

REPUBLIC OF CAMEROON  
*Peace – Work – Fatherland*

REGION DU NORD OUEST  
DEPARTEMENT DE LA MOMO  
**COMMUNE DE MBENGWI**  
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REPUBLIQUE DU CAMEROUN  
*Paix – Travail – Patrie*

NORTH WEST REGION  
MOMO DIVISION  
**MBENGWI COUNCIL**  
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## **MBENGWI COUNCIL INTERNAL TENDERS' BOARD**

### **OPEN NATIONAL INVITATION TO TENDER**

#### **EMERGENCY PROCEDURE**

### **TENDER FILE**

**OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE**  
**CO N° 07/ONIT/MC/ITB/2025 OF 10/06/2025**  
**FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER**  
**NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST**  
**REGION.**

**CONTRACTING AUTHORITY: THE MAYOR OF MBENGWI COUNCIL**

**FUNDING: PRESIDENTIAL PLAN FOR RECONSTRUCTION AND**  
**DEVELOPMENT OF THE NORTH WEST AND SOUTH WEST REGIONS**  
**(PPRD) NW/SW Exercise 2025**

**AUTHORIZATION N°:**

**IMPUTATION:**

Name of project	Amount of project	Amount of bid bond	Cost of tender file :
<b>THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,</b>	<b>70 000 000F CFA</b>	<b>1 400 000F CFA</b>	<b>90 000F CFA</b>

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## MBENGWI COUNCIL INTERNAL TENDERS' BOARD

OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE  
N° 07 /ONIT/MC/ITB/2025 OF 10/06/2025  
FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER  
NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST  
REGION.

PROJECT OWNER: THE MAYOR OF MBENGWI COUNCIL/ CONTRACTING  
AUTHORITY

FUNDING: PRESIDENTIAL PLAN FOR RECONSTRUCTION AND  
DEVELOPMENT OF THE NORTH WEST AND SOUTH WEST REGIONS  
(PPRD) NW/SW Exercise 2025

AUTHORIZATION N°:

IMPUTATION:

PART 01  
TENDER NOTICE/AVIS D'APPEL D'OFFRES

REPUBLIC OF CAMEROON  
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REGION DU NORD OUEST  
DEPARTEMENT DE LA MOMO  
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## MBENGWI COUNCIL INTERNAL TENDERS' BOARD

### **"OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE N° 07 /ONIT/MC/ITB/2025 OF 10/06/2025 FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.**

**FUNDING: PRESIDENTIAL PLAN FOR RECONSTRUCTION AND DEVELOPMENT OF  
THE NORTH WEST AND SOUTH WEST REGIONS (PPRD) NW/SW Exercise 2025**

Name of project	Amount of project	Amount of bid bond	Cost of tender file :
<b>THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,</b>	<b>70 000 000F CFA</b>	<b>1 400 000F CFA</b>	<b>90 000F CFA</b>

#### **Subject of the invitation to tender**

The Mayor of Mbengwi Council, the CONTRACTING AUTHORITY, on behalf of the Republic of Cameroon, hereby launches an open invitation to tender, emergency procedure **THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO**, Mbengwi Sub Division, MOMO Division, North-West Region.  
It is a single lot.

#### **➤ THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO**

#### **2. Work consistency**

The works include the following:

Work to be done consists of

- Serie 000: Site Installation
- Serie 100: Cleaning & levelling
- Serie 300: Drianage
- Serie 400: Engineering structures
- Serie 500: Signalsation & security equipment
- Serie 600: Others



### **3. Participation**

Participation is open under the same conditions to all Cameroonian companies and business concerned that have proven experience in the field of building construction and civil engineering in general.

### **4. Financing**

The works, subject of this invitation to tender, shall be financed by the **Presidential plan for reconstruction and development of the north west and south west regions (pprd) nw/sw exercise 20255 .Consultation of the tender file**

The tender file may be consulted at the Mbengwi council office of (SIGAMP) during working hours, as soon as this tender notice is published.

6. Estimated cost after preliminary cost is 70,000,000 CFA

### **7. Acquisition of the tender file**

The tender file may be acquired from the Mbengwi council office SIGAMP, ARMP, MINMAP upon presentation of a non refundable treasury receipt of **90 000 (Ninety thousand) FCFA**. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

### **8. Presentation of the Bids**

The tender file in three (03) volumes shall be enclosed in three sealed envelopes.

- Envelope A containing the administrative documents (Volume 1);
- Envelope B containing the technical offer (Volume 2);
- Envelope C containing the financial offer (Volume 3).

The three volumes shall then be enclosed in a single sealed envelope bearing only the reference of the tender in question. The different documents of each offer shall be numbered as indicated in the tender and separated by dividers of the same colour.

### **9. Submission of the tender file**

Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a receipt at the Mbengwi council office not later than 08/07/2025 at 10 a.m local time and should carry the inscription:

*"Open National Invitation to Tender, Emergency Procedure"*  
**OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE**  
**N° 07 /ONIT/MC/ITB/2025 OF 10/06/2025**  
**FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER**  
**NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST**  
**REGION.**

**«To be opened only during the bid opening session »**

The offers or the bids submitted after the stipulated deadline shall not be received.

### **10. Admissibility of bids**

The bids not respecting the separation mode of the financial bid from the administrative and technical bids shall be rejected.

Any bid not in conformity with the prescription of this tender notice and tender file shall be declared inadmissible. Especially the absence of a bid bond of a first rate bank approved by the Ministry of Finance and valid for a period of thirty (30) days shall be rejected.

Least they are rejected, only the originals or certified true copies by the issuing service or administrative authorities of the administrative documents are accepted. They must obligatorily not be older than three (03) months and must be valid during the bid opening session.

### **11- Opening of bids**

The opening of the bids in one phase shall be done on 08/07/2025 at 11a.m in the Conference Hall of the Mbengwi Council by the competent tender board.



Only bidders may attend or be duly represented by a person of their choice, who has full knowledge of the file and mandated in that capacity.

## **12- Submission of bids timeframe**

Bidders have (21) days for the submission of their bids with effect of the date of publication of the tender notice.

## **13. Execution deadline**

The maximum execution deadline shall be five (05) calendar months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement.

## **14. Provisional Guarantee (Bid bond)**

Each bidder must include in his administrative documents a bid bond issued by a first rate bank approved by the Ministry in charge of Finance featuring in the annex of the tender file of the sum of **1 400 000 ( One million four hundred thousand) FCFA**.

The provisional deposit shall be automatically released not later than 30 (thirty) days following the expiry of the validity of the bids for bidders who shall not be retained. In the case where the bidder is awarded the contract, the provisional deposit shall be released after the constitution of the final bond.

## **15. Evaluation of the bids**

The evaluation of the bids shall be done in three (03) steps:

- 1<sup>st</sup> step: Verification of the conformity of the administrative file;
- 2<sup>nd</sup> step: Evaluation of the technical file;
- 3<sup>rd</sup> step: Analysis of the financial file.

The criteria of evaluation are the following:

### **15.1-Eliminatory criteria**

#### **15.1.1- Administrative documents**

- Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee;
- Absence of a document in the administrative file;
- False declaration or falsified documents.

#### **15.1.2- Technical file**

- Incomplete or non compliant documents;
- False declaration, forged or scanned documents;
- Non existence in the technical file of the rubric « organization, methodology and planning »
- Absence of the prefinancing capacity of at least twenty four million (24 000 000) FCFA.
- Technical assessment mark lower than 75% of “Yes”.

#### **15.1.3- Financial offer**

- Incomplete financial offer;
- Non compliant documents;
- Omission of quantified unit price in the financial offer;
- Absence of break down price.
- Modification of the model break down unit price attached.

### **Essential criteria:**

The technical offer of the bidder shall be assessed along the following lines:

S/N	Designation	
01	<b>General Presentation of the offer:</b> Document spirally bound, colour sheets separation, table of content, presentation of documents in the order given in this	



	tender file, quality of document.	
02	<b>Quality of Requested staff:</b> Qualifications, experience of personnel affected to the project, CV, NIC and attestation of availability signed and dated.	
03	<b>Technical equipment/material affected to the project:</b> The company should justify the property of the necessary material to the execution of works.	
04	<b>Reference of the enterprise:</b> ▪ 2 Experience in road/public works in the past four years;	
05	<b>Presence of the methodology of work execution</b>	
06	<b>Presence of the prefinancing capacity</b>	

The note of the technical offer will be gotten by addition of marks for every criteria. Only the technical offer having gotten an equal or superior note to 75% of YES will be kept for the financial evaluation.

- 1- Categorised companies shall be exempted from presenting documents related to Companies that have submitted attestation of categorisation shall benefit shall benefit exemptions in their technical file related document, on turn over, references, office location and permanent staff.

#### **16. Award of the Contract**

The Contract 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 of the public contracts code).

#### **17. Period of validity of bids**

The bidders shall remain committed to their bids during a period of (one hundred twenty) 120 days from the deadline set for the submission of bids.

#### **18. Complementary information**

Complementary technical information may be obtained every day during working hours from the Divisional Delegation for Public Works in Momo

**MBENGWI, the 10/06/2025**

***The Mayor Mbengwi Council/Delegated Contracting Authority***

#### **Copies:**

- ARMP (for publication and archives)
- Chairperson of TB (for information);
- REP MINMAP TB
- Notice boards (for information).
- DD MINTP
- DD MINDEVEL



*[Handwritten signature in blue ink]*  
***Maria Kennedy***

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*Avis d'Appel d'Offres National Ouvert, en procedure d'urgence*  
*N° 07 /AONO/ MC/ITB/2025 du .....*  
**POUR LE TRAVAUX DU CONSTRUCTION DU 10M SPAN PONT AU RIVERS NJINMECHO,**  
*Département du MOMO, Région du Nord-Ouest.*

**FINANCEMENT : PLAN PRESIDENTIAL DE RECONSTRUCTION ET DE DEVELOPMENT DES  
REGIONS DU NORD OUEST ET DU SUD OUEST, POUR L'EXERCICE 2025**

Nom du Projet	Montant du Projet	Montant caution provisoire	Montant d'achat du DAO :
<b>POUR LE CONSRUCTION DU 10M SPAN PONT AU RIVERS NJINMECHO</b>	<b>70 000 000F CFA</b>	<b>1 400 000F CFA</b>	<b>90 000F CFA</b>

**1.- Objet de l'Appel d'Offres**

Le Maire de la commune de Mbengwi, Autorité Contractante, lance pour le compte de la republique du cameroun, un appel d'offres national ouvert en procedure d'urgence pour les travaux de **POUR LE CONSRUCTION DU 10M SPAN PONT AU RIVERS NJINMECHO** dan le Département de la Momo.

**TRAVAUX DE CONSRUCTION DU 10M SPAN PONT AU RIVERS NJINMECHO**  
dans l'arrondissement de MBENGWI.

**2.- Consistance des travaux**

Les prestations comprennent les opérations suivantes :

- Travaux preparatoires et etudes ;
- Terrassement ;
- Fondations ;
- Rez-de-chaussée
- Drainage du pont
- Electricite
- Peinture
- Attenuations Environnementales



### **3.- Participation**

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais ayant une expérience avérée dans le domaine des bâtiments et du génie civil en général.

### **4.- Financement**

Les travaux, objet du présent Appel d'Offres, sont financés par **Plan Presidential de Reconstruction et de Development des Regions du Nord Ouest et du Sud Ouest, pour l'exercice 2025.**

### **5.- Consultation du dossier d'Appel d'Offres**

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de la Commune de Mbengwi, (SIGAMP) dès publication du présent avis.

### **6.- Acquisition du dossier d'Appel d'Offres**

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la Commune de Mbengwi SIGAMP, ARMP, MINMAP, sur présentation d'une quittance de versement d'une somme non remboursable de **90 000 (Quatre vingt dix mille)** francs CFA au Trésor de la commune. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

### **7.- Présentation des offres**

Les documents constituant chaque offre sont repartis en trois(03) volumes ci-après contenus dans une enveloppe fermée et scellée dont :

- L'enveloppe A contenant les pièces administratives (volume 1),
- L'enveloppe B contenant l'offre technique (volume 2),
- L'enveloppe C contenant l'offre financière (volume 3).

Les offres ainsi présentées seront placées sous simple enveloppe, fermée et scellée portant uniquement la mention de l'Appel d'Offres en cause. Les différentes pièces de chaque offre seront numérotées dans l'ordre du DAO et séparées par des intercalaires de même couleur.

### **8.- Remise des Offres**

Chaque offre rédigée en Français ou en Anglais, en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme telles, conformes aux prescriptions du Dossier d'Appel d'Offre, devra être déposée contre un récépissé sous plis fermé, dans les services de la Commune de Mbengwi, au plus tard le 10/06/2025 à 10 heures, heure locale et devront porter la mention:

*Avis d'Appel d'Offres National Ouvert, en procedure d'urgence*  
**N° 07/AONO/ MC/ITB/2025 du 10/06/2025**  
**POUR LE TRAVAUX DU CONSRTUCTION DU 10M SPAN PONT AU RIVERS NJINMECHO,**  
**Département du MOMO, Région du Nord-Ouest.**  
**« A n'ouvrir qu'en séance de dépouillement. »**

Les offres parvenues après les dates et heure limites de dépôt des offres ne seront pas reçues.

### **9.- Recevabilité des offres**

Les offres ne respectant pas le mode de séparation de l'offre financière, des offres administratives et techniques seront irrecevables.

Toute offre non conforme aux prescriptions du présent avis et du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par une banque de premier ordre agréée par le Ministère chargé des Finances, valable pendant 30 Curs au-delà du délai de validité des offres.

Sous peine de rejet, les autres pièces administratives requises devront être impérativement produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité



administrative, datant de moins de trois (03) mois et valide le Cur de l'ouverture des plis.

#### **10.- Ouverture des offres**

L'ouverture des offres aura lieu en un temps le 08/07/2025 à 11 heures précises dans la salle des Conférences de la Commune, par la Commission de Passation des marchés Compétente en présence des soumissionnaires.

Seuls les soumissionnaires peuvent assister à cette séance d'ouverture ou s'y faire représenter par une personne de leur choix ayant une parfaite connaissance du dossier et mandater à cet effet.

#### **11.- Délai de réponse des soumissionnaires**

Pour cet Appel d'Offres, le délai de réponse est fixé à vingt (20) Curs calendaires aux entreprises désireuses d'y participer à compter de la date de publication de l'Avis d'Appel d'Offres.

#### **12.- Délai d'exécution des travaux**

Le délai global d'exécution des travaux est de cinq (05) mois calendaires. Ce délai comprend les périodes des pluies, toutes les intempéries et sujétions diverses et court à compter de la date de notification de l'ordre de service de commencer les travaux.

#### **13.- Cautionnement Provisoire (Garantie de soumission)**

Chaque soumissionnaire doit Cindre à ses pièces administratives, une caution de soumission établie, selon le modèle indiqué dans le dossier d'Appel d'Offres, par une banque de premier ordre agréée par le Ministère des Finances et dont la liste figure en annexe d'un montant égal à **1 400 000 FCFA (un million Quarte cent mille)** francs CFA.

Le cautionnement provisoire sera libéré d'office au plus tard (30) Curs après l'expiration de la validité des offres pour les soumissionnaires n'ayant pas été retenus. Dans le cas où le soumissionnaire est attributaire de la lettre commande, le cautionnement provisoire sera libéré après constitution du cautionnement définitif.

#### **14.- Evaluation des Offres**

L'évaluation des offres se fera en trois (03) étapes :

- 1<sup>ère</sup> étape : Vérification de la conformité du dossier administratif de chaque soumissionnaire ;
- 2<sup>ème</sup> étape : Evaluation des offres techniques ;
- 3<sup>ème</sup> étape : Analyse des offres financières.

Les critères d'évaluation des offres sont les suivants :

##### **14.1-Critères éliminatoires**

###### **14.1.1-Pièces administratives**

- Toute offre non conforme aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence ou l'insuffisance de la caution provisoire de soumission.
- Absence d'une pièce administrative ;
- Fausse déclaration ou documents falsifiés.

###### **14.1.2-Offres techniques**

- Dossier incomplet ou pièces non conformes ;
- Fausse déclaration ou documents falsifiées ou scannés ;
- Non existence dans l'offre technique de la rubrique « organisation, méthodologie et planning » ;
- Absence d'une capacité de préfinancement d'au moins Vinq quatre millions (24,000 000) francs CFA.
- De façon systématique, toute offre n'ayant pas atteint ou dépassé après évaluation technique, la barre de **75 %** du **OUI** sera écartée et non éligible à l'analyse financière ;

###### **14.1.3-Offres financières**



- Offre financière incomplète ;
- Pièces non conformes ;
- Omission dans l'offre financière d'un prix unitaire quantifié ;
- Absence d'un sous-détail de prix ;
- Modification du model du sous-détail de prix unitaire.

#### Critères essentiels

L'offre technique du soumissionnaire sera évaluée sur les éléments suivants :

N°	Désignation	
1	<b>Présentation générale de l'offre :</b> Reliure, Intercalaire de couleur et page de garde, Présentation de toutes les pièces dans l'ordre prescrit, Qualité du document.	
2	<b>Qualité du personnel :</b> Qualifications, expérience du personnel affecté au projet, CV, CNI et attestation de disponibilité daté et signé.	
3	<b>Moyens techniques et matériels affectés au projet :</b> L'entreprise devra justifier la propriété du matériel nécessaire à l'exécution des travaux.	
4	<b>Références de l'entreprise :</b> <ul style="list-style-type: none"> <li>▪ Chiffes d'affaire des deux dernières années ;</li> <li>▪ Expérience dans les travaux routire/public</li> </ul>	
5	<b>La présence de la Méthodologie d'exécution des travaux</b>	
06	<b>La présence de la Capacité de préfinancement</b>	

La note de l'offre technique sera obtenue par addition des points pour chaque critère. Seule l'offre technique ayant obtenue une note égale ou supérieure à **75% du OUI** sera à l'évaluation financière.

#### 15.- Attribution de la lettre commande

La lettre commande sera attribuée au soumissionnaire dont l'offre est conforme pour l'essentiel aux dispositions du Dossier d'Appel d'Offres, et qui a présenté l'offre évaluée la moins-disante et techniquement qualifiée, conformément à l'article 99 du Code des Marches Publics.

#### 16.- Délai de validité des offres

Les soumissionnaires restent engagées par leurs offres pendant une période de cent vingt (120) Curs, à compter de la date limite fixée pour la remise des offres.

#### 17.- Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus tous les Curs aux heures ouvrables auprès de la Commune de Mbengwi.

#### Ampliations :

- ARMP (pour publication et archivage) ;
- Président CPM (pour information) ;
- REP MINMAP TB
- Affichage.

