

REPUBLIQUE DU CAMEROUN
PAIX – TRAVAIL – PATRIE

REGION DU SUD – OUEST

DEPARTMENT DE FAKO

COMMUNE DE MUYUKA

SECRETARIAT GENERAL

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REPUBLIC OF CAMEROUN
PEACE – WORK – FATHERLAND



(ZERO TOLERANCE TO CORRUPTION IN PUBLIC CONTRACTS)

TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER
(BY EMERGENCY PROCEDURE)

No: 002/ONIT/MUYUKA COUNCIL/MCITB/PIB 2025 OF 10/03/2025

FINANCING: PUBLIC INVESTMENT BUDGET 2025
FOR THE CONSTRUCTION OF A WORKSHOP AT SAR/SM MUYUKA

1. Subject of the invitation to tender:

Within the framework of the 2025 Public Investment Budget, the *Lord Mayor of Muyuka Council* on behalf of the *MINISTER OF DECENTRALIZATION AND LOCAL DEVELOPEMENT* hereby launches an Open National Invitation to Tender by **Emergency Procedure, FOR THE CONSTRUCTION OF A WORKSHOP AT SAR/SM MUYUKA**

2. NATURE OF WORK:

The works comprise the outcome of the preliminary studies carried out and the detailed information provided in the technical specifications. (*Document V*)

3. LOTS:

The work is not in lot;

4. ESTIMATED COST: The estimated costs after preliminary study is **20,000,000 (Twenty Million) FCFA**

5. PARTICIPATION AND ORIGIN:

The tender is open to duly legalized Cameroonian Enterprises that fulfill the requirements of this invitation to tender.

6. SITE VISIT:

It is important for all bidders to visit the site before tendering and to present a site visit report.

7. FINANCING:

The works which form the subject of this invitation to tender shall be financed by Public Investment Budget of the 2025 financial year; Budget Head N° 59 35 121 06 641938 523314 451

8. CONSULTATION OF THE TENDER FILE: Interested eligible bidders may obtain further information during working hours as from 7:30 am – 3:30 pm at the Office of the Mayor Private Secretariat Muyuka Council

9. ACQUISITION OF TENDER FILE:

The complete tender file may be obtained from the MUYUKA Council upon presentation of a treasury receipt attesting to the payment of a nonrefundable sum of: 50,000 (Fifty Thousand) FCFA at the MUYUKA Municipal Treasury. (7:30am to 3:30pm).

10. BID BOND:

Each bidder must include in his/her administrative documents a bid bond issued by a first rate bank approved by the Ministry in charge of Finance and recognized by COBAC (Commission Bancaire pour l'Afrique Centrale) or Insurance company featuring on the list in Document 11 of this tender file of an amount of: 400,000 (Four hundred thousand) FCFA.

NB: It is set at 2 % of the estimated amount, all taxes inclusive, and with a validity period of ninety (90) days from the date the bids are opened.

11. SUBMISSION OF BIDS (Venue, Date and Time):

Each bid drafted in English or French in *seven (07) copies* including one original and Six (06) copies marked as such, should reach the *Mayor's Office MUYUKA Council* on 03/04/2025 at 9:00am local time and labeled.

- Envelope A : Administrative Document ;
- Envelope B : Technical Document ;
- Envelope C : Financial Document.

NB: These three (03) envelopes shall be put in the forth envelope and shall be the only one to have the label mentioned overleaf

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“To be opened only during the bid opening session”

NOTE: Any document poorly drawn-up, not bound as per Article 24 of the Public Contracts Code or not produced in Seven (7) copies shall be rejected.

12. ADMISSIBILITY OF OFFERS:

Under penalty of rejection, the required administrative documents must be imperatively produced as original documents or photocopies certified as authentic by the issuing authority, 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.

Any bid not in compliance with the specifications of this tender notice and file shall be declared inadmissible. Notably, the absence of the bid bond issued by a first rate bank approved by the Ministry in charge of Finance or its non-compliance with the model documents of the tender file shall lead to outright rejection of the bid without any possibility of appeal.

13. OPENING OF BIDS (Place, Date and Time):

The bids shall be opened in a single (01) phase on 03/04/2025 at 10.00am local time by the Muyuka Council Internal Tender Board Office, located at the Muyuka Council building. Only bidders may attend or their duly accredited representatives with Power of Attorney.

14. DURATION OF EXECUTION: Three (03) months.

15. EVALUATION CRITERIA

15.1: ELIMINATORY CRITERIA

Bids shall be rejected when:

- 1- There's absence of Bid Bond
- 2- There's any fake document, False declaration or forged document
- 3- There's absence of quantified unit price

15.2: MAIN QUALIFICATION CRITERIA:

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

- | | |
|---|----------|
| 1- Turnover at least: 15,000,000 FCFA | Yes / No |
| 2- Attestation of Solvency from a recognized bank not less than 10,000,000 FCFA | Yes / No |
| 3- Enterprise's references | Yes / No |
| 4- Methodology | Yes / No |
| 5- Availability of material and essential equipment | Yes / No |
| 6- Experience of supervisory staff | Yes / No |

NB: Non-respect of two (02) of the Qualification criteria shall entail rejection of the bid.

NB: The marking scale for offers by scoring of points is banned in favor of the binary method (Yes or No).

16. AWARD CRITERIA

The Contract shall be awarded to the lowest bidder fulfilling the best technical and financial conditions.

17. VALIDITY OF OFFERS:

Bidders shall be bound by their bids for a validity period of 90 (ninety) days with effect from the date of opening of bids.

18. PUBLICATIONS;

Publications shall be done through the; ARMP-SWR, Radio announcement and Notice Board of Muyuka Council.

19. COMPLEMENTARY INFORMATION:

Complementary technical information may be obtained from the *Mayor's Private Secretariate Muyuka Council*; from Monday to Friday between 7:30 am and 3:30pm.

Done at Muyuka, the 10 MARS 2025

The MAYOR Muyuka COUNCIL
(Contracting Authority)

Copies:

- S.D.O / FAKO
- ARMP (FOR PUBLICATION AND ARCHIVES)
- DD MINMAP/FAKO
- DD MINDEVEL/FAKO
- CHAIRPERSON OF MCITB (FOR INFORMATION)
- NOTICE BOARD OF MCITB
- RADIO

