts. By virtue of this principle:

a) The following definitions shall be admitted:

- i) Shall be guilty of “corruption” whoever offers, gives, requests or accepts any advantage in view of influencing the action of a Public official during the award or execution of a Contract;
 - ii) Is involved in “fraudulent manoeuvres” whoever deforms or distorts facts in order to influence the award or execution of a Contract;
 - iii) “Collusive practices” shall mean any form of agreement between two or among several bidders (whether the Contracting Authority is aware or not) aimed at artificially maintaining the prices of bids at levels not corresponding to those resulting from competition;
 - iv) “Coercive practices” shall mean any form of harm against persons or their property or threats against them in order to influence their action during the award or execution of a Contract.
- b) Any proposed award shall be rejected if it is proved that the proposed preferred bidder is directly or through an intermediary, guilty of corruption or is involved in fraudulent manoeuvres, collusive or coercive practices for the award of this Contract.

3.2 The Minister Delegate at the Presidency in charge of Public Contracts may, as a precaution, take a decision of exclusion from bidding for a period not exceeding two (2) years against any bidder found guilty of influence peddling, of conflicts of interest, insider trading, fraud, corruption or production of non-genuine documents in the bid, without prejudice to criminal proceedings that may be brought against him

Article 4: Candidates are allowed to compete

4.1 If the Invitation to Tender is opened, consultation is addressed to all candidates retained after a pre-qualification procedure.

4.2 Generally, the Invitation to Tender is addressed to all entrepreneurs, subject to the following provisions:

- (a) A bidder (including all members of a group of enterprises and all sub-Contractors to the bidder) must be from an eligible country, in accordance with the funding agreement.
- (b) A bidder (including all members of a group of enterprises and all sub-Contractors to the bidder) must not be in a situation of conflict of interest, subject to disqualification. A bidder shall be judged to be in a situation of conflict of interest if he:

- i) Is or was associated in the past with an enterprise (or a subsidiary of this enterprise) which provided consultancy services for the conception, preparation of specifications and other documents used within the scope of Contracts awarded for this Invitation to Tender; or
 - ii) Presents more than one bid within the context of Invitation to Tender, except authorised variants according to article 17, where need be; meanwhile, this does not prevent the participation of sub-Contractors in more than one bid.
 - iii) The Contracting Authority or Project Owner has financial interests in the capital in a way as to compromise the transparency of the procedures of award of Public Contracts.
- (c) The bidder must not have been excluded from bidding for Public Contracts.
- (d) A Cameroonian Public enterprise may participate in the consultation if it can demonstrate that it is
- (i) legally and financially autonomous, (ii) managed according to commercial laws and (iii) not under the direct supervisory authority of the Contracting Authority or Project Owner.

Article 5: Building materials, materials, supplies, equipment and authorised services

5.1 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.

5.2 Within the meaning of this 5.1 above, the term "originate" shall designate the place where the goods are extracted, cultivated, produced, manufactured and from where the services originate.

Article 6: Qualification of bidder

6.1 As an integral part of their bid, bidders must:

- (a) submit a power of attorney making the signatory of the bid bound by the bid; and
- (b) provide all information (complete or update information included in their request for pre-qualification which may have changed in the case where the candidates took part in pre-qualification) requested of bidders in the Special Regulations of the Invitation to Tender, in order to establish their qualification to execute the Contract.

Where necessary, bidders should provide information relating to the following points:

- (i) The production of certified balance sheets and recent turnovers;
- (ii) Access to a line of credit or availability of other financial resources;
- (iii) Orders acquired and Contracts awarded;
- (iv) Pending litigations;
- (v) Availability of indispensable equipment.

6.2 Bids presented by two or more associated undertakings (joint-Contracting) must satisfy the following conditions:

- (a) The bid must include all the information listed in article 6(1) above. The Special Regulations must indicate the information to be furnished by the group and that to be furnished by each member of the group;
- (b) The bid and the Contract must be signed in a way that is binding on all members of the group;
- (c) The nature of the group (joint or several) must be specified in the Special Regulations and justified with the production of a joint venture agreement in due form;
- (d) The member of the group designated as the representative will represent all the undertakings vis à vis the Project Owner and Contracting Authority with regard to the execution of the Contract;

- (e) In case of joint co-Contracting, the co-Contractors shall share the sums which are paid by the Project Owner into a single account. On the other hand, each undertaking is paid into its own account by the Project Owner where it is joint co-Contracting.

6.3 Bidders must equally present sufficiently detailed proposals to demonstrate that they comply with the technical specifications and execution time-limits set in the Special Regulations of the Invitation to Tender.

6.4 Bidders requesting to benefit from the margin of preference must furnish all the necessary information to prove that they satisfy the eligibility criteria set in article 33 of the General Regulations of the Invitation to Tender.

Article 7: Visit of works site

7.1 The bidder is advised to visit and inspect the site and its environs and obtain by himself and under his own responsibility, all the information which may be necessary for the preparation of the bid and the execution of the works. The related cost of the visit of the site shall be borne by the bidder.

7.2 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.

7.3 The Project Owner may organise a visit of the site of the works during the preparatory meeting to establishing the bids mentioned in article 19 of the General Regulations of the Invitation to Tender.

B. TENDER FILE

Article 8: Content of Tender File

8.1 The Tender File describes the works forming the subject of the Contract, sets the consultation procedure of Contractors and specifies the terms of the Contract. Besides the addendum (addenda) published in accordance with article 10 of the General Regulations of the Invitation to Tender, it includes the following documents:

- Document No. 1. The Tender Notice;
- Document No. 2. The General Regulations of the Invitation to Tender;
- Document No. 3. The Special Regulations of the Invitation to Tender;
- Document No. 4. The Special Administrative Conditions;
- Document No. 5. The Special Technical Conditions;
- Document No. 6. The schedule of unit prices;
- Document No. 7. The bill of quantities and estimates;
- Document No. 8. The sub details of unit prices;
- Document No. 9. Model documents of the Contract:
 - a. The execution schedule;
 - b. Model of forms presenting the equipment, personnel and references;
 - c. Model bidding letter;
 - d. Model bid bond;
 - e. Model final bond;
 - f. Model of bond of start-off advance;
 - g. Model of guarantee in replacement of the retention fund;
 - h. Model Contract;

Document N°. 10. Models to be used by bidders;

- a. Model Contract;

Document N°. 11. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

Document N°. 12. List of first grade banking establishments or financial institutions approved by the Minister in charge of Finance authorised to issue bonds for Public Contracts to be inserted by the Contracting Authority.

8.2 The bidder must examine all the regulations, forms, conditions and specifications contained in the Tender File. It is up to him to furnish all the information requested and prepare a bid in compliance with all aspects of the said file.

Article 9: Clarifications on the Tender File and complaints

9.1 Any bidder who wants to obtain clarifications on the Tender File may request them from the Contracting Authority in writing or by electronic mail (fax or e-mail) at the Contracting Authority's address indicated in the Special Regulations of the Invitation to Tender and send a copy to the Project Owner. The Contracting Authority replies in writing to any request for clarification received at least fourteen (14) days prior to the deadline for the submission of bids.

A copy of the Contracting Authority's response, indicating the question posed but not mentioning the author, is addressed to all bidders who bought the Tender File.

9.2 Between the Publication of the tender notice including the pre-qualification phase of candidates and the opening of bids, any bidder who feels aggrieved in the Public Contracts award procedure may lodge a complaint to the Minister in charge of Public Contracts.

9.3 A copy of the complaint should be addressed to the Contracting Authority and to the body in charge of the Regulation of Public Contracts and the chairperson of the Tenders Board.

9.4 The Contracting Authority has five (5) days to react. A copy of the reaction shall be forwarded to MINMAP and the body in charge of the regulation of Public Contracts.

Article 10: Amendment of the Tender File

10.1 The Contracting Authority may at any moment, prior to the deadline for the submission of bids and for any reason, be it at his initiative or in reply to a request for clarification formulated by a bidder, amend the Tender File by publishing an addendum.

10.2 Any published addendum shall be an integral part of the Tender File, in accordance with article 8.1 of the General Regulations of the Invitation to Tender and must be communicated in writing or made known by a traceable means to all bidders who bought the Tender File.

10.3 In order to give bidders sufficient time to take account of the addendum in the preparation of their bids, the Contracting Authority may postpone as is necessary, the deadline for the submission of bids, in accordance with provisions of article 22 of the General Regulations of the Invitation to Tender.

C PREPARATION OF BIDS

Article 11: Tender costs

The candidate shall bear the costs related to the preparation and presentation of his bid and the Contracting Authority and the Project Owner shall in no case be responsible for these costs nor pay for them whatever the evolution or outcome of the Invitation to Tender procedure.

Article 12: Language of bid

The bid as well as any correspondence and any document exchanged between the bidder and the Contracting Authority shall be written in English or French. Complementary documents and the forms provided by the bidder may be written in another language on condition that a precise translation into either English or French of the passages concerning the bid is included; in which case for reasons of interpretation, the translation shall be considered to be authentic.

Article 13: Constituent documents of the bid

13.1 The bid presented by the bidder shall include the documents detailed in the Special Regulations of the Invitation to Tender, duly filled and put together in three volumes:

a. Volume 1: Administrative file

It includes:

- i) all documents attesting that the bidder:
 - has subscribed to all declarations provided for by the laws and regulations in force;
 - paid all taxes, duties, contributions, fees or deductions of whatever nature;
 - is not winding up or bankrupt;
 - is not the subject of an exclusion order or forfeiture provided for by the law in force;
- ii) The bid bond established in accordance with the provisions of article 17 of the General Regulations of the Invitation to Tender;
- iii) the written confirmation empowering the signatory of the bid to commit the bidder, in accordance with the provisions of article 6(1) the General Regulations of Invitation to Tender.

b. Volume 2: Technical bid

b.1 Information on qualifications

The Special Regulations list the documents to be furnished by bidders to justify the qualification criteria mentioned in article 6(1) of the Special Regulations of the Invitation to Tender.

b.2 Methodology

The Special Conditions of the Invitation to Tender specifies the constituent elements of the technical bid of the bidders especially: a methodological statement on an analysis of the works and specifying the organisation and programme which the bidder intends to put in place or use to execute the works (installations, schedule, Quality Assurance Plan (QAP), sub-Contracting, attestation of visit of the site, where necessary, etc).

b.3 Proof of acceptance of conditions of the Contract

The bidder shall submit duly initialled copies of the administrative and technical documents relating to the Contract, namely:

1. The Special Administrative Conditions (SAC);
2. The Special Technical Conditions (STC).

b.4 Commentaries (optional)

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

c. Volume 3: Financial bid

The Special Regulations specify the elements that will help in justifying the cost of the works, namely:

1. The signed and dated original bid prepared according to the attached model, stamped at the prevailing rate;
2. The duly filled Unit Price schedule;
3. The duly filled detailed estimates;
4. The sub-details of prices and/or breakdown of all-in prices;
5. The projected schedule of payments, where need be.

In this regard, the bidders will use the documents and models provided in the Tender File, subject to the provisions of article 17(2) of the General Regulations of the Invitation to Tender concerning the other possible forms of guarantees.

