

RÉPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

MINISTRE DE L'ÉLEVAGE, DES PÊCHES
ET DES INDUSTRIES ANIMALES

CAISSE DE DÉVELOPPEMENT DE L'ÉLEVAGE
POUR NORD (CDEN)

COMMISSION INTERNE DE PASSATION DES
MARCHES PUBLICS



REPUBLIC OF CAMEROON
Peace –Work – Fatherland

MINISTRY OF LIVESTOCK, FISHERIES
AND ANIMAL INDUSTRIES

LIVESTOCK DEVELOPMENT FUND
FOR THE NORTH (CDEN)

INTERNAL TENDER'S BOARD

**NOTICE OF CONSULTATION IN EMERGENCY PROCEDURE
N°001/DC/MINEPIA/CDEN/CIPM/2025 OF 22/04/2025 FOR THE ACQUISITION, INSTALLATION AND
COMMISSIONING OF COMPUTER EQUIPMENT.**

FUNDING: AUTONOMOUS BUDGET OF THE CDEN, YEAR 2025.

BUDGET ALLOCATION : 22 28 13

1. Object.

As part of implementation of CDEN activities of the Livestock Development Fund for the North (CDEN), the Administrative Director of the CDEN, owner, launching in emergency procedure a request for proposal for the acquisition, installation and commissioning of computer equipment.

2. Consistency of benefits.

The supply, subject of this quotation request, includes:

- Laptop 14" Ultra 7, 16Go of RAM, 1To SSD
- Laptop 14" Core i7, 16Go of RAM, 1To SSD
- Color multifunction laser printer with automatic documents charger
- Inverter UPS Line Interactive 1200VA
- Parasurtentor extension 5 sockets FR
- Keyboard + wireless black AZERTY mouse
- Adaptor RJ45 USB
- External hard drive 1To USB 3.0 SSD
- Double connection USB 32Go
- Antivirus Internet Security 03 item 1 year
- Perennial licence Microsoft Windows 10 FR
- Microsoft Office Professionnal 2021 FR

The technical specifications of the services are detailed in the description of the supply included in this request for quotation.

3. Participation and origin.

Participation in this request for quotation is open to businesses of Cameroonian law generally in the Cameroonian Administration and having technical and financial qualifications for performing the services, object of the present request of rating.

4. Funding.

The services, object of the present request for quotation, are financed by the autonomous Budget of the CDEN year 2025, on the budgetary allocation line:22 28 13.

5- Submission method

The submission method retained for this Request for Quotation is offline.

6- Consultation of the request for quotation.

The folder can be accessed during working hours in the Executive Office of the Livestock Development Fund for the North (CDEN), upon publication of this notice.

7- Acquisition of the request for quotation.

The consultation package can be obtained at the Executive Office of the Livestock Development Fund for the North on presentation a receipt for payment of a non-refundable sum for the cost of purchasing the twenty thousand (20 000) FCFA, record payable to BICEC CAS-ARMP N°97568660001-28-14.

8- Estimated cost

The estimated cost of the operations at the end of the preliminary studies is **15,000,000 (fifteen) million Francs CFA.**

9-Bid bond

Each bidder must include in his administrative documents, a deposit of stamped submission and receipt of consignments issued by the CDEC, issued by a financial body or institution approved by the Minister in charge of finance to issue bonds for public contracts and whose list appears in document 14 of the Request for Quotation File (RQF), of an amount of **three hundred thousand (300,000) CFA Francs** and valid up to thirty (30) days beyond the initial date limit of the validity of bids. The absence of the bid bond issued by a first-rate bank or financial body of first category authorised 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 inadmissible.

10-Submission of the offers.

Each bid drafted in french or English in seven (07) copies including the original and six (06) marked as such copies must be sent to the Executive Office of the Livestock Development Fund for the North on **16/05/2025 at 2 p.m** in an envelope sealed with the mention:

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FUNDING: AUTONOMOUS BUDGET OF THE CDEN, YEAR 2025

« To be opened only during the counting session »

11- Opening of the bids.

The opening of the bids will be only one time. The opening of administrative documents, offers technical and financial offers will be performed the **16/05/2025 at 3 p.m**, local time.

