

## **TENDER NOTICE**

**OPEN NATIONAL CALL FOR TENDER UNDER EMERGENCY PROCEDURE  
N°10/AONO/C.KTBA/CIPM/BEC/2025 OF 27/03/2025 FOR CONSTRUCTION OF A BLOCK OF  
TWELVE SHOPS AT THE KAFOUT OF KOUTIE MARKET IN KOUTABA COUNCIL, DEPARTMENT OF  
NOUN, WESTERN REGION.**

**FINANCING: MINCOMMERCE PIB 2025**

### **1- Subject of the invitation to Tenders:**

As part of the execution of the Public Investment Budget (BIP), the Mayor of the Municipality of KOUTABA, Contracting Authority, launches on behalf of the Ministry of Decentralization and Local Development, an Open National Call for Tenders for rehabilitation works of a building of three classrooms at the PONDIMOUN public school in the KOUTABA district, NOUN department.

### **2- Nature of works:**

The work, subject of this Call for Tenders, concerns the **construction of a block of twelve shops at the KAFOUT of KOUTIE market in Koutaba Council, Department of Noun** and includes:

- Preparatory work and studies
- Earthworks
- Foundation
- Masonry – elevation
- Frame – roofing
- Metalwork
- Joinery
- Sanitary plumbing
- Electricity
- Paint
- VRD

### **3- Execution time:**

The maximum execution time provided by the Project Owner for the completion of the work is **four (04) months**.

### **4-Allotments:**

The project is in one (01) lot.

### **5- Estimated cost:**

The forecast cost including tax of the operation at the end of the preliminary studies is  
15,000,000 (Fifteen million) FCFA

### **6 – Participation and origin:**

Participation in this Call for Tenders is open to companies under Cameroonian law with skills in the field.

### **7 – Funding:**

The work, subject of this Call for Tenders, is financed by the Public Investment Budget for fiscal year 2025 on budget allocation line No. \_\_\_\_\_

### **8-Bidding method :**

The mode of submission selected for this consultation is [Indicate one of the three modes of submission below: online, offline, online or offline].

However, when both options are open, a bidder cannot use both online and offline methods.

### **9 – Provisional security:**

Each bidder must attach to their administrative documents a bid bond (compliant with the model attached in the appendix) established by a first-class bank approved by the Ministry of Finance and listed in Exhibit 14 of the DAO, in the amount of: **to 700,000 (seven hundred thousand) F CFA** and valid for 30 days beyond the original date of validity of the offers. The absence of the bid bond issued by a first-rate bank or financial body of first category authorized by the Minister in charge of Finance to issue bonds for public contracts shall lead to the immediate rejection of the offer. A bid bond submitted but that does not have any relation with the consultation concerned shall be considered as absent. The bid bond presented by a tenderer at the bid opening session shall not be accepted.

#### **10. Consultation of Tender File**

The physical file can be consulted free of charge in the MO / MOD services during working hours at the Koutaba Town Hall upon presentation of a receipt for payment to the municipal revenue of the Municipality of KOUTABA, as soon as this notice is published.

It may equally be consulted **online on the COLEPS platform at the following addresses:** <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website ([www.armp.cm](http://www.armp.cm)) or on any other electronic communication means indicated by the Project Owner (to be specified).

#### **11. Acquisition of tender file**

The physical version of the tender file can be obtained at the KOUTABA Town Hall at the service of Public Market, telephone 694 65 17 68, upon publication of this notice, against payment of a non-refundable sum of the DAO purchase costs of **70,000 (seventy thousand) CFA Francs** payable to the municipal revenue of the Municipality of KOUTABA.

It is equally possible to obtain the electronic version of the Tender File by downloading it free of charge through the addresses indicated above. However, online submission is subject to the payment of Tender File purchase fees

#### **12 – Submission of offers:**

*Each bid shall be drafted in English or French*

-For offline submission, the offer in seven (07) copies including one (01) original and six (06) copies marked as such, must reach the receiver of Koutaba Town Hall no later than **25/04/2025 at 10 a.m.** sharp and must bear the words:

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**"TO ONLY OPEN DURING THE COUNTING SESSION"**

#### **13. Admissibility of bids**

*The administrative documents, the technical offer and the financial offer must be placed in separate envelopes and submitted in a sealed envelope.*

*The Project Owner shall not accept:*

*Bids bearing information on the identity of the tenderers;*

*Bids submitted after the closing date and time for submission of bids;*

*Envelopes without indication on the identity of the Invitation to Tender;*

*Bids non-compliant with the bidding mode;*

*Failure to comply with the number of copies specified in the RPAO or offer in copies only;*

*Any incomplete offer in accordance with the prescriptions of the Tender File shall be declared inadmissible. Especially the absence of a bid bond issued by a financial body or institution approved by the Minister in charge of Finance to issue bonds for public contracts or the failure to comply with the model documents of the Tender File shall lead automatically to the rejection of the bid without any other procedure. A bid bond submitted but not relating to consultation concerned shall be considered as absent. A bid bond presented by a bidder during the bid opening session shall not be accepted.*

## 14. Opening of bids

The opening of the bids is done in one time and will take place from **11 a.m.** sharp in the proceedings room of the Municipality of KOUTABA by the Procurement Commission of the Project Owner or the Delegated Project Owner in the procurement room, acts located in the Municipality of KOUTABA.