- 13.2 If in accordance with the provisions of the Special Regulations of the Invitation to Tender, the bidders present bids for several lots of the same Invitation to Tender, they could indicate rebates offered in case of award of more than one lot.

Article 14: Bid price

- 14.1 Except otherwise stated in the Tender File, the amount of the Contract shall cover all the works described in article 1.1 of the General Regulations of the Invitation to Tender, on the basis of the price schedule and the detailed bill of quantities and estimates presented by the bidder.
- 14.2 The bidder shall fill the unit prices and totals of all items on the schedule and bill of quantities and estimates.
- 14.3 Subject to contrary provisions provided for in the Special Regulations and in the Special Administrative Conditions, all dues, taxes and fees payable by the bidder on grounds of the Contract or on any other ground, thirty (30) days prior to the submission of the bids, shall be included in the prices and in the total amount of the bid presented by the bidder.
- 14.4 If a price revision/updating clause is provided for in the Contract, the date of establishment of the initial price, as well as the price revision/updating conditions for the said price must be specified. This is with the understanding that any Contract of duration less than one (1) year shall not be subject to price revision.
- 14.5 All unit prices must be justified by sub-details established in accordance with the structure proposed in document 8 of the Tender File.

Article 15: Currency of bid and payment

- 15.1 In case of international invitations to tender, the currencies of the bid shall follow the provisions of either Option A or Option B below, the applicable option being that retained in the Special Regulations of the Invitation to Tender.

15.2 Option A: The amount of the bid shall be entirely made in the national currency.

The amount of the bid, unit prices of the price schedule and the prices of the bill of quantities and estimates are completely made in CFA francs in the following manner:

- a) Prices shall be entirely drawn in the national currency. The bidder who intends to commit expenditures in other currencies for the execution of the works shall indicate in the annex to the bid the percentage(s) of the amount of the bid necessary to cover the needs in foreign currencies, without exceeding the maximum of the three currencies of member countries of the funding institution of the Contract.
- b) The exchange rates used by the bidder to convert his bid into the national currency shall be specified by the bidder in an annex to the bid in compliance with the specifications of the Special Regulations. These rates shall be applied for any payment within the framework of the Contract so that the retained bidder does not bear any change in the exchange rate.

15.3 Option B: The amount of the bid shall be directly made in the national and foreign currency at the rates fixed in the Special Regulations.

The bidder shall draw the unit prices of the price schedule and the prices of the bill of quantities and estimates in the following manner:

- (a) The prices of inputs necessary for the works which the bidder intends to procure in the Contracting Authority's country shall be in currency of the Contracting Authority's country specified in the Special Regulations and called "national currency";
- (a) The prices of inputs necessary for works which bidder intends to procure out of the Contracting Authority's country shall be in the currency of the country of origin of the bidder or of the currency of an eligible member country widely used in international trade.

15.4 The Contracting Authority may request the bidders to explain the needs in national and foreign currencies and to justify that the amounts included in the unit and total prices and indicated in annex to the bids are reasonable; to this end, a detailed statement of their needs in foreign currencies shall be furnished by the bidder.

15.5 During the execution of the works, most of the foreign currency to be paid as part of Contract may be revised by mutual agreement between the Contracting Authority and the entrepreneur in a way as take account of any modification in the foreign currency needs within the context of the Contract.

Article 16: Validity of bids

16.1 Bids must remain valid during the period stated in the Special Regulations from the date of submission of the bids fixed by the Contracting Authority, in application of article 22 of the Special Regulations. A bid valid for a shorter period shall be rejected by the Contracting Authority or Contracting Authority as not being in compliance.

16.2 Under exceptional circumstances, the Contracting Authority may seek the approval of bidders to extend the validity time-limit. The request and the responses that will be given shall be in writing (or by fax). The validity of the bid bond provided for in article 17 of the General Regulations shall equally be extended for a corresponding duration. A bidder may refuse to extend the validity of his bid without losing his bid bond. A bidder who consents to an extension shall not be asked to modify his bid nor shall he be authorised to do so.

16.3 Where the Contract does not include a price revision clause and that the period of validity of bids is extended by more than sixty (60) days, the amounts payable to the bidder retained shall be updated by application of the related formula featuring in the request for extension that the Contracting Authority addressed to bidders.

The updating period shall run from the date of overrun of sixty (60) days to the date of notification of the Contract or the Administrative Order for start of execution of works by the retained bidder, as specified in the Special Administrative Conditions. The effect of updating shall not be taken into account for purposes of evaluation of bids.

Article 17: Bid bond

17.1 In application of article 13 of the General Regulations, the bidder shall furnish a bid bond of the amount specified in the Special Regulations and which bid bond shall be a full part of his bid.

17.2 The bid bond must conform to the model presented in the Tender File; other models may be authorised subject to the prior approval of the Contracting Authority. The bid bond will remain valid for thirty (30) days beyond the original date set for the validity of bids or any other validity time-limit requested by the Contracting Authority and accepted by the bidder, in accordance with the provisions of article 16 (2) of the General Regulations.

17.3 Any bid without an acceptable bid bond shall be rejected by the Tenders Board as not in conformity. The bid bond of associated enterprises must be established in the name of the group submitting the bid and mention each member of the associated grouping.

17.4 The bid bonds of bidders who are not retained shall be returned within fifteen (15) days after Publication of the award result.

17.5 The bid bond of the successful bidder shall be released as soon as the latter would have signed the Contract and furnished the required final bond.

17.6 The bid bond may be seized:

- (a) if the bidder withdraws his bid during the period of validity;
- (b) if the retained bidder:
 - i) fails in his obligation to register the Contract in application of article 38 of the General Regulations;
 - ii) fails in his obligation to furnish the required final bond in application of article 38 of the General Regulations;

iii) refuses to receive notification of the Administrative Order to commence execution.

Article 18: Varying proposals of bidders

18.1 Where the works can be executed within variable deadlines, the Special Regulations shall specify these deadlines and shall indicate the method retained for the evaluation of the completion deadline proposed by the bidder within the specified deadlines. Bids that propose deadlines beyond those specified shall be considered as not being in conformity.

18.2 Except in the case mentioned in article 18(3) below, bidders wishing to offer technical variants must first assess the basic solution of the Contracting Authority as described in the Tender File and furnish in addition all the information which the Contracting Authority needs for a complete evaluation of the proposed variant, including the plans, calculations, technical specifications, sub-details of prices and proposed construction methods and all other useful information. If necessary, the Contracting Authority will examine only the technical variants of the bidder whose bid is in compliance with the basic solution has been evaluated as the lowest bid.

18.3 When according to the Special Regulations the bidders are authorised to directly submit the technical variants for certain parts of the works, these parts of the works must be described in the technical specifications. Such variants shall be evaluated on their own merit in accordance with the provisions of article 31(2) (g) of the General Regulations.

Article 19: Preparatory meeting to the establishment of bids

19.1 Except otherwise stipulated in the Special Regulations, a bidder may be invited to take part in a preparatory meeting which will hold at the date and place indicated in the Special Regulations.

19.2 The subject of the preparatory meeting shall be to furnish clarifications and answer any questions which may be raised at this stage.

19.3 As much as possible, the bidder is requested to submit any question in a way as to reach the Contracting Authority at least one week before the meeting. The Contracting Authority may not reply to questions received too late. In this case, the questions and answers shall be transmitted according to the methods set in article 19(4) below.

19.4 The minutes of the meeting, including the text of the questions asked and the replies given, including questions prepared after the meeting, shall be forwarded immediately to everyone who bought the Tender File. Any modification of documents of the Tender File listed in article 8 of the General Regulations which may prove to be necessary at the end of the preparatory meeting shall be done by the Contracting Authority by publishing an addendum in accordance with the provisions of article 10 of the General Regulations and not through the minutes of the preparatory meeting.

19.5 The fact that a bidder does not attend a preparatory meeting for the establishment of bids shall not be a reason for disqualification.

Article 20: Form and signature of bid

20.1 The bidder shall prepare an original of the constituent documents described in article 13 of the General Regulations in a volume clearly indicated "**ORIGINAL**". In addition, the bidder shall submit the number required in the General Regulations, bearing "**COPY**". In case of discrepancy, the original shall be considered as authentic.

20.2 The original and copies of the bid must be typed or written in indelible ink (photocopies shall be accepted in the case of copies) and shall be signed by the person(s) duly empowered to sign on behalf of the bidder, in accordance with article 6(1a) or 6(2c) of the General Regulations, as the case may be. All the pages of the bid containing alterations or changes must be initialled by the signatory (ies) of the bid.

20.3 The bid shall bear no modification, suppression or alteration unless such corrections are initialled by the signatory (ies) of the bid.

D. SUBMISSION OF BIDS

Article 21: Sealing and marking of bids

- 21.1 The bidder shall seal the original and each copy of the bid in separate envelopes (internal envelopes) by marking on these envelopes **"ORIGINAL"** and **"COPY"**, as the case may be. The envelopes shall then be placed in another envelope which will equally be sealed but which will not give any indication regarding the identity of the bidder.
- 21.2 The external and internal envelopes:
- a) Should be addressed to the Contracting Authority at the address indicated in the Special Regulations;
 - b) should bear the name and identification number of the project as indicated in the Special Regulations and bear the inscription ***"TO BE OPENED ONLY DURING THE BID-OPENING SESSION"*** as specified in the Special Regulations.
- 21.3 The internal envelopes should equally carry the name and address of the bidder in a way as to enable the Contracting Authority return the sealed bid if it is late in accordance with article 23 and 24 of the General Regulations.
- 21.4 If the external envelope is not sealed and marked as indicated in paragraphs 21(1) and 21(2) above, the Contracting Authority shall not be responsible if the bid is misplaced or opened prematurely.

Article 22: Date and time-limit for submission of bids

- 22.1 The bids must be received by the Contracting Authority at the address specified in article 21(2) of the Special Regulations not later than the date and time stated in the Special Regulations.
- 22.2 The Contracting Authority may, at his discretion, postpone the deadline set for the submission of the bids by publishing an addendum in accordance with the provisions of article 10 of the General Regulations. In this case, all the rights and obligations of the Contracting Authority and bidders previously governed by the initial date will henceforth be governed by the new date.

Article 23: Late bids

Any bid received by the Contracting Authority beyond the deadline for the submission of bids in accordance with article 22 of the General Regulations shall be declared late and consequently rejected.

Article 24: Modification, substitution and withdrawal of bids

- 24.1 A bidder may modify or withdraw his bid after submitting it, on condition that the written notification of the modification or withdrawal is received by the Contracting Authority prior to the end of the time-limit prescribed for the submission of the bids. The said notification must be signed by an authorised representative in application of article 20(2) of the General Regulations. The modification or the corresponding replacement bid must be attached to the written notification. As the case may be, the envelopes must bear the inscription **"WITHDRAWAL"**, and **"REPLACEMENT BID"** or **"MODIFICATION"**.
- 24.2 Notification of modification, replacement or withdrawal of the bid by the bidder should be prepared, sealed, marked and forwarded in accordance with the provisions of article 21 of the General Regulations. Withdrawal may equally be notified by telex but should in this case be confirmed by a duly signed written notification whose date, post mark being authentic, shall not be posterior to the time-limit set for the submission of bids.
- 24.3 In application of article 24(1), bids being requested to be withdrawn by bidders shall be returned to them unopened.
- 24.4 No bid may be withdrawn during the interval between the submission of bids and the expiry of the validity of bids specified by the model tender. The withdrawal of a bid by a bidder during this interval may lead to the confiscation of the bid bond in accordance with the provisions of article 17(6) of the General Regulations.

been made Public, subject to the disqualification of the bid of the bidder and suspension of the authors from all activities in the domain of Public Contracts.

