

REPUBLIC OF CAMEROON
Peace-Work-Fatherland

.....
NORTH-WEST REGIONAL ASSEMBLY

.....
REGIONAL EXECUTIVE COUNCIL

.....
PEACE-JUSTICE-UNITY-HARD WORK- SOLIDARITY



REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

.....
ASSEMBLEE REGIONALE DU NORD-OUEST

.....
CONSEIL EXECUTIF REGIONAL

.....
PAIX-JUSTICE-UNITE-TRAVAIL-SOLIDARITE

OPEN NATIONAL INVITATION TO TENDER

TENDER FILE

PROJECT OWNER:

THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

CONTRACTING AUTHORITY:

THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

TENDER BOARD:

NORTH WEST REGIONAL ASSEMBLY INTERNAL TENDERS BOARD (NWRAITB)

TENDER FILE N° 027/ONIT/NWRA/ITB/2026 OF 05 /EV 27/2026
FOR THE CONSTRUCTION OF A FENCE AT GOVERNMENT
SECONDARY HIGH SCHOOL BANGSHIE (PHASE 1) IN THE NOR
WEST REGION

AUTHORIZATION NO:

BUDGETARY HEAD:

2026 FINANCIAL YEAR

Revised 02/26

TABLE OF CONTENTS

Document No. 1: Tender Notice.....	3
Document No. 2: General Regulations of the Invitation to Tender.....	12
Document No. 3: Special Regulations of the Invitation to Tender.....	28
Document No. 4: Special Administrative Conditions.....	37
Document No. 5: Special Technical Conditions.....	50
Document No. 6: Schedule of unit prices	57
Document No. 7: Bill of quantities and estimates.....	60
Document No. 8: The sub-detail of prices.....	63
Document No. 9: Model Contract.....	65
Document No. 10: Model documents to be used by bidders.....	70
Document No. 11: Justifications of preliminary studies.....	83
Document No. 12: List of banking establishments and financial bodies authorised to issue bonds for Public Contracts.....	85

Document N°. 1

TENDER NOTICE

REPUBLIC OF CAMEROON
Peace-Work-Fatherland
.....
NORTH-WEST REGIONAL ASSEMBLY
.....
REGIONAL EXECUTIVE ASSEMBLY
.....
PEACE-JUSTICE-UNITY-HARD WORK- SOLIDARITY
.....



REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie
.....
ASSEMBLEE REGIONALE DU NORD-OUEST
.....
CONSEIL EXECUTIF REGIONAL
.....
PAIX-JUSTICE-UNITE-TRAVAIL-SOLIDARITE
.....

TENDER NOTICE

OPEN NATIONAL INVITATION TO TENDER FILE N° 27/ONIT/NWRA/ITB/2026 OF 03/01/2026
2026 FOR THE CONSTRUCTION OF A FENCE AT GOVERNMENT SECONDARY HIGH SCHOOL
BANGSHIE (PHASE 1) IN THE NORTH WEST REGION

Financing: Public Investment Budget – 2026

1. Subject of the Invitation to Tender:

Within the framework of 2026 Public Investment Budget, The President of the North West Regional Assembly, Contracting Authority, hereby launches an Open National Invitation to tender **For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region**

2. Nature of works:

Works to be done consists of

- 100.PREPARATORY PHASE
- 200.EARTH WORKS.
- 300.MASONRY AND CONCRETE WORKS.
- 400.ELECTRICAL WORKS.
- 500.PAINTING WORKS.
- 600.PLUMBING – SANITARY WORKS.

3. Execution deadline

The maximum deadline provided by the Contracting Authority for the execution of the works subject of this Invitation to tender is **Four (04) calendar Months**.

4. phase: phase 1

The work is in one phase as follows:

LOT No	DIVISION	LOCALITY	PROJECT
01	MEZAM	BANGSHIE	CONSTRUCTION OF A FENCE AT GHS BANGSHIE (PHASE 1)

5. Estimated Cost

The estimated cost of the projects after preliminary studies is as follows:

LOT	DIVISION	LOCALIT	PROJECT	AMOUNT
01	MEZAM	BANGSHIE	CONSTRUCTION OF A FENCE AT BANGSHIE (PHASE 1)	85, 000,000
TOTAL				85, 000,000

6. Participation and origin

Participation in this Invitation to tender is opened under the same conditions to all Cameroonian companies and business persons that have proven experience in the field of building construction and provided they are in compliance with the Cameroonian laws.