MBENGWI, le 10/06/2025

Le Maire Commune Mbengwi  
Contractante Autorite



## PART 02

### GENERAL REGULATIONS FOR THE INVITATION TO TENDER (GRIT)

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## **GENERAL RUGULATION FOR THE INVITATION TO TENDER**

### **A.-GENERALITIES**

#### **Article 1: Scope of the bid**

- 1.1. The Mayor of Mbengwi Council hereinafter referred to as the CONTRACTING AUTHORITY, launches an open national invitation to tender in emergency procedure for the execution of the work described in the special clauses of this call for tenders (RFP). It is referred as "the CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO.
- 1.2. The successful bidder or contractor must complete the work within the period indicated in the RFP, and which runs from the date of notification of the service order (SO) to start the work.
- 1.3. In this present invitation to tender (LPO), the term "day" refer to a calendar day.

#### **Article 2: Funding**

The above works, subject of the present invitation to tender, are financed **Presidential plan for reconstruction and development of the north west and south west regions (pprd) nw/sw exercise 2025**

#### **Article 3: Fraud and corruption**

3.1. The CONTRACTING AUTHORITY requires that bidders and contractors respect strictly the rules of professional ethics during the procurement process and execution of this contract. Under this principle:

a. The following definitions are applicable:

- I. Is guilty of "corruption" anyone who offers, gives, solicits or accepts any benefit to influence the action of a public official in the allocation or the execution of a contract.
- II. Is engaged in "fraudulent practices" anyone who distorts or misrepresents facts in order to influence the award or execution of a contract.
- III. "Collusive practices" are any form of agreement between two or more bidders (with the knowledge of the CONTRACTING AUTHORITY or not) to artificially maintain prices of the offers at a level not corresponding to those that would result from the competition.
- IV. "Coercive practices" are any form of pressure to persons or their property or threats against them to influence their action in the attribution or the execution of a Contract.

b. Shall reject any award proposal if it is proven that the proposed contractor is, directly or through an agent, convicted of corruption or engaged in fraudulent, collusive or coercive practices for the award of the said contract.

3.2. The Minister of Public Contracts, Authority in charge of public contracts may on a provisional basis, take a decision to ban or suspend any bidder for a period not exceeding two (2) years, that is found guilty of influence, conflicts of interest, fraud, corruption or production of no-authentic documents in the bid submission, without prejudice to the criminal prosecution that could be engaged against him.



#### **Article 4: Qualification of bidders**

4.1. Bidders shall, as part of their bid:

- a. Submit a power of attorney.
- b. Submit all information (complete or update the information attached to their application for pre-qualification may have change, to the case where the candidates were the subject of a pre-qualification) requested from bidders, in the OMPP, to establish their qualification to run the C.

The following information is required if applicable:

- i. The production of certified balance sheets and a recent turnover figures.
- ii. Access to a credit line or provision of other resources;
- iii. Previous Contracts and ongoing contracts attributed;
- iv. On-going disputes;
- v. The availability of the necessary equipment.

4.2. The bids submitted by two or more grouped entrepreneurs (co-contracting) must meet the following conditions:

- a. The offer must include for each of the bidders in the co-contracting, all the information listed in section 4.1 above. The special regulation of the Call for Tender(SRCT) must specify the information to be provided by each Member of the Group;
- b. The nature of the group must be specified and justified by the production of a group agreement in good and due form;
- c. The Member of the Group designated to lead, shall represent all the enterprises engaged in the consortium in front of the CONTRACTING AUTHORITY for the execution of the contract;
- d. In case of co-contracting, co-contractors share the amounts that are paid by the CONTRACTING AUTHORITY in a single account; however, each company is paid by the CONTRACTING AUTHORITY in a unique account, when it comes to a Cint group.

4.3. Bidders must also submit detailed proposals to show that they conform to the technical specifications and the time frames specified in the special regulation of the Call for Tender.

4.4. Bidders requesting for a preferential margin, must provide all the information necessary to prove that they meet the eligibility criteria described in the special regulation of the Call for Tender.

4.5 The bidder must not have been excluded from bidding for public contracts.

#### **Article 5: The site visit**

5.1 Each bidder shall visit and inspect the site of the work and its surroundings and by himself, and under his own responsibility, gather all the information as may be necessary for the preparation of the bid and the performance of the work. An attestation of site visit shall be signed by the bidder. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.

5.2 The Project Owner shall authorise the bidder and his employees or agents to enter the premises and the land for the said visit, but only on the express condition that the bidder, his employees and agents free the Project Owner, his employees and agents of any responsibility that may ensue and indemnify them if necessary and that they shall remain responsible for any deadly or corporal accident, loss or material damages, costs and fees incurred from this visit.

#### **Article 6: Building materials, materials, supplies, equipment and authorised services**

6.1 Building materials, the contractor's materials, supplies, equipment and services forming the subject of this contract must originate from countries meeting the criteria of origin defined in the Special Regulations of the invitation to tender and all expenditure done within the context of the contract shall be limited to the said building materials, materials, supplies, equipment and services.

6.2 Within the meaning of this 6.1 above, the term "originate" shall designate the place where the goods are extracted, cultivated, produced, manufactured and from where the services originate.



## **B. TENDER FILE**

### **Article 7: Contents of tender file**

7.1. The tender file describes the works, subject of the contract, establishes the consultation procedures of the contractors and special contract conditions. In addition to the amendment(s) published in conformity to article 8 of the General regulations of the invitation to tender (RGAO), it includes the following documents:

- 1) The invitation to tender written in French and English (AAO);
- 2) General Regulation of the invitation to tender (RGAO);
- 3) Special Regulation of the invitation tender (SRIT);
- 4) Specification of the Special administrative Clauses (CCAP);
- 5) Specifications of the special Technical Clauses (CCTP);
- 6) Unit price schedule;
- 7) Bill of Estimates and Quantities;
- 8) Format of Sub-Detail of unit prices;
- 9) Drawings and other elements of the technical file;
- 10) Model engagement letter by bidder;
- 11) Model bid submission letter;
- 12) Model bid bond;
- 13) Model performance guarantee;
- 14) Model bank guarantee for the refund of start-up advance;
- 15) Model of draft contract;
- 16) Lists of banks of 1<sup>st</sup> order approved by the Ministry in charge of finance;
- 17) Table of references of the bidder;
- 18) Table of key materials and equipment of the contractor;
- 19) Model of qualification and experience of the key personnel responsible for enforcement of the contract.

7.2. The bidder must consider all of the regulations, forms, conditions and specifications contained in the Tender File. He is invited to provide all the information requested and to prepare a compliant offer in all aspects. Any deficiency can lead to the rejection of its offer.

### **Article 8: Clarification made to the tender file**

8.1. Any bidder seeking clarification on the Tender File can apply to the CONTRACTING AUTHORITY in writing at the address of the CONTRACTING AUTHORITY indicated in the tender notice. The CONTRACTING AUTHORITY will respond in writing to any request for clarification received at least fourteen (14) days before the date of depositing of bids.

A copy of the response of the CONTRACTING AUTHORITY, indicating the question but not mentioning its author, is addressed to all bidders who purchased the Tender File.

8.2. Between the publication notice including the phase for the pre-qualification of candidates and the opening of the bids, any bidder who is aggrieved in the public contracts award procedure may petition to the Minister in charge of Public Contracts.

8.3. The appeal must be addressed to the CONTRACTING AUTHORITY with copies transmitted to the Chairperson of the Tendesr Board and to the organ in charge of the Public contract regulation.

It must reach the CONTRACTING AUTHORITY not later than fourteen (14) days before the date of opening of the bids.

8.4. The CONTRACTING AUTHORITY has five (5) days to respond. The response is transmitted to MINMAP and to the organ in charge of the regulation.

### **Article 9: Modification of the tender file**



9.1. The CONTRACTING AUTHORITY can, at any time before the deadline of depositing of bids and for any reason, whether on its own initiative or in response to a request for clarification by a bidder, modify the tender file by publishing the amendment.

9.2. Any amendment so published will be an integral part of the tender file as presented in Article 6.1 of the RGAO and will be communicated in writing to all bidders who purchased the Tender File.

9.3. To give bidders sufficient time to take account of the amendment in the preparation of their bids, the CONTRACTING AUTHORITY could extend the deadline of submission of bids, as much as necessary, the deadline for offers, in conformity with the provisions of section 19 of the RGAO.

### **C. PREPARATION OF BIDS**

#### **Article 10: Costs of submission**

The candidate will bear all the costs associated with the preparation and presentation of his bids, and the CONTRACTING AUTHORITY and the project owner are not responsible for any of these costs, or to settle them, regardless of the conduct or outcome of the tender procedure.

#### **Article 11: Language of bid**

The bid, all correspondences and all documents exchanged between the bidder and the CONTRACTING AUTHORITY will be written in English or French.

#### **Article 12: Composition of bid**

12.1. The bidder's bid will include documents detailed in the Special Regulations of the invitation to tender, duly completed and grouped in three volumes:

##### ***a. Volume 1: Administrative documents***

It includes:

- I. All documents stating that the bidder:
  - Has complied with all declarations provided for by the laws and regulations in force;
  - Is current with his taxes, contributions, fees or levies of any kind whatsoever;
  - Is not in a State of liquidation or bankruptcy;
  - Is not caught by one of the prohibitions and disqualifications criteria provided for by the legislation in force.
- II. Bid bond(s) issued is in conformity with the provisions of article 15 of the present RGAO;
- III. A written confirmation authorizing the signatory of the bid to engage the bidder
- IV. The CCAP is duly initialed on each page and signed on the last page.
- V. Localization plan is duly signed by the authority concerned\

##### ***b. Volume II: Technical File***

It includes:

- I. Attestation of site visit and the site visit report with 3 pictures;
- II. Personnel: the contractor will present the competent technical staff and workers he intends to hire before the beginning of the work (attach to each staff CV signed by the candidate, certified copy of technical diploma, attestation of presentation of original and the attestation of availability signed by the candidate);
- III. Site equipment: The contractor shall justify the ownership and the State of the equipment necessary for the performance of the work (providing registration certificates, invoices and certificates of technical visit of rolling equipment);



- IV. References of the company (the contractor will provide contracts or Contracts for similar work carried out as well as related minutes of reception);
- V. The technical note on the methodology of intervention of the work: the company will produce a technical note dated and signed providing all the information concerning the mode of execution of the works, the planning of intervention, the expected output, provision of materials or site materials, the potential advantages in terms of safety of the environment and the Organization of the company;
- VI. The CCTP duly initialed on each page and signed on the last page;
- VII. Attestation of solvency of the contractor.
- VIII. Commentaries (optional)  
A commentary on the technical choices of the project and possible proposals.

### **c. Volume 3: Financial File**

It includes:

- I. The tender specimen form, in original drafted according to the model attached, stamped at the rate in force, signed and dated;
- II. The unit price schedule duly completed, with an indication of the unit price excluding VAT in letters and figures;
- III. Bill of estimates and quantities completed;
- IV. Sub-details of the different prices according to the model attached;

Bidders will therefore use the parts and models provided in the Tender File, subject to the provisions of section 16.2 of the RGAO on the other possible forms of bid security.

12.2. If, in conformity to the provisions of the RPAO, bidders bidding for several lots of the same invitation to tender, they can indicate the discount or rebates in case of allocation of more than one lot.

### **Article 13: Amount of bid**

13.1. Unless otherwise indicated in the Tender File, the amount of the contract will cover all of the work described in section 1.1 of the RGAO, on the basis of the bill of quantity and cost estimates presented by the bidder.

13.2. The bidder will fill the unit and total price of all the items as well as the detail estimated quantities.

13.3. Subject to contrary provisions in the RPAO and CCAP, all the taxes and fees payable by the contractor in respect of the future contract, where otherwise, thirty (30) days before the deadline for submission of bids will be included in the bid prices and in the total amount of its offers.

13.4. If the terms of revision and/or updating of prices are provided in the contract, the date of establishment of the initial price and methods of review and/or discount price must be specified. Provided that any contract whose execution time is at most equal to one (1) year may not be the subject of price revision.

13.5. All unit prices shall be justified by sub-details established in accordance with the format proposed in section of sub detail for prices.

### **Article 14: Bid Currency and settlement**



14.1. The amount of the contract is written entirely in CFA FRANCS. The amount of the bid, the unit price of the prices schedule and quantitative and estimated detail prices are labeled entirely in CFA FRANCS in the following manner:

- (a) Prices will be entirely denominated in CFA FRANCS. The bidder willing to spend money in other currencies for the execution of the work, will indicate in annex to the submission, the percentage of the amount of the offer required to cover needs in foreign currencies, without exceeding a maximum of three currencies of Member country of the institution financing the contract.
- (b) The exchange rates used by the bidder to convert its offer in national currency will be specified by the bidder in the annex of the submission. They will be applied for any payment in respect of the contract, so that no foreign exchange risk is supported by the winning bidder.

#### **Article 15: Validity of bids**

15.1. The bids shall remain valid for One Twenty (120) days. Any offer with validity less than this period will be rejected by the CONTRACTING AUTHORITY.

15.2. In exceptional circumstances, the CONTRACTING AUTHORITY may seek the consent of the bidder for an extension of the period of validity. The application and responses to be made will be in writing. The validity of the submission guaranty under article 15 of the RGAO will be similarly extended for a corresponding period. A bidder may refuse to extend the validity of the offer without losing its bid bond. A bidder who agrees for an extension will not be asked to modify its offer, or will be allowed to do so.

15.3. When there is no article in the contract for the revision of prices and the period of bid validity is extended over sixty (60) days to the date of notification of the contract award or of the service order to start work to the successful bidder, as provided in the CCAP, the effect of actualization is not taken into account for the purposes of the assessment.

#### **Article 16: Guarantee of submission**

16.1. In application of article 10 of the RGAO, the bidder will provide a bid bond of the amount specified in the OMPP, which will be an integral part of its bid.

16.2. The bid bond must be in conformity with the model presented in the Tender File.

16.3. Any bid not accompanied by an acceptable bid bond will be rejected by the tenders' board as no-compliant. The bid bond of a group must be established in the name of the agent mandated to submit the bid and each member of the grouping must be mentioned.

16.4. The bid bonds and bids of unsuccessful bidders shall be returned within a period of fifteen (15) days from the date of publication of the results.

16.5. The bid bond of the successful bidder shall only be released as soon as the latter has signed the contract and has provided the required performance guarantee.

16.6. The bid bond may be seized:

- a. If the bidder withdraws his bid during the period of validity;
- b. If the bidder selected:
  - ☐ Fails to fulfill its obligation to accept the contract pursuant to the results of award of the contract, or
  - ☐ Fails to provide the performance guarantee pursuant to section 30 of the RGAO.

#### **Article 17: Form and signature of the bid**

17.1. The bidder will prepare an original of the constituent documents of the bid described in section 11 of the RGAO, in a volume bearing clearly the indication "ORIGINAL". In addition, the



bidder shall submit the number of copies required by the OMPP, bearing the indication "**COPY**". In case of discrepancy between the original and the copies, the original will be taken.

17.2. The original and all copies of the offer must be typed or written in eligible ink and will be signed by the person duly empowered to sign on behalf of the bidder. All pages of the bid including overleaf will be initialed by the person (s) mandated to sign the offer.

17.3. In the offer there shall be no amendment, deletion or overloading, unless such corrections are initialed by the signatories of the bid.

#### **D. SUBMISSION OF BIDS**

##### **Article 18: Sealing and marking of bids**

18.1. The bidder will place the original and copies of the constituent documents of the bids in two separate and sealed envelopes marked "**Original**" and "**Copy**", as the case may be. These envelopes will then be placed in an outer envelope which will also have to be sealed, but that should give no indication of the identity of the bidder.

18.2. The inner and outer envelopes

- a. Will be addressed to the CONTRACTING AUTHORITY as indicated in the OMPP;
- b. Will bear the name of the project, the number of the invitation to tender in the OMPP, and the mention "To be opened only during the bid opening session" and also specify the lots.

18.3. The inner envelopes shall bear the name and address of the bidder to enable the CONTRACTING AUTHORITY to return the offer sealed if it was submitted after the date and time limit under the provisions of article 19 of the RGAO or to satisfy the provisions of article 20 of the RGAO.

18.4. If the outer envelope is not sealed and marked as specified in sections 17.1. And 17.2. above, the CONTRACTING AUTHORITY will not be responsible if the offer is lost or open prematurely.

##### **Article 19: Date and time limits to deposit bids**

19.1. Bids must be received at the SIGAMP OFFICE at the **specific date and time indicated in the Special Regulation for the Invitation to Tender**.

19.2. The CONTRACTING AUTHORITY may at his discretion, after consulting with stakeholder's concerned may extend the deadline fixed for the deposition of bids by publishing another date in accordance with the provisions of **section 7** of the RGAO. In this case, all the rights and obligations of the bidders and the CONTRACTING AUTHORITY previously governed by the initial date limit shall be governed by the new date limit.

##### **Article 20: Bids out of time**

Any bid coming in after the date and time limit for the submission of bids under article 19 of the RGAO will be declared out of time and, therefore, not receivable.

##### **Article 21: Modification, Substitution and withdrawal of bids**

21.1. A bidder may modify, replace or withdraw his bid after submission, provided a written notification for the modification or withdrawal is received by the CONTRACTING AUTHORITY before the expiration of the period prescribed for the submission of bids. Such notification must be signed by a mandated representative. Modification or the corresponding bid to be replaced shall be attached to the written notification. The envelopes should be clearly marked depending on the situation, the mention "Withdrawal" and "Offer of replacement" or "Modification."

21.2. The notification of the modification, replacement or the withdrawal of the bid by the bidder shall be prepared, sealed, marked and sent in accordance with the provisions of section 15 of the RGAO. Withdrawal may also be notified by fax, but must in this case be confirmed by a duly



signed written notice, with the date, the postmark being authentic, and must not be after the deadline set for the submission of tenders.

21.3. The bids which the bidders asked for the withdrawal pursuant to section 21.1 will be returned to them without having been opened.

21.4. Bid cannot be withdrawn within the interval between the deadline for the submission of bids and the expiration period of validity of the bid as on the bid form. The withdrawal of bid by any bidder during this interval leads to the bid bond being forfeited pursuant to the provisions of article 16.6 of the RGAO.

### **C. OPENING AND EVALUATION OF BIDS**

#### **Article 22: Opening of Bids**

The tender's board shall proceed to open the bids in the presence of the bidders or their duly mandated representatives having a perfect knowledge of the bid.

#### **Article 23: Confidential nature of the procedure**

23.1. No information on the examination, evaluation, comparison of the bids, the verification of the qualification of bidders, and the recommendation of award of the contract shall be given to bidders or to any other person not concerned in this process until the award of the contract shall be made public by the CONTRACTING AUTHORITY.

