

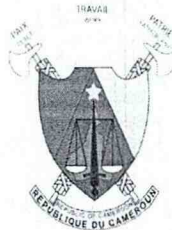
REPUBLIQUE DU CAMEROUN
Paix-Travail-patrie

RÉGION DE L'EXTREME-NORD

DEPARTEMENT DU LOGONE ET CHARI

PREFECTURE DE KOUSSERI

COMMISSION DEPARTEMENTALE DE PASSATION
DES MARCHES PUBLICS



REPUBLIC OF CAMEROON
Peace-Work- Fatherland

FAR-NORTH REGION

LOGONE AND CHARI DIVISION

DIVISIONAL OFFICE OF KOUSSERI

DIVISIONAL TENDER'S BOARD

Request for Quotation Notice N°/RQN/K23/DTB/2025

Project Owner : MINEPAT

Contract Authority: Logone and Chari Senior Divisional Officer

TB: Divisional Tender's Board of Logone and Chari

of **04 JUN 2025**

Subject : equipment at the official residence of the Logone and Chari Senior Divisional Officer, Far North Region

1. Subject of the Request for Quotation

Within the framework of Public Investment Budget of MINEPAT 2025, the Contract Authority hereby launches a consultation for the equipment at the official residence of the Logone and Chari Senior Divisional Officer, Far North Region.

2. Nature of works

The works subject of this contract includes are described in the estimated and quantitative quote.

3. Tranches/Allotment

The works are subdivided into **one lot**

4. Estimated cost

The estimated cost of the operation following preliminary studies is **ten million (10 000 000) IATCFA Francs**.

5. Estimated execution deadline

The maximum time frame provided for by the Project Owner or Delegated Project Owner for the execution of works subject of this cotation **two (02) months**. This time frame shall run from the date of notification of the administrative order to commence the services.

6. Participation and origin

Participation in this invitation to tender is open to small and medium companies of Cameroonian Nationality which possess the required legal, financial and technical abilities.

7. Funding

The works under this cotation shall be financed by Public Investment Budget of MINEPAT Financial year 2025, budget head 59 94 110000 524118

8. Bidding method

The mode of submission selected for this consultation is offline.

9. Bid bond

Each bidder must include in his administrative documents, a hand-endorsed bid bond, 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 Tender File (TF), of an amount of two hundred (200 000) CFA francs, in accordance with the Order in force] and valid up to thirty (30) days beyond the initial date limit of the validity of bids.

10. Consultation of Tender File

The hard copy of the file may be consulted free of charge during working hours in the Private Secretary of Divisional Office of Kousseri, telephone, 679812409

11. Acquisition of tender file

The hard copy of the file may be obtained from the Private Secretary of Divisional Office of Kousseri, telephone, 679812409 as soon as this notice is published against payment of a non-refundable sum of twenty thousand (20 000) CFA Francs.

12. Submission of bids

Each bid shall be drafted in English or French for submission off line, the offer in seven (7) copies including the original and six (6) copies marked as such, should reach the Private Secretary of Divisional Office of Kousseri, telephone, 679812409 not later than 27-06-25 at (1) o'clock PM and should carry the indication:

Request for Quotation Notice N°/RQN/K23/DTB/2025

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Subject : equipment at the official residence of the Logone and Chari Senior Divisional Officer, Far North Region

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

13. Admissibility of bids

The administrative documents, the technical offer and the financial cotation 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 bids shall be opened in single phase and shall take place on 27-06-25 at **2 PM** o'clock by the Divisional Tenders Board attached to the Divisional Office of Kousseri.

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;
- 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 (except the bid bond);

- False declarations, fraudulent schemes or forged documents;
- Absence of a quantified unit price in the financial offer;
- Absence of own or hired minimum equipment (to be specified by the Project Owner);
- Absence of an element in the financial offer (submission, BPU, DQE);
- Absence of integrity charter dated and signed

15.2 Essential criteria

The essential criteria for the qualification of bidders shall focus especially on:

- ▢ Presentation of bid;
- ▢ Bidder's references;
- ▢ Financial capacity; (Access to a line of credit or other financial resources, turnover, attestation of financial solvency);
- ▢ Methodology.

16. Award of contract

The Project Owner or the Delegated Project Owner shall award the contract to the bidder whose bid meets the required technical and financial qualification criteria and whose offer was evaluated as the lowest by including as the case may be, the rebates proposed (In case of allotment, specify the maximum number of lots a candidate may be awarded)

17. Duration of validity of bids

Bidders shall remain committed to their bids for 60 days from the initial deadline set for the submission of bids.

18. Further information

Additional information may be obtained during working hours from the Private Secretary of Divisional Office of Kousseri, telephone, 679812409

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 on 22201696

. Hilé-Alifa, le

04 JUIN 2025

The Senior Divisional Officer
(Contracting Authority)

COPIES TO:

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Consultant Paix et Sécurité