

REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

REGION DE L'OUEST

DEPARTEMENT DE LA MENOUA

ARRONDISSEMENT DE NKONG-NI

COMMUNE DE NKONG-ZEM

B.P:391 DSCHANG



REPUBLIC OF CAMEROON  
PEACE-WORK-FATHERLAND

WEST REGION

MENOUA DIVISION

NKONG-NI SUBDIVISION

NKONG-ZEM COUNCIL

P.O BOX:391 DSCHANG

## PIECE 1: OPEN NATIONAL INVITATION TO TENDER

N°03/AONO/CIPM/C.Nk-Zem/2026 DU 06 JANUARY 2026 FOR THE ACQUISITION OF A TRUCK FOR THE COMMUNE OF NKONG-ZEM, MENOUA DEPARTMENT.

### 1. Subject of the invitation to tender

Within the framework of the execution of the Public Investment budget 2026 exercise, the Mayor of the Municipality of Nkong-Zem Contracts hereby launches in emergency procedure, on behalf of the Stat Cameroun, Planning and Regional Development of Menoua, an Open National Invitation to tender FOR THE ACQUISITION OF A TRUCK FOR THE COMMUNE OF NKONG-ZEM, MENOUA DEPARTMENT.

### 2. Nature of services

The service provided under this tender includes: supply of a truck.

**NB :** Informations on the work to be carried out is detailed in the unit price schedule, the quantitative and estimated quote and the Special Technical Clauses Booklet.

### 3 - Allotment Delivery deadline

The works shall constitute in one lot.

### 4 - Estimated cost

The estimated cost is **one hundred millions (100 000 000)** CFA francs, distributed as follows:

### 5 - Delivery deadline.

The maximum execution time for works in provisional acceptance state is **tree (03)** months from the date of notification to the contractor of the order service to start work, distributed as follows:

### 6. Participation and origin

Participation in this invitation to tender is open on equal terms to all Cameroonian companies established on the national territory, competent in the field of civil engineering.

### 7. Funding

The works covered by this call for tenders are financed by the PUBLIC INVESTMENT BUDGET BIP MINDDEVEL, FINANCIAL YEAR 2026..

### 8. Bidding method

The mode of submission selected for this consultation is offline.

### 9. Provisional bid bond

Each bidder must attach to their administrative documents a stamped and hand-paid bid bond, valid for thirty (30) days beyond the validity date of the offers and will be established by a bank approved by the Minister in charge of Finance, the list is annexed. The amount of the bond is CFA francs **two millions (2 000 000)** The absence of the bid bond issued by a first-rate bank or financial body of first category authorised by the Minister in charge of Finance to issue bonds for public contracts shall lead to the immediate rejection of the offer. A bid bond submitted but that does not have any relation with the consultation concerned shall be considered as absent. The bid bond presented by a tenderer at the bid

opening session shall not be accepted.

#### 10. Consultation of the tender documents.

The tender file may be consulted during working hours at the Nkong-Zem technical service upon publication of this Invitation to tender.

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

#### 11. Acquisition of the Tender file

The file Tender Document can be obtained during working hours from the Nkong-Zem Town technical service against presentation of a receipt of payment at the **Council Treasury** a non-refundable sum of **one hundred and fifty thousand (150 000) CFA francs**, representing the cost of acquisition of the Tender file.

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

#### 12. Submission of bids:

Each bid drafted in English or in French in Seven (7) copies including one (1) original and six (6) copies shall be submitted at the Nkong-Zem Town technical service, upon publication of this invitation to tender not later than **02 FEB 2025** at 09 a.m. local time deposited against a receipt and shall be labelled:

*«Open National Invitation to Tender*

N°...../ONIT/C.NKONG-ZEM/CIPM/2025 OF THE ...../2025 FOR THE ACQUISITION OF A TRUCK  
FOR THE COMMUNE OF NKONG-ZEM, MENOUA DEPARTMENT.

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

#### 13. Admissibility of tenders

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

The Project Owner shall not accept:

- Bids bearing information on the identity of the tenderers;
- Bids submitted after the closing date and time for submission of bids;
- Envelopes without indication on the identity of the Invitation to Tender;
- Bids non-compliant with the bidding mode;
- Failure to comply with the number of copies specified in the RPAO or offer in copies only;

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

#### 14. Opening of Bids

Bids shall be opened in one phase. The administrative, technical and financial bids shall be opened on the **02 FEB 2025** from 10 a.m. local time by the Commission for Public Procurement, in the presence of the bidders or their duly authorized representatives having full knowledge of the file.