Only bidders can attend this opening meeting or be represented by a person of their choice duly authorized.

Under pain of being rejected, only originals or true copies certified by the issuing service or competent administrative authorities for the administrative documents required shall be produced in accordance with the provisions of the Special Regulations of the Invitation to Tender. They must not be older than three (3) months or shall be signed before the date of signature of the Quotation 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 Tenders Board, the file shall be rejected.

12- Admissibility of the offers.

On pain of dismissal, the required administrative documents must be produced in originals or certified copies by the service issuer or competent administrative authority. They should date of less than three (03) months or have been established subsequent to the date of signature of the notice of application for listing.

The Project Owner shall not accept:

- Envelopes bearing information on the identity of the tenderer;
- Bids submitted after the closing date and time for submission;
- Bids non-compliant with the bidding mode;
- Envelopes without indication on the identity of the Request for Quotation File (RQF);
- Failure to comply with the number of copies specified in the Request for Quotation File (RQF) or offer in copies only;

Any incomplete offer in accordance with the prescriptions of the RQF 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 RQF shall lead automatically to the rejection of the bid without any other procedure. A bid bond submitted but not relating to the consultation concerned shall be considered as absent. A bid bond presented by a bidder during the bid opening session shall not be accepted.

13- Main evaluation criteria:

assessment, two-pronged.

It will be based on the following main criteria:

13-1. Playoff criteria.

Playoff criteria set the minimum requirements. Failure to comply with these criteria led the rejection of the offer of the bidder.

This includes:

- ❖ Failure to submit, beyond the 48(forty-eight) hours deadline after the opening of bids, a document of the administrative file deemed non-compliant or absent other than the bid bond;
- ❖ Absence of bid bond;
- ❖ False declarations, fraudulent schemes or forged documents;
- ❖ Failure to comply with at least 70% of essential criteria over 100
- ❖ Absence of the sworn statement for not having abandoned contracts during the last three years;
- ❖ Absence of a quantified unit price in the quotation;
- ❖ Absence of an element of the financial offer (the submission, the BPU, DQE)
- ❖ Non-compliance with the submission model;
- ❖ Absence of prospectus accompanied by manufacturer's technical sheets;
- ❖ Absence of the dated and signed Integrity Charter;
- ❖ Absence of the dated and signed commitment statement to comply with environmental and social clauses.

13.2.- Essential criteria.

The technical evaluation will be done by rating based on the essential criteria grouped by headings as follows:

I.	General presentation of the offers	Yes	No
II.	References to the company in the field of similar services;	Yes	No
III.	After-sales service		
IV.	Financial capacity;	Yes	No

V.	Technical characteristics (conformity) of the proposed computer hardware	Yes	No
VI.	Delivery time	Yes	No
VII.	Evidence of consent to administrative and technical clauses, (CCSI and DS initialed on each page, signed last and dated) with mention "read and approved".	Yes	No

14- Time of delivery.

The maximum period provided by the employer for the performance of the purpose of this request for quotation service is sixty (60) days from the date of notification of the order of service to start the services.

15- Allotment:

Delivery is not the subject of an allotment.

16-Award of the contract.

The owner will assign the market to the bidder whose offer has been recognized in substantial compliance to the tender file and which has the technical and financial capacity required to perform the contract satisfactorily and which the offer was evaluated lowest including as appropriate the proposed discount.

17- Period of validity of the offers.

Bidders remain committed by their offer for ninety (90) days from the date of deadline for submission of bids.

18. Additional Information

Additional technical information can be obtained daily at working hours from the Administrative Department of the Livestock Development Fund for the North Garoua, P.O BOX 936 Garoua, Tel: 222 27 21 34/222 27 21 15, upon publication of this notice.

19. 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 at 242 27 27 39 or the PO at 222 27 21 34/222 27 21 15.

Garoua, at 22/04/2025
The Administrative Director
 (Owner)
(s) HAMIDOU SAÏDOU

Ampliations :

1. MINEPIA/YDE ;
2. GOUV/NO (ATCR) ;
3. DRMAP/NO ;
4. ARMP ;
5. CIPM/CDEN ;
6. Affichage ;
7. Archives/chrono