26.2 Any attempt by a bidder to influence the Tenders Board or the Evaluation sub-committee of bids or the Contracting Authority in its award decision may lead to the rejection of his bid.

26.3 Notwithstanding the provisions of paragraph 26.2 above, between the opening of bids and the award of the Contract, if a bidder wishes to enter into contact with the Contracting Authority for reasons having to do with his bid may do so in writing.

Article 27: Clarifications on the bids and contact with the Contracting Authority

27.1 To ease the examination, evaluation and comparison of bids, the Tenders Board may, if it so desires, request any bidder to give clarifications on his bid. This request for clarification and the response thereto are formulated in writing but no change on the amount or content of the bid is sought, offered or authorised, except it is necessary to confirm the correction of calculation errors discovered by the Evaluation Sub-committee during the evaluation in accordance with the provisions of article 30 of the General Regulations.

27.2 Subject to the provisions of paragraph 1 above, bidders shall not contact members of the Tenders Board and the Evaluation Sub-committee for questions related to their bids, between the opening of envelopes and the award of the Contract.

Article 28: Determination of compliance of bids

28.1 The Evaluation sub-committee shall carry out a detailed examination of bids to determine if they are complete, if the required guarantees are furnished, if the documents were correctly signed and if generally the bids are in proper order.

28.2 The Evaluation sub-committee shall determine if the bid is essentially in compliance with the conditions fixed in the Tender File based on the content without recourse to external elements of proof.

28.3 A bid that complies with the Tender File shall essentially be a bid that respects all the terms, conditions and specifications of the Tender File, without substantial divergence or reservation. A substantial divergence or reservation is that:

- i) which substantially limits the scope, quality or realisation of the works;
- ii) which substantially limits, contrary to the Tender File, the rights of the Contracting Authority or his obligations in relation to the Contract;
- iii) Whose correction would unjustly affect the competitiveness of the other bidders who presented bids that essentially complied with the Tender File.

28.4 If a bid is essentially not in compliance, it shall be rejected by the competent Tenders Board and shall not subsequently be rendered in compliance.

28.5 The Contracting Authority reserves the right to accept or reject any modification, divergence or reservation. Modifications, divergences, variants and other factors which are beyond the requirements of the Tender File shall not be considered during the evaluation of bids.

Article 29: Qualification of the bidder

The Evaluation sub-committee shall ensure that the successful bidder retained for having submitted a bid substantially in compliance with the provisions of the Tender File, fulfils the qualification criteria stipulated in article 6 of the Special Regulations. It is essential to avoid any arbitrariness in determining qualification.

Article 30: Correction of errors

30.1 The Evaluation sub-committee shall verify bids considered essentially in compliance with the Tender File to correct the possible calculation errors. The Evaluation sub-committee shall correct the errors in the following manner:

- (a) where there is an incoherence between the unit price and the total obtained by multiplying the unit price by the quantity, the unit price being authentic, the total price shall be corrected, unless the Evaluation sub-committee judges that it is a gross error of decimal point in the unit price in which case the total price as presented shall be authentic and the unit price corrected.
- (b) if the total obtained by addition or subtraction of the totals is not exact, the sub totals shall be considered authentic and the total corrected.
- (c) where there is a difference between the price indicated in letters and in figures, the amount in letters shall be considered authentic, unless the amount is linked to an arithmetical error confirmed by the sub-detail of the said price, in which case the amount in figures shall prevail subject to paragraphs (a) and (b) above.

30.2 The amount featuring in the bid shall be corrected by the Evaluation sub-committee, in accordance with the error correction procedure above and with confirmation by the bidder, the said amount shall be deemed to commit him.

30.3 If the bidder who presented the bid evaluated as the lowest refuses the correction thus carried out, his bid shall be rejected and the bid bond may be seized.

Article 31: Conversion into a single currency

31.1 To facilitate the evaluation and comparison of bids, the Evaluation sub-committee shall convert the prices of bids expressed in various currencies into those in which the bid is payable in CFA francs.

31.2 The conversion shall be done using the selling rate fixed by the Bank of Central African States (BEAC) under the conditions defined by the Special Regulations.

Article 32: Evaluation and comparison of financial bids

32.1 Only bids considered as being in compliance, as per the provisions of article 28 of the General Regulations, shall be evaluated and compared by the Evaluation sub-committee.

32.2 By evaluating the bids, the Evaluation Sub-committee shall determine for each bid the evaluated amount of the bid by rectifying the amount as follows:

- a) By correcting any possible error in accordance with the provisions of article 30.2 of the General Regulations;
- b) By excluding projected sums and where necessary provisions for unforeseen occurrences featuring in the bill of quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as specified in the Special Regulations.
- c) By converting into a single currency the amount resulting from the rectifications (a) and (b) above, in accordance with the provisions of article 31(2) of the General Regulations;
- d) By appropriately adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.
- e) By taking into consideration the various execution time-limits proposed by the bidders, if they are authorised by the Special Regulations;
- f) If need be, in accordance with the provisions of article 13(2) of the General Regulations and the Special Regulations by applying the rebates offered by the bidder for the award of more than one lot, if this Invitation to Tender is launched simultaneously for several lots.
- g) If need be, in accordance with the provisions of article 18(3) of the Special Regulations and the Technical Specifications, the proposed technical variants, if they are permitted, shall be evaluated on their own merit and independently of the fact that the bidder offered or not a price for the technical solution specified by the Contracting Authority in the Special Regulations.

32.3 The estimated effect of price revision formulae featuring in the GAC and SAC applied during the period of execution of the Contract shall not be considered during the evaluation of bids.

32.4 If the bid judged the lowest bid is considered abnormally low or strongly unbalanced in relation to the estimates of the Project Owner for the works to be executed in this Contract, the Tenders Board may, from the sub-details of prices furnished by the bidder for any element or all the elements of the bill of quantities and estimates, verify if these prices are compatible with the construction methods and proposed calendar. In the case where the justifications presented by the bidder are not satisfactory, the Contracting Authority may reject the bid after the technical opinion of the Public Contracts Regulatory Agency.

Article 33: Preference granted national bidders

National Contractors shall benefit from a margin of national preference during the evaluation of bids as provided for in the Public Contracts Code.

Article 34: Award

34.1 The Contracting Authority shall award the Contract to the bidder whose bid was judged essentially in compliance with the Tender File and who has the required technical and financial capacities to execute the Contract satisfactorily and whose bid was evaluated as the lowest by including, where necessary, proposed rebates

34.2 If, according to article 13(2) of the General Regulations, the Invitation to Tender comprises several lots, the lowest bid shall be determined by evaluating this Contract with other lots to be awarded concurrently, by taking into account the rebates offered by the bidders in the case of more than one lot.

34.3 Any award of Contract shall be made to the bidder fulfilling the technical and financial capacities required resulting from the evaluation criteria and presenting the bid evaluated as the lowest.

Article 35: The right by the Contracting Authority to declare an Invitation to Tender unsuccessful or cancel a procedure

The Contracting Authority reserves the right to cancel a procedure of Invitation to Tender after the authorisation of the Minister Delegate at the Presidency in charge of Public Contracts where the bids have been opened or to declare an Invitation to Tender unsuccessful after the advice of the competent Tenders Board, without any claims being entertained.

Article 36: Notification of award of the Contract

Before the expiry of the validity of the bids set in the Special Regulations, the Contracting Authority shall notify the preferred bidder by telecopy confirmed by registered mail or by any other means that his bid was retained. This letter will indicate the amount the Project Owner will pay the Contractor to execute the works and the execution time-limit.

Article 37: Publication of results of award and petitions

37.1 The Contracting Authority shall communicate to any bidder or administration concerned, upon request addressed to it within a maximum deadline of five (5) days after Publication of the award results, the Independent Observer's report as well as the minutes of the award session of the related Contract to which shall be attached the evaluation report of the bids.

37.2 The Contracting Authority is bound to communicate the reasons for the rejection of bids of the bidders concerned who so request.

37.3 After Publication of the award results, bids that are not withdrawn within fifteen (15) days shall be destroyed, without any claims for compensation being entertained. Only the copy destined for the body in charge of regulation shall be kept.

37.4 In case of petition, it should be addressed to the Public Contracts Authority, with copies to the body in charge of the regulation of Public Contracts, the Contracting Authority and the chairperson of the Tenders Board concerned.

It must take place within a maximum deadline of five (5) working days after the Publication of the results.

Article 38: Signing of the Contract

38.1 After Publication of the results, the draft Contract subscribed by the successful bidder is submitted to the Tenders Board for examination and where applicable, to the Minister in charge of Public Contracts for prior endorsement.

38.2 The Contracting Authority has a deadline of seven (7) days to sign the Contract from the date of reception of the draft Contract examined by the competent Tenders Board and subscribed by the successful bidder and where applicable, the endorsement of the Minister in charge of Public Contracts.

38.3 The Contract must be notified to the successful bidder within five (5) days of its date of signature.

Article 39: Final Bond

39.1 **Within twenty (20) days** of the notification by the Contracting Authority, the Contractor shall furnish the Project Owner with a final bond, to guarantee the complete execution of the works.

39.2 The bond whose rate varies between 2 and 5 percent of the amount of the Contract inclusive of all taxes, may be replaced by a guarantee from a **first-rate banking establishment** approved according to the instruments in force with the Project Owner as beneficiary or by a joint or several guarantee.

39.3 Small and medium-sized enterprises (SME) constituted of national capital and managed by nationals may, in lieu of the guarantee, provide a statutory lien or a bond issued by a banking establishment or first rate financial institution approved in accordance with the instruments in force.

39.4 Failure to produce the final bond within the prescribed time limit shall likely cause the termination of the Contract under the terms laid down in the General Administrative Conditions.

Document N°. 3

**SPECIAL REGULATIONS OF THE
INVITATION TO TENDER**

ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a fiscal stamp.
A.2	Certified Copy of the Business Registration, not more than three months old.
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. (See list of approved banks on page 87 of this tender file)
A.5	Purchase receipt of Tender File issued by NWRA Treasury
A.6	A bid bond issued by a first rate-financial institution approved by the Ministry in charge of Finance in conformity with COBAC regulations
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	Tax compliance certificate or 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	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 bidder on honour
A.12	Power of attorney if necessary
A.13	Group agreement where applicable
A.14	Special Technical Clauses initialed on all the pages and signed, dated and stamped on the last page.
A.15	Special Administrative Clauses completed and initialed on all the pages, signed, dated and stamped on the last page.