Under pain of rejection, the administrative documents required, must be produced in originals and true copies certified by the issuing service an administrative authority (Divisional Officer...) in accordance with the Special Condition of the invitation to tender.

They must not be older than three preceding the original date of submission of bids (3) months and must not have been established after the signing of the tender notice.

In case of absence or non-conformity of a document in the administrative file during the opening of bids, after a 48(forty-eight) hours deadline granted by the Board, the file shall be rejected.

**The opening of bids must take place no later than one hour after the deadline for receipt of tenders set out in the Tender File.**

#### 15. Evaluation criteria

The evaluation criteria consist of two types: the eliminatory criteria and essential criteria.

##### 15.1 Eliminatory Criteria

The Eliminary criteria set out the minimum requirements for admission to the next essential evaluation criteria. Failure to comply with these criteria lead to rejection of the tender. These include :

- a) The absence of the stamped and hand-paid tender bond, upon opening of bids;
- b) Failure to submit, beyond the 48(forty-eight) hours deadline after the opening of bids, a document of the administrative file deemed non-compliant or absent (except the bid bond);
- c) False declaration, fraudulent schemes falsified or forged documents ;
- d) Obtain less than 70% of yes (17 yes to 23);
- e) Omission of a quantified unit price in the financial bid;
- f) Absence of an element in the financial offer (submission, BPU, DQE);
- g) Absence of integrity charter dated and signed ;
- h) Absence of the dated and signed commitment statement to comply with environmental and social clauses ;
- i) Absence in the technical bid of the declaration of the non-abandon of works.

### 15.2 Essential criteria

The essential criteria are those so-called primary key or to judge the technical and financial capacity of the candidates to perform the Works, subject of the Listing Application.

The main criteria for qualification details of which are found in Exhibit 16 of this DAO include:

- A. OVERVIEW OF THE OFFER ;
- B. STAFF ;
- C. EXPERIENCE ;
- D. MATERIALS
- E. CAPACITY MOBILIZATION OF FINANCIAL RESOURCES ;
- F. METHODOLOGY OF EXECUTION OF WORK.

### 16. Attribution

The contracting authority will award the contract to the bidder whose bid is evaluated to be in accordance with the tender documents (having the technical and financial capacity required to perform the contract satisfactorily) and whose tender has been evaluated as the lowest.

Bidders who present anormally low bids would be disqualified following regulation in place which prescribes obtention the expertise of Public Contract Regulatory Agency (PCRA) after seeking explanation from the bidder concerned.

The successful bidder is invited to present as soon as possible after signing of the award decision, than within seven days and under penalty of annulment of that decision awarding the Nkong-Zem Town technical service for the establishment and the subscription of its market. **Failure to appear, the contract is awarded to the next.**

### 17. Validity of offers

Bidders shall be bound by their bids for a period of ninety (90) days with effect from the date of opening of bids.

### 18. Further information

Further information may be obtained during working hours at the Nkong-Zem Town technical service or online on the COLEPS platform via <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, or any other electronic communication means indicated by the Project Owner.

### 19. Fight against corruption and malpractices

For any denunciation of corruption attempt practices, facts or acts, please call the National Anti-Corruption Commission (NACC) on 1517, the Authority in charge of Public Contracts (MINMAP) (SMS or call) on (+237) 673 20 57 25 and 699 37 07 48, the ARMP on ..... or the PO/DPO on .....BP.....Nkong-Zem.

### Enlargements:

- DDMINMAP/Me ;
- ARMP/OU;
- DDTP/Me ;
- Folder;
- Display;
- chrono.

Nkong-Zem, the .....  
The Mayor of the Municipality of Nkong-Zem  
(Contracting Authority)

09 JAN 2026

*Ndongmo David*  
Maire de la Commune  
de NKONGZEM

**PIECE N° 2**  
**REGLEMENT GENERAL DE L'APPEL**  
**D'OFFRES**  
**(RGA O)**