7. Financing

Works which are the subject of this Invitation to Tender shall be financed by the 2026 Public Investment Budget assigned to the North-West Regional Assembly.

8. Bid bond

The bidder must include in his administrative documents, a bid bond issued by a first-rate financial establishment approved by the Ministry in charge of Finance and whose list is found in document N°. 12 of the Tender File, of an amount, (See table below) valid for thirty (30) days beyond the date of validity of bids.

LOT No.	PROJECT	AMOUNT	AMOUNT OF BID BOND	TENDER FILE FEE
01	CONSTRUCTION OF A FENCE AT GHS BANGSHIE (PHASE 1)	85,000,000	1,700,000	89,500

The file may be consulted during working hours at the office of the Director of General Affairs at the North West Regional Assembly (Annex Building of Block "A") Tel N° 2 33 36 00 92 or online using the address: www.marchespublics.cm, as soon as this notice is published.

10. Acquisition of Tender File:

The file may be obtained from the office of the Director of General Affairs at the North West Regional Assembly, Tel N° 2 33 36 00 92 or online using the address: www.marchespublics.cm, as soon as this notice is published against payment of the sum of **Eighty Nine Thousand Five Hundred (89,500) Francs CFA**, into the North West Regional Assembly Treasury (Block B), representing the cost of purchasing the Tender File.

11. Submission of bids:

The method of submission shall be online.

The Tender must be submitted by the Tenderer on the COLEPS Platform not later than / / 2026 at **10:00am**. A backup copy of the Tender saved in a USB key or a CD/DVD must be sent in a sealed envelope with a clear and legible indication "backup copy" within the time limit bearing the label:

OPEN NATIONAL INVITATION TO TENDER FILE

N° / ONIT/NWRA/ITB/2026 OF / / 2026 FOR THE CONSTRUCTION OF A FENCE AT GOVERNMENT SECONDARY HIGH SCHOOL BANGSHIE (PHASE 1) IN THE NORTH WEST REGION

File Size and Format:

The maximum size of the documents that will be uploaded on the platform and constituting the bidder's offer shall be:

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- 5 Mb for the financial offers.

Supported formats shall include:

- PDF formats for texts documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

12. Admissibility of bids

Under penalty of being rejected, only originals or certified true copies signed by the issuing service or administrative authorities (Governor, Senior Divisional Officer, Divisional Officers....) must imperatively be produced in accordance with the Special Regulations of the Invitation to Tender.

They must obligatorily not be older than three (3) months preceding the date of submission of bids or may be established after the signature of the tender notice

Any bid not in compliance with the prescriptions of the Tender File shall be rejected. This refers especially to the absence of a bid bond issued by a first-rate bank approved by the Minister in charge of Finance

13. Opening of bids:

The bids shall be opened in a single phase. The opening of the administrative documents, the Technical and Financial offers will take place on the __/__/2026 at **11.00 am** local time, in the conference hall of the North West Regional Assembly Internal Tenders' Board, by its competent members. Only bidders may attend or be represented by duly mandated persons of their choice and having a good knowledge of their files.

14. Evaluation criteria

The bids shall be evaluated according to the main criteria as follows:

A. Eliminatory criteria

1. Absence or non-conformity of an element in the administrative file non regularized within 48 hours after opening of bids
2. Execution deadline higher than prescribed in the Tender File;
3. False declaration or falsified documents;
4. Absence or insufficient bid bond;
5. A bid with the external envelope carrying a sign leading to the identification of the bidder;
6. Incomplete financial file;
7. Non respect of 75% of essential criteria;
8. Suspended by MINMAP for 2026.
9. Submission of insufficient number of bids or the lack of the original copy of bids;
10. Average annual turnover of at least the tendering amount (Average annual turnover calculated as total certified payments received for contracts in progress or completed, within the last five (5) years (from 2021). This should be justified by copies of past contracts (completed or ongoing). Final reception minutes for all completed contracts before 2026 and provisional reception minutes for contracts completed in 2025 should be presented.
11. Failure to provide a backup copy of offers saved in a USB key or a CD/DVD on time;
12. Failure to comply with the format of file type and size for online submission;
13. Failure to present a CDEC receipt or proof of deposit of the amount of the bid bond requested into the Deposit and Guarantee Fund;
14. Failure to present a certificate of categorization or receipt of deposit of file for categorisation of the enterprise in the "**Building and General Equipment**" sub-sector of activities.

B. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements visa by the competent authority;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;

- 8- Attestation of site visit duly signed on honour by the bidder and report of site visit with pictures;
- 9- Special Technical Clauses initialed in all the pages, signed and dated at the last page;
- 10- Special Administrative Clauses completed and initialed in all the pages, signed and dated at the last page.

15. Award

The evaluation will be done in a binary way (**yes**) or (**no**) with an acceptable minimum score of **75%** of the essential criteria taken in account.

The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to **100%** of the eliminatory criteria and at least **75%** of the essential criteria.

16. Validity of bids

Bidders will remain committed to their offers for **Ninety (90) days** from the deadline set for the submission of tenders.

17. Complementary information

Complementary technical information may be obtained during working hours from the office of the Director of General Affairs, North West Assembly Building, Block "A". (Tel N°2 33 36 00 92).

Done at Bamenda on 05 FEB 2026

**THE PRESIDENT OF THE REGIONAL ASSEMBLY
(Contracting Authority)**



Fobayshi Angwafo III
President North-West Regional
Executive Council

Copies:

- ARMP BAMENDA
- RD/MINMAP/NW
- Chairperson of TB/NWRA
- Notice Board
- File/archive



AVIS D'APPEL D'OFFRES PAR PROCEDURE D'URGENCE

APPEL D'OFFRE NATIONAL OUVERT

N° 27/ONIT/NWRA/NWRAITB/2026 DU 5 7 2026 POUR LA CONSTRUCTION D'UNE CLÔTURE AU LYCÉE DE BANGSHIE UNE PHASE(01) DANS LA RÉGION DU NORD-OUEST

Financement : Budget d'Investissement Public 2026

1. Objet de l'Appel d'Offre

Dans le cadre de l'exercice budgétaire 2026, le Président de l'Assemblée Régionale du Nord-Ouest, Autorité Contractante lance un Appel d'Offres National Ouvert **POUR LA CONSTRUCTION D'UNE CLÔTURE AU LYCÉE DE BANGSHIE UNE PHASE(01) DANS LA RÉGION DU NORD-OUEST**

Consistance des travaux

2. Les travaux comprennent notamment :

- 100. PHASE PRÉPARATOIRE
- 200. TERRASSEMENT.
- 300. MAÇONNERIE ET BETONNAGE.
- 400. TRAVAUX D'ELECTRICITE.
- 500. PEINTURE.
- 600. PLOMBERIE – INSTALLATIONS SANITAIRES.

3. Délais d'exécution

Le délai maximum prévu le Maître d'Ouvrage Délégué pour la réalisation des travaux objet du présent appel d'offres est de **Quatre (04) mois par une phase(01)**

4. Allotissement

Le travail est ci-après défini à d'une phase :

LOT	DEPARTMENT	LOCALITÉ	PROJET
01	MEZAM	BANGSHIE	POUR LA CONSTRUCTION D'UNE CLÔTURE AU LYCÉE DE BANGSHIE UNE PHASE(01) DANS LA RÉGION DU NORD-OUEST

5. Coût de prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de:

LOT	DEPARTMEN	LOCALITI	PROJET	MONTA
01	MEZAM	BANGSHIE	POUR LA CONSTRUCTION D'UNE CLÔTURE AU LYCÉE DE BANGSHIE UNE PHASE(01) DANS LA RÉGION DU NORD-OUEST	85,000,000
TOTAL				85,000,000

6.Participation et origine

La participation à cette consultation est ouverte aux entreprises de droit camerounais.

7.Financement

Les travaux objet du présent appel d'offres sont financés par le Budget d'Investissement Publics du Cameroun de l'exercice 2026.

8.Cautionnement provisoire

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie par une banque de premier ordre agréée par le Ministère chargé des finances et dont la liste figure dans la pièce 12 du DAO, d'un montant, (voir tableur) valable pendant trente (30) jours au-delà de la date originale de validité des offres.

