

# NOTICE OF REQUEST FOR QUOTATION

(ZERO TOLERANCE TO CORRUPTION IN PUBLIC CONTRACTS)

NOTICE OF REQUEST FOR QUOTATION N° 001/RQ/MUYUKA-COUNCIL/MCITB/PIB 2025 OF 10/03/2025 FOR THE SUPPLY OF EQUIPMENT TO THE SOCIO-CULTURAL CENTER IN MUYUKA

**FUNDING: PIB– 2025 MINAC.**

## 1. Subject of the Request for Quotation

Within the framework of the 2025 Public Investment Budget, the Mayor of the Muyuka Council hereby launches a Request for Quotation FOR THE SUPPLY OF EQUIPMENT TO THE SOCIO-CULTURAL CENTER IN MUYUKA

## 2. Nature of supplies:

The supplies comprise the outcome of the preliminary studies carried out and the detailed information provided in the technical specifications.

## 3. Participation and Origin

Participation is open to duly legalized Cameroonian enterprises that fulfill the requirements of this request for quotation.

## 4. Funding

Services which form the subject of this request for quotation shall be funded by the MINAC Public Investment Budget of the 2025 financial year. Budget Head No 59 14 148 03 641938 524411 526  
Credit number: JA00122

## 5. Estimated cost

The estimated cost of the project after preliminary studies is **Ten Million (10,000,000) Francs**

## 6. Consultation of Request for Quotation file

The file may be consulted during working hours at the office of the Muyuka Council as soon as this notice is published.

## 7. Acquisition of the request for quotation file

The file may be obtained from the office of the Muyuka Council as soon as this notice is published upon presentation of a treasury receipt attesting to the payment of a non-refundable fee of **Thirty thousand Francs (30.000) FCFA**, payable at the Muyuka Council Treasury

## 8. Submission of Bids

Each bid drafted in English or French in seven (07) copies including one (01) original and six (06) copies marked as such, should reach the office of the Mayor – Muyuka Council not later than **09/04/2025 at 9:00am** and should carry the inscription:

OA

**« Request for quotation  
NO 001/RQ/MUYUKA-COUNCIL/MCITB/PIB 2025 OF 10/3/2025  
FOR THE SUPPLY OF EQUIPMENT TO THE SOCIO-CULTURAL CENTER IN  
MUYUKA**

**“To be opened only during the Bid - opening session”**

**9. Admissibility of Bids**

Bidders must include in their administrative documents, a bid bond issued by a bank approved by the Ministry in charge of Finance and recognized by COBAC featuring on the list in Document VII of the request for quotation of an amount of **two hundred thousand (200.000) Francs CFA** and valid for thirty (30) days beyond the validity of the bids. Under pain of being rejected, only originals or certified true copies from the issuing service or administrative authorities (Senior Divisional Officers, Divisional Officers, etc.) of the documents required must imperatively be produced in accordance with the special conditions of the request for quotation. They must not be older than three (03) months.

Any bid not in conformity with the prescriptions of this notice and request for quotation shall be declared inadmissible. Especially the absence of a bid bond issued by an approved bank by the Ministry in charge of Finance or the non-respect of the models of the request for quotation documents shall lead to outright rejection of the bid without appeal.

**10. Opening of Bids**

The bids shall be opened in a single phase on the **09/04/2025** at **10.00 am** local time by the Muyuka Council Internal Tenders Board in the Conference Hall of the Muyuka Council. Only bidders may attend or their duly accredited representatives with Power of Attorney.

**11. Execution Deadline**

The maximum period provided for the execution of the supplies is Two (02) months.

**12. Main Eliminator Criteria**

A bid shall be rejected if:

- In the absence of an administrative document; the bidder shall be given 48 hours to provide it.
- The technical score is less than the minimum required (<70%);
- It has any fake or forged document;
- Absence of any quantified unit price.
- Noncompliance with the model bid documents.
- Abandoned or uncompleted contract

**II. Main Qualification criteria**

The criteria for qualification of candidates should be on the following:

- Attestation of Solvency from a recognized bank of not less than **5,000,000 FCFA** Yes / No
- References of similar jobs; Yes / No
- Availability of spare parts and/or after sales service Yes / No
- Experience of supervisory staff Yes / No
- Methodology Yes / No
- Turnover as in business license above or equal **5 000,000 FCFA** Yes / No
- Qualified personnel relevant for the supply Yes / No



**13. Validity of Bids**

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

**14. Complementary information**

Complementary technical information may be obtained from the Secretariat of the Muyuka Council from Monday to Friday between 7.30am and 3.30pm.

Done at Muyuka, the **10 MARS 2025**

*Copies:*

- DD MINMAP/FAKO
- ARMP(for publication and archiving)
- Chairperson of MCITB (for information)
- Contract Service (for archiving)
- Notice Board.



*Landjineu Djamgoue Lazare*  
Mayor - Muyuka Council