The absence or insufficient bid bond will result to the elimination of the offer

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

A. General presentation of bids	
- Presence of all documents	yes/no
- Properly bound.....	yes/no
- Table of content	yes/no
- Separators in colour apart from white.....	yes/no
- Order prescribed respected.....	yes/no
- Clearness of the documents.....	yes/no
TOTAL 1	/6
B. The company references	
References of the company in similar works for the past ten (10) years:	

- 01 certified copy of similar contract visa and legalized by a competent administrative authority equal or above 20 million FCFA ATI (1 st and last pages) and PV of final reception for works realized before 2024 and provisional reception for works realized in 2024.	yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equal to or more than 10 million CFA ATI (1 st and last pages) and PV of final reception for works realized before 2024 and provisional reception for works realized in 2024.	yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority below 10 million and above 5 million (1 st and last pages) and PV of final reception for works realized before 2024 and provisional reception for works realized in 2024.	yes/no
TOTAL 2	/3
C. Equipment	
- Proof of ownership or hire of a dump truck	yes/no
- Proof of ownership or hire of a 4x4 pick-up vehicle in good operating condition	yes/no
- Proof of ownership of a vibrator in good operating condition ...	yes/no
- Proof of ownership or hire of a concrete mixer of at least 0.5m ³ volume	Yes/no
- Proof of ownership of masonry tool kids	yes/no
- Proof of ownership of electrical tool kid	yes/no
- Proof of ownership of carpentry tool kids	yes/no
- Proof of ownership or hire of plumbing tool kids	yes/no
TOTAL 3	/7
D. Qualification of site personnel	
- Organizational Chart of the enterprise.....	yes/no
- Organizational Chart of site with comments	yes/no
Works Director: Civil Engineer with at least 05 years of working experience	
- Diploma of work Director certified.....	yes/no
- Attestation of presentation of original diploma works director	
- CV signed and dated by works Director.....	yes/no
- Professional experience of works Director above five years.....	yes/no
- Attestation of availability dully signed by the works director	yes/no
Site foreman: Senior Technician in Civil Engineering with at least 05 years of working experience	
- Certified copy of certificate of site foreman.....	yes/no
- Attestation of presentation of original diploma of site foreman	yes/no
- CV signed and dated by site foreman.....	yes/no
- Professional experience of site foreman above five years	yes/no
- Attestation of availability of site foreman	yes/no
Chief builder: BAC in Civil Engineering with at least three years of working experience	
- Certified copy of diploma of chief builder.....	yes/no

- Attestation of presentation of original diploma of Chief Builder ...	yes/no
- CV signed and dated by Chief Builder	yes/no
- Attestation of availability of Chief Builder	Yes/no
Chief carpenter: BAC in wood work with at least three years of working experience	
- Certified copy of diploma of chief carpenter.....	yes/no
- Attestation of presentation of original diploma of Chief Carpenter	yes/no
- CV signed and dated by Chief Carpenter	yes/no
- Attestation of availability of Chief Carpenter	Yes/no
Chief Electrician: BAC in Electricity with at least three years of working experience	
- Certified copy of diploma of chief electrician	yes/no
- Attestation of presentation of original diploma of chief electrician	yes/no
- CV signed and dated by chief electrician	yes/no
- Attestation of availability of chief electrician	Yes/no
Chief Plumber: CAP in plumbing with at least three years of working experience	
- Certified copy of diploma of chief plumber	yes/no
- Attestation of presentation of original diploma of chief plumber..	yes/no
- CV signed and dated by chief plumber	yes/no
- Attestation of availability of chief plumber	Yes/no
Chief painter: CAP/trade certificate in painting at least three years	
- Certified copy of diploma of chief painter	yes/no
- Attestation of presentation of original diploma of chief painter ...	yes/no
- CV signed and dated by chief painter	yes/no
- Attestation of availability of chief painter ...	Yes/no
TOTAL 4	/31
E. The methodology of intervention and execution of work	
- Attestation of site visit signed by the bidder on honour.	yes/no
- Site Visit report signed and dated by bidder or dully authorised representative with pictures	yes/no
- Detailed technical note on the organization and execution of works...	yes/no
- Coherence synchronized planning of execution of works.....	yes/no
- Coherence of Individual Protection Plan (IPP) within the building site...	yes/no
- Coherence of the General Security and Safety Plan (GSSP) within the building site...	yes/no
- Description of the socio - environment measures for site protection.....	yes/no
- Coherence in the methodology of execution of works	yes/no
- Coherence in the organization of the site.....	yes/no
-Plan of supply of constructional materials and storage conditions	yes/no
- CCTP dully initialled on each page, signed and dated on the last page	yes/no

	TOTAL 4	/11
F– Pre-financing		
Attestation of credibility shall be at least 80% of the bid price.....		yes/no
	TOTAL	/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6		/59

ENVELOPE C- FINANCIAL FILE

The third internal envelope shall be labelled and shall contain the following documents:

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 17.2 of the General Regulation of the Invitation to Tender (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

Online submission:

For online submission, the Tender must be submitted by the Tenderer on the COLEPS Platform not later than __/__/2025 at 10:00am. A backup copy of the Tender saved In a USB key or a CD/DVD must be sent in a sealed envelope with a clear and legible indication “backup copy” bearing the afore-mentioned label, within the time limit.

File Size and Format:

For online bidding, the maximum size of the documents that will be uploaded on the platform and constituting the bidder's offer shall be;

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- Mb for the financial offers.

Supported formats shall include:

- PDF formats for texts documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

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 works 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.

Table of content

Chapter I: General

- Article 1 - Subject of the Contract
- Article 2 - Award procedure
- Article 3 - Definitions and duties (article 2 of GAC supplemented)
- Article 4 - Language, applicable law and regulations
- Article 5 - Constituent documents of the Contract (article 4 of GAC)
- Article 6 - General applicable instruments
- Article 7 - Communication (GAC articles 6 and 10 supplemented)
- Article 8 - Administrative Orders (article 8 of GAC supplemented)
- Article 9 - Contracts with conditional phases (article 15 of GAC)
- Article 10 - Contractor's personnel (article 15 of GAC supplemented)

Chapter II: Financial conditions

- Article 11 - Guarantees and bonds (articles 29 and 41 of GAC supplemented)
- Article 12 - Amount of Contract (articles 18 and 19 supplemented)
- Article 13 - Place and method of payment
- Article 14 - Price variation (article 20 of GAC)
- Article 15 - Price revision formulas
- Article 16 - Price updating formulas (article 21 of GAC)
- Article 17 - Work under State supervision (article 22 of GAC supplemented)
- Article 18 - Evaluation of works (article 23 supplemented)
- Article 19 - Evaluation of supplies (article 24 of GAC) supplemented)
- Article 20 - Advances (article 28 of GAC)
- Article 21 - Payments for the works (articles 26, 27 and 30 of GAC supplemented)
- Article 22 - Interests on overdue payments (article 31 of GAC supplemented)
- Article 23 - Penalties for delay (article 32 of GAC supplemented)
- Article 24 - Payment in case of a group of enterprises (article 33 of GAC)
- Article 25 - Final detailed account (article 35 of GAC)
- Article 26 - General detailed account (article 35 of GAC)
- Article 27 - Tax and customs schedule (article 36 of GAC)
- Article 28 - Stamp duty and registration (article 37 of GAC)

Chapter III: Execution of the works

- Article 29 - Nature of works
- Article 30 - Obligations of the Project Owner (GAC supplemented)
- Article 31 - Execution deadline of Contract (article 38 of GAC)
- Article 32 - Roles and responsibilities of the Contractor (article 40 of GAC)
- Article 33 - Making available documents and site (article 42 of GAC)
- Article 34 - Insurance of structures and civil responsibility (article 45 of GAC)
- Article 35 - Documents to be furnished by the Contractor (article 49 supplemented)
- Article 36 - Organisation and security of sites (article 50 of GAC)
- Article 37 - Implantation of structures (article 52 of GAC)
- Article 38 - Sub-Contracting (article 54 of GAC)
- Article 39 - Site laboratory and trials (article 55 of GAC)
- Article 40 - Site logbook (article 56 of GAC supplemented)
- Article 41 - Use of explosives (article 60 of GAC)

Chapter IV: Acceptance

- Article 42 - Provisional acceptance (article 67 of GAC)
- Article 43 - Documents to be furnished after execution (article 68 of GAC)
- Article 44 - Guarantee time-limit (article 70 of GAC)
- Article 45 - Final acceptance (article 72 of GAC)

Chapter V: Miscellaneous provisions

- Article 46 - Termination of the Contract (article 74 of GAC)
- Article 47 - Force majeure (article 75 of GAC)
- Article 48 - Differences and disputes (article 79 of GAC)
- Article 49 - Drafting and dissemination of this Contract
- Article 50 and last: Entry into force of the Contract

CHAPTER I: GENERAL

Article 1: Subject of Contract

The subject of this Contract shall be the Rehabilitation of some Secondary and High Schools in the North West Region

Article 2: Contract award procedure

This Contract is awarded through Open National Invitation to Tender No _____/ONIT/NWRA/ITB/2025 of __/__/2025.

Article 3: Definitions and duties (article 2 of GAC supplemented)

3.1 General definitions (cf. Code)

- ✓ The Contracting Authority shall be **The President of the North West Regional Assembly**; in this respect he preserves the original documents relating to the contract and transmits copies to the Public Contract Regulatory Agency.
- ✓ The Contract Manager shall be **The Director of General Affairs at the North West Regional Assembly**. In this capacity, he shall respect the administrative, technical and financial clauses of this contract.
- ✓ The Contract Engineer shall be **The Regional Delegate of MINDCAF for the North-West**. He shall validate the different crucial phases of work done, from the installation of the Contractor to the Provisional Technical Reception.
- ✓ **The Regional Delegation of MINMAP North-West** shall carry out unannounced control for the execution of this project
- ✓ **The Divisional/Sub-Divisional Peace and Development Committees (P.D.C)** shall carryout Social Control and report to the President of the Regional Assembly.
- ✓ **The Contractor shall be [to be specified].**

3.2 Security

This Contract may be used as security subject to any form of transfer of the debt.

In this case:

- The authority in charge of ordering payment shall be **The President of the North West Regional Assembly**.
- The body or official in charge of payment shall be **The Paymaster General/North West**.
- The official competent to furnish information within the context of execution of this Contract shall be **The Director of General Affairs at the North West Regional Assembly**.
- The authority in charge of clearance shall be **The Specialised Finance Controller of the North West Regional Assembly**.

3.3 Duties of the Control Mission, Project Manager (Not applicable)

3.3.1 Control Missions [to be specified].

Article 4: Language, law and regulation applicable

1.1 The language to be used shall be *[English and/or French]*.

1.2 The Contractor shall be bound to observe the law, regulations and ordinances in force in Cameroon both within his own organization and in the execution of the Contract.

If the laws and regulations in force at the date of signature of this Contract are amended after the signature of the Contract, the possible direct resulting costs shall be taken into account without gain or loss for either party.