23.2. Any attempt by a bidder to influence the Tender's board or the Sub-Committee for analysis in the evaluation of bids or the CONTRACTING AUTHORITY in the award decision may lead to rejection of his bid.

23.3. Notwithstanding the provisions of paragraph 19.2, between the opening of bids and the award of the contract, if a bidder wishes to enter in contact with the CONTRACTING AUTHORITY for reasons related to his bid, he must do so in writing.

#### **Article 24: Clarification on the bids and contact with the CONTRACTING AUTHORITY**

24.1. To facilitate the examination and comparison of bids, the Chairman of the Tender's board may, at his discretion, ask any bidder for clarification on the bidder's bid. The request for clarification and the response shall be in writing, but no change in the amount or the content of the submission is sought, offered or permitted, unless it is necessary to confirm the correction of arithmetic errors discovered by the Sub-Commission for analysis in the evaluation of bids.

24.2. Subject to the provisions of paragraph 1 above, bidders are not allowed to have contact with any member of the tender's board and that of the Sub-committee for analysis for issues related to their bids, between the opening of bids and the award of the contract.

#### **Article 25: Determining the conformity of bids**

25.1. The Sub-Commission for analysis shall carry out a detailed examination of the bids to determine if they are complete, if the required guarantees have been provided, if the documents were properly signed and bids are generally in good order.

25.2. The Sub-Commission shall determine if the bid is substantially responsive to the requirements of the Tender File based on its content without recourse to extrinsic evidence.

#### **Article 26: Correction of errors**



26.1. The Sub-Commission shall check the bids found substantially responsive with the requirements of the Tender File for any correction of arithmetic errors. The Sub-Commission for analysis will correct the errors in the following ways:

- a. If there is a contradiction between the unit price and the total price obtained by multiplying the price by the amount, the unit price will govern and the total price will be corrected, unless, in the opinion of the Sub-Commission for analysis, the comma of the decimal digits of the unit price is obviously poorly placed, in which case the total price indicated will prevail and the unit price will be corrected.
- b. If the total obtained by addition or subtraction of the subtotals is not correct, the subtotal as indicated will govern and total will be corrected.
- c. If there is a contradiction between the price indicated in words and figures, the amount in words will govern, unless this amount is related to an arithmetic error confirmed by the sub detail of the said price, in which case the amount in figures will prevail subject to paragraphs (a) and (b) above.
- d. If there is a contradiction between the amount in the unit price in the bill of quantities and estimates, and the unit price breakdown (sub-detail), the amount in the unit price break down shall govern.

26.2. The bid amount will be corrected by the Sub-Commission for analysis, in accordance with the procedure of correction of errors mentioned above and with the confirmation of the bidder, such amounts will be deemed to hire him.

26.3. If the bidder having presented the lowest evaluated bid price does not accept the corrections on his bids, his offer will be rejected and the bid bond forfeited.

#### **Article 27: Evaluation and comparison of the financial bid (offer)**

Only offers accepted, in conformity according to the provisions of section 24 of the RGAO, will be evaluated and compared by the Sub-Commission for analysis.

By evaluating the bids, Sub-Commission for analysis will determine for each bid the evaluated amount by correcting the amount as follows:

- By correcting any possible error in accordance with the provisions of article 25 of the RGAO.
- Excluding provisional sums and, the provisions if any, for contingencies in the detail bill of quantities and summary, but by adding the amount of day work, when they are competitively priced as specified in the OMPP.

### **F. ATTRIBUTION OF CONTRACT**

#### **Article 28: Award**

The CONTRACTING AUTHORITY will award the contract to the bidder whose bid has been recognized substantial responsive to the requirement of the Tender File and which has the technical and financial capacity required to carry out the contract in a satisfactory way and in which the bid has been evaluated the lowest.

#### **Article 29: Right of the CONTRACTING AUTHORITY to declare an invitation to tender unfruitful (unsuccessful) or cancel a procedure**

The CONTRACTING AUTHORITY reserves the right to cancel a tender procedure only after approval from the Minister Delegate in charge of Public Contracts when the bids have opened or declare an tender unsuccessful following the opinion of the competent tender's board, without thereby incurring any claims from the affected bidders.

#### **Article 30: Notification of the award of the contract**



Before the expiry of the bid validity period fixed by the Special Regulation for Invitation to Tender, the CONTRACTING AUTHORITY shall notify the award of the contract to the successful contractor confirmed by fax, by registered letter or by any other means available to do it. This notification letter will indicate the amount that the CONTRACTING AUTHORITY shall pay to the contractor in respect of execution of works and the duration.

### **Article 31: Publication of the award decision and redress**

The award of a contract shall be materialised by a decision of the CONTRACTING AUTHORITY and notified to the successful bidder.

Any decision by the CONTRACTING AUTHORITY to award a public contract shall be published; including the price and deadline, in the Curnal of Public Contracts (JDM) published by the organ in charge of the regulation of public contracts or in any other publication authorised to do so.

Once the results awarding a contract are published by the CONTRACTING AUTHORITY, bidders whose bids were not retained shall be informed of the rejection of their bids and invited to withdraw them within fifteen (15) days, except the copy meant for the organ in charge of the regulation of public contracts. Tenders that are not withdrawn within this deadline shall be destroyed without any claims being lodged by the bidder.

After publication of the results of the award, the Independent Observer's report, as well as the minutes of the award session to which is attached the report of the evaluation of bids, shall be communicated to any bidder or administration concerned upon request addressed to the CONTRACTING AUTHORITY.

In case of any petition, it must be addressed to the Minister in charge of Public Contracts, with copies to the organ in charge of the regulation of public contracts, the CONTRACTING AUTHORITY as well as the chairperson of the tenders' board.

On risk of being declared null and void, any petition must be formulated within a maximum of five (5) working days after the publication of result.

### **Article 32: Signature of the Contract**

The award of a contract shall be materialised by a decision of the CONTRACTING AUTHORITY and notified to the successful bidder.

### **Article 33: Guarantees**

33.1. The final bond must be constituted within twenty (20) days following the notification of the contract by the CONTRACTING AUTHORITY guaranteeing of the complete execution of the contract.

33.2. The final bond may not be less than two percent (2%) and more than five percent (5%) of the initial value of the contract. It may be replaced by a bank caution issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

33.3. Small and medium-sized enterprises (SME) constituted of National capital and managed by nationals may, in lieu of the final bond, provide a stator lien or a bond issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

33.3. The absence of the final bond within the prescribed time-frame, the CONTRACTING AUTHORITY may decide to cancel or terminate the contract at the fault, expense and risk of the said contractor according to the conditions provided in the General Administrative Clauses (CCAG).



**PART 03**  
**SPECIAL REGULATION FOR THE INVITATION TO  
TENDER (SRIT)**



	<b>Introduction</b>
1.	<p><b>Definition of the works:</b></p> <p><b>The present Contract concerns</b> FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.</p> <p>The description of the detailed work consistency is found in the special technical clauses which form an integral part of this Contract.</p> <p>Name and Address of the <b>CONTRACTING AUTHORITY</b> :The Mayor Mbengwi Council</p> <p>Reference of the invitation to tender : N° 07 /ONIT/MC/ITB/2025 OF 10/06/2025</p>
2	<p><b>Execution time-frame:</b> The maximum period of execution of works, which shall commence as from the date of notification to the Contractor of the administrative service order to start work shall be FIVE (05) months.</p>
3.	<p><b>Funding:</b> Works concerned being subject of this invitation to tender, will be funded by the <b>PRESIDENTIAL PLAN FOR RECONSTRUCTION AND DEVELOPMENT OF THE NORTH WEST AND SOUTH WEST REGIONS (PPRD) NW/SW Exercise 2025.</b></p>
4.	<p>List of prequalified candidates : Not necessary</p>
5.	<p>Preference is given here to local materials, supplies and equipment i.e. made in Cameroon pending their conformity to technical norms.</p>
6.	<p><b>The principal qualification of bidders are the following</b></p>
6.1	<p><b>Eliminatory criteria</b></p> <p><b>Administrative documents</b></p> <ul style="list-style-type: none"> <li>• Incomplete or non compliant documents;</li> <li>• Absence of a document in the administrative file;</li> <li>• False declaration forged or falsified documents.</li> </ul> <p><b>Technical file</b></p> <ul style="list-style-type: none"> <li>• Incomplete or non compliant documents;</li> <li>• False declaration, forged or scanned documents;</li> <li>• Non existence in the technical file of the rubric “organization, methodology and planning;</li> <li>• Absence of the prefinancing capacity of at least twenty four million (24,000,000) FCFA.</li> <li>• Technical assessment mark lower than 75% of “Yes”.</li> </ul> <p><b>Financial offer</b></p> <ul style="list-style-type: none"> <li>• Incomplete financial offer;</li> <li>• Non compliant documents;</li> <li>• Omission of quantified unit price in the financial offer;</li> <li>• Absence of a break down unit price.</li> <li>• Modification of the model break down unit price.</li> </ul>



6.2	<p><b>Essential criteria:</b> The technical offer of the bidder shall be assessed along the following lines</p> <ol style="list-style-type: none"> <li>General presentation</li> <li>Quality of Requested staff</li> <li>Technical and material affected to the project</li> <li>Reference of the enterprise</li> <li>Presence of the methodology of work execution</li> <li>Presence of the prefinancial capacity</li> </ol>
7.	<p>Site visit and preparatory meetings: Each bidder shall visit and inspect the site of the work and its surroundings and by himself, and under his own responsibility, gather all the information as may be necessary for the preparation of the offer and the performance of the work. An attestation of site visit shall be signed by the bidder. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.</p>
8.	<p>Bid language : English or French</p>
9.	<p>The bidder's bid will include documents detailed in the OMPP, duly completed and grouped in three volumes:</p> <p><i>(A) file of Administrative documents (in envelope A)</i></p> <p>It shall consist of the following documents stapled or place in the following order of enumeration.</p> <ol style="list-style-type: none"> <li><b>Undertaking by bidder</b> stamped, signed and dated in conformity with the model attached</li> <li><b>Attestation of non-bankruptcy</b> dating less than 3 months, issued by the Court of competent jurisdiction of the place of residence of the bidder.</li> <li><b>Attestation of domiciliation of Bank account</b> of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance.</li> <li><b>Bank guarantee</b> (of the same bank) on the list of banking institutions of the first order approved by the Ministry in charge of finance, for an amount in francs CFA of <b>1 400 000 FCFA</b>.</li> <li><b>Treasury Receipt of purchase of the Tender File</b>, as stipulated in the tender notice.</li> <li><b>Attestation of C.N.P.S.</b>, valid and for the tender concerned.</li> <li>A non-exclusion certificate attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP</li> <li><b>An attestation of fiscal conformity</b> valid.</li> <li><b>A copy of taxpayer card</b> valid, dated at most 3 months.</li> <li><b>Plan and attestation of localization</b> signed by company</li> <li><b>CCAP</b> completed and initialed on all the pages.</li> </ol> <p>In case of grouping each Member must submit complete administrative documents, the documents 3, 4, and 5) below can only be presented by the representative of the group.</p> <p><i>(B) Technical file (in the B envelope)</i></p> <ol style="list-style-type: none"> <li>List of key site personnel</li> </ol> <p>Bidders must undertake to have employed or to employ, before the start of works, competent technical staff, (attach to each staff</p> <ul style="list-style-type: none"> <li>a CV dated and signed by the candidate,</li> </ul>



- a certified copy of the technical diploma,
- attestation of presentation of original and
- an attestation of availability dated and signed by the candidate with, certified true copy of NIC) notably.

i. A works director who should be a Civil, Hydraulics or a Rural works Engineer with **at least 2 years' experience in the domain of civil construction and similar works.**

ii. A foreman (or several if necessary) with at least the level of higher civil engineering technician Bacc F4+2 (A/L+2 in civil engineering) with **at least 3 years' experience in the domain of civil construction and similar works.**

iii. And team leaders

A-Builder, GCE A/L Technical in Building construction or its equivalent (Bacc F4) with **at least 3 years' experience in the domain of civil construction and similar works.**

B-Wood works, GCE O/L Technical in wood works or its equivalent (CAP Menuserie) with **at least 3 years' experience in the domain of civil construction and similar works.**

## 2. List of performant equipment

List of performance equipment the bidder intends to use on site using the form presented in the Tender File. The contractor shall justify the ownership or hiring and the State of the equipment necessary for the performance of the work.

I. Legalized Registration document (pickup truck or van and truck, manual compactor, vibrator and concrete mixer etc.).

II. Invoices dated for safety equipment (maCr equipment) and a list of small construction equipment or assorted tools signed by the head of the company.

## 3. References

Experience of the company, in similar works in the last four (04) years (2020-2024). The bidder must justify its professional experience by presenting certified true copies of Contracts (front and last pages) and minutes of provisional acceptance or final reception and related contracts, and Contracts).

Technical notes on the methodology and the execution of works with photographs of site.

The bidder will produce a technical note dated and signed on the last page providing all the following informations:

- The mode of execution of the works,
- The planning of intervention, the expected output
- Supply of materials/ site equipment,
- Measures of safety and protection of the environment;
- Administrative and technical organization of the enterprise.
- Measures of maintenance during the guarantee period.

## 5. Self-financing capacity

Self-financing capacity:

An attestation of credibility issued by the same Bank that issued the bid bond.

6. CCTP duly initialed on each page, signed by the enterprise and dated on the last page.

## (c) Financial documents (in envelope-C)

It shall contain:

1. The bid letter {tender form} itself, according to the model attached, stamped at the rate in force,



signed and dated.

2. The unit price schedule duly completed, with an indication of the unit price excluding VAT in words and in figures.
3. Detail quantities and cost estimated of work completed.
4. The sub-details of prices according to the model attached.

**N.B. The different documents should be separated by coloured separators in the original as well as in the copies to facilitate their examination.**

<b>Bid currency and settlement</b>	
1.	The value of the contract shall be in national currency (FCFA). The amount of the bid, the unit prices, the Bill of quantities and sub detailed of unit prices shall be entirely in CFA FRANCS in the following manner:
2.	Prices will be entirely settled in CFA FRANCS. Any bidder, who wants to engage expenditures in other currencies for the execution of the work, will indicate in an annex to his submission, the percentage of the amount of the offer required to cover the needs in foreign currencies, without exceeding a maximum of three currencies of Member countries of the institution financing the contract.
3.	The exchange rates used by the bidder to convert its offer in national currency will be the rate of the day of the deposition of the bids. This exchange rate will be applied for any payment in respect of the contract, so that no foreign exchange rate risk is supported by the successful bidder.
	The contract prices are firm and non-revisable.
<b>Preparation and submission of bids</b>	
1.	The bidders shall remain committed to their bids during a period of (one hundred and twenty) 120 days from the deadline set for the submission.
2.	<b>Provisional Guarantee (Bid bond): 1 400 000 (one million four hundred thousand) FCFA.</b>
3.	The bids are for the execution period of 04 months. The evaluation method is specified below and in the General Administrative clauses.
	<b>Submission of bids</b> Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a treasury receipt at the Mbengwi Council Office not later than 08/07/2025. at 10 a.m local time and should carry the inscription: <b>OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE</b> <b>N° 07/ONIT/MC/ITB/2025 OF 10 / 06/2025</b> <b>FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,</b> <b>MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.</b> <b>«To be opened only during the bid opening session »</b>



	<p><b>Opening of the bids</b></p> <p>The opening of the bids will be in one (1) stage. The opening of Administrative, technical and financial documents shall take place on the 08/07/2025 in the COUNCIL hall by the competent tenders' board.</p> <p>Only bidders or their duly mandated representatives with a perfect knowledge of their offer shall attend this opening session.</p> <p>Representatives of bidders will have to sign a form stating their presence at the opening of tenders.</p>
	<p><b>Clarification on the bids</b></p> <p>To better understand the bids, the Internal tender's board has flexibility to seek for clarification from the bidders. The request for clarification and the response will be done in writing. No change of the offer price will be requested, proposed or authorized.</p>
	<p><b>Examination of bids</b></p> <p>The tenders' board shall examine the bids to determine if they are complete, if the required guarantees have been provided, if the documents were produced following the Tender File requirements, whether they contain calculation errors and if the bids are generally in good order. Any calculation errors will be corrected on the following bases:</p> <ul style="list-style-type: none"> <li>- If there is a calculation error, the total price will be corrected on the basis of the unit price.</li> <li>- If there is a contradiction between the price in words and the price in figures, the price in word will govern.</li> <li>- If there is a contradiction between the amount in the unit price in the bill of quantities and estimates, and the unit price breakdown (sub-detail), the amount in the unit price break down shall govern.</li> </ul>
	<p><b>Evaluation and comparison of bids</b></p> <p>The technical subcommittee shall evaluate and compare the bids which were previously found substantially responsive to the conditions of the present invitation to tender. This evaluation will exclude and will not take into consideration any price variation clauses included in the submission.</p> <p>The evaluation of the bids shall be done in three (03) steps:</p> <ul style="list-style-type: none"> <li>➤ 1<sup>st</sup> step: Verification of the conformity of the administrative file;</li> <li>➤ 2<sup>nd</sup> step: Evaluation of the technical file;</li> <li>➤ 3<sup>rd</sup> step: Evaluation of the financial file.</li> </ul>



## **Verification of the conformity of the administrative file;**

### **Administrative documents**

Eliminatory criteria will focus on the following aspects:

- Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee;
- Absence of a document in the administrative file;
- False declaration or falsified documents.

### **Technical evaluation**

**Eliminatory criteria** will focus on the following aspects:

- Incomplete or non compliant technical documents;
- False declaration; forged or scanned documents;
- Non existence in the technical file of the rubric "organization, methodology and planning;
- Absence of the prefinancing capacity of at least twenty four million, (24,000,000) FCFA;
- Technical assessment mark lower than 75% of "Yes

### **Essential criteria**

The non-validation of all the following criteria shall result in a systematic rejection of the offer, that is:

#### **a) The company's references:**

Experience of the company, in similar works in the last four (04) years (2020-2024). The bidder must justify its professional experience by presenting certified true copies of Contracts (front and last pages) and minutes of provisional acceptance or final reception and related contracts, and Contracts).

#### **(b) Essential equipment**

Essential equipment that the contractor should make available for the contract (registration documents, purchase receipt) shall be the following: 4 x 4 pickup vehicle or van for the transportation of personnel and other materials, concrete mixer, manual compactor and a Vibrator.

#### **C. The qualification of site personnel:**

A Works Director having the qualification and experience of at least three years in similar works and volume and occupying the same position to be assigned for (attached certified copy of certificate of at least a civil, Hydraulics or a Rural Works Engineer or its equivalents, CV, presentation of original and attestation of availability signed by candidate.

