

REPUBLIC OF CAMEROON  
Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION  
AND LOCAL DEVELOPMENT

SOUTH WEST REGION  
MEME DIVISION

KUMBA II SUB-DIVISIONAL COUNCIL

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REPUBLIQUE DU CAMEROUN  
Paix – Travail – Patrie

MINISTRE DE LA DECENTRALISATION

DEVELOPEMENT  
LE

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FC N° 01910/2025/M.A.M/KUMBA II/C.R.R./S.W

## TENDER NOTICE

### OPEN NATIONAL INVITATION TO TENDER

N° 02/ONIT/MAYOR KUMBA II COUNCIL/KIICITB/2025 OF 06/03/2025 FOR THE PROVISIONS OF SOLAR SYSTEM AT THE COMMUNITY HALL KUMBA II COUNCIL AREA, MEME DIVISION, SOUTH WEST REGION. (EMERGENCY PROCEDURE)

#### 1. Subject of the invitation to tender

Within the framework of the 2025 Public Investment Budget (PIB), the Mayor of Kumba II Council “Contracting Authority” hereby launches by emergency procedure an Open National Invitation to tender for the Provisions of Solar System at the Community Hall Kumba II Council Area, Meme Division, South West Region.

This invitation to tender comprises is distributed as follows:

Lot N°	Project	Locality	Amount for bid bond	Project Amount	Budget Heads	Duration in months
1	for the Provisions of Solar System at the Community Hall Kumba II Council Area, Meme Division, South West Region	KUMBA II	300 000	15 000 000		03

#### 2. Nature of services

The service consists tender for the provision of solar system at the Community Hall in at Kumba II, in meme division, south west region.

#### 3. Execution deadline

The maximum execution deadline shall be three (03) calendar months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement



4. **Project amount the project is to be executed on a single phase at a cost of Fifteen million francs (15 000 000) CFA**

5. **Participation and origin:**

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

6. **Financing**

The said Works shall be financed by the Public Investment Budget (PIB) of the Ministry of Agriculture and rural Development for the 2025 financial year assigned to the mayor of the above mention Council as Delegated Authorizing officers with Budget Heads N° .....

**Bid Bond:**

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

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

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

7. **Consultation of tender file:**

Interested eligible bidders may obtain further information during working hours as from the date of publication of this tender notice, at the Kumba II Council Tel :233 354 418.

8. **Acquisition of tender file:**

The file may be obtained at the Kumba II Council, **at the Service for the award of Public Contracts**, Telephone N° 233 354 418 /677 393 103 **as soon as this notice is published** against payment of a non- refundable sum of **(30 000) thirty thousand CFA francs**, payable at the Kumba II Council Treasury representing the cost of purchasing the tender file.

9. **Submission of Bids:**

Each offer drafted in English or French in 07 (Seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach the Kumba II Council at the Service for the award of Public Contracts, not later than **01/04/2025 at 10.00 am** local time. It should be labelled as follows:

**OPEN NATIONAL INVITATION TO TENDER**

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(EMERGENCY PROCEDURE)**

***TO BE OPENED ONLY DURING THE BID OPENING SESSION"***

10. **Admissibility of bids**

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

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



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

## **11. Opening of bids**

The bids shall be opened in single phase. The opening of the administrative documents, Technical and Financial offers shall take place on the **01/04/2025 at 11:00 am** local time, by the competent Tenders Board at Kumba II Council Hall.

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

## **12. Evaluation criteria**

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

### ***i. Eliminatory criteria***

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

*They refer especially to:*

- The non-respect of Article (92) sub 9 of the public contracts Code;
- Non conformity of technical specifications (include technical documentation prospectus of equipment to be supplied with photographs)
- Absence of bid bond in the administrative file;
- General presentation of the tender file;
- Deadline for delivery higher than prescribed;
- False declaration, forged or scanned documents;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.
- Two Bids with the same personnel
- Incomplete financial information.
- Technical assessment mark lower than **80%** of "Yes".

### ***ii. Essential criteria***

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

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

- Technical specifications or descriptions;
- References of similar and other works executed;
- Financial viability of the bidder;
- Certificate of guarantee delivered by the supplier for at least six (06) months;
- An attestation of site visit sign by the contractor or his representative;
- Site visit report sign by the contractor or his representative;
- Experience of supervisory staff ;
- Logistics (Equipment);
- The Special Technical Clauses (STC). (Each page should be initialed and the last page signed and stamped);
- Special Administrative Clauses completed (each page should be initialed and the last page signed and stamped);

NB:

- ✓ The above administrative document should be forwarded in their originals or certified true copies dating not more than three (03) months.
- ✓ The absence or non-conformity of one of these documents shall result to the elimination of the offer.
- ✓ Bids shall be properly bound, separators in color apart from white and order described respected.

### III Main qualification criteria

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

The essential criteria are subjected to minima whose detail is given in the Special Tender Regulation (RPAO).

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

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

#### 13. Award of the jobbing order

The jobbing order shall be awarded to the bidder whose bid is in conformity with the dispositions of the tender file and on the basis of the lowest bid and technical quality. (See article 99 (a) of the public contracts code).

#### 14. Period of validity of bids

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

#### 15. Complementary information

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

#### 16. Delivery deadline

The maximum execution deadline provided for by the Contracting Authority shall be ninety (60) days maximum, as from the date of notification of the service order.

**Done at Kumba, the 06/03/2025**

**The Lord Mayor Kumba II Council**

#### **Circular Copies**

- ARMP SWR
- PUBLIC CONTRACT JOURNAL;
- CHAIRPERSONS OF TENDER BOARD
- NOTICE BOARDS
- MAYOR OF THE COUNCIL CONCERNED
- DD MINMAP MEME
- ARCHIVE)



*Mbachu Jacob Kay*  
Mayor  
Kumba II Council