Le coût prévisionnel de l'opération à l'issue des études préalables est de;

LOT No.	DEPARTMENT	LOCALITÉ	PROJET	MONTANT
01	MEZAM	BANGSHIE	POUR LA CONSTRUCTION D'UNE CLÔTURE AU LYCÉE DE BANGSHIE UNE PHASE(01) DANS LA RÉGION DU NORD-OUEST	85,000,000
TOTAL				85,000,000

9.Consultation du Dossier d'Appel d'Offres

Le Dossier d'Appel d'Offres peut être consulté et obtenu aux heures ouvrables au bureau du Directeur des Affaires Générales de l'Assemblée Régionale du Nord-Ouest (Tel N° 2 33 36 00 92) **ou en ligne à l'adresse: www.marchespublics.cm** dès Publication du présent avis.

10.Acquisition du Dossier d'Appel d'Offres

Le dossier peut être obtenu aux heures ouvrables après Publication du présent avis au bureau de l'autorité contractant (Tel N° 2 33 36 00 92) **ou en ligne à l'adresse: www.marchespublics.cm** contre présentation d'une quittance de versement au Trésor de l'Assemblée Régionale du Nord-Ouest de la somme non remboursable de 89,500 (quatre vingt neuf mille cinq cents) Francs CFA.

11.Remise des offres

La méthode de remise doit être en ligne

L'offre devra être déposée par le soumissionnaire sur la plateforme COLEPS au plus tard de le __/__/2026 à 10 h 00. Une copie de sauvegarde de l'offre sauvegardée sur une clé USB ou un CD/DVD devra être envoyée dans une enveloppe fermée avec la mention claire et lisible « copie de sauvegarde » portant le libellé dans le délai imparti.

APPEL D'OFFRES NATIONAL OUVERT

N° 71 AONO/ARNO/ARNOCIPM/2026 DU 5 FEV 2026

POUR LA CONSTRUCTION D'UNE CLÔTURE AU LYCÉE DE BANGSHIE UNE PHASE(01) DANS LA RÉGION DU NORD-OUEST

«A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT»,

Taille et format du fichier :

Pour le enchères en ligne, la taille maximale de documents qui seront téléchargés sur la plateforme et constituant l'offre du soumissionnaire sera de :

- 5 Mo pour les offres administratives.

- 15Mo pour les offres Techniques,
 - 5 Mo pour les offres financements.
- Les formats pris en charge doivent inclure :
- Formats PDF pour documents textes,
 - Formats JPEG pour les images.

Le soumissionnaire devra utiliser un logiciel de compression pour réduire la taille du fichier à soumettre.

12.Recevabilité des offres

Sous peine de rejet, les pièces du dossier administratif requises doivent être produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité administrative (Gouverneur, Préfet, Sous-préfet,...), conformément aux stipulations du Règlement Particulier de l'Appel d'Offres.

Elles doivent dater de moins de trois (03) mois précédant la date originale de dépôt des offres ou avoir été établies postérieurement à la date de signature de l'Avis d'Appel d'Offres.

Toute offre incomplète conformément aux prescriptions 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.

13.Ouverture des plis

L'ouverture des plis se fera en un temps. L'ouverture des pièces administratives et des offres techniques et financières aura lieu le / / 2026 à 11h 00, heure locale, dans la salle de conférence du Président de l'Assemblée Régionale du Nord-Ouest siégeant en présence des soumissionnaires ou de leurs représentants dûment mandatés et ayant une parfaite connaissance du dossier.

14.Critères d'évaluation

Les offres seront évaluées selon les principaux critères suivants :

A - Critères éliminatoires

Il s'agit notamment:

- 1- Absence ou non-conformité de document administratif qui ne peuvent pas ce régulariser pendant quarante-huit heures après ouverture des offres
- 2- Délai d'exécution supérieur à celui prescrit dans le DAO ;
- 3- Fausses déclarations ou pièces falsifiées ;
- 4- Absence ou insuffisance de la caution provisoire de soumission ;
- 5- Offres dont l'enveloppe extérieure porte des mentions permettant de reconnaître le Soumissionnaire ;
- 6- Offres financière incomplète ;
- 7- Le non-respect de 75% des critères essentiels ;
- 8- Suspendu par le MINMAP en 2026;
- 9- Présentation d'un nombre insuffisant d'offres ou manque de la copie originale des offres
- 10- Chiffre d'affaires annuel moyen au moins égal au montant de l'offre (chiffre d'affaires annuel moyenne calculée comme le total des paiements certifiés reçus pour les contrats en cours ou achevés, au cours du dernier cinq (5) ans (à partir de 2021) à justifier par des copies des contrats passés (achevés ou en cours. Procès-verbal de réception définitif pour tous les marchés terminés avant 2026 et procès-verbal de réception provisoire pour les contrats terminés en 2025 à présenter)
- 11- Défaut de fournir une copie de sauvegarde de l'offre sauvegardée sur une clé USB ou un CD/DVD à temps.
- 12- Défaut de se conformer au format du type de fichier et de la taille pour la soumission en ligne ;
13. Défaut de présenter un reçu du CDEC ou une preuve de dépôt du montant de la caution de soumission exigée auprès du Fonds de dépôt et de garantie;