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 No. 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. Law No 2018/011 of 11 July, 2018 on the Code of Transparency and Good Governance in the management of Public Finances in Cameroon;
2. Law No 2018/012 of July 11, 2018 on the financial regime of the state and other public entities;
3. Law No 2019/024 of December 24, 2019 on the General code of Regional and Local Authorities;
4. Law No. 96/12 of 5th August 1996 on the management of the environment;
5. Law No. 2022/020 of 27 December, 2022 on the Financial Regime of the State of Cameroon for the 2023 Financial Year
6. Law No 2024/013 of the 23rd December 2024 bearing on the Financial Law of the Republic of Cameroon for the 2025 financial year
7. Decree No. 2018/366 of 20th June 2018 to institute the Public Contracts Code and its texts of application;
8. Instruments governing the various professional bodies;
9. Decree No. 2001/048 of 23rd February 2001 relating to the Setting up, Organization and Functioning of
10. the Public Contracts Regulatory Agency
11. Decree No. 2003/651/PM of 16th April 2003 to lay down the Procedure for Implementing the Tax and
12. Customs System applicable to Public Contracts;
13. Decree No. 2012/075 of 8th March 2012 to organise the Ministry in charge of Public Contracts;
14. Order No 212/A/MINMAP of September 28, 2021 organizing the operation of internal structures for the administrative management of Public contracts;
15. Circular No. 001/CAB/PR of 19th June 2012 relating to the Award and Control of Execution of Public
16. Circular N°00013995/C/MINFI of 31st December, 2024 on instructions relating to the execution of finance laws, the monitoring and control of the execution of the budget of the state and other public entities, for the 2025 financial year;
17. Circular No. 0001/PR/MINMAP/CAB of 25 April, 2022 relating to the application of the Public contracts Code
18. The MINCOMMERCE Decree setting the Price List
19. Order No 402/A/MINMAP/CAP of 21 October 2019 setting the nature and threshold of contracts reserved for craftsmen, small and medium-sized enterprises, grassroots communities and civil society organisations, and the modalities of their application;
20. Circular letter No. 00000002/LC/MINMAP/CAB of 12 May 2022 relating to the continuity of the public procurement service in the event of a sanction by a Project Owner or Delegated Project Owners or members of a commission public procurement in accordance with the provision of articles 195 of the code of public contracts.
21. Unified Technical Documents (DTU) for building works;
22. Applicable standards;
23. 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 Contract Manager and immediately after completion of the works, correspondences shall be validly address to council where the Contractor Resides.
- b) In case where the Contracting Authority is the addressee: correspondences shall be addressed to: The President of the North West Regional Assembly with copies addressed to the Contract Manager, the Engineer and the Regional Delegation of Public Contract North West.

7.2 The contractor shall address all written notifications or correspondences to the Engineer with a copy to the Contract Manager and the Regional Delegation of Public Contract North West.

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 Contracting Authority and notified to the Contractor by the Contract Manager with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West, the Contract Engineer and the Paying Body, where applicable.
- 8.2 Upon proposal by the Contract Manager, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Contracting Authority and notified by the Contract Manager to the Contractor with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West, the Contract Engineer, 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 Contract Manager and notified to the Contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West and Contract Manager.
- 8.4 Administrative Orders serving as warnings shall be signed by the Contracting Authority and notified to the Contractor by the Contract Engineer with a copy to the Contract Manager, the Regional Delegation of Public Contract North West.
- 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 Contracting Authority and notified by the Contract Engineer to the Contractor with a copy to the Contract Manager the Regional Delegation of Public Contract North West.
- 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 Contracting Authority and notified by the Contract Manager, the notification must be done within a **maximum of 30 days** from the date of transmission by the Contracting Authority to the Contract Manager. **Beyond this deadline, the Contracting Authority shall establish the default of the Contract Manager, 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 only one phase for 2025 financial year. 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. **(Not applicable)**

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

- 10.1 Any modification, even partial, made on the technical bid shall only occur after the written approval of the Contract Manager. In case of modification, the personnel replaced shall be 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 contract Manager has **5 (five) days** to notify his opinion in writing with a copy sent to the Contract Engineer. 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.

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 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 **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 TSR and/or _____ CFA F
- Net to be paid= EVAT-TSR and/or 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 No. _____ 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)

23.1 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.

23.2 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 *not exceed 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 [*Indicate, where applicable, the modalities for payment of supplies*].

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

Article 20: Advances (article 28 of the GAC)

- 20.1 The 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 financial 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 Project 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 or 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 (specify).

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 Decree No. 2018/366 of 20 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 ($1/2000^{\text{th}}$) 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 ($1/1000^{\text{th}}$) 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 ($1/5000^{\text{th}}$) 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 ($1/5000^{\text{th}}$) 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 or the Project 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 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;
 - o Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
 - o Council dues and taxes;
 - o Dues and taxes relating to the extraction of building materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes.

All taxes inclusive prices means VAT included.

Article 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: (position or volume of works)

(To be specified cf. Special Technical Conditions)

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 **Four (04) Months**.

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.

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 or the Project 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 Project engineer. After approval of the execution schedule by the Contract Manager, the latter shall transmit it within five (5) days to the Contracting Authority without staying its execution. However, if important modifications alter the objective of the Contract or the nature of the works, the Contracting Authority shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

- a) 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.
- b) 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.
- c) 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 not exceed 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 Project 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) (specify)

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 contract.
- 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 Manager
- Contract Engineer;
- RD/MINMAP/NW (Observer);
- The Principal of the concern school (Observer);
- Contractor.

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 Contract Manager.

42.2 Acceptance

The acceptance commission shall comprise:

- 1- The President of the North West Regional Assembly or his representative(Chairman)
- 2- The Contract Manager or his representative..... (Member)
- 3- The Contract Engineer..... (Secretary)
- 4- The Stores Accountant of North West Regional Assembly..... (Member)
- 5- The RD MINMAP/NW or his representative..... (Observer)
- 6- The Principal of the concern school (Observer)
- 7- The Commissioner for Education, Sports and Cultural Development at the North West Regional Assembly(Observer)
- 8- The Contractor or his Representative..... (Observer)

The commission shall examine the report of the pre-acceptance including a video from the Contractor showing the stages of works executed. This shall proceed with the acceptance. An acceptance report (process - verbal) of the works shall be prepared by the Contract Engineer and signed by at least 2/3 of 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 (5) 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 Decree No. 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

Twenty (20)] copies of this Contract shall be produced at the cost of the Contractor and furnished to the Contract Manager.

Article 50 and last: Entry into force of the Contract

This Contract shall be final only upon its signature by the Contracting Authority. It shall enter into force as soon as it is notified to the Contractor by the Contracting Authority.

Document N°. 5

SPECIAL TECHNICAL CONDITIONS
(STC)

TECHNICAL SPECIFICATIONS

SUMMARY (STC/CCTP)

FOR THE REHABILITATION OF SOME SECONDARY AND HIGH SCHOOLS IN THE NORTH WEST REGION BY EMERGENCY PROCEDURE

- 100-GENERALITIES
- 200-PREPATORY WORKS – SETTINGOUT
- 300-FOUNDATION
- 400-ELEVATION OF WALLS
- 500-PROOF TRUSS AND COVERING
- 600-JOINERY AND METAL WORKS
- 700-PLUMBING – SANITARY
- 800-ELECTRICAL INSTALLATION
- 900- PLASTERING AND COATINGS
- 1000-PAINTING
- 1100-OUTSIDE AMENITIES AND LAYING OUT PLANNING
- 1200-FLOOR AND WALL FINISHES
- 1300-PROTECTION OF THE ENVIRONMENT

1 - GENERALITIES

These present special technical specifications concern Rehabilitation of some Secondary and High Schools in the North West Region (Divided into 4 lots)

It is the duty of the contractor to realize the structure as per the execution plans that shall be approved by the project Manager provided by the project owner.

Through the project Manager, the contractor shall furnish the owner of the project within the shortest possible time with an installation plan showing clearly how he intends to run the work site. A fence in local materials shall enclose the whole work site to avoid trespassing

The contractor shall be responsible for the protection of the structures before final reception. He shall be equally responsible for all tools and materials present at the work site. He shall seek an insurance policy to cover theft and fire incidence.

The contractor shall take all preventive measures against accidents. The owner of the project reserves the right to intervene in case of any emergency without necessary interfering with the responsibilities of the contractor.

The contractor shall verify all dimensions on the plans. For execution, no dimension shall be measured with a scale rule from the plans. The contractor shall check inside the possibility of translating the dimensions on plans to the structure before work begins. He shall refer to the project Manager in case of any doubt. He shall not on his/her own modify anything on the structure and shall seek the approval of the project Manager of any changes that he considers necessary.

All modifications accepted by the contractor shall be accomplished in a specified duration and at his/her cost without modification of the contract amount. The owner of the project shall have the right to the final choice in case of any modification.

1 - PREPARATORY WORKS – SETTING OUT

These works concern the demolition of any existing structure on the site and the evacuation of the rubbles to the public discharge, the clearing and levelling of the site where necessary.

The contractor shall satisfy himself as to the accuracy in line, level and dimension of the basic survey information provided by the employer. He shall set out the works from all the employer benchmarks indicated in the drawings. The setting out will be in respect to the technical plans. The setting out profile boards will be at least 1, 20 m from the axes of the external wall; this is to facilitate trenching and other earthworks, and good circulation. The commencement of excavation will not be accepted by the project Manager without checking the conformity of the setting.

The minimal depth of the excavation trenches shall be of 80cm, and depending on the soil bearing capacity. Where there is black vegetable soil or soil with low bearing capacity at the bottom of the trench, the contractor shall continue excavation up to a depth as will be approved by the project Manager. The excavations will be done manually and no concrete or mortar shall be laid on the bottom of the trench without the acceptance of the project Manager.

The descriptive note completes or confirms the indications on the execution plans. In the case of contradictions between the plans and the descriptive note, the project team shall be contacted for examination, elaboration and conclusion.

These technical specifications have as objective the definition of the consistence of works to be executed in accordance with the plans and according to technical norms for the construction of buildings.

2 - MASONRY:

-Blocks- Load bearing wall shall be mounted in compressed cement blocks of (15x20x40) cm for load bearing walls of PC300 Kg/m³ (at most 35 blocks per bag of cement). Blocks should show an appreciable degree of resistance to violent pressure.

All blocks shall be cured for at least 21 days before being used.

-Plastering: All plastering shall be applied using a trowel, float, straight edges and sponge. Cement mortar mix in a proportion of 400kg/m³ will be used to plaster all previously rejoined areas on all masonry and concrete works, and then thinly floated. The final thickness of the plastering shall not be less than three (02cm) centimetres. The external walls shall receive a coat of spatadash before plastering is done on it.

-Screed: a smooth layer of ordinary cement screed 400kg/m³ (1:2) finish shall be spread on the 8cm concrete floor and the screed shall be 2cm thick

3 –METAL WORKS

3-1 Scope

The work under this heading includes generally all interior wood finish, such as doors and frames, transom, base, skirting board, cupboards, cases, cabinets, lockers, shelving, fittings for special rooms, etc., and all external wood finish as required by the drawings and specifications.

3-1-1Doors Frame

Provided, unless otherwise specified in the details drawings, 18 x 5cm rebated frames or linings to all doors and fix to walls with four galvanized or wrought iron building in-lugs screwed to back of frame and built into joints of block work.