*Only tenderers may attend this opening session or be represented by a person of their choice, duly authorised, even in case of a group of companies.*

*Under pain of being rejected, the required administrative documents must be submitted in originals or copies certified by the issuing service or the relevant administrative authority, in accordance with the provisions of the Special Regulations of the invitation to tender. They shall be no later than 3 (three) months old from the original deadline for the submission of tenders or must have been issued after the date of signature of the Tender Notice.*

*In case of absence or non-conformity of a document in the administrative file during the opening of bids, after a 48(forty-eight) hours deadline granted by the Board, the file shall be rejected. [The opening of bids must take place no later than one hour after the deadline for receipt of tenders set out in the Tender File].*

## 15. Evaluation criteria

### 15.1 Eliminary criteria

*The eliminary criteria set the minimum conditions to be fulfilled in order to be admitted to evaluation following the essential criteria. They should not be the subject of notation. The failure to comply with these criteria shall lead to the rejection of the bidder's offer.*

*The eliminary criteria include:*

- *Absence of bid bond at the opening of bids;*
- *Administrative file (no compliance of an administrative file) not completed in 48 h.*
- *False declarations, fraudulent schemes or forged documents;*
- *Appear on the updated list of suspended companies;*
- *Failure to comply with 70% essential criteria to the qualification threshold of technical bids;*
- *Absence of the sworn statement for not having abandoned contracts during the last three years;*
- *Failure to comply with bids file format;*
- *Absence of a quantified unit price in the financial offer;*
- *Omission of declaration to submit;*
- *Insufficient Production of the offer's copies;*
- *To have presented one civil servant;*
- *Absence of grading(categorisation) certificate;*
- *Absence of integrity charter dated and signed*
- *Absence of the dated and signed commitment statement to comply with environmental and social clauses.*

*NB: Depending on the specificity of the service, other relevant criteria may be added when drafting the Tender File*

### 15-2- Essential criteria:

The evaluation of technical offers will be made according to the binary system (yes/no) on the basis of the essential qualification criteria below:

- Financial situation (2 yes)
- Sub-detail framework of a compliant unit price;

-Price schedule in figures and letters.

-Company references (4 yes)

-General experiences of the company in the construction field

-Number of contracts executed during the last three years in the construction sector ( $\geq 1$  gives the right to a yes;  $\geq 3$  gives the right to a yes;  $\geq 5$  gives the right to 1 yes; = (3 yes)

-Specific experiences of the company in the construction sector

-Having satisfactorily completed civil construction contracts, for 1 contract gives value to a yes; for 2 markets gives value to a yes; for 3 markets gives value to a yes.

Company management staff ; (6 yes)

Works manager (Engineering Works Engineer (Civil or Rural = 3 years) or Senior Civil Engineering Technician or Rural Engineering 05 years of experience)	
1-	CV signed and dated
2-	Certified diploma
3-	CNI certified
Site manager (Civil Engineering Technician or Rural Engineering 03 years of experience)	
4-	CV signed and dated
5-	Certified diploma
6-	CNI certified

NB: 1, 2,3 are inseparable as are 4, 5,6

Construction equipment to be mobilized; (6 yes)

1-	4x4 pick-up connection vehicle or station wagon
2-	Vibrator
3-	Generator
4-	Concrete mixer
5-	Small equipment (wheelbarrows, shovel clamps, picks, buckets etc.)
6-	Truck

Rental contracts must be attached; vehicle registration documents must be certified by a Regional Transport Delegate other than the one who signed the document or a Departmental Transport Delegate;

For the building we will have: a concrete mixer, vibrator, pick-up; small equipment (registration cards certified by the Transport services and invoice entitles you to a yes for each justification)).

Methodology; (5 yes)

Planning consistent with the execution time = a yes; origin of materials = yes; socio-environmental aspects = a yes. Total =3 yes.

Visit report to illustrative site execution time with photos = 1 yes; location plan = 1 yes.

Presentation of the offer. (2yes)

Bindings and dividers in a color other than white, respecting the order of the pieces.

Only submissions that obtain at least 70% yes will be admitted to the financial analysis.

## 16 -Attribution:

The Contracting Authority will award the Contract to the tenderer whose offer is evaluated as the lowest on the basis of the amount excluding VAT and deemed to comply with the Tender Documents.

### 17 – Validity period of offers:

Bidders remain committed to their offer for a period of ninety (90) days from the date set for submission of offers.

### 18 – Additional information:

Additional information may be obtained during working hours from [(SIGAMP service), door number, P.O Box, telephone, fax, e-mail] or online on the COLEPS platform via <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, or any other electronic communication means indicated by the Project Owner.

### 20. Fight against corruption and malpractices

For any denunciation of corruption attempt practices, facts or acts, please call the National Anti-Corruption

Commission (NACC) on 1517, the Authority in charge of Public Contracts (MINMAP) (SMS or call) on (+237) 673 20 57 25 and 699 37 07 48, the ARMP on 699 75 67 74, or the PO on 694 01 61 73

KOUTABA

#### AMPLIFIERS

- Authority in charge of Public Contracts (MINMAP);
- ARMP
- P/CIPM/KOUTABA (For information)
- Project Owner
- Notice board/file

KOUTABA, the  
The Mayor of the Municipality of



*Ahlim Housa pitea*