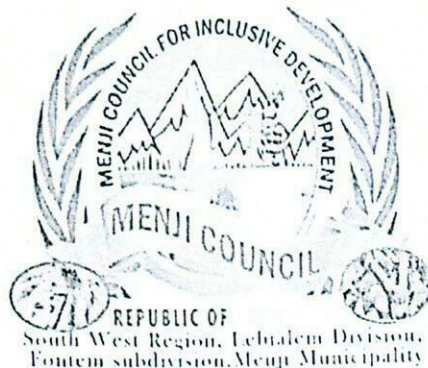


REPUBLIC OF CAMEROON  
PEACE – WORK – FATHERLAND  
\*\*\*\*\*  
MINISTRY OF DECENTRALIZATION  
AND LOCAL DEVELOPMENT  
\*\*\*\*\*  
SOUTH WEST REGION  
\*\*\*\*\*  
LEBIALEM DIVISION  
\*\*\*\*\*  
FONTEM SUB-DIVISION  
\*\*\*\*\*  
MENJI COUNCIL  
\*\*\*\*\*  
P.O. BOX 5, FONTEM  
\*\*\*\*\*  
Website: [www.menjicouncil.com](http://www.menjicouncil.com)  
E-mail: [menjicouncil@yahoo.com](mailto:menjicouncil@yahoo.com)



REPUBLIQUE DU CAMEROUN  
PAIX – TRAVAIL – PATRIE  
\*\*\*\*\*  
MINISTÈRE DE LA DÉCENTRALISATION  
ET DU DÉVELOPPEMENT LOCAL  
\*\*\*\*\*  
REGION DU SUD OUEST  
\*\*\*\*\*  
DEPARTEMENT DU LEBIALEM  
\*\*\*\*\*  
ARRONDISSEMENT DE FONTEM  
\*\*\*\*\*  
COMMUNE DE MENJI  
\*\*\*\*\*  
BP 05, FONTEM  
\*\*\*\*\*  
Site web: [www.menjicouncil.com](http://www.menjicouncil.com)  
E-mail: [menjicouncil@yahoo.com](mailto:menjicouncil@yahoo.com)

**INTERNAL TENDERS BOARD**  
**MENJI COUNCIL**

**COMMISSION INTERNE DE  
PASSATION DES MARCHES  
DE LA COMMUNE DE MENJI**

**TENDER NOTICE**  
**OPEN NATIONAL INVITATION TO TENDER (BY EMERGENCY PROCEDURE)**

**N° 01/ONIT/MC/MCITB/2024 OF 19 APRIL 2024**

**1. Subject of the invitation to tender:**

Within the framework of the Public Investment Budget 2024, *The Mayor of MENJI COUNCIL* hereby launches an **OPEN NATIONAL INVITATION TO TENDER (BY EMERGENCY PROCEDURE)**

FOR THE SUPPLY AND INSTALLATION OF MINI SOLAR SYSTEM AND POLES WITHIN MENJI MUNICIPALITY, FONTEM SUBDIVISION, LEBIALEM DIVISION

LOT	Designation of works	Locality	Budget Head	Record No.
1	Supply And Installation of Mini Solar System and Poles at Takwai	Takwai	582710002641917523415	IZ 03623
2	Supply And Installation of Mini Solar System and Poles at Ndungwe Integrated Health Centre	Ndungwe	584004706641917523415	IZ 06659
3	Supply And Installation of Mini Solar System and Poles at Njentse Essoh Attah	Njentse Essoh -Attah	584004706641917523415	IZ 06660
4	Supply And Installation of Mini Solar System and Poles at Njoagwi	Njoagwi	584004706641917523415	IZ 03622

**2. Nature of works:**

The works comprise the output of the preliminary studies carried out and the detailed information provide in the technical specifications and the quantitative estimates.

**3. Execution time frame:**

The maximum time frame provided for the execution of the works forming the subject of this invitation to tender is **three (03) months**, with effect from the date of notification of the service order to commence works.

**4. Lots:**

The works is in 04 (04) lots as follows:

LOT 1: Supply and Installation of Mini Solar System and Poles at Takwai

LOT 2: Supply and Installation of Mini Solar System and Poles at Ndungwe Integrated Health Centre

LOT 3: Supply and Installation of Mini Solar System and Poles at Njentse Essoh Attah

LOT 4: Supply and Installation of Mini Solar System and Poles at Njoagwi





5. **Estimated cost:**

The estimated budget inclusive of taxes is as follows:

	IMPUTATION	RECORD No.:
Lot 1. 6,000,000 CFA Francs.	582710002641917523415	IZ 03623
Lot 2. 15,000,000 CFA Francs.	584004706641917523415	IZ 06659
Lot 3. 15,000,000 CFA Francs.	584004706641917523415	IZ 06660
Lot 4. 17,000,000 CFA Francs.	584004706641917523415	IZ 03622

6. **Participation and origin:**

The tender is open to duly legalised Cameroonian enterprises that fulfil the requirements of this invitation to tender. Bidders can bid for one or more lots.