14. Défaut de présenter un certificat de catégorisation ou un reçu de dépôt du dossier de catégorisation de l'entreprise dans le sous-secteur d'activité « Bâtiment et équipement général ».

B - Critères essentiels

Les critères relatifs à la qualification des candidats porteront à titre indicatif sur :

- 1- Présentation générale de l'offre ;
- 2- Capacité financière ;
- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Qualité du personnel ;
- 5- Organisation technique des travaux ;
- 6- Sécurité au chantier ;
- 7- Moyens logistiques ;
- 8- Attestations de visite de site signée sur l'honneur par le soumissionnaire et rapport de visite du site avec photos ;
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page, signé et daté à la dernière page ;
- 10- Cahier des Clauses Administratives Particulières complété et paraphé à chaque page, signé et daté à la dernière page.

Les critères essentiels sont soumis à des minima dont le détail est donné dans le Règlement Particulier de l'Appel d'Offres (RPAO).

15. Attribution

Cette évaluation se fera de manière purement positive (oui) ou négative (non) avec un minimum acceptable d'au moins 75% de l'ensemble des critères essentiels pris en compte

Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disante, conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à 100% des critères éliminatoires et au moins 75% des critères essentiels. Un enchérisseur peut soumissionner pour plus d'un lot mais ne peut se voir attribuer qu'un seul lot.

16. Durée de validité des offres

Les soumissionnaires restent engagés par leur offre pendant 90 jours à partir de la date limite fixée pour la remise des offres.

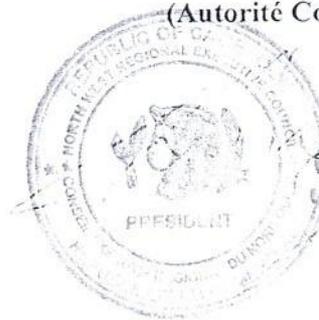
17. Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès de bureau du Directeur des Affaires Générales (Tel N° 2 33 36 00 92).

Fait à Bamenda, le 05 FFV 2026
Le Président de l'Assemblée Régionale du Nord Ouest
(Autorité Contractante)

Copie :

- ARMP
- DR/MINMAP/NW
- Présidents CIPM/NWRA
- Affichage
- Chrono/archive



Fraï Fotuagshi Angwafo III
President North-West Regional
Executive Council

Document N°. 2
GENERAL REGULATIONS OF THE
INVITATION TO TENDER

TABLE OF CONTENTS

A. General

Article 1: Scope of the tender.....	
Article 2: Financing.....	
Article 3: Fraud and corruption.....	
Article 4: Candidates admitted to compete.....	
Article 5: Building materials, materials, supplies, equipment and authorised services...	
Article 6: Qualification of the bidder.....	
Article 7: Visit of work site	

B. Tender File.....

Article 8: Content of Tender File.....	
Article 9: Clarifications on Tender File and complaints	
Article 10: Modification of the Tender File.....	

C. Preparation of Bids

Article 11: Tender fees.....	
Article 12: Language of bid.....	
Article 13: Constituent documents of the bid.....	
Article 14: Amount of bid.....	
Article 15: Currency of bid and payment.....	
Article 16: Validity of bids.....	
Article 17: Bid bond.....	
Article 18: Varying proposals by bidders.....	
Article 19: Preparatory meeting to the establishment of bids.....	
Article 20: Form and signature of bids.....	

D. Submission of bids.....

Article 21: Sealing and marking of bids.....	
Article 22: Date and time-limit for submission of bids.....	
Article 23: Out of time-limit bids.....	
Article 24: Modification, substitution and withdrawal of bids.....	