A site Foreman with the qualification and experience of at least three (3) years in similar works and volume and occupying the same position (attached a certified copy of certificate at least a Civil /hydraulic or Rural Engineering technicians or equivalents in Civil/hydraulic or Rural Engineering, CV, presentation of original and attestation of availability sign by candidate). Bacc F4 or Advanced Level in civil engineering can also be considered.

And team leaders.

#### **(d) The methodology of intervention and execution of work:**

The company will produce a technical note dated and signed on the last page providing information about:

- i. The mode of execution of the works.
- ii. The planning of intervention, the expected output.
- iii. The supply of materials or site equipment.
- iv. Measures of safety and protection of the environment.
- v. Administrative and technical organization of the enterprise.
- vi. Measures of maintenance during the guarantee period



**Only bids considered being substantial responsive after the technical evaluation shall be accepted for financial evaluation.**

	<p><b>Financial evaluation</b></p> <p>The financial evaluation shall be based on the corrected amount of the bid. It shall consist of the analysis of the coherence of prices as well as the amounts of the totals.</p> <p>Only bids accepted, in conformity according to the provisions of section 25 of the RGAO, will be evaluated and compared by the Sub-Commission for analysis.</p> <p>By evaluating the bids, Sub-Commission for analysis will determine for each bid the evaluated amount by correcting the amount as follows:</p> <ul style="list-style-type: none"><li>- By correcting any possible error in accordance with the provisions of article 26 of the RGAO.</li><li>- Excluding provisional sums and, the provisions if any, for contingencies in the detail bill of quantities and summary, but by adding the amount of day work, when they are competitively priced as specified in the OMPP.</li></ul>
	<p><b>Award of contract</b></p> <p>Subject to the clause of article 6 of the present OMPP, the CONTRACTING AUTHORITY will award the contract to the bidder whose bid has been recognized substantially responsive to the requirement of the Tender File and has submitted the lowest feasible evaluated bid price.</p> <p>A 10% retention guarantee of the amount of the contract all taxes inclusive will be retained. This retention guarantee may be replaced by a bank caution equal to the amount issued by a first rate bank approved by the Ministry in charge of Finance featuring in the annex.</p>
	<p><b>Site Visit:</b> A site visit with 3 pictures is recommended to participating companies in this Tender File</p>
	<p><b>Performance guarantee:</b> Within fifteen (15) days from the date of notification of the contract, the contractor must provide a guarantee of three percent (2%) of the amount of the C (all taxes inclusive), to ensure full implementation</p>



**PART 04**  
**SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)**



## **SUMMARY**

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## CHAPTER I: GENERALITIES

### ARTICLE 1: Subject of the Contract

FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.

### ARTICLE 2: Procedure of the award of the Contract

The present Contract is awarded after an Open National Invitation to tender in emergency procedure, following procedures laid down for the award of public contracts in Cameroon.

### ARTICLE 3: Definitions and attributions (CCAG article 2).

#### 1- General definitions

- The CONTRACTING AUTHORITY is **the Mayor of Mbengwi Council**. He is responsible for the conservation of the originals of the Contract and the transmission of copies to ARMP through the focal point designated to that effect.
- The Project owner is **the Mayor of Mbengwi Council**, responsible for the general administrative, financial and technical assistance at the definition, preparation, execution and acceptance stages of the services forming the subject of the Contract.
- The Contract Manager is **the DD MINMAP**, responsible for the general administrative, financial and technical assistance at the definition, preparation, execution and acceptance stages of the services forming the subject of the Contract.
- The contract engineer is **the Divisional Delegate of Public Works Momo** and are responsible for the follow-up of the execution of the contract.
- The project manager is **the CDO Mbengwi Council** and is responsible to ensure the defense the interest at the definition, preparation, execution and acceptance stages of the services forming the subject of the Contract
- The beneficiary is **the community**.

#### 2- Security

In view of the application of the law on collateral prescribed in the Decree n ° 2018/366 of 20 June 2018, the following are designated:

- The authority in charge of ordering payment shall be the **the Mayor of Mbengwi Council**
- The body or official in charge of payment shall be the Municipal Treasurer For **Mbengwi council** ;
- The authority in charge of the clearance of expenditures shall be the Divisional Controller of financial –Momo;
- The official competent to furnish information within the context of execution of this Contract shall be the Project owner, and contract engineer.

### ARTICLE 4: Language, law, and regulation

4.1. The language used during the submission is either English or French,

4.2. The laws and regulations are the laws and regulations in force in Cameroon;

4.3. The Contractor undertakes to observe laws, regulations, and order in force in the Republic of Cameroon, and as well in its own organization in the implementation of the contract.

If in Cameroon, these laws, regulations, administrative and fiscal obligations in force are changed after the signature of the contract, the eventual costs will be borne by the contracting parties.



## **ARTICLE 5: Constituent Parts of the Contract (CCAG article 4).**

The constituent parts of this contract are in order of priority:

- The letter of undertaking;
- The letter of submission corrected eventually;
- The special administrative Clauses (CCAP);
- The special Technical Clauses (CCTP);
- The unit price schedule;
- The bill of estimates and quantities;
- The unit price break down;
- The duly approved work plans;
- The Planning of the work (the work schedule).
- The bids of the contractor;
- The tender file;

## **ARTICLE 6: General applicable texts**

- This Contract is subject to the following General texts of law
- The special General administrative Clauses (CCLS);
- The law N ° 96/12 of 05 August 1996 on the management of environment;
- The texts governing the trade;
- Decree No. 2008/377 of 12/11/2008 fixing the attributions of Heads of Administrative Units, its organization and the functioning of their services;
- The Decree N ° 2018/366 of 20 June 2018 to institute the Public Contracts Code;
- Decree n ° 2001/048 of 23 February 2001 relating to the setting up, Organization and Functioning of the Public Contracts Regulation Agency ARMP.
- Decree n ° 2003/65/PM of 16 April 2003 to lay down the procedure for implementing the tax and customs system applicable to public contracts;
- Order N°093/CAB/PM of 5 November 2002 to fix the amount of the bid bond and the Purchase fees for tender files;
- Order N°22/CAB/PM of 02 February 2011 to lay down conditions for the recruitment of Individual consultants;
- Order N°23/CAB/PM of 02 February 2011 to lay down conditions for the implementation of request for quotation;
- Circular No. 004/CAB/PM of 30 December 2005 relating to the application of the Public Contracts Code;
- Circular No. 003/CAB/PM of 18 April 2008 relating to the observance of the rules governing the award; execution and control of Public Contracts;
- Circular No. 002/CAB/PM of January 31, 2011 on the improvement of the performance of The Public Contracts system;
- Circular No. 003/CAB/PM of January 31, 2011 defining the conditions for the management Of the changes of the economic conditions of Public Contracts;
- Arrete N°0205/A/MINMAP of 03 July 2018 relating to the creation of Divisional Tenders' Boards;
- Decree N°2012/076 of 08 march 2012 to amend and supplement certain provisions of decree N°2001/048 of 23 February 2001 relating to the creation, organization and functioning of the Public Contracts Regulatory Agency(ARMP);
- Circular N°001/CAB/PR of 19 june 2012 on the award, the control of execution of public contracts;
- The circular N° 00013995/C/MINFI of 31/12/2024 on instructions relating to the execution of the finance law, the control and the follow up of the execution of the State Budget, Administrative, Public Establishment, of Councils and State Organizations for the 2025 Financial Year;
- Unified Technical Documents (DTU) for building works;
- The Norms in force in the Republic of Cameroon;
- The CCTP;



- Order No 00002/MINEPDED of 08th February 2016 stating the format of terms of reference and the content of an Environmental Impact Notice (EIN).
- Other texts specific to contracting fields.

#### **ARTICLE 7: Communication (CCAG article 2 and 10).**

7.1. All communications within the framework of this contract shall be written and notifications sent to the following address:

- a) In the case where the contractor is the addressee: Sir/Madam.....  
Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his domicile known to the Project Owner and Contract Manager, correspondences shall be validly addressed to the [to the specified] council, chief town of the province in which the work Was done;
- b) In the case where the Project Owner is the addressee:  
Sir/Madam\_\_\_\_\_ [to be specified] with a copy addressed to the CONTRACTING AUTHORITY, Contract Manager, Contract Engineer, Project Manager and where need be, within the same deadline.
- c) In the case where the CONTRACTING AUTHORITY is:  
Sir/Madam [to be specified] with a copy addressed within the same deadline to the Project Owner, Contract Manager, Contract Engineer and Project Manager, where applicable

7.2. The contractor shall address all written notifications or correspondences to the Project Manger with a copy to the Contract Manager and the contract Engineer.

#### **ARTICLE 8: Service Order (CCAG article 8).**

8.1. The different service orders will be established and notified. The administrative service order to start work will be signed by the CONTRACTING AUTHORITY and notified to the contractor by the project owner with copies to the CONTRACTING AUTHORITY, the Contract Manager, and the Contract Engineer.

8.2. On the proposal of the project owner, service orders having an incidence on the subject, the amount ou delay in the execution of the contract will be signed by the CONTRACTING AUTHORITY and notified by the project owner to the contractor with copies to the contract manager and the contract engineer.

8.3. Technical service orders on technical issues concerning the execution of the contract will be signed by the contract manager and notified to the contractor by the contract engineer with copies to the CONTRACTING AUTHORITY.

8.4. Service orders on warning notices will be signed by the project owner and notified by his services to the contractor with copies to the CONTRACTING AUTHORITY and the Contract Engineer.

8.5. Service orders on suspension and restart of works because of unforeseen circumstances will be signed by the CONTRACTING AUTHORITY and notified by his services to the contractor with copies to the Contract Manager and the Contract Engineer.

8.6. Service orders concerning remedial actions during the guarantee period will be signed by the Contract Manager on the proposal of the Contract Engineer and notified to the contractor by the Contract Engineer.

8.7. The contractor has fifteen (15) days to issue reservations on any service order received. The fact of issuing reservations does not prevent the contractor to execute the service orders received.

8.8. The CONTRACTING AUTHORITY has the right to notify service orders signed by him that are to be notified by the project owner in case this is done within 30days.



## **ARTICLE 9: Contractor's Equipment and Personnel (CCAG article 15).**

9.1. **Personnel:** In his bid the contractor engaged to mobilize human and material resources necessary for the proper execution of the works in conformity with the standards and norms in force in Cameroon, and according to the stipulations of the CCAP/CCTP. All these personnel should be effectively present on site up to the end of works. The contract was awarded on the basis of an elaborated list of equipment and personnel requested by the CONTRACTING AUTHORITY

Within fifteen (15) days following the notification of the administrative service order to commence works, the contractor should obligatorily designate on the approval of the contract engineer the works director, the works foreman endowed with powers of representation and decision to manage the site. Any modification of the technical bid can only take place after a written approval to the contract engineer. In case of any modification, the contractor shall replace any personnel with one having the same qualification, experience and competence or with appropriate performant equipment.

9.2. **Replacement of a senior staff:** The contractor's representative and the site foreman shall be approved by the contract manager. Their workers can be replaced or excluded from the site without a prior accord by the contract manager.

Any partial and total changes on the technical bid, shall take place only after a written approval by the contract manager. In case of any changes, the contractor shall replace any personnel with one having the same qualification, experience and competence. The list of personnel to be replaced will be transmitted to the project manager for approval.

The contract manager has the right to order for the replacement of any worker or labourer for reasons of misconduct, insubordination and incapacity. The contractor is responsible for all crimes and disorders committed by his workers. Any replacement of any senior staff shall have a lumpsum fine of Two hundred thousand (200 000) FCFA per person except for unforeseen circumstances. Any such replacement shall not interrupt the execution of the contract. The charges shall be born by the contractor. In case of any accident or illness, the contractor shall replace the worker in question without delay.

9.3. Any one sided decision to effect change of personnel of the technical bid before and during the execution of the contract constitute a justified reason for the cancellation or termination of the contract.

## **CHAPTER II: FINANCIAL PROVISIONS**

### **ARTICLE 10: Guarantees (CCAG articles 29 and 41).**

10.1. The performance bond:

Within twenty (20) days from the date of notification of the contract, the contractor shall produce a performance bond of three percent (2%) of the amount of the contract TTC, to guarantee the complete and proper execution of the contract. Beyond this time-limit, the CONTRACTING AUTHORITY has the right to terminate or cancel the contract to the detriment of the contractor.

The contractor may replace the performance bond with a bank guarantee of corresponding or same amount, from financial or banking institution approved by the Minister in charge of finance which must be furnished prior to each payment on account. The bond or the security will be released simultaneously with each monthly payment, proportionately to the amount of work done.

The performance bond or the bank guarantee shall be released within thirty (30) days after the provisional acceptance of works by a waiver issued by the CONTRACTING AUTHORITY after a written application from the contractor.

10.2. The retention guarantee:

A 10%, taxes inclusive, retention guarantee on the amount of the work actually carried out or executed shall be retained. It is obtained through successive deductions on all the installment payment. It will be restituted at the final reception.



The retention guarantee shall be released within thirty (30) days after the final acceptance of works by a waiver issued by the CONTRACTING AUTHORITY after a written application from the contractor.

If, for any reason, the contractor refuses to comply with the service orders on corrections of imperfections or defects after the provisional acceptance and in the extra time allocated after the period of twelve (12) months, the amount of the holdback the Project Owner, the Contract Engineer and the CONTRACTING AUTHORITY shall have the right to have the repairs carried out by their own workers or another contractor and to collect the money at the expense of the contractor through deductions on all sums due the latter by virtue of the contract.

#### 10.3. The start of advance guarantee:

A startup advance that is at most equal to twenty percent (20%) of the amount of the contract all taxes inclusive (ATI) may be granted to the contractor on express request and without justification on his part. This advance must be guaranteed at one hundred percent (100%) by a first class Bank approved by the Ministry in charge of finance. This advance may be released after the notification of the Service order to start the work.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract. The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (75%) of the price of the contract.

Following of the rate of reimbursement of the advance, the CONTRACTING AUTHORITY will authorize the payment of the corresponding part of the contractor upon written request.

#### **ARTICLE 11: The Amount of the Contract (CCAG articles 18 and 19).**

The amount of this contract, from the detailed quantitative cost estimates here attached stands at the sum of \_\_\_\_\_ (\_\_\_\_\_) FCFA, i.e.

- Amount (EVAT): \_\_\_\_\_ (\_\_\_\_\_) francs CFA;
- Amount VAT : \_\_\_\_\_ (\_\_\_\_\_) francs CFA;
- Amount net to be paid: \_\_\_\_\_ (\_\_\_\_\_) francs CFA;

The amount of the contract is calculated using conditions stipulated in article 19 of the General Administrative Clauses (CCAG),

#### **ARTICLE 12: Payment Modalities**

The contractor may obtain periodic payments on account. This periodic payments may be spread out during the term of the contract in several periodic installments. The contractor shall be bound to submit to the project owner, before the sixth day of each month, a detailed account, accompanied by a justificatory calculations and Cb cost sheet establishing the total amount spent at the end of the period under consideration, sums he may be entitled approved by the contract engineer and the CONTRACTING AUTHORITY. The bills must correspond to the amount of work done, obtained from the amount of work actually executed under the conditions of the contract and the unit price, as contained in the schedule of unit price, quantity and estimated specifications and the unit price Sub-Details and the amount of deductions.

The payment of an account to the contractor shall be determined from the corresponding provisional detailed account established simultaneously, from which is deducted the amount of the balance due. Payments on account are not considered to be the final payment. The contractor is debited with such payments until the final settlement of the contract.

Works executed by the contractor and entered into the Cb cost sheet give entitlement to payment on account.

At the end of the work, a final account of the work is established.

#### **ARTICLE 13: Mode of Payment**



The payment of an account to the contractor shall be effected in accordance with the conditions specified in this contract and made base on justifying documentation required to credit of account:

1. Open: \_\_\_\_\_ agency;
2. Account number: \_\_\_\_\_

#### **ARTICLE 14: Price variation**

The prices are definite (fixed) and not to be changed. The contractor before submitting his bids or signing his contract must have had perfect knowledge about the local conditions under which he has to execute the C.

#### **ARTICLE 15: Price revision**

The prices are not to be revised. Hence there is no price revision formula.

#### **ARTICLE 16: Work using local direct labour (CCAG article 22)**

Not required or necessary.

#### **ARTICLE 17: Valorisation of works executed (CCAG article 23)**

This contract is lump sum. The C shall be paid on the basis of approved plans by the contracting parties. Possible differences noticed, for each type of structure or each element of the structure, between the quantities effectively executed and the quantities in the cost estimates shall not lead to the modification of the said price. This applies to errors that the cost estimates may include.

#### **ARTICLE 18: Valorisation of supplies (CCAG article 24)**

If need be, each payment on account shall include a part corresponding to building materials bought for the execution of the works and are on site. The amount for these materials is obtained by taking into account the prices from the sub-details. Materials having been the subject of payment on account cannot be taken away from the site without a written authorization of the project owner or the contract engineer.

#### **ARTICLE 19: Advances (CCAG article 28)**

The contractor may, upon simple request addressed to the project owner and without any justification, and after providing the guarantees required in the Public Contracts Code, obtain a so-called "start-off" advance or advance "for purchase of building materials".

This advance whose amount shall not exceed twenty percent (20%), all taxes inclusive, of the initial contract price shall be guaranteed at one hundred percent (100%) by a banking establishment governed by Cameroon law or a first rate financial institution authorized according to the instruments in force.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract.

The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (75%) of the price of the contract.

#### **ARTICLE 20: Payment of works executed (CCAG articles 26, 27 and 30)**

Works assessment: Before the 30th of each month, the contractor and the control engineer shall jointly establish a Cb cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

No later than the fifth (5th) of the month following the month of the services, the contractor shall hand over to the control engineer two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other inclusive of taxes), according to the agreed model and establishing the total amount of the sums to which he may lay claim as a result of the execution of the contract since the start of the contract.



Only the detailed account exclusive of VAT shall be paid to the contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance

Only the amount exclusive of VAT shall be paid to the contractor as follows:

- [100-1.1 and/or – (7.5 or 15%)] paid directly into the account of the contractor;
- 1.1 % paid to the public treasury as AIR due by the contractor.
- 7.5% or 15% paid into the public treasury as TSR due by the contractor.

The contract engineer has a time-limit of seven (7) days to forward to the Contract Manager the detailed accounts he has approved.

The Contract Engineer has a maximum time-limit of twenty-one (21) days to forward the detailed accounts he approved such that they are in his possession not later than the twelfth of the month.

The Contract Manager has a deadline of fourteen (14) days maximum to sign the detailed accounts.

Payments shall be done by \_\_\_\_\_ within a maximum deadline of \_\_\_\_\_ calendar days from the date of submission of the approved detailed accounts.