7. **Financing:**

Works of this invitation to tender shall be financed by Public Investment Budget (PIB) of the 2024 financial year, Budget Head (IMPUTATION).....and Record No. (See 5, estimated cost).

8. **Bid bond**

Each bidder must include in his administrative documents, a bid bond issued by a first-rate banking establishment approved by the Ministry in charge of finance and whose list is found in document No. 12 of the Tender File, as follows: 120,000frs for Lot 1, 300,000frs for Lot 2 and 300,000frs for Lot 3 and 340,000 Lot 4 which is valid for Ninety (90) days beyond the date of validity of bids.

9. **Consultation of tender file:**

The file may be consulted during working hours at the *MENJI COUNCIL - General Secretariat*, Tel: 677674158 as soon as this notice is published.

10. **Acquisition of tender file:**

The file may be obtained from the *MENJI COUNCIL Office (General Secretariat)*, as soon as this notice is published against payment of the sum of sixty (60,000) CFA francs, payable at the Menji Municipal Treasury **PER LOT**.

11. **Submission of bids:**

Each bid drafted in English or French in seven (7) copies including the original and six (6) copies marked as such, should reach the *MENJI COUNCIL Office (General Secretariat)*, not later than **Friday 10 May 2024 at 10am local time** and should carry the inscription:

- Envelop A: Administrative Documents;
- Envelop B: Technical Bid;
- Envelop C: Financial Bid.

These three envelops shall be put in a fourth envelop and which should be imperatively labelled **ONLY** with the following inscriptions:

**OPEN NATIONAL INVITATION TO TENDER (BY EMERGENCY PROCEDURE)**

**No. 01/ONIT/MC/MC/ITB/2024 OF 19 APRIL 2024**

**FOR THE SUPPLY AND INSTALLATION OF MINI SOLAR SYSTEM AND POLES WITHIN MENJI MUNICIPALITY LEBIALEM DIVISION**

**LOT 1: Supply and Installation of Mini Solar System and Poles at Takwai**

**LOT 2: Supply and Installation of Mini Solar System and Poles at Ndungwe Integrated Health Centre.**

**LOT 3: Supply and Installation of Mini Solar System and Poles at Njentse Essoh Attah**

**LOT 4: Supply and Installation of Mini Solar System and Poles at Njoagwi**

**"To be opened only during the bid-opening session"**

12. **Admissibility of bids**

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

They must not be older than three (03) months preceding the original date of submission of bids.

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





13. Opening of bids:

The bids shall be opened in a single (01) phase on 19 APRIL 2024 at 11am local time in the Conference Hall, at the MENJI COUNCIL office by the MENJI COUNCIL internal tender's board, in the presence of the bidders or duly authorised representatives having full knowledge of the file (power of attorney).

14. Evaluation criteria

i. *Eliminatory criteria*

Any bid not meeting with the requirements of the Tender File will be declared inadmissible. The eliminatory criteria are identified as follows:

- ❖ Forged documents in the Tender File;
- ❖ Lack of bid bond or false bid bond;
- ❖ Absence or non-conformity of an administrative document after 48 hours
- ❖ Absences of unit prices.
- ❖ A technical score of less than 70%.

ii. *Essential criteria*

The main qualification criteria shall concern:

- General Presentation, compliance with the model bid.	Yes / No
- Methodological approach and relevance of proposed solutions;	Yes / No
- References of the bidder for the last Three (03) years in similar works) (attach proof)	Yes / No
- Availability of material and essential equipment and logistics	Yes / No
- Experience of key supervisory staff	Yes / No
- Execution time frame.	Yes / No

15. Award:

The contract shall be awarded to the bidder whose bid will be judged essentially in compliance with the Tender File and who has the required technical and financial capacities to execute the contract satisfactorily and whose financial offer was evaluated as the lowest by including, where necessary, proposed rebates. A bidder can be awarded one or more lots.

16. Validity of bids

Bidders will remain committed to their bids for 90 days from the deadline set for the submission of bids.

17. Complementary information

Complementary information may be obtained during working hours from the MENJI COUNCIL Office.



Copies:

- SDO-Lebialem
- CA/ARMP (for publication and archiving)
- DD/MINMAP-Lebialem
- Chair-Person/MCITB
- Notice Board (For information)
- Chrono/file