E. Opening and evaluation of bids

Article 25: Opening of bids.....	
Article 26: Confidential nature of the procedure.....	
Article 27: Clarifications on the bid and contact with Contracting Authority.....	
Article 28: Determination of their compliance.....	
Article 29: Qualification of the bidder.....	
Article 30: Correction of errors.....	
Article 31: Conversion into a single currency.....	
Article 32: Evaluation of financial bids.....	
Article 33: National preference.....	

F. Award of the Contract.....

Article 34: Award.....	
Article 35: Right of the Contracting Authority to declare an Invitation to Tender unsuccessful or to cancel a procedure.....	
Article 36: Notification of the award of the Contract.....	
Article 37: Signature of the Contract.....	
Article 38: Final bond.....	

GENERAL RULES OF THE INVITATION TO TENDER

A. GENERAL

Article 1: Scope of the tender

The Contracting Authority, The President of the North West Regional Assembly hereby launches an Open National Invitation to Tender N° ___/ONIT/NWRA/ITB/2026 of ___/___/2026 **For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region**

The bidder retained or the preferred bidder must complete the works within the time- limit indicated in the Special Regulations which runs from the date of notification of the Administrative Order.

1.2 In this Tender File, the term “day” means a calendar day.

Article 2: Financing

The source of financing of the works forming the subject of this Invitation to Tender shall be specified in the Special Regulations.

Article 3: Fraud and corruption

3.1 The Contracting Authority requires of bidders and Contractors the strict respect of rules of professional ethics during the award and execution of Public Contracts. By virtue of this principle:

a) The following definitions shall be admitted:

- i) Shall be guilty of “corruption” whoever offers, gives, requests or accepts any advantage in view of influencing the action of a Public official during the award or execution of a Contract;
- ii) Is involved in “fraudulent manoeuvres” whoever deforms or distorts facts in order to influence the award or execution of a Contract;
- iii) “Collusive practices” shall mean any form of agreement between two or among several bidders (whether the Contracting Authority is aware or not) aimed at artificially maintaining the prices of bids at levels not corresponding to those resulting from competition;
- iv) “Coercive practices” shall mean any form of harm against persons or their property or threats against them in order to influence their action during the award or execution of a Contract.

b) Any proposed award shall be rejected if it is proved that the proposed preferred bidder is directly or through an intermediary, guilty of corruption or is involved in fraudulent manoeuvres, collusive or coercive practices for the award of this Contract.

3.2 The Minister Delegate at the Presidency in charge of Public Contracts may, as a precaution, take a decision of exclusion from bidding for a period not exceeding two (2) years against any bidder found guilty of influence peddling, of conflicts of interest, insider trading, fraud, corruption or production of non-genuine documents in the bid, without prejudice to criminal proceedings that may be brought against him

Article 4: Candidates are allowed to compete

4.1 If the Invitation to Tender is opened, consultation is addressed to all candidates retained after a pre-qualification procedure.

4.2 Generally, the Invitation to Tender is addressed to all entrepreneurs, subject to the following provisions:

- (a) A bidder (including all members of a group of enterprises and all sub-Contractors to the bidder) must be from an eligible country, in accordance with the funding agreement.

- (b) A bidder (including all members of a group of enterprises and all sub-Contractors to the bidder) must not be in a situation of conflict of interest, subject to disqualification. A bidder shall be judged to be in a situation of conflict of interest if he:
 - i) Is or was associated in the past with an enterprise (or a subsidiary of this enterprise) which provided consultancy services for the conception, preparation of specifications and other documents used within the scope of Contracts awarded for this Invitation to Tender; or
 - ii) Presents more than one bid within the context of Invitation to Tender, except authorised variants according to article 17, where need be; meanwhile, this does not prevent the participation of sub-Contractors in more than one bid.
 - iii) The Contracting Authority or Project Owner has financial interests in the capital in a way as to compromise the transparency of the procedures of award of Public Contracts.
- (c) The bidder must not have been excluded from bidding for Public Contracts.
- (d) A Cameroonian Public enterprise may participate in the consultation if it can demonstrate that it is (i) legally and financially autonomous, (ii) managed according to commercial laws and (iii) not under the direct supervisory authority of the Contracting Authority or Project Owner.

Article 5: Building materials, materials, supplies, equipment and authorised services

- 5.1 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.
- 5.2 Within the meaning of this 5.1 above, the term "originate" shall designate the place where the goods are extracted, cultivated, produced, manufactured and from