#### **ARTICLE 21: Interests on overdue payments (CCAG article 31)**

Where the delay in payment fixed in the special administrative clauses is attributed to the CONTRACTING AUTHORITY or accounting officer, the contract holder shall be fully entitled to interest on overdue payments calculated from the day following the expiry of the said deadline up to the day of issue of the payment voucher by the accounting officer.

Possible interests on overdue payments are paid by statement of sums due in accordance with article 166 and 167 of Decree No. 2018/366 of 20 June 2018 to institute the Public Contracts Code.

#### **ARTICLE 22: Penalties (CCAG article 32)**

##### **A. Penalties for lateness.**

In case of overrun of the contractual deadlines set in the contract, the contractor shall be liable to penalties after a formal prior notice.

In the event of force majeure, the contractor must file a comprehensive request for an extension of time. The CONTRACTING AUTHORITY after consideration of the relevance of the request shall notify a new time frame. After this new time frame, the penalties for delay will be applied entirely without further notification. Except by waivers provided for in the contract, the amount of penalties for time-limit overrun shall be set as follows:

- a. One two thousandth (1/2000<sup>th</sup>) of the amount ATI of the contract per calendar day overrun from the first to the thirtieth (30) day beyond the contractual time-limit provided for in the contract;
- (b). One thousandth (1/1000<sup>th</sup>) of the amount ATI of the contract, per calendar day overrun beyond the thirtieth day;
- (c). The cumulative amount of penalties is limited to ten per cent (10%) of the amount ATI of the contract under pain of termination.

##### **B. Specific penalties.**

23.1 Apart from penalties of overrun of the contractual deadlines, the contractor is liable to the following special penalties for the non-respect of the provisions of the contract, notably:

- Late submission of final bond;
- Late submission of insurances;
- Late submission of the draft execution programme if the lateness is caused by the contractor.

#### **ARTICLE 23: Final detailed account (CCAG article 34)**

23.1 After completion of the works, and within fifteen (15) days after the provisional acceptance, the contractor shall draw up the draft final detailed account from the Cint sheets to which he may be entitled as a result of the integral execution of the contract.

23.2 The Contract Engineer has twenty (20) days to notify the corrected final detailed account.



23.3 The Contractor must within ten(10)days following the date of this notification,send back the final detailed account with his signature,with or without reservations,or make known the reasons for which he refuses to sign it.

#### **ARTICLE 24: Final detailed General Payment (CCAG article 35)**

24.1 Within a deadline of one (01) month after the final acceptance, the Contract Engineer shall draw up the detailed final payment.

At the end of the guarantee period leading to the final acceptance, the Contract Engineer shall draw up the detailed final payment sign by the contractor and the CONTRACTING AUTHORITY, which includes:

- The final detailed account;
- The balance;
- The summary of the monthly payments on account.

The amount of the general payment is equal to the result of this last summary.

24.2 The general detailed account signed by the CONTRACTING AUTHORITY must be notified to the contractor by an administrative service order. The contractor then has one (01) month from the date of this notification to return this general detailed account, with or without reservations, to make known the reasons for his refusal to sign the general detailed account.

24.3 If the final detailed account is signed without reservations, this acceptance definitely binds the two (02) parties, except in the case of interests on overdue payments; if there are any. The detailed account thus becomes the final general detailed account of the contract.

24.4 If the contractor does not return the general payment within the deadline referred to above, this general detailed account shall be considered as having been accepted by him and thus become final.

The detailed account shall become final once it is signed without reservations by the contractor, except in the case provided for the preceding paragraph. The acceptance of a claim from the contractor shall be regularized by a rider to the general detailed account.

#### **ARTICLE 25: Tax and customs regulations (CCAG article 36)**

Decree No. 2003/651/PM of 16 April 2003 lays down the terms and conditions for implementing the tax regulations and customs procedures applicable to public contracts. The taxes applicable to this contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the IAR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the contract;
  - o Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
  - o Council dues and taxes;
  - o Dues and taxes relating to the extraction of building materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes.

All taxes inclusive prices means VAT included.

#### **ARTICLE 26: Stamp duty and registration (CCAG article 37)**

Seven (07) original copies of the contract shall be stamped and registered by the contractor in the competent taxation unit within in accordance with the applicable regulations.



## **CHAPTER III: EXECUTION OF WORKS**

### **ARTICLE 27: Work consistency**

Lot 100: SITE INSTALLATION  
Lot 200: SITE PREPARATION  
Lot 300: EARTH WORKS  
Lot 400: FOUNDATION,  
Lot 500: ELEVATION WORKS  
Lot 600: ROOFING  
Lot 700: METALIC WORKS  
Lot 800: ELECTRICITY  
Lot 900: PLUMBING  
Lot 1000: PAINTING  
Lot 1100: ENVIRONMENTAL MITIGATIONS  
\*Construction of Borehole

### **ARTICLE 28: The obligations of the Project owner**

28.1 The Project Owner shall be bound to furnish the contractor with information necessary for the execution of his contract and to guarantee, at the cost of the contractor, access to sites of projects.

28.2 The Project Owner shall ensure the contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

### **ARTICLE 29: Execution Time Frame (CCAG article 38)**

29.1 The execution time frame for the execution of this contract shall be four (04) Months. This shall include the completion of the works provided incumbent on the contractor, the folding up of installations and restoring the sites and lands.

29.2 The execution time frame for the execution of this contract shall run from the date of notification of the administrative service order to start execution. It shall end upon provisional acceptance of the works.

### **ARTICLE 30: Roles and responsibilities of the contractor (CCAG article 40)**

The contractor shall have as mission to ensure the proper execution of the works that he has been selected to carry out. For that reason the works shall be executed under the supervision of the contract engineer and in accordance to the applicable rules and standards. Hence the works shall be executed according to the notified drawings, technical specifications and service orders from the competent authorities.

The contractor shall submit for the prior approval of the contract engineer, the local organization of the work, the work planning schedule, all structural calculations, trials and soil tests, list of skilled and unskilled workers.

The contractor shall be responsible for the implantation of the structures in relation to the original reference landmarks, lines and levels furnished by the project owner.

The contractor is responsible for the entire site, including interventions of certified subcontractors. He shall therefore:

- Put in place all the necessary conditions to enable his suppliers and sub-contractors, who are working with him to intervene in a timely manner and in accordance with the schedule of execution and under his leadership, and
- Ensure the proper execution of the service orders from competent authorities.

The contractor shall constantly keep a general and updated detailed schedule of the progress of the works and make available four (4) copies to the contract engineer at the beginning of each month.

To this end, the contractor shall take all measures and provide all necessary means, determine, choose and purchase all materials, equipment and supplies and hire any specialized staff if necessary.



### **ARTICLE 31: Provision of documents and site (CCAG article 42)**

Within twenty (20) days after the notification of the contract, a reproducible copy of plans featuring in the tender file of the contract will be made available to the contractor by the project owner as well as the work site and its access

The contractor shall preserve in good state the site put at his disposal during the execution of the contract. He shall hand it back, at the request of the project owner in their initial state after the execution of the contract, with due consideration of its normal wear and tear.

### **ARTICLE 32: Insurance of structures and civil liability (CCAG article 45)**

The following insurance policies are necessary for the execution of this contract within fifteen (15) days after the notification of the contract, and before the commencement of work guaranteeing against any loss or damage occurring on the structures and third parties up till the provisional acceptance:

#### **Civil liability insurance and all construction risk.**

The Contractor shall justify that he holds an insurance policy of civil liability for damage caused to third parties of all kinds:

- (a) By its current salarized personnels.
- (b) By the equipment in use.
- (c) As a result of the work.

#### **Comprehensive insurance coverage**

The working site must be covered for all the works by a construction site comprehensive insurance coverage issued by a company approved by the competent authority. The cost of this insurance is the responsibility of the contractor.

No settlement except the startup advance will be made without presentation of a certificate from an insurance company proving that the contractor has fully addressed the premiums or contributions for the work for this contract.

The contractor has a period of 15 (fifteen) days from the date of notification of the Service order to start the work to present a certificate of insurance proving the premiums or contributions for the work for this contract was fully settled. After that the contract may be terminated.

### **ARTICLE 33: Documents to be submitted by the contractor (CCAG article 49)**

Within a maximum period of fifteen (15) days from the date of notification of the service order to start work, the contractor shall submit to the contract engineer, the programme of execution, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan in six (6) copies. A duly signed copy of the execution programme must be deposited at the Mayor's Office latest 15 (fifteen days) from the date of notification of the Administrative Order to commence execution. This working document shall include the following:

- General site installation;
- Company localization plan;
- Execution plans, drawings, calculations, detailed studies, quality control plan and work planning,
- Exhaustive list of personnel with their certified true copies of their diplomas
- Bill of estimate and quantities;
- Detailed list of materials and equipment available on the site;
- Detailed execution planning updated forecasts on the work progress in view of comparing the actual progress to the forecasts;
- The annexes files if the contractor deems it necessary.
- The site sign board

Two (2) copies of these documents will be returned to him within a deadline of fifteen (15) days from the date of reception with:



- Either the indication "GOOD FOR EXECUTION";
- Or the indication of their rejection including the reasons for the said rejection.

The contractor has eight (8) days to present a new draft. The Contract Engineer then has a deadline of five (5) days to give his approval or possibly make comments. Delay in approving the draft execution schedule shall stay the execution deadline.

The approval given by the Contract Engineer does not in any way release the contractor of his responsibilities. Meanwhile, works executed before the approval of the programme shall neither be ascertained nor paid for. The updated and approved schedule will become the contractual schedule.

The contractor shall constantly update on site, a schedule that will take account of real progress of the site. Significant modifications may only be made on the contractual programme upon receiving the approval of the contract engineer. After approval of the execution schedule by the Contract Engineer, the latter shall transmit it within five (5) days to the **CONTRACTING AUTHORITY** without staying its execution. However, if important modifications alter the objective of the contract or the nature of the works, the **CONTRACTING AUTHORITY** shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

- The Environment Management Plan should bring out notably the choice technical conditions of the site and basic life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites.
- The contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.
- The approval granted by the Contract Manager or Project Manager shall in no way diminish the responsibility of the contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the contract.

## **ARTICLE 34: Organisation and security of the construction sites (CCAG article 50)**

### **34.1 The sign boards:**

The contractor will be responsible to ensure day and night signaling of working site close to the main road in accordance with instructions given by the control engineer. Two (2) signs board are required per construction site and should be in conformity with the regulatory provisions such as:

- The title of the project;
- The Project Owner;
- The **CONTRACTING AUTHORITY**;
- The Contract Engineer;
- The Project Controller
- The Contractor;
- The funding;
- The execution time-frame;
- The date of notification of the Service order to start work.

The signboard shall have the dimensions of 2, 00 x 3, 00 m.

### **34.2 The site installation plan:**

The site installation plan shall be done considering the following:

- Particular access roads;
- Vegetation to be protected;
- Temporal fence of the site;



### 34.3 The building site installation:

The contractor shall set up temporary constructions and facilities needed to execute the works, such as:

- Offices of the Contractor equipped with tables, chairs and lock-up cupboards.
- Building site toilet facility(if it does not exist)
- Storehouse for materials
- Removal of temporary work (fences, field office, sheds, signs, etc.).

#### 34.4.1 The site logbook:

A site log book shall be kept by the contractor at the construction site before site installation.

It is a unique non contradictory document. Its pages are numbered and sign. No page should be removed. Strikeout or rescinded parts are reported in the margin for validation.

The following informations are recorded in it:

- Atmospheric conditions;
- The daily executed tasks, personnel and equipment used;
- The progress of the work;
- The requirements imposed;
- The detailed work quantities;
- The work carried out by subcontractors;
- The receptions of building materials;
- The incidents, accidents or events on the construction site;
- Nonconformities;
- The official visits;
- The administrative operations;

The site logbook shall be counter signed by the contract engineer and the person in charge of technical or administrative work at each site visit and systematically sign the minutes of site meetings.

Any refusal of presentation or any attempt of total or partial destruction or falsification of this log book may give rise to administrative sanctions.

#### 34.4.1 The Site Intallation Comittee:

- 1- The project owner.....Member
2. The Contracting Authority or his representative ..... (Chairman)
3. The Contract Engineers.....(Secretary)
4. The Project manager.....10/06/2025.....(Member)
5. The Contract manager.....10/06/2025.....(Member)
6. Representative of DD MINMAP .....10/06/2025(Observer)
7. The Contractor or his Representative.....Member)
8. Village Neighbourhood Committee..... observer)

#### 34.5 The site meetings:

- Site meetings shall hold regularly at the behest of the Project Owner. The presence of the contractor or his representative in these meetings is obligatory or mandatory.
- Periodic meetings shall hold in the presence of the CONTRACTING AUTHORITY, the Contract Engineer and the Project Owner or their representatives.
- Minutes of these meetings shall be entered in the site logbook. The contractor or his representative shall at the beginning of the meeting present the level of physical execution of the work and the difficulties faced.

#### 34.6 Sub-contracting:

The ceiling of the percentage of the works to be sub-contracted shall be set at thirty (30) % of the total amount of the C.



#### **34.6 Site laboratory:**

The contractor shall have his own laboratory on the site to enable him carry out all tests and studies on building materials defined in the Special Technical Clauses. The personnel and the equipment must be approved by the Contract Engineer.

#### **34.7 Security Measures:**

The contractor shall provide and maintain at his expense all lighting, protection, closing and guarding devices that will be necessary for the proper execution of the work or that will be required by the engineer.

The contractor shall be responsible for all the consequences directly or indirectly of deficiency of signaling during the work.

The CONTRACTING AUTHORITY reserves the right, at the request of the engineer, without prior notice and at the expense of the contractor, to take all necessary measures engaging the responsibility of the contractor.

### **CHAPTER IV: ACCEPTANCE OF WORKS**

#### **ARTICLE 35: Provisional acceptance (CCAG article 67)**

Before the provisional acceptance, the contractor shall apply to the Project Owner with copies to the CONTRACTING AUTHORITY and the Contract Engineer for a pre-technical acceptance. This pre-technical acceptance shall notably involve a proper evaluation of the works executed as per stipulation of the contract. The minutes of this evaluation is drawn on the spot by the contract engineer and signed by the contractor or his representative.

The provisional acceptance commission shall be composed of the following members:

1. The project owner.....10/06/2025 Member
2. The Contracting Authority or his representative ..... (Chairman)
3. The Contract Engineers.....(Secretary)
4. The Project manager.....10/06/2025.....(Member)
5. Representative DD MINMAP .....10/06/2025(Observer)
6. The Contract manager.....10/06/2025.....(Member)
7. The Stores accountant at Mbengwi Council .....10/06/2025.....(Member)
8. The Contractor or his Representative..... Member)
- 9 Village Neighbourhood Committee..... observer)

**The contractor is convened at the reception as observer.** He is required to attend or to be represented.

The Commission after site visit, reviews the minutes of the pre-technical acceptance and proceed to the provisional acceptance.

The provisional acceptance site visit will be concluded with minutes of provisional acceptance signed on the field by all members of the Commission. Minutes of provisional acceptance shall precise or specify the date of completion of the work from which the guarantee period shall run.

#### **ARTICLE 36: Documents to be submitted after execution i.e plan de recollement. (CCAG article 68)**

During the execution of the works the contractor shall update all the modifications on the contractual plans. At the end of the works he shall then reproduce the modified, updated and validated drawings and submit them to the contract engineer, the CONTRACTING AUTHORITY and the project owner.

The non-submission shall attract a penalty of 20% from the retention guarantee.

#### **ARTICLE 37: The guarantee period (CCAG article 70)**

The guarantee period is twelve (12) months from the date of the provisional acceptance.



### **ARTICLE 38: Final acceptance (CCAG article 72)**

Final acceptance shall take place fifteen (15) days from the date of the expiry of the guarantee period.

The final acceptance commission shall be the same as that of provisional acceptance and shall meet in the presence of the contractor.

The final acceptance procedure shall be the same as that of provisional acceptance and under the same conditions. Before pronouncing the final acceptance, the commission shall verify by all means put at their disposal that all the contractual provisions were fully respected by the contractor during the guarantee period.

The minutes of the final acceptance shall be drawn on the spot and signed by all the members.

## **CHAPTER V: MISCELLANEOUS PROVISIONS**

### **ARTICLE 39: Termination of the contract (CCAG article 74)**

The contract may be terminated as provided for in Article 180 of the Decree 2018/366 of 20/06/2018 of the Public Contracts code and equally under conditions stipulated in articles 74, 75 and 76 of the CCAG, notably:

- Delay for more than fifteen (15) calendar days in the execution of a Service order or unjustified stoppage of work for more than seven (7) calendar days;
- Delay in the execution of work resulting to penalties above 10% of the amount of the contract;
- Default of the contractor;
- Refusal to repeat poorly executed works;
- Persistent non respect of payments on account.

### **ARTICLE 40: Case of force majeure (CCAG article 75)**

40.1 No party to the contract shall be considered as having contravened his contractual obligations if he is prevented from doing so by a force majeure.

40.2 No claims shall be made against the contractor if he fails or delays in the execution of his contract due to cases of force majeure such as:

- Rains : 200 millimetres in 24 hours ;
- Winds : 40 metres per second ;
- Floods: frequent floods.

### **ARTICLE 41: Disagreements and disputes (CCAG article 75)**

Disagreements and disputes during the execution of the contract shall be the subject of an attempt of amicable settlement, where need be, through mediation, in accordance with the provisions of the SAC and subject to the provisions of the Public Contracts Code.

Where the disagreements and disputes cannot be settled amicably, the matter shall be brought before the competent Cameroon jurisdiction, subject to the provisions of the SAC.

### **ARTICLE 42: Production and dissemination of this present contract.**

Ten (10) copies of this present contract shall be produced and multiplied at the expense of the contractor.

### **ARTICLE 43 and last: Entry into Force of the Contract**

This contract shall be valid only upon its signature by the CONTRACTING AUTHORITY. It shall enter into force as soon as it is notified to the contractor by the CONTRACTING AUTHORITY.



**PART 05**  
**SPECIAL TECHNICAL CONDITION (C.C.T.P)**



## **CHAPTER ONE: GENERAL PROVISIONS**

### **7.1. TECHNICAL SPECIFICATIONS OF WORKS**

#### **7.1.1. OBJECT OF THIS DOCUMENT**

This book of technical specification of works is aimed at setting the rules and techniques of construction as well as the procedure of work envisaged for FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.

#### **7.1.2. PROCEDURE OF WORK**

The realization of the works was conceived according to the principles of the construction of bridges in Cameroon.

#### **7.1.3. CONSISTENCE OF WORK**

The complete project comprises the following lots:

- Serie 000: Site Installation
- Serie 100: Cleaning & levelling
- Serie 300: Drianage
- Serie 400: Engineering structures
- Serie 500: Signalsation & security equipment
- Serie 600: Others

These works shall be executed as outlined in the next few paragraphs

### **GENERAL TECHNICAL SPECIFICATIONS**

#### **A.1. TECHNIQUES OF REFERENCE DOCUMENTS**

For the execution of the work, the contractor will be subject to the requirements and following basic technical documents:

- New technical rules of design and calculations of the works and constructions in reinforced concrete method of the limit states' (BAEL)-EDITION 91.
- French or similar standards approved in Cameroon.
- The rules of Cameroon for the construction and urban planning.
- The notebooks of the clauses and conditions imposed on the construction of public works and buildings in the Republic of Cameroon.
- Standards (ANOR-CSTB) and technical documents unified (DTU)

#### **A.4. MATERIALS CONSTITUTING THE CONCRETE**

##### **A.4.1 Aggregates.**

All aggregate sites will be stored in compartments designed to this effect. Only aggregate authorized on the site are the following;

- 0/5 Crushed gravel
- Crushed gravel 5/15
- Crushed gravel 15/25
- Natural sand or crushing /5 (proportion of items retained on the sieve of 5mm must be less than 10%)

##### **A.4.2. Gravel**

They shall be obtained from a variety of quarries including river deposits, manual or machine crushed, chosen by the Contractor and approved by the Supervisor. They should be clean



(constituents eliminated through settling should be less than 2%) and their grading will be 5 to 15mm and 15 to 25mm suited to various use. If deemed necessary, it shall be washed before use. Gravel particles of less 5mm retained in each of the above grades should not exceed 10% by weight.

Gravel shall be free from dirt, clay or any organic matter which should be less than 1.5% and if deemed necessary, it should be washed before use as indicated by the supervisor.

#### **A.4.3. Sands**

Sands will have the characteristics specified in the tables relating to the type-approval tests. Sands will be fine, granular and crunching on hand, not sticking. They will get rid of any part earthy or limestone, of various waste, debris and wood.

The nature and origin of sand remains a subject to the controller's approval. The sand component should be more than 75% and the very fine constituents eliminated by settling should be less than 5%. The sand should pass a standard sieve and must be of high quality and free from dirt, clay or any organic matter and if deemed necessary, it should be washed before use.

- For mortar mixes the recommended standard sieve size is 2 to 2.8mm
- For plaster mortar mixes the recommended standard sieve size is 2mm
- For mass concrete mixes the recommended standard sieve is 5mm
- For reinforced concrete mixes the recommended standard sieve is 5mm.

#### **A.4.4. Cement.**

The cement will be CPA 45 or 35CPJ artificial Portland cements 215.325 standard P.15.302. They will be delivered on site paper bagged six layers. Any wet cement or having been altered by the humidity will be dismissed and removed immediately from the site.

They shall be Ordinary Portland Cement, CPJ 35 manufactured only by CEMENCAM or any other national cement factory, obtained from an approved bulk cement supplier. The bulk supplier must have not kept the cement in stock for more than two weeks. The contractor shall not stock cement on the site for more than three months. The cement must be stacked on 10cm wooden surface in a well ventilated store that is dry and warm, free from moisture. The quality and state of cement shall be verified by the supervising engineer before use. The use of imported cement is strictly prohibited.

The contractor will inform the work of the constitution of its supplies.

Conflicting samples will be carried out on each batch and submitted at the expense of the contractor to the tests prescribed by the standard P.15.301 of the ANOR in a certified laboratory.

Lots that do not possess characteristics required will have to be removed from the stock intended for work and evacuated from the site.

BaGTC must be in good condition at the time of their installation on the site and retained areas covered, perfectly dry and an area of isolated boards of ten centimeter ground (10cm) to a minimum.

#### **A.4.5. Water.**

The water used for construction purpose should be clean and free from any impurities which can affect the quality of the mixed materials. It should therefore be fit for drinking and the mix ratio should range between 0.4 and 0. By weight and context.

#### **A.4.6. Steel**

All frames or metal mesh implemented in concrete shall conform to the specifications of the 91 BAEL. The steel will have the characteristics of the standard French 35.001ANOR. steels used



on site will be the grade Fe E24 for mild steel and Fe E40 for high yield steels. The bars will be cut to the shear.

Bending will be cold, either manually or mechanically and diameter or greater than 32mm, provided that it is made use of control device in avoiding overheating and following the opinion of the representative of the control.

Diameter of cores used for bending will be consistent with the BAEL 91 rules and the approval certificates. The provisions of anchorage will be normal elbows 45° to return of square or double anchor elbow. Used steels will be degreased and free of scale. Bars with defects detrimental to their mechanical resistance, such as delamination, crack or chapped skin, will not be accepted.

The reinforcements will be shaped to provide exactly the lengths and the forms provided by the drawings of the company.

Assembly of the frames must be on the workshop of the site, but in a form of beam after implementation of the cheeks ever.

Coverings of reinforcement to the shuttering walls will be 2.5cm for concrete in elevation. Coverings of reinforcement to the shuttering walls will be 4cm for foundation concrete. Coverings of reinforcement in concrete forms will be obtained using precast concrete spacers or plastic spacers that dimension will be adapted to the result to get.

The concrete spacers include chevelus of attachment to the frame. Ligatures and mounting bars will be sufficient to avoid any distortion of assembly frame, both during the manipulation at the pouring of concrete.

In case of doubt on the quality of steels supplied on site, the employer or a representative of the contractor or, where applicable, the designated contractor may request, the responsibility of the company, to tests on samples taken on site. The tests will be carried out by an approved body.

For reinforcement of floor Cists, all provisions will be taken to maintain the bars in the vicinity of support in a good position. Employment in sufficient number of cross-sectional distributions will prevent this possible effect. Recoveries shall conform to the requirements of the 91 BAEL.

Reinforcement with no-adherent rust traces will be vigorously brushed before implementation in concrete forms. Shaped or not reinforcement will be stored on some planks and not on the ground.

The reinforcements will be supplied in minimum length of 12metres. The reinforcement iron rods to be used will be mild or high yield steel. No use of recycled and rusted reinforcement rods is permissible.

#### ***A.4.6. wood***

Wood for formwork: type white wood or equivalent

Wood for scaffold: type hard wood, moabi, mouvingui, frake or equivalent.

### ***A.5. THE CONCRETE.***

#### ***A.5.1 Quality of Concrete.***

Fifteen (15) days later after the opening of the construction site, and before any execution, the contractor shall submit to the National Laboratory "LABOGENIE" Civil Engineering or any other laboratory authorized by the control for approval, a composition of all concrete and mortars to be implemented, taking account of the materials delivered to the site.

All concrete used in the foundations (lean concrete, mass concrete, stressed and pre-stressed....) will be executed with the CPJ 35 cement. The composition of concrete implementation will be defined by

An analysis of composition of FAURY, VALLETTA, DE DREUX of BOLOMAY methods, carried out by the National Laboratory of Civil Engineering. The contractor shall bear the costs of



new composition in laboratory studies. All concrete for reinforced concrete must meet the conditions of required resistance. The requirements are the following.

- Characteristic of 28 days compressive strength; 20 bars
- Resistance to traction at 28 days; 22 bars.

In case these values are not obtained, the company will produce a supporting calculation note of security works concerned in accordance with the rules BAEL. 91. Otherwise, it will request the demolition of the concerned works or their strengthening.

#### ***A.5.2 Manufacture of concrete and mortar.***

The manufacture of concrete will be conducted by a central concrete to weight determination. Whatever the manufacturing process used, the products obtained shall be homogeneous and perfectly coated aggregates of binders. The duration of mixing to be sufficient to achieve the result intended; once this is achieved, the mixing should not be extended.

The contractor will have any, realize a liquid concrete, given the decrease in resistance caused by excess water. The implementation of dry concrete will be facilitated by the compulsory use of the vibrator.

A sample of concrete taken directly in a waste will have to form a regular ball after quick reciprocating in the palm of the hand and detach easily from the latter without dirt. Testing the cone may be imposed. The water/cement ratio will be determined by the moisture of aggregates.

#### ***Concrete:***

Concrete works shall be of 4 types:

- i. Lean concrete for foundation works where indicated shall be PC 150kg/m<sup>3</sup> and 75mm thick.
- ii. Mass concrete for floor works; All concrete in floor construction shall be 80mm/150mm thick and dosage of PC300kg/m<sup>3</sup>
- iii. Reinforced concrete for works above ground level and not submerged for beams, slabs, lintel, columns and pillar works shall be PC350kg/m<sup>3</sup> with thickness as shown on the construction drawings.
- iv. Reinforced concrete for underground and submerged structure works including; beams, slabs and pillar works: All reinforced concrete work dosage in these locations shall be PC400kg/m<sup>3</sup>

Underground concrete works shall be mixed with waterproof additives (Super Zaikalite-1kg powder imported) in recommended manufacturer's dosage.

#### ***Mortar:***

Mortar shall be a mixture of 250 (two hundred and fifty) kilogrammes of cement per cubic metre of dry sand.

If the M250 mortar is more than 20 (twenty) millimeters thick, micro-concrete mixed with 300 (three hundred) kilogrammes of cement whose composition shall first of all be submitted for the Supervisor's approval shall be used. (Use mortar mixes for various structural components works as specified in project consulting documents available in the procurement unit of PNPD).

#### ***A.5.3. Implementation of concrete.***

Concrete will be implemented as their manufacture; storage in containers requiring an addition of water at the time of employment is strictly prohibited concrete will be always carefully vibrated by cylindrical needles.

Reinforcement nodes will be willing to allow a good implementation of the concrete on the height of the considered work. The company will take all provisions to ensure an altimeter and a correct fixation of the steel to avoid their displacement during casting. Similarly, it will add all bar mounts and ligatures for correct maintenance of the works (sheaths, tubes, pipes, boxes, cleats, pre-frames. etc) taken by itself or other bodies of state in concrete forms.

The implementation of concrete will be made to the right of the beams and the sails. Before casting of a recovery, the former concrete will be carefully disposed of all gravât the jet of air compressed, transplanted to overhang or project outboard gravels and eliminate milt, then washed if necessary, resumption of concrete additives used according to the sheet fact of the product. No r resumption of concrete will be made in the visible parts of the works.



Stripping of the works will be carried out when the concrete will have acquired sufficient strength.

#### ***A.5.4. Test of Convenience.***

It will be executed on the site before the start of the work, a concrete witness to each "workshop" of concrete. Workshop of concrete, consider a set determined position fixed or movable one site to another and which is served by a determined team fixtures. The minimum number of tubes subjected to test is 9.

The actual manufacture of concrete for the construction can start, after agreement of the control, if the nominal resistance to traction and compression to 7 days, are at least equal to 75/100 minimum resistance required in 28 days. The typical 28 day compressive resistance must be at least equal to 270 bars. Otherwise should immediately repeat the test with a new composition.

#### ***A.5.5. Tests of concrete during work, test tube,***

They are defined in article "Test of receipt of materials".

#### ***B.5.6. Failure to implement, surface condition.***

For no-admissible by the CONTRACTING AUTHORITY considered on concrete surface conditions, the contractor will have to run to exclusive costs a full patching of the corresponding works with a coating synthetic resin of the type SIKALATEX or equivalent. Implementation and measurements of this coating must conform to the manufacturer's technical background.

**NB:** (Concrete mixes for various structural component works as specified can be consulted from the Request for Financing Document at PNPD Procurement Unit upon award of contract).

### ***A.6. FORMWORK***

#### ***A.6.1 General.***

All foundation concrete structures will be carried out in ordinary form unless otherwise directed by the CONTRACTING AUTHORITY and unless otherwise indicated on the plans.

- (a) If the ordinary forms consist of simply juxtaposed sawn wood, the latter must be level and proper bearings. The maximum gauge tolerated in Cints is 2mm. the maximum vertical normally tolerated a siding between two juxtaposed sawn wood plan will be of three millimeters.
- (b) If the ordinary forms are composed of panels of agglomerated wood or plywood simply juxtaposed fibres, these panels will be proper bearings and on the same level. Cints tolerated between panels will be the same as between sawn wood. The tolerances are those of DTU 23 mentioned in the chapter IV section A.

#### ***A.6.2. Forming holes.***

The holes and gaps to seal or for other purposes will be reserved by the establishment of appropriate forms, arranged so that all of their elements can be easily removed during stripping. He will be allowed to use expanded polystyrene blocks.

#### ***A.6.3. Care before concreting.***

##### ***(a) Clean***

The forms do not have to be stained by hydrocarbon products, such as fat, greasy, wax or rust etc. The spots will be carefully removed if necessary with ease.

##### ***(b) Cleaning***

Immediately prior to the implementation of concrete, formwork will be cleaned carefully to remove dust and debris of all kinds.

Finishing of cleaning will be provided for by the air compressor.

##### ***(c) Humidification***

Common wood forms will be heavily sprayed before implementation of the concrete.

Watering will be conducted as needed in several phases spread to obtain as complete as possible of the wood humidification, which will aim to strengthen the Cints by swelling of the wood.



Wet surfaces shall however not be slick. Excess water will be evacuated to compressed air.

**(d) Oil coating**

Will be oiled coated before implementation of concrete:

- all metal formwork
- the treated forms composed of plywood panel or wood agglomerate and all concrete fibre forms for curves.
- The oil in excess at the bottom of mussels will be offset before concreting. Used oils will be so-called special release oils.

**A.6.4. Maintenance.**

If several Cbs are planned for the same form, it will be perfectly cleaned and eventually returned in state before any new use.

**A.6.5. Security staff and third parties.**

The concrete forms and structural elements, which after employment possess any nails or spikes or knobs will be immediately bald their points if they are intended to be re-used.

Otherwise, they will be immediately burnt or stored out of the site, in a no-publicly accessible location.

**A.7. Acceptance of materials testing.**

The DTU standards specify the result of the tests required on materials and their pace.

The resistors mentioned in the tables correspond to characteristic resistance. These tests must run by the Civil Engineering National Laboratory or any other laboratory approved by the MINTP, at the expense of the company.

**A.8 Pointing** shall be applied to Cints of all external stone masonry walls that are visible to be aesthetic. Mortar shall be used for pointing, to give good cement finish.

**ORIGIN OF MATERIALS**

As shown on table 13

**CHAPTER TWO: EXECUTION OF WORKS**

**A.1.1. General Instructions**

It should be noted that these specifications complete the construction plans and the construction plans complete the specifications. The Supervisor shall give modifications to plans provided or technical specifications in writing. For this purpose, a numbered page book shall be on site in which the instructions are written. Both the contractor and the Supervisor shall initial the book pages. Therefore, the contractor must execute the works in conjunction with the three documents. The contractor shall take note of any omissions or discrepancies that may exist in the three documents and call the attention of the Supervisor who is at his disposal for necessary information and inquiries. Any works carried out in negation of these instructions or provisions shall be demolished at the expense of the contractor.

**A.1.2. Security.**

The contractor shall be required to place at the entrance to the works site and in its vicinity, signboards indicating that work is underway and he shall be responsible for any accident that occurs on the works site and/or suffered by a third party, his staff and employees and officials of the Administration as a result of their presence of the works site. Organization of work and security on the works site shall be the responsibility of the contractor.



#### ***A.1.3. Traffic***

The contractor shall be responsible for ensuring that traffic is not obstructed on the entire stretch of his works site throughout the period of work up till provisional acceptance. No obstruction of traffic shall be allowed for more than two hours. Maintenance of traffic flow shall be the responsibility and at the expense of the contractor and in case of any breach of contract by the latter, the supervisor may bring in a third party to correct any faults. All related expenses shall be borne by the contractor.

Where interference with traffic is inevitable, the opinion of local administrative authorities shall be required for any obstruction for a given period.

#### ***A.1.4. Site clearance.***

The building site shall be cleared of grass, vegetable soil and tree stumps to prepare it for construction. Roots of trees shall be completely removed and any vegetable matter before backfilling of the foundation. The vegetable soil of 15cm should be completely cleared and piled aside before bringing back for landscaping and implementation of environmental aspects at the end of construction works.

#### ***A.1.5. Nomenclature of work (setting out of works)***

The contractor shall be responsible for the setting out of the constructions works, respecting environmental and water supply norms related to positioning and distances of stand taps stipulated in the distribution network plan. He shall ensure accuracy in the positioning of the structures on the site. It shall be checked and approved by the supervisor before any excavation work can begin.

#### ***A.1.7. IMPLEMENTATION OF STRUCTURE***

Implementation of buildings will be provided by the company, and approved by the controller before any commencement of work. Errors of elevations that implementation operations might reveal must be immediately reported to the employer to make the necessary changes to the smooth running of the site.

#### ***A.1.8. MODIFICATION OF WORK.***

The contractor shall be deemed having sufficient knowledge of the conditions and context of the project and suggestions for the work.

However, in cases where changes in the nature of earthworks prove necessary in work, either by the nature of the altitude of the land, or by the presence of obstacles, such as pipelines, remains, etc. The CONTRACTING AUTHORITY will define the impact on the schedule and the settlement of expenditure result from these changes. The contractor shall continue the work with the agreement of the CONTRACTING AUTHORITY.

#### ***A.1.9. USE OF EXPLOSIVES***

The use of explosives is strictly prohibited.

#### ***A.1.10. IMPLANTATION***

The bottom of the trenches must attain good sub-soil. Foundations should rest on the bedrock. If in the performance of excavations, there is water or the water seepage, the company will take any provision for the support of excavations and bailout the water entering these works.

If the trenches are invaded by water of any kind whatsoever, the company must achieve the exhaustion, which will remain in his expense, and all the costs associated with the losses, both day and night, that will be needed for a good performance of the work.



The soil to be used for backfilling would be the assessment of the controller and for other Cbs in the work will be the contractor, brought to landfills from any place without special compensation regardless of the distance.

It may be ordered application of backfilling in the right-of-way of the site without that there is place for special compensation. Embankments around the excavations will be carried out with materials from excavations on the condition that it be approved by the control. The backfilling around the works will be performed by successive layers of maximum 20cm thick, pounded, sprayed and compacted. In case a contribution of land would be necessary, he will have to achieve healthy places and in all cases of sites approved by the controller. It is prohibited to obtain soil-material from recent masonry work, to do these backfilling executed by hand to load the walls evenly and avoid all constraints that could result from a poorly distributed load.

## Technical specification

### B-TECHNICAL CONDITIONS FOR EXECUTION

- 1) **STRUCTURE AND EXECUTION PLANS:** It is the duty of the project owner to provide all the structure and the execution plans to the contractor.
- 2) **PRILIMINARY WORKS:** The contractor shall obtain authorisations necessary for the realisation of works from the competent authorities. He shall also make contact with water and electricity authorities in case their lines shall be tampered with.
- 3) **INSTALLATION OF WORKSITE:** The contractor shall furnish the owner of the Cb within the shortest possible time with an installation plan showing clearly how he intends to run the site.
- 4) **PROTECTION OF STRUCTURES AND MATERIALS:** The contractor shall be responsible for the protection of the structures before final reception. He shall be equally responsible for all tools and materials present at the work site. He shall seek insurance cover for theft and fire.
- 5) **PRECAUTION AGAINST ACCIDENTS:** The contractor shall take all preventive measures against accidents. The owner of the Cb reserves the right to intervene in case of emergency without necessary interfering with the responsibility of the contractor.
- 6) **VERIFICATION OF DIMENSIONS:** The contractor shall verify all dimensions on the plans. For execution no dimension shall be measured with a scale rule from the plans. The contractor shall check in situ the possibility of translating the dimensions on plans to the structure before work begins. He shall refer to the Control Engineer in case of any doubt. He shall not on his own modify anything on the structure and shall inform the Control Engineer of all changes that he considers necessary.

All modifications accepted by the contractor shall be accomplished in a specified duration and at his cost without modification of the contract amount. The owner of the Cb shall have the right to the final choice in any modification.

- 7) **ERRORS AND OMISSIONS IN THE DOCUMENTS:** The descriptions complete or confirm the indications on plans. In the case of contradictions between the plans and the description contact the Control Engineer for examination

### C-WORKS

➤ **Studies:** After this feasibility studies by the consultant, the contractor has to carry out his/her own studies using the plans, specifications, bill of quantities, visit the site to have a mastery of the project before he/she can prepare a bid for the project. In case of an omission or an error he should indicate to the authorities concerned.

➤ **Execution documents:** The following documents will be needed for the proper execution of works:

- ✓ Tender document
- ✓ A registered contract/Contract
- ✓ Service order to start work



- ✓ The working plans
- ✓ Work execution program
- ✓ Site log book/minutes book
- ✓ As-built plan (at the end of works)

#### ☐ **Mobilisation, site installation and implantation project**

The installation of the working site will be at the expenses of the executing enterprise. It will include:

- The construction or renting of a base where the equipment of the contractor shall be kept.
- The construction of a provisional fence round the base;
- Provisional water connections, electricity and telephone
- The cleaning and the guarding of the project site
- Providing and installation of 02 project sign boards very visible and displayed on positions indicated by the project manager. These site signboards shall be according to the model provided in the annexes.
- Necessary measures for the respect of legal/lawful provisions relating to hygiene and safety on site. (Installation of a latrine, provision of drinkable water, provision of a first aid box equipped with products such as: aspirin, nivaquine, adhesive plaster, bétadine, bands, compress, alcohol...);
- Provisional access roads to the project site;
- A storeroom on site;
- A site office, where the site book, the building plans will be available permanently throughout all realization of works;
- An office or room of at least of 8 m<sup>2</sup> equipped with a table office and two chairs reserved with the Project superintendent;
- A meetings room for the building site which can receive at least 5 people equipped with a table, two benches of 1.5 m, a display board for plans and planning placed permanently. Receptacles to receive waste are to be installed near the various installations. These receptacles are to be emptied periodically and waste to be deposited in a vat for recovery or a dump (pit). This pit must be located at least 150m installations and in the event of presence of river with at least 150m. At the end of work, the pit is to be filled with ground up to the level of the original ground.

### **1 Preparatory works**

#### **1/1 Bush clearing**

The site shall be cleared of all grass to a height of not more than 5cm.

#### **1/2 Debris/Cleaning of water run way.**

The section to receive the structure and its surroundings shall be cleaned and free from all debris, mud, excess soil and others for easy flow of water through the bridge.

#### **1 /4 Installation of the work site.**

The installation of the site shall be done on a section agreed between the contractor and the Control Engineer together with the areas for stockpiling materials. The site shall be fenced with local materials and signboard mounted by the contractor. Access to the site shall be prohibited to the public. The contractor shall be responsible for the total security of the site.

#### **1/4 Implantation**

The contractor shall indicate the implantation of the structure according to the plans. This implantation shall be done in accordance with the Control Engineer. The contractor shall be responsible for errors of levels and alignments that were not signalled earlier.

#### **1 /5 Excavation**

All trenches for foundation footings shall be excavated according to the plans. The foundation trenches shall be sunk to the good soil as indicated by soil studies and agreed by the Control Engineer. The trenches shall be shaped accordingly.

#### **1/6 Backfilling**

All backfilling, where necessary shall be done with well-drained lateritic soil and compacted in layers of 20 cm successively.

### **2/ Foundation**

#### **2/1 Blinding Concrete**



A blinding concrete of 5 cm thick and a concrete mix of 150 kg of cement (CPA 425) per m<sup>4</sup> shall be cast at the base of the hardcore.

#### **2/4 Reinforced Concrete foundation footings**

- The foundation footings shall be cast with R.C. of 450 kg of cement (CPA425) per m<sup>4</sup>.
- Realization of the iron works, form work and concreting of footings for the abutments and wing walls batched at 450 kg/m<sup>4</sup>

#### **Formwork:**

Material for formwork shall be wood. This shall be cut, shaped and assembled on site to the required forms and sizes. Simple conventional wooden formwork shall be used in the construction of the various concrete structural elements (footings, slabs, beams, etc.). These shall be fabricated *in-situ* and, lifted into position.

#### **4/Abutments**

- Building of stone masonry abutments which shall be built with shaped stones and cement mortar dosed at 400kg/m<sup>4</sup> □ Provision of weep holes

#### **4/Decking of the bridge**

The bridge shall be decked with the following

- The bridge beams with IPE 500 and brace with with IPE 400 .
- Reinforced concrete deck dosed at 400 kg/m<sup>4</sup>
- Provision of drainage holes to drain off water
- Shaping of the bridge deck so the easy evacuation of water

#### **5/Equipment**

- Mixed handrails of reinforced concrete and 50mm metallic poles built according to the laid down norms and painted.
- Reinforced concrete deck dosed at 400 kg/m<sup>4</sup>
- Provision of drainage holes to drain off water
- Shaping of the bridge deck so the easy evacuation of water

#### **6/Finishes and protection of embankments**

##### **6/1 Pointing**

Shall be applied to Cints of all external stone masonry walls that are visible to be aesthetic including the wing walls. Mortar shall be used for pointing, to give good cement finish.

##### **6/2 Planting of grass**

Grass shall be planted along the backfilled wing walls of the abutment for protection.

#### **7/ Maintenance for the project**

After the provisional acceptance of works the contractor is still responsible for the maintenance of the structure for a minimum of 12 months from the date of provisional acceptance. This maintenance includes repairing cracks on the structure, functioning of the weep holes, replacement of damage signs and hand rails, repainting of repaired portions.

After the final acceptance of works of the contractor, the maintenance of the structure is now the responsibility of the project management committee by making sure the structure is at all times ready for use.

**8/ Filling From Borrow Pit:** These works shall comprise of: the Provision of selected material (laterite) from an approved borrow pit; Spreading of the material on the road surface with the use of trucks and graders; Watering of the road surface containing the material and

Compaction of the material with a cylinder compactor upto obtaining a compaction of 95%OPM and a thickness of 20cm.

The approval of the material and the borrow pit shall be done at least two (02) weeks before the start of this activity. At the end of this activity, the road surface should be moulded with a slope of 4% and shall present a convex (curved outwards) shape to avoid water stagnation and enable drainage of the water into the road side gutters for onward freeflow evacuation.



## HEALTH AND SAFETY AT WORK

A first aid team will handle injuries sustain by workers during work while critical cases will be taken to any nearby hospital. To avoid accidents on the project site, we shall ensure that all our workers and visitors on site are in position of helmets, safety boots and jackets. During weekly site meetings, safety topics will be introduced to all the workers on site. The Population and our workers will be sensitized against the aids pandemic and other sexually transmitted diseases. Prevention shall be our watch word.

## SITE SECURITY

A direction board displaying site installation element, circulation trend, display of position housing material deposit, offices and other facilities will future at the construction site. Access roads easing internal circulation within the base and working areas will be constructed in proximity of services, operating positions of warehouses, fabrication posts, offices, recreational areas and material stockage areas to assure internal security of personnel's. Temporal structures of wood will be put up to house offices, workstations, warehouses, dressing rooms conference room for site meetings and fabrication post. A temporal wooden fence will be put in place around the base boundary location. Concreting materials such as sand, gravel, cement, concrete mixer and rod bending production post will be position in function of task operation. Environmental conservation, security measures and life protection will constitute our watchword fixed at all offices, production post and open areas.

## CHAPTER FOUR: MECHANISMS FOR THE PROTECTION OF THE ENVIRONMENT

The contractor will propose to the control engineer, before the beginning of works, the place of his yard facilities and will request his authorization of installation.

The site must be chosen outside of the sensitive zones, in order to limit the site clearing, the extraction of bushes, the setting out of the structure and general circulation. The site must foresee an adequate drainage of waters on the whole surface.

At the end the works, the entrepreneur will do all necessary works to the restoration of the various places of the site. The entrepreneur should fold all his material, and equipment. He should demolish all stationary installation, as foundation, slab, support made of wood or metallic, etc.. in order to put back the site in its nearest initial state. No equipment nor materials should be abandoned on the site, nor in the vicinity after the execution of all the works. Left-over materials are to be covered with a layer of earth, and the site has to receive an adequate drainage in order to avoid all erosion as the case may be.

## ACQUISITION OF MATERIALS TO THE SITE

### (i) Materials for mortar and concrete:

#### AGGREGATES:

Aggregates to be used for mortar and concrete should be those from a river bed.

Those from burnt natural rock shall not be authorized.

We shall submit for approval the various aggregates to be used to the Project Engineer. The sand equivalency should be greater than 75%. The granulometry shall fall between the following intervals.

ANOR Modulus	Sieve Size (mm)	Passing (%)
38	5	93-100
35	2,5	70-90
32	1,25	45-80
29	0,63	28-35
26	0,315	10-30
23	1,16	2-10

The aggregates should come from a recognized quarry in Bamenda

The mixing water should be from clean source



The cement should be of class CPJ 42.5 (CEMENCAM) or more.

The reinforcement used shall be of high adherence, of class at least Fe 400 bought in a recognized warehouse in Bamenda.

The fabric mesh used shall conform to norms NF A35-015 and NF A35-022.

## **(ii) CONCRETE AND MORTAR**

Concrete for footing pillars, ground beams, paving, lintels and beams:

$f_{c28} = 25 \text{ Mpa}$  at least (compressive resistances at 38<sup>th</sup> day of age)

### **Dosage:**

Concrete for footing:  $350\text{kg/m}^3$

Concrete to bind masonry with plastering:  $300\text{kg/m}^3$

Lean concrete  $150\text{kg/m}^3$

Mortar for screed, plastering and elevation:  $400\text{kg/m}^3$

### **Depositing Concrete.**

All concrete shall be cast such that all risks of segregation and pre-setting are avoided.

- Deposit concrete as nearly as practicable in its final position to avoid segregation due to re-handling or flowing.
  - **Re-tempering:** No concrete that has partially hardened or has been re-tempered shall be used.
  - **Compaction:** Concrete shall be thoroughly compacted by vibrating during emplacement.
- Curing:** All concrete shall be covered with a polyethylene plastic where possible, and regularly watered to maintain the required temperature to give the concrete the required strength.

**Cleaning:** Clean all exposed concrete surfaces and all adCining work which has been stained by the leakage of concrete

## **(ii) WOOD**

Wood for formwork: type white wood or equivalent

Wood for openings: type Bubinga or equivalent, dry wood (15-20% of humidity), having less than one node/meter.

Wood for roof: type hard wood, moabi, mouvingui, frake or equivalent, eucalytus, dry wood of identical humidity as above.



# PART 06

## UNIT PRICE LIST

**UNIT PRICE FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.**

N°	DISCRIPTION OF WORKS	Unit	Amount in figures	Amount in figures
<b>SERIES 000</b>	<b>INSTALLATION</b>			
TM001	Site installation	FF		
TM002	Supply and withdrawal of equipment	FF		
	<b>Sub Total Installation</b>			
<b>SERIES 100</b>	<b>CLEANING AND LEVELLING</b>			
TM101	Clearing	m2		
TM108a	Backfilling with laterite gravel from borrowed pit	m3		
	<b>Sub Total Cleaning and Levelling</b>			
<b>SERIES 300</b>	<b>DRAINAGE</b>			
TM304	Cleaning the river way	m3		
Tm305	Drainage channels	m3		
	<b>Sub total drainage</b>			
<b>SERIES 400</b>	<b>ENGINEERING STRUCTURES</b>			
TM407	Excavation on ordinary ground and river bed	m3		
TM409c	Rubble masonry abutement 3m < H < 4m	U		
TM411	Back filling excavation with rocks round the footings	m3		
TM412	Filter material behind abutement ( gravel, sand, puzzolana	m3		
TM413	Backfilling ajacent the structure	m3		
TM423a	Lean concrete dosed at 150kg/m3	m3		
TM423f	Reinforced concrete dosed at 400kg/m3 ( slap)	m3		
TM423f	Reinforced concrete dosed at 450kg/m3( foundation)	m3		
TM430d	Installation of IPE 500 BEANS	mL		
TM430c	Installation of IPE 450 BEANS	mL		
TM431a	Ordinary formwork	M <sup>2</sup>		
TM431b	Wooden formwork	M <sup>2</sup>		
TM433	HA25 steel or equivalent anchor to the rock	U		
TM438	GARYOLE	U		
TM441	Geotechnical studies and executing documents	ff		
	<b>Sub total Engineering structures</b>			
<b>SERIES 500</b>	<b>SIGNALISATION AND SECURITY EQUIPMENT</b>			
TM501c	Gaurd rail	ml		
TM516a	Type A metallic sign board	u		
TM528a	Wooden poles	u		



TM528b	Reinforced concrete poles	u		
	<b>Sub total Signalisation and security equipment</b>			
<b>SERIES 600</b>	<b>DIVERS</b>			
TM606a	butuminous paint	m2		
TM606b	Maintain of circulation	ff		
	<b>Sub total Divers</b>			



**PART 07**  
**DETAILED BILL OF QUANTITIES**



**BILL OF QUANTITIES AND ESTIMATES FOR THE CONSTRUCTION OF 10M SPAN  
BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION,  
NORTH-WEST REGION.**

N°	DISCRIPTION OF WORKS	Unit	Qty	U.P	AMOUNT
<b>SERIES 000</b>	<b>INSTALLATION</b>				
TM001	Site installation	FF	1.0		
TM002	Supply and withdrawal of equipment	FF	1.0		
	<b>Sub Total Installation</b>				
<b>SERIES 100</b>	<b>CLEANING AND LEVELLING</b>				
TM101	Clearing	m2	500		
TM108a	Backfilling with laterite gravel from borrowed pit	m3	504		
	<b>Sub Total Cleaning and Levelling</b>				
<b>SERIES 300</b>	<b>DRAINAGE</b>				
TM304	Cleaning the river way	m3	300		
Tm305	Drainage channels	m3	30		
	<b>Sub total drainage</b>				
<b>SERIES 400</b>	<b>ENGINEERING STRUCTURES</b>				
TM407	Excavation on ordinary ground and river bed	m3	376.52		
TM409c	Rubble masonry abutement 3m< H < 4m	U	2		
TM411	Back filling excavation with rocks round the footings	m3	105.5		
TM412	Filter material behind abutement ( gravel, sand, puzzolana	m3	175.5		
TM413	Backfilling adjacent the structure	m3	235.25		
TM423a	Lean concrete dosed at 150kg/m3	m3	9.82		
TM423f	Reinforced concrete dosed at 400kg/m3 ( slap)	m3	16.50		
TM423f	Reinforced concrete dosed at 450kg/m3( foundation)	m3	42.94		
TM430d	Installation of IPE 500 BEANS	mL	50		
TM430c	Installation of IPE 450 BEANS	mL	18		
TM431a	Ordinary formwork	M <sup>2</sup>	108		
TM431b	Wooden formwork	M <sup>2</sup>	150		
TM433	HA25 steel or equivalent anchor to the rock	U	40		
TM438	GARYOLE	U	30		
TM441	Geotechnical studies and executing documents	ff	1		
	<b>Sub total Engineering structures</b>				
<b>SERIES 500</b>	<b>SIGNALISATION AND SECURITY EQUIPMENT</b>				
TM501c	Gaurd rail	ml	10		
TM516a	Type A metallic sign board	u	2.0		
TM528a	Wooden poles	u	8.0		
TM528b	Reinforced concrete poles	u	8.0		



	Sub total Signalisation and security equipment				
SERIES 600	DIVERS				
TM606a	butuminous paint	m2	150.34		
TM606b	Maintain of circulation	ff	1.0		
	Sub total Divers				
	TOTAL WITHOUT TAXES				
	VAT 19.25%				
	AIR 2.2%				
	TOTAL (TTC)				
	NET TO BE PAID				
CLOSED THE PRESENT ESTIMATE AT THE SUM OF :					



## PART 08

### UNIT PRICE BREAKDOWN

<b>Lot :</b>					
<b>SUB-DETAIL OF PRICE N°:</b>					<b>101</b>
DESCRIPTION OF ACTIVITY ON					
Prix N°:	Daily output		Total Quantity:	Unit:	Duration of activity (Days):
	<b>CATEGORY</b>	<b>NUMBER</b>	<b>Daily Salary</b>	<b>Paid Man-day</b>	<b>Amount</b>
<b>A - PERSONNEL</b>					
	<b>TOTAL A</b>				
	<b>TYPE</b>	<b>NOMBER</b>	<b>Daily rate</b>	<b>Days billed</b>	<b>Amount</b>
<b>B - EQUIPMENT</b>					
<b>TOTAL B</b>					
	<b>TYPE</b>	<b>UNIT</b>	<b>Unit price</b>	<b>Consumption</b>	<b>Amount</b>
<b>C - MATÉRIALS</b>					
<b>TOTAL C</b>					
<b>D</b>	<b>TOTAL DIRECT COST</b>		<b>A+B+C</b>		
<b>E</b>	<b>GENERAL SITE RISK</b>		10%	D x 10%	



<i>F</i>	GENERAL HEAD OFFICE EXPENSES	5%	D x 5%	
<i>G</i>	COST PRICE	(D+E+F)		
<i>H</i>	RISK + PROFIT	10%	G x 10%	
<i>I</i>	BID PRICE EXCLUDING TAXES	(G+H)		
<i>J</i>	UNIT PRICE EXCLUDING TAXES	(I/Qty)		

## PART 09 ANNEXES

### Undertaking by the Bidder

I the undersigned (name and first name of the signatory)

\_\_\_\_\_ acting as \_\_\_\_\_  
 \_\_\_\_\_ (quality of the signatory with respect to the company), of Nationality \_\_\_\_\_, and residence in \_\_\_\_\_.

After having read and taken note of all the parts of the OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE N° /ONIT/MC/ITB/2025 OF .....  
 FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,  
 MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION.

I submit and commit myself to carry out the aforementioned C in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, in particular the quantitative and qualitative confirmation of work, the respect of the deadlines, the guarantees and the insurance.

I commit myself moreover to ensure the registration and paying the forwarding costs of the contractual parts.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft C) and attached the initialed copy of the aforesaid document to my offer.

I declare moreover that I remain committed by the present tender during a one hundred and eighty (180) days deadline as from the date of opening of the bids.

Done in.....on the 10/06/2025

The CONTRACTOR (Signature and seal)



## BID BOND

Reference of the guarantee: N° \_\_\_\_\_

Invitation to tender N° \_\_\_\_\_

We understand that \_\_\_\_\_ (hereinafter called "the bidder"), has submitted his bid on \_\_\_\_\_ For The Construction Of 10m Span Bridge Over River Njinmecho, Mbengwi Municipality, Momo Division, North-West Region Lot....

We, \_\_\_\_\_ (Bank) of \_\_\_\_\_ (country), with our head quarter in \_\_\_\_\_ hereby declare to guarantee payment to the CONTRACTING AUTHORITY of the sum of \_\_\_\_\_ (in letters and in figures), that the Bank is committed to pay completely to the CONTRACTING AUTHORITY, bidding itself, its successors and assignees.

Signed and authenticated by the aforementioned Bank this (day) of (month), and (year).

The conditions of this commitment are as follows:

1. If after the opening of the bids, the bidder withdraws his Offer during the validity period Specified by himself in his tender, or
2. If the bidder, having been notified of the award of the C by the CONTRACTING AUTHORITY

During the period of bid validity:

- Fails or refuses to sign the contract even though required to do so:
- Fails or refuses to furnish the final bond for the contract as provided for by the C.

We undertake to pay the CONTRACTING AUTHORITY an amount up to the maximum of the sum referred to above upon receipt of his written demand, without the CONTRACTING AUTHORITY having to substantiate his demand, provided that in its demand the CONTRACTING AUTHORITY shall note that the amount claimed by him is due, because on or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the CONTRACTING AUTHORITY for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the CONTRACTING AUTHORITY to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law.

Signature and stamp of the Guarantors

Date \_\_\_\_\_

Address \_\_\_\_\_



## PERFORMANCE GUARANTEE

CONTRACT N° \_\_\_\_/C/MC/ITB/2025

We understand that \_\_\_\_\_ (hereinafter called "the contractor"), has engaged pursuant to contract N° CONTRACT N°07/C/MC/ITB/2025 awarded after an open national invitation to tender N° 07 /ONIT/MC/ITB/2025

FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

And that you stipulated in the aforementioned contract that the Contractor will give you a banking guarantee emanating from a bank installed in Cameroun and approved by the Minister in charge of Finances, of the amount stipulated hereafter, like guarantee of the good execution of his obligations, in accordance with the contract,

And that we agree to give a guarantee to the Contractor,

As of the time, we affirm by the present ones that we go guaranteeing and persons in charge in your connection, in the name of the Contractor, for a maximum amount of (*amounts of the guarantee in figures and letters*),

And that we commit ourselves paying you, as of reception of your first written request informing us that the Contractor does not conform to the stipulations of the contract, and without quarrel or discussion, all the amount, within the limits of (*amounts of the guarantee, stipulated above*), without you having to prove or give the reasons or the reason of your request of the amount indicated above.

The present guarantee is valid until the provisional acceptance of work object of the contract.

Signature and seals of the Guarantors

Date \_\_\_\_\_

Address \_\_\_\_\_



## Guarantee Advance Payment

Bank \_\_\_\_\_

Reference of the guarantee: N° \_\_\_\_\_

Contract N° \_\_\_\_\_

To the (Contracting Authority),

Company \_\_\_\_\_

We, Bank \_\_\_\_\_ were informed that the Mayor Mbengwi Council for acting as the CONTRACTING AUTHORITY and ...10/06/2025. Acting as a Contractor, have concluded a FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

In conformity with the provisions of article 29 of Contract N° \_\_\_\_\_, the Contractor is obliged to submit to the CONTRACTING AUTHORITY, a bank caution to guarantee the advance payment granted to the company for an amounts equal to \_\_\_\_\_ francs CFA.

We, Bank \_\_\_\_\_ we engage irrevocably and without benefit of discussion, by the present one, to pay in favor of the CONTRACTING AUTHORITY, at his first written request and within 4 (four) week maximum , the amount of this guarantee, that is to say \_\_\_\_\_ due by the Contractor to the CONTRACTING AUTHORITY owing to the fact that the Contractor could not fulfill one or more of his obligations envisaged with the contract.

The request for partial or total mobilization of this guarantee will be the subject of a justifying letter recommended with acknowledgement of delivery with a copy to the Contractor starting clearly and the completely the reasons of its request.

The present bank guarantee will come into effect on the date of the payment of the advance to start work.

The original of this guarantee will be preserved by the CONTRACTING AUTHORITY.

This guarantee will be released when the amount of the advance is completely reimbursed.

After this date, the guarantee will become null and void and will have to be returned to us without any express request of our share.

The law as well as the jurisdiction applicable to the guarantee is those of Cameroun.

Signature and seals of the Guarantors

Date \_\_\_\_\_

Address \_\_\_\_\_



## TENDER SPECIMEN FORM

I undersigned \_\_\_\_\_ acting as \_\_\_\_\_, of Nationality CAMEROONIAN, and residence in \_\_\_\_\_.

After having read and taken note of all the parts of **an open national invitation to tender N° /ONIT/MC/ITB/2025**  
FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,  
MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

In the case where our offer would be accepted, I subject myself and engaged to:

- Carry out the aforementioned contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, at the prices indicated in the schedule of Unit Prices, quantitative estimate, for the total amounts of the bid in francs CFA :
  - In Letter and figure (including all taxes): \_\_\_\_\_
  - In Letter and figure (VAT 19, 25%): \_\_\_\_\_
  - In Letter and figure (HT): \_\_\_\_\_
- To pay the forwarding costs of the contractual parts;
- Begin work in seven (7) days maximum and to carry out the contract in three (3) months as from the date of notification of service order to start work.

The CONTRACTING AUTHORITY shall pay the sums due for this contract by crediting account n° \_\_\_\_\_ opened in \_\_\_\_\_ branch.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialled copy of the aforesaid document to my offer.

I declare moreover that I remained committed by the present tender during a (120) days deadline as from the date of opening of the bids.

Done in.....on the 10/06/2025

The CONTRACTOR (Signature and seal)



PLANNING OF WORK EXECUTION

OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE:

**OTHER DOCUMENTS**



# EVALUATION SHEET

## GRADING SCHEME – TECHNICAL FILE

ENTERPRISE: \_\_\_\_\_

### General presentation

- Presence of all documents..... Yes/no.
- Table of content.....10/06/2025 Yes/no.
- Spirally bound.....10/06/2025.. Yes/no.
- Page separator in color different from white.....10/06/2025. Yes/no.
- Order prescribe respected..... Yes/no.
- Clearness of documents.....10/06/2025..... Yes/no.
- Presence of all documents.....10/06/2025 Yes/no.

(a) **References** of the company in civil construction or similar works for the past five years:

- Minimum two (02) contracts registered (1st and last page)..... Yes/no.
- Minimum two (02) reception PVs corresponding to the attached contracts ..... Yes/no.

### (b) Equipment

- Proof of a concrete mixer in good operating condition ...10/06/2025..... Yes/no.
- Proof of dump truck.....10/06/2025 Yes/No
- Proof of Hand tools.....10/06/2025..... Yes/no.
- Proof of manual compactor/vibrator in good operating condition ..... Yes/no.
- Proof of a vehicle (Pick up 4 x 4 or truck) .....10/06/2025. Yes/no.

### c. Qualification of site personnel

- Organizational Chart of the enterprise ..... Yes/no
- Organizational Chart of site with comments ..... Yes/no.

### Works Director: Civil, hydraulic or Rural Engineer

- Attestation of presentation of Diploma.....10/06/2025 YES/NO
- Diploma of work Director certified..... Yes/no.
- CV signed and dated by works Director.....10/06/2025 Yes/no.
- Copy of National Identity Card..... Yes/no.
- Attestation of availability dated and signed..... Yes/no.

### Site foreman: Civil or Rural Engineering technician or Bacc F4 (A/L in civil engineering)

- Certified copy of certificate of Foreman..... Yes/no.
- CV signed and dated by site foreman.....10/06/2025..... Yes/no.
- Copy of National Identity Card.....10/06/2025..... Yes/no.
- Attestation of availability dated and signed..... Yes/no.

### Team leaders: Builder

- Certified copy of certificate..... Yes/no.
- CV signed and dated .....10/06/2025..... Yes/no.
- Copy of National Identity Card.....10/06/2025..... Yes/no.
- Attestation of availability dated and signed..... Yes/no.

### d. The methodology of intervention and execution of work

- Attestation of site Visit with 2 pictures.....10/06/2025..... Yes/no.
- Site Visit report .....10/06/2025. Yes/no.
- Planning of execution of works.....10/06/2025..... Yes/no.
- Coherence in the planning of execution of works..... Yes/no.
- Respect of the duration of work...10/06/2025..... Yes/no.
- Description of safety measures at the building site..... Yes/no.
- Description of the socio - environment measures for the site protection..... Yes/no
- Measures of maintenance during the guarantee period.....10/06/2025 Yes/no.



- Coherence in the execution of works.....10/06/2025..Yes/no.
  - CCTP dully initialed on each page, signed and dated on the last page.....Yes/no.
- e.
- prefinancing capacity of 24,000,000frs.....10/06/2025Yes/no
  - Companies that will score less than 75% are eliminated in the technical file.

### VERIFICATION OF THE ADMINISTRATIVE DOCUMENTS

#### *(A) File of Administrative documents (in envelope A)*

It shall consist of the following documents stapled or place in the following order of enumeration.

1. **Undertaking by bidder** stamped, signed and dated in conformity with the model attached
2. **Attestation of non-bankruptcy** dating less than 3 months, issued by the Court of competent jurisdiction of the place of residence of the bidder.
3. **Attestation of domiciliation of Bank account** of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance.
4. **Bank guarantee**(of the same bank) on the list of banking institutions of the first order approved by the Ministry in charge of finance, for an amount in francs CFA of **1 400 000**
5. **Treasury Receipt of purchase** of the Tender File, as stipulated in the tender notice.
6. **Attestation of C.N.P.S**, valid and for the tender concerned.
7. A non-exclusion certificate attesting that the bidder is not the subject of a temporary or Permanent exclusion from public contracts, dated at most 3 months and issued by ARMP
8. **An attestation of fiscal conformiity** valid.
9. **A copy of valid taxpayer card** valid, dated at most 3 months.
10. **Plan and attestation of localization** signed by company.
11. **CCAP** completed and initialed on all the pages.

### VERIFICATION OF FINANCIAL DOCUMENTS

- C1. Submission letter signed, dated and stampeted.
- C2. Completed and signed frame work of unit price
- C3. Bill of quantities and cost estimate signed showing HT and TTC.
- C4. Sub detail of unit price.



# MODEL ATTESTATION SITE VISIT

## COMPANY LETTER HEAD

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### OPEN NATIONAL INVITATION TO TENDER, EMERGENCY PROCEDURE

N° 07 /ONIT/MC/ITB/ 10/06/2025

FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,  
MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

### ATTESTATION OF SITE VISIT

I \_\_\_\_\_, undersigned \_\_\_\_\_ acting  
as \_\_\_\_\_, of Nationality CAMEROONIAN, and residence in  
\_\_\_\_\_, bearer of NIC N° \_\_\_\_\_,

After having read and taken note of all the parts of the Open National Invitation to Tender **open**  
**NATIONAL INVITATION TO TENDER N° 07 /ONIT/MC/ITB/2025**  
FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,  
MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

I visited, inspected and gathered all relevant information concerning the project site, declare to have appreciated and under my responsibility, the project site configuration, the various difficulties related to the execution of the works.

I undertake and engage to execute the works on the site indicated/inspected without any claims as concern the site configuration in conformity to contractual clauses and construction norms/techniques and further technical instructions that shall be given for the quality physical execution of the works of which I present my offer.

IN TESTIMONY WHEREOF, this present site visit attestation is established by the enterprise to serve wherever and whenever necessary.

Date

Signature



## PERSONNEL FORM

POST	Number	NAMES SURNAME	AGE	FORMATION	DATE OF RECRUITEMENT	EXPERIENCE IN THE BUILDING SECTOR (AT LEAST 5 YEARS)	OBSERVATIONS
Works Director							
Site foreman							
Team leaders							



## EQUIPMENT

N°	Designation	Marque	Capacity	Age	Present state	Proprietor	Localisation
1							
2							
3							
4							
5							
6							
7							
8							
9							



## REFERENCES

(Cin copies of PV of reception)

N°	INFORMATION ON	CONTRACT DATE	CONTRACT DATE	CONTRACT DATE	CONTRACT DATE	CONTRACT DATE
1	Contracting Authority					
2	Subject of the project					
3	Localisation of the project					
4	SERVICES					
5	Amount of the contract					
6	Execution dead line					
7	Date of provisional reception					
8	Date of final reception					
9	Certificat de bonne fin (Annexe N°)					
10	Number of technical staff					
11	Number of workers					
12	Equipment used					

REPUBLIC OF CAMEROON  
*Peace – Work – Fatherland*

REGION DU NORD OUEST  
DEPARTEMENT DE LA MOMO  
COMMUNE DE MBENGWI  
B.P 02 MBENGWI  
EMAIL : [mbengwicouncil007@gmail.com](mailto:mbengwicouncil007@gmail.com)  
WEBSITE: [www.mbengwicouncil.site](http://www.mbengwicouncil.site)



REPUBLIQUE DU CAMEROUN  
*Paix – Travail – Patrie*

NORTH WEST REGION  
MOMO DIVISION  
MBENGWI COUNCIL  
P.O BOX 02 MBENGWI  
EMAIL: [mbengwicouncil007@gmail.com](mailto:mbengwicouncil007@gmail.com)  
WEBSITE: [www.mbengwicouncil.site](http://www.mbengwicouncil.site)

CONTRACT N° \_\_\_\_\_/C/MC/ITB/2025  
AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER, EMERGENCY  
PROCEDURE

OPEN NATIONAL INVITATION TO TENDER N° /ONIT/MC/ITB/2025  
FOR THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,  
MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

CONTRACTOR: .....10/06/2025. ....10/06/2025  
BP.....10/06/2025.  
Tel. ....  
Fax. ....10/06/2025..  
TAX PAYER'S N°.....10/06/2025..  
BANK ACCOUNT N°.....10/06/2025

:  
**SUBJECT:** THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO,  
MBENGWI MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

**SITE:** MILE 18 MBENGWI

**EXECUTION DEADLINE:** Four (04) Months

**AMOUNT:**

AMOUNT FCFA	TOTAL AMOUNT
ALL TAXES INCLUSIVE	
HTVA	
VAT (19, 25%)	
A.I.R (2, 2%)	
NET TO BE PAID	

**FUNDING**.....

**Exercice 2025**

SUBSCRIBED ON : \_\_\_\_\_  
SIGNED ON : \_\_\_\_\_  
NOTIFIED ON : \_\_\_\_\_  
REGISTERED ON : \_\_\_\_\_



BETWEEN:

The Government of the Republic of Cameroon, represented by the Mayor Mbengwi Council, hereinafter referred to as the "The CONTRACTING AUTHORITY"

ON THE ONE PART

AND:

CONTRACTOR... 10/06/2025

BP.....10/06/2025.

Tel. ....

Fax. ....10/06/2025..

TAX PAYER'S N°.....10/06/2025..

BANK ACCOUNT N°.....10/06/2025:

Represented by ..... so Hereinafter referred to as the "Contractor"

ON THE OTHER PART

IT IS HEREBY AGREED AND ORDERED AS FOLLOWS:

CONTRACT N° \_\_\_\_\_/C/MC/ITB/2025  
AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER

N° 03/ONIT/MC/ITB/2025 OF .....  
THE CONSTRUCTION OF 10M SPAN BRIDGE OVER RIVER NJINMECHO, MBENGWI  
MUNICIPALITY, MOMO DIVISION, NORTH-WEST REGION

CONTRACTOR: .....10/06/2025

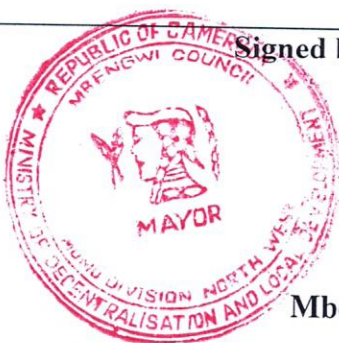
EXECUTION DEADLINE: Four (04) Months

AMOUNT:

MONTANT FCFA	MONTANT TOTAL
TTC	
HTVA	
TVA (19, 25%)	
A.I.R (2, 2%)	
Net à Mandater	

Read and approved by the contractor

Mbengwi, the \_\_\_\_\_



Signed by the Mayor Mbengwi Council,  
Contracting Authority

Mbengwi, the \_\_\_\_\_

*Ndangsa Kennedy Akam*

REGISTRATION



**LISTE DES ETABLISSEMENTS BANCAIRES ET ORGANISMES FINANCIERS DEFINITIF AUTORISES  
A EMETTRE DES CAUTIONS DANS LE CADRE DES LETTRE COMMANDES PUBLICS.**

**BANKS**

1. Afriland First Bank (AFB)
2. Banque Atlantique Cameroun (BACM)
3. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC)
4. CITI Bank N.A. CAMEROON
5. Commercial Bank of Cameroon (CBC)
6. Ecobank Cameroon (EBC)
7. National Financial Credit Bank (NFC BANK)
8. Société Commercial de Banques Cameroun (CA-SCB)
9. Société Générale Cameroun (SGC)
10. Standard Chartered Bank Cameroon (SCBC)
11. Union Bank of Cameroon PLC (SCBC)
12. United Bank for Africa (UBA)
13. Bank of Africa Cameroun(BOA-C)
14. Credit Communautaire d'Afrique (CCA)
15. BGFI. Banque Gabonaise pour le financement International
16. Banque Camerounaise des PME. IBEPME

**II- Insurance companies**

1. Chanas Assurances S.A. BP 109/Douala;
2. Activa Assurances S.A. BP 12970/Douala ;
3. Zenithe Insurance S.A. BP 1540/Doual.
4. Area Assurance
5. Atlantique Assurance
6. Beneficial General Insurance
7. CPA Sa
8. NSIA Assurance
9. Pro- Assurance
10. SAAR Assurance

DRAWING