Fix feet of all doorframes with 1cm x15cm mild steel rod doweled into frame and floor or all doors, factory manufactured, delivered to site with door hinged on and closed into the frame will be mounted with faces flushed with the finished plastered surface on the walls to take architraves.

3-1-2 Shelving

Provide 2.5cm hardwood shelving to cupboard alcoves as indicated where applicable on drawings fixed on 5cm x 2.5cm framed gallon brackets. All shelving shall be fitted 2.5cm clear of wall face with frames and shutters.

3-1-3 Metal Doors

All doors will be made of wrought iron double metal fitted on metallic frame anchored in the wall with angle 35mm metal of Size; 2.20m x 0.97m. Angle bar 35mm for metallic doors and for window frames and shutters. Moreover, all windows shall have fitted and fixture or solid metal protectors inside.

3-2 EXTERIOR HARDWOOD ENTRANCE DOORS

Furnish and set all wood entrance doors indicated on the drawings. The doors shall be made out of hardwood found in Cameroon. (Mahogany, Iroko etc.) all of selected grade.

Rails, stiles and panels shall be solid. The doors shall be primed with one coat of pure white lead linseed oil paint before delivery except otherwise decided by the contract Engineer. The contractor reserves the right to take apart one door for examining the materials and method of construction.

Panels of exterior entrance doors shall be of the floating type, constructed on built-up cross of narrow strips of thickness required by the details, of Mahogany or hardwood timber with grain reserved in alternate trips, glued together under machine pressure. All glue used in the construction of these exterior doors shall be of phenolic resin type capable of resisting any tests demanded by the Engineer. All surfaces of door shall be properly sanded and prime with one coat of pure white lead and linseed oil paint before delivery. When delivered at the building the doors shall be once fitted to the openings and all edges sealed with a heavy coat of approved paint by the Engineer except otherwise decided.

3-3 INTERIOR DOORS, TRIM, ETC...

Furnish and set all wood doors, transoms, amps, bars, trim, plinths, partitions, etc., as indicated on the details and scale drawings.

Stiles and rails shall be blind-tenoned, wedged and glued together. Panels shall be tongued and grooved into stiles and rails, and glued together under machine pressure. Interior flush wood doors may be assembled with highly water-resistance glue and 2cm hardwood spiral dowel, five inches long, or with mortise and tenons with blind wedges.

3-4 WINDOWS

All windows shall be of glass and frame with aluminum vitreous enamel, in accordance with details working drawings. Unless otherwise indicated.

4 – ROOF TRUSS AND COVERING

4-1 Timber roof structural frame

General Description

The works described in this section involve the construction of timber roof structure (including trusses and purlins) in hardwood.

- **Trusses** of hardwood agreed by the Project Manager shall compose of single frame rafters of 5cm x15cm and spaced at 1.50m interval. These treated with xylamom rafters will be solidly attached to the wall plate with the help of standby beam iron rods also spaced at 1.50m spacing; i.e.: eucalyptus, mahogany, iroko etc,

- **Purlins**- shall consist of 5 x 8 cm timbers. All structural timber shall be treated with carbonyl or xylamon. The timber for the *roof work will be of good quality, with the straight grain and free of any defect.*

4- 2 Roof Covering

The nature of the roof cover envisaged within the framework of the present project shall be 5/10 curved shape gauge enameled aluminum roofing sheets (colour to be chosen by the contract engineer) of ample length. The sheets shall be fixed onto the purlins using screw nails equipped with aluminum caps and bituminous rubbers gaskets.

-**Facial board** shall be 40cm wide and of high rib aluminum sheets (tôle BAC) of 5/10 mm thickness.

-**Ceiling**- Ceiling will be made of 4mm thick (red plywood on both sides). Fastened on noggins of 6cm thick or 5x5 and treated with carbonyl. The spaces for ceiling joist panel will be 60x120cm in size. Eaves shall be equipped with wire mesh ventilation holes and for external ceiling, light metal sheet (TOLE LISSE) shall be used at the eaves

5– RENDERING (PLASTERING) AND COATINGS

5-1 Plastering with Cement Mortar

Nº 3 cement mortar plaster shall be applied on block work as may be required on reinforced concrete surface after raking.

The plastering operation shall involve cleaning of the support surface, application of spatter-dash for adherence, a preliminary coat and a finish coat of plaster with a minimum overall thickness of 15cm. the operation must be carried out manually and the use of any mechanical or pneumatic devises is strictly forbidden. Plastered finishes on form worked concrete shall comprise an open joint. The plastering shall be perfectly aligned and smooth-finished, with angles perfectly recti-linear.

5-1-1 Concrete surface finishes

Two types of concrete surface finishes are specified:

A- Brute concrete surfaces

For this type, the works shall be carried out as follows: Prepare and refill voids, make good all defects on angles, joints, etc.,

B- Painted concrete surfaces:

For this type of concrete surface, the following works shall be carried out: Prepare and refill voids, make good surface defeats as appropriate with TECHNICOAT approved products, including all preparatory works prescribed for concrete surfaces to be painted.

5-1-2 Blinding Courses and Lintels

Make good binding courses, and lintels, window and door sills including verification of levels, and surface preparation to ensure proper adherence of plastering with mortar type

5-2 SCREEDS, BUBBING UP, BASES AND WORKTOPS

5-2-1 Screeds and dubbing

They shall be executed with mortar type n° 5 in conformity with thickness specified on architectural and structural drawings. In general, these screeds will be smooth finished; they shall be pattern-finished in areas where they constitute final floor finishing

6- ELECTRICAL WORKS

6-1 DESCRIPTION OF STRUCTURES

6-1-1 GENERAL

The works described in this chapter involve the supply and full development of all materials necessary for the putting in place of electrical installations for the building.

6-1-2 SCOPE OF WORK

The works shall generally comprise of the following:

- Supply, transportation and installation of equipment
- Main distribution box
- Low voltage horizontal distribution boards
- All wiring for special connections
- All conduits and cable carriers Normal lighting of all spaces
- Security lighting
- Small light fittings, sockets, switches
- Earthed socket and interconnection networks
- Challenging of damage bubs

The present works description is in no way restrictive, and the contractor shall supply all materials and execute all works within his professional domain that may be necessary for the complete execution of the structure.

The interior facilities (sheaths VGV cables, TH etc...) will be executed according to the norms and the rules concerning electrical installations at the time of the oversite concrete or as the agglomerated hollow blocks walls are being raised. Any necessary branching from **Eneo** network should respect the regulation in force. Accessories and luminous elements (sockets, switches etc...) will be of good quality. The set of facilities will be joined to a general earth hold.

7 - PLUMBING - SANITARY

7-1 GENERAL

This section relates to all plumbing installations located within the building.

7-1-2 DEFINITION OF WORKS

THE WORKS INVOLVE:

- ♦Construction of network for evacuation of foul waste, waste water and rain water from the building.
 - ♦Supply, installation and connection of sanitary equipment, including related pipe-work for the building.
- The contractor for plumbing works shall execute all buried portions of the works as shall be necessary for the proper functioning of the structure, with the exception of those aspects of works that are attributed to the section in charge of site works.

Pipes Diameters for Connection and Discharge Rates for Various Sanitary Installations

WC English type	D 10/12	6l/min
Wash hand basin	D 12/14	12l/min
Shower	D 14/16	15l/min
Urinary	D 12/14	6l/min
Sink	D 12/14	12l/min

Pipes Diameters for Connection and Flow Rates for Various Sanitary Installations

Shower	D 40	30 l/min
Wash hand basin	D 32	45 l/min
Sink	D 40	30 l/min
WC	D 100	90 /min

7-2 RAINWATER - WASTEWATER AND FOUL WATER DRAINAGE

7-2-1 GENERAL

The pipes works shall consist of rigid evacuation series PVC tubes of appropriate diameter, including all necessary accessories for placing, assembling, connection, etc. Waste water and foul water shall be evacuated separately. The networks shall transport their loads by gravity right up to the external inspection chambers.

Foul water is water discharged from the WCs.

Waste water comprises all other water discharges that need to be evacuated, including water from floor drains, but excluding rainwater collected from roofs, terraces and gutters.

Drainage plugs shall be provided at each change in flow direction, and if possible, at each single point.

Rainwater Drainage Network

In general, the assignment of the present section starts from the point of rainwater in roof gutters installed by the section responsible for roof cover and on terraces constructed by the section for waterproofing. Rainwater collected in the roof gutters is spilled on to the terraces or evacuated through PVC down-pipes of appropriate diameter, right down to the inspection chambers at the foot of the down-pipe.

The pipe works shall be supported by means of metal rings (type: COLSON or equivalent) of appropriate diameter for evacuation of waste water and foul water.

Floor Drains

Floor drains in all the buildings if provided shall be of stainless steel, with retention basket, easily removable for purposes of cleaning. They shall be properly fitted into the floor finish in order to avoid standing water or accumulation of dirt.

7-2-2 Foul Water Chambers

These chambers shall be constructed with B2 concrete using C1 formwork. They shall be either prefabricated or cast in-situ; their internal dimensions shall be 40x30 cm.

7-2-3 Sewage Drainage

The system adopted is the use of one batch collection and treatment unit per building receiving all foul matter. The unit is then drained from time to time when it is full. The volume shall be determined on the basis of working design calculations for each individual case.

8- PAINTING

8-1 scope

The work under this section shall include the furnishing of all material and labour to complete all interior and exterior painting as hereinafter specified for the building.

The contractor shall be required to finish all interior and exterior painting in accordance with the various colours selected by the project owner for the various rooms, corridors and all other locations throughout the building in accordance with a colour schedule.

9- FLOOR AND WALL FINISHES

9-1 INTRODUCTION

This section of the specifications concerns works for all internal floor and wall tiles as well as all heavy finishes on external walls and concrete elements for the building. Generally, floor tiles shall be of granite stoneware, porcelain stoneware or unglazed ceramics, and wall tiles shall be of glazed vitrified ceramics for external walls and glazed vitrified porcelain for internal walls. External block wall surfaces shall be finished with ordinary cement plaster (smooth finished) to receive paint, manufactured finishing mortar, or roughcast

Document N°. 6

SCHEDULE OF UNIT PRICES

708	Two pin English sockets	U	15.00		
709	General connections of the electrical system with provision for change over switches, circuit breaker and fuse boxes ready for AC and DC solar supply	ls	1.00		
800	PLUMBING & SANITATION WORKS				
801	Repair and Installation of plumbing and water supply network systems for toilets and stand tap	ls	1.00		
802	Provide and fit toilet pots with modern quality	U	2.00		
803	Provide and fit complete wash hand basins in toilets	U	2.00		
804	Construction of septic tank and soakaway pit for 100 users	U	1.00		
805	Construction of inspection cambers of 50x50cm (include all subjections)	U	3.00		
900	DRAINAGE WORKS				
901	Construction of drainage gutter with 15x20x40 cement blocks filled with concrete, plastered and finished with top cement paste coating along the eaves of the roof slopes	ml	90.00		
902	Provide and put in place of aluminum drainage zinc gutters (include all accessories)	ml	126.00		
903	Provide and put in place of PVC collection pipe channels from roof gutter (include all accessories)	ml	36.00		
1000	TILING WORKS				
1001	Prepare floor surfaces and place glossy ceramic tiles in the offices	m ²	40.00		
1002	Prepare surfaces and place modern floor tiles in the toilets	m ²	12.00		
1003	Prepare surfaces and place modern wall tiles in the toilets at 180cm above floor level	m ²	14.00		
1100	FINISHES / PAINTING WORKS				
1101	Painting of the external walls with pantex 1300 or similar/higher quality (2 coats)	m ²	420		
1102	Prepare surface and paint internal walls with pantex 800 or similar/higher quality (2 coats)	m ²	1,330.20		
1103	Prepare surface and paint ceiling with pantex 800 or similar/higher quality (2 coats)	m ²	189		
1104	Prepare surfaces and repaint with oil paint or vanish where required in two coats, all metallic doors, hand rails and window protectors	m ²	51.11		
1105	Prepare surfaces and repaint skirting with oil paint in two coats on the external walls at the height of the window level	m ²	172		

Rehabilitation of twenty (20) Classrooms, five (5) offices and two (2) lecture halls in blocks A,B,C,and D respectively at GBHS Kumbo; Kumbo Sub Division - Bui Division.

No	DESCRIPTION	UNIT	QTY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS
100	PRELIMINARY WORKS				
101	Studies,Execution, and As-Realised plan	ff	1		
102	Site Installation	ff	1		
103	Environmental impact notice	ff	1		
200	DEMOLITION				
201	Dilapidated Walls to be demolished	m ²	420		
202	Walls plastering to be scraped off	m ²	795		
203	Beams, pillars and Slabs to be demolished	m ³	11,55		
204	Floor to be demolished	m ³	541,8		
300	MASONRY AND WOODWORK				
301	Walls to be replastered and treated	m ²	381		
302	Beams and pillars to be reinforced	m ³	16,5		
303	Floor concreting and finishing with cement paste	m ²	261		
304	Mass concrete for the verandah and finishing with cement paste	m ²	168		
305	blackboard 5,00 X 1,20 to be repaired with cement finishing.	u	24		
306	16mm angle iron for veranda edges	ml	144		
400	ROOF				
401	complete wooden roof Truss for all the entire roofs	m ³	100		
402	5 X 8 Purlins with 4 X4 noggins	m ³	85		
403	Ply wood boards including noggings for the whole structure	m ²	300		
404	5/10 Aluminium roofing sheets with fascia board sheets	m ²	700		
405	Alu ridge piece	ml	100		
406	Alu gable edge piece	U	24		
407	External perimeter ceiling in metal sheet (tôle lisse) including ventilation	m ²	110		
500	DOORS/WINDOWS AND ACESSORIES				
501	New metallic doors including all accessories to be affixed in the classrooms	u	27		
502	Repair of all clusters window openings for the classrooms with alluminium glass.	u	48		
600	PAINTING				
601	Application of one coat quicklime on block walls	m ²	826		
602	Application of Two coats of Pantex 800 on ceiling and internal walls	m ²	680		

REHABILITATION OF THREE (03) BLOCKS OF CLASSROOMS AT GSS NTEM

SN	DESCRIPTION	UNIT	QTY	UP	AMOUNT
LOT 100	PREPARATORY WORKS				
101	Studies	Ls	1		
102	Site clearance	Ls	1		
104	demolition defected areas	Ls	1		
Lot 200	PLASTERING AND FLOORING				
201	concreting of floor 8cm	m3	47,4		
202	plastering of wall with cement mortar	m2	534		
203	R.C. flying beam	m3	3,92		
204	rebuilding of bad wall with block 15x20 40cm	m2	74		
205	plastering of black boards on the walls including 30mm angle	m2	4		
Lot 300	ROOF AND CEILING WORKS				
301	noggins 5x5	m3	3,8		
303	aluminum roofing sheets tole bac 5/10e	m2	25		
304	ceiling with 4mm plywood	m2	848		
307	fascia board	ml	44		
308	Tole lise for eaves	m2	136,4		
Lot 400	WOOD AND METAL WORKS				
401	metallic doors 90x2100 including perfect locks	No	8		
402	metallic 1.5x1,2m widows with protectors	No	32		
LOT 500	ELECTRIFICATION				
501	conduit pipes in rolls	No	5		
502	main switches	No	8		
503	cables i.5 in rolls cupper wires	No	14		
504	wiring cable 2,5 in rolls	No	10		
505	ordinary switches	No	33		
506	sockets	No	20		
507	4 feet florescent lamps	No	46		
508	earthling the building	No	1		
509	electrification accessories	Ls	1		
LOT 600	PAINTING AND DECORATION				
601	Application of 01 quicklime on the walls	m2	2907,76		
602	Application of 02nd coat on internal walls pantex 800	m2	1960		

603	Application of 02nd on external walls pantex 1300	m2	1250		
604	Application of oil paint wood,metal,skirting on the walls	Ls	580		
LOT 700	DRAINAGE				
701	drainage gutters in concrete round the buildings	ml	197		
702	trash can	No	8		
800	Protection of the environment				
801	Planting of envirnmentally friendly trees	u	50		
	Sub total Protection of the environment				

Document N°. 7

BILL OF QUANTITIES AND ESTIMATES

BILL OF QUANTITIES REHABILITATION OF GTC FONFUKA

Article	Description	Unit	Qties	U.Price	Amount
100	PRELIMINARY WORKS				
101	Site visits and evaluation of tasks	u	1.00		
102	Contract formalities and documentation	ls	1.00		
103	Site installation	ls	1.00		
104	Work programming	u	1.00		
			SUB TOTAL 100		
200	EARTH WORKS				
201	Excavation of footings and trenches for the Extention of Office Block (EOB)	m ³	12.50		
202	Backfilling of trenches for the (EOB)	m ³	4.17		
			SUB TOTAL 200		
300	MASONRY WORKS				
301	Blinding concrete with 150kg/m ³ (EOB)	m ³	0.63		
302	Construction of 30cm thick masonry foundation walls with white stones, chucked with 400 kg/m ³ cement sand screed mortar (EOB)	m ³	25.00		
303	Casting of Reinforced concrete footings, kickers & ground beam at 350kg/m ³ (EOB)	m ³	1.00		
304	Casting of 350kg/m ³ reinforced concrete for beams, pillars and lintles (EOB)	m ³	0.77		
305	Prepare surface and cast floor hard core for uncompleted buildings and (EOB) with 350kg/m ³ over-site concrete of 10cm thick	m ³	9.32		
306	Construction of walls with earth bricks chucked with 400 kg/m ³ sand cement mortar screed (EOB).	m ²	75.00		
307	Plastering of walls with 400 kg/m ³ sand cement mortar screed .	m ²	1,398.00		
308	Scrap and repair dilapidated wall screed with suitable sand-cement mortar mixture	m ²	204.00		
309	Dressing and repair of pillars and beams with suitable sand-cement mortar mixture	m ²	67.20		
310	Repair of damaged stone masonry foundation walls with suitable sand-cement mortar mixture	m ²	81.00		
311	Prepare surfaces and repair wall cracks and dampness with organic free sand cement mortar of suitable mixture	m ²	172.80		
312	Prepare surface and repair damaged floor screed, finished with cement paste top coating	m ²	126.00		
			SUB TOTAL 300		
400	ROOF WORKS				
401	Demolishion of damaged roofing sheets, roof truss members	ls	1.00		
402	Provide materials and repair dilapidated or damaged wooden roof truss elements with hard wood	m ³	2.46		
403	Construction of wooden roof truss elements with	m ³			

	hard wood for (EOB)		1.20		
404	Provide materials and replace damaged alluminum roofing sheets with same quality (include all accessories)	m ²	81.90		
405	Construction of alluminum roofing sheets for (EOB) with "tolle bac 5/10e" alluminum sheets (include all accessories)	m ²	40.00		
406	Provide materials and construct facia boards with "tolle bac 5/10e" alluminum sheets (include all accessories)	ml	139.00		
		SUB TOTAL 400			
500	CEILING WORKS				
500	Demolishion of dilapidated noggings and plywood sheets	ls	1.00		
501	Repair and restructuring of damaged noggins with hardword (include all accessories)	m ³	0.95		
502	Provide materials and conctruct noggins in classrooms offices and verandas (include all accessories)	m ³	1.89		
503	Replacement of damaged ceiling boards with 4mm plywood sheets (include all accessories)	m ²	126.00		
504	Provide materials and conctruct ceiling boards of 4mm plywood sheets in offices, classrooms and verandas (include all accessories)	m ²	189.00		
505	Provide materials and conctruct ceiling for the eaves with "tolle lisse 4/10e" alluminum sheets (include all accessories)	m ²	101.60		
		SUB TOTAL 500			
600	OPENING / FITTING WORKS				
601	Provide and fit complete Iron doors with top 5cm opening as fanlight (include all accessories)	m ²	11.34		
602	Provide and fit complete hardwood panel or batten doors for toilets (include all accessories)	m ²	4.41		
603	Fitting of iron window protectors in all offices (include all accessories)	m ²	6.56		
604	Provide and fit alluminium casement and glazed panel sliding windows in all offices (include all accessories)	m ²	6.56		
605	Provide and replace damaged vachette locks on doors (include all accessories)	u	4.00		
606	Provide and fit damaged and uncompleted iron framed / metallic louver windows for classrooms (include all accessories)	m ²	28.80		
		SUB TOTAL 600			
700	ELECTRICAL WORKS				
701	Provide and install 20-25mm by 100m conduit pipes	Roll	4.00		
702	Provide and install copper UF Cables of 1.5mm ² for lighting spots	Roll	4.00		
703	Provide and install copper THWN Cables of 2.5mm ² for power sockets	Roll	4.00		
704	Installation of solid protected copper spot lamp holders complete	U	10.00		

705	Installation of 20-40W economic led bulbs	U	10.00		
706	Two way one gang switches	U	3.00		
707	One way two gang switches	U	4.00		
708	Two pin English sockets	U	15.00		
709	General connections of the electrical system with provision for change over switches, circuit breaker and fuse boxes ready for AC and DC solar supply	ls	1.00		
		SUB TOTAL 700			
800	PLUMBING & SANITATION WORKS				
801	Repair and Installation of plumbing and water supply network systems for toilets and stand tap	ls	1.00		
802	Provide and fit toilet pots with modern quality	U	2.00		
803	Provide and fit complete wash hand basins in toilets	U	2.00		
804	Construction of septic tank and soakaway pit for 100 users	U	1.00		
805	Construction of inspection cambers of 50x50cm (include all subjections)	U	3.00		
		SUB TOTAL 800.			
900	DRAINAGE WORKS				
901	Construction of drainage gutter with 15x20x40 cement blocks filled with concrete, plastered and finished with top cement paste coating along the eaves of the roof slopes	ml	90.00		
902	Provide and put in place of aluminum drainage zinc gutters (include all accessories)	ml	126.00		
903	Provide and put in place of PVC collection pipe channels from roof gutter (include all accessories)	ml	36.00		
		SUB TOTAL 900.			
1000	TILING WORKS				
1001	Prepare floor surfaces and place glossy ceramic tiles in the offices	m ²	40.00		
1002	Prepare surfaces and place modern floor tiles in the toilets	m ²	12.00		
1003	Prepare surfaces and place modern wall tiles in the toilets at 180cm above floor level	m ²	14.00		
		SUB TOTAL 1000.			
1100	FINISHES / PAINTING WORKS				
1101	Painting of the external walls with pantex 1300 or similar/higher quality (2 coats)	m ²	420		
1102	Prepare surface and paint internal walls with pantex 800 or similar/higher quality (2 coats)	m ²	1,330.20		
1103	Prepare surface and paint ceiling with pantex 800 or similar/higher quality (2 coats)	m ²	189		
1104	Prepare surfaces and repaint with oil paint or vanish where required in two coats, all metallic doors, hand rails and window protectors	m ²	51.11		
1105	Prepare surfaces and repaint skirting with oil paint in two coats on the external walls at the height of the window level	m ²	172		
		SUB TOTAL 1100.			

GRAND TOTAL (WITHOUT TAXES)	27,672,956
VAT (19.25%)	5,327,044
AIR (5.5)	1,522,013
TOTAL TTC	33,000,000
NET AMOUNT TO BE PAID	26,150,943

Bill of quantites for the Rehabilitation of twenty (20) Classrooms, five (5) offices and two (2) lecture halls in blocks A,B,C,and D respectively at GBHS Kumbo; Kumbo Sub Division - Bui Division.

No	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
100	PRELIMINARY WORKS				
101	Studies,Execution, and As-Realised plan	ff	1		
102	Site Installation	ff	1		
103	Environmental impact notice	ff	1		
	Total 100				
200	DEMOLITION				
201	Dilapidated Walls to be demolished	m ²	420		
202	Walls plastering to be scraped off	m ²	795		
203	Beams, pillars and Slabs to be demolished	m ³	11,55		
204	Floor to be demolished	m ³	541,8		
	Total 200				
300	MASONRY AND WOODWORK				
301	Walls to be replastered and treated	m ²	381		
302	Beams and pillars to be reinforced	m ³	16,5		
303	Floor concreting and finishing with cement paste	m ²	261		
304	Mass concrete for the verandah and finishing with cement paste	m ²	168		
305	blackboard 5,00 X 1,20 to be repaired with cement finishing.	u	24		
306	16mm angle iron for veranda edges	ml	144		
	Total 300				
400	ROOF				
401	complete wooden roof Truss for all the entire roofs	m ³	100		
402	5 X 8 Purlins with 4 X4 noggins	m ³	85		
403	Ply wood boards including noggings for the whole structure	m ²	300		
404	5/10 Aluminium roofing sheets with fascia board sheets	m ²	700		
405	Alu ridge piece	ml	100		
406	Alu gable edge piece	U	24		
407	External perimeter ceilling in metal sheet (tôle lisse) including ventilation	m ²	110		
	Total 400				
500	DOORS/WINDOWS AND ACESSORIES				
501	New metalic doors including all accessories to be affixed in the classrooms	u	27		
502	Repair of all clusters window openings for the classrooms with alluminium glass.	u	48		

Total 500					
600 PAINTING					
601	Application of one coat quicklime on block walls	m ²	826		
602	Application of Two coats of Pantex 800 on ceiling and internal walls	m ²	680		
603	Application of Two coats of Pantex 1300 on external walls	m ²	220		
604	Application of one coat of Oil paint on skirting, doors, windows &	m ²	260		
Total 600					
700 ELECTRICITY					
701	11 mm PVC flexible conduit pipes Conduit pipes	roll	30		
702	1,5 V.G.V Cables for sockets 1.5mm ² for ceiling/lighting	roll	35		
703	1,5 V.G.V Cables for lighting point	roll	30		
704	1,20 Fluorescent complete lamps	u	50		
705	Complete sockets	u	45		
706	One way one gang complete Switches	u	35		
707	Four ways main switch	U	40		
708	Earth complete wiring cables	roll	15		
Total 700					
800 DRAINAGE					
801	Drain Gutters in concrete at the front of the building	ml	240		
802	Laying of concrete on area between building and gutter at the back of the building	m ³	72		
803	Concretinte Ramps 1,20 m wide on veranda entrance	u	18		
Total 800					
900 PROTECTION OF THE ENVIRONMENT					
901	Planting of environmentally friendly trees	u	50		
Total 900					
Grand Total excluding Taxes					
AIR: 5.5%					
TVA: 19.25%					
Total with Taxes					
Net Amount Payable					

**Bill of quantites for the Rehabilitation of Five Blocks Including
Classrooms, Administrative Block, Workshops, Halls, Laboratory etc at
GBHS Tolon - Oku Sub Division - Bui Division**

No	DESCRIPTION	Unit	Qty	Unit Price	Amount
100	PRELIMINARY WORKS				
101	Installation of work site	ff	1		
102	Studies (execution planning, report of execution, etc)	ff	1		
103	Site Clearance	ff	1		
	Sub Total 100				
200	MASONARY WORKS				
201	Rebuilding of broken walls with blocks of 15x20x40cm	m ²	213		
202	Scraping of affected plaster on all walls	m ²	1640		
203	Rendering with cement mortar dosed at 200kg/m ³	m ²	724		
204	Demolition of dilapidated floors	m ²	536		
205	Mass concrete floor of 5cm thick at broken areas	m ³	19,9		
206	Reinforced concrete for dilapidated pillars at the whole structure	m ³	15,5		
207	Cement paste finish on floors	m ²	890		
	Sub Total 200				
300	METALIC/WOOD WORKS				
301	Metalic doors to be replaced	No	11		
302	Provision of angle bars on verandahs	MI	120		
303	Wooden doors to be replaced in the entire structure with panel doors made with hard wood	No	18		
304	Wooden windows to be replaced in the entire structure made with hard wood	No	21		
	Sub Total 300				
400	ROOF/CEILING WORKS				
401	Treated roof trusses of (5x15)cm hard wood for replacement	m ³	30		
402	Pulins of 5x8cm treated	m ³	8,3		
403	Rigid covers	ML	15		
404	Corrogated Roofing sheets for replacement at some spots on the roof	m ²	250		
405	Facia boards of 35cm wide plained and treated	ML	165		
406	Facia zink Tole Bac 5/10	ML	95		
407	Tole lisse	m ²	180		
	Plywood ceiling including noggings	m ²	390		
408	All roofing accessories	ff	1		
	Sub Total 400				

500	PAINTING				
501	Whitewash on repaired and plastered sections of walls	m ²	550		
502	Two coats of pantex 1300 on walls and ceiling	m ²	1350		
503	Oil Paint for metallic works and skirting	m ²	450		
	Sub Total 500				
600	ELECTRICITY				
601	Conduit pipes	Roll	15	25 000	
602	Cables TH 2.5mm2	Roll	17	15 000	
603	Florescent lamps + accessories	u	56	5 000	
604	Switches + accessories	u	21	2 500	
605	Sockets + accessories	u	18	3 750	
606	Other accessories	u	1	116 932	
	Sub Total 600				
700	SANETARY FACILITIES				
701	Rehabilitation of existing toilets both internal and external in the entire school	ff	1	730 990	
702	Construction of new external pit toilets	u	2	250 000	
	Sub Total 700				
800	DRAINAGE SYSTEM				
801	Rehabilitation and construction of Drain Gutters in concrete around the buildings	ml	68	15 000	
802	Laying of concrete on area between building and gutter outside	m ³	5,1	50 000	
803	Concretinte Ramps 1,20 m wide on veranda entrances	m ³	17,5	35 000	
	Sub Total 800				
900	PROTECTION OF THE ENVIRONMENT				
	Planting of environmentally friendly trees	u	50		
	Sub total 900				
	GENERAL SUMMARY				
100	PRELIMINARY WORKS				
200	MASONARY WORKS				
300	METALIC/WOOD WORKS				
400	ROOF/CEILING WORKS				
500	PAINTING				
600	ELECTRICITY				
700	SANETARY FACILITIES				
800	DRAINAGE SYSTEM				
	Grand Total excluding Taxes				
	AIR: 5.5%				
	TVA: 19.25%				
	Total with Taxes				
	Net Amount Payable				

**BILL OF QUANTITIES FOR THE REHABILITATION OF THREE BLOCS OF
CLASSROOMS AT GSS NTEM**

SN	DESCRIPTION	UNIT	QTY	Unit price	AMOUNT
LOT 100	PREPARATORY WORKS				
101	Studies	Ls	1		
102	Site clerance	Ls	1		
104	demolition defected areas	Ls	1		
	subtotal preliminary works				
Lot 200	PLASTERING AND FLOORING				
201	concreting of floor 8cm	m3	47,4		
202	plastering of wall with cement mortar	m2	534		
203	R.C. flying beam	m3	3,92		
204	rebuilding of bad wall with block 15x20 40cm	m2	74		
205	plastering of black boards on the walls including 30mm angle	m2	4		
	Subtotal plastering/flooring				
Lot 300	ROOF AND CEILING WORKS				
301	noggins 5x5	m3	3,8		
303	aluminum roofing sheets tole bac 5/10e	m2	25		
304	ceiling with 4mm plywood	m2	848		
307	fascia board	ml	44		
308	Tole lise for eaves	m2	136,4		
	Sub Total Roof and ceiling works				
Lot 400	WOOD AND METAL WORKS				
401	metallic doors 90x2100 including perfect locks	No	8		
402	metallic 1.5x1,2m widows with protectors	No	32		
	subtotal woodworks/metal works				
LOT 500	ELECTRIFICATION				
501	conduit pipes in rolls	No	5		
502	main switches	No	8		
503	cables i.5 in rolls cupper wires	No	14		
504	wiring cable 2,5 in rolls	No	10		
505	ordinary switches	No	33		
506	sockets	No	20		
507	4 feet florescent lamps	No	46		
508	earthling the building	No	1		

509	electrification accessories	Ls	1		
	sub totals electrification				
LOT 600	PAINTING AND DECORATION				
601	Application of 01 quicklime on the walls	m2	2907,76		
602	Application of 02nd coat on internal walls pantex 800	m2	1960		
603	Application of 02nd on external walls pantex 1300	m2	1250		
604	Application of oil paint wood,metal,skirting on the walls	Ls	580		
	sub total painting and decoration				
LOT 700	DRAINAGE				
701	drainage gutters in concrete round the buildings	ml	197		
702	trash can	No	8		
	subtotal drainage				
800	Protection of the environment				
801	Planting of environmentally friendly trees	u	50		
	Sub total Protection of the environment				
	GRAND TOTAL				
LOTS	SUMMARY				
100	preliminary works				
200	subtotal plastering/flooring				
300	ceiling works				
400	wood/ metallic works				
500	Electrification				
600	painting and decoration				
700	Drainage				
	GRAND TOTAL				
	VAT (19.25% X 21,592,450)				
	GROSS AMOUNT				
	AIR (5.5% X 21,592,450)				
	NET {GROSS AMOUNT -(VAT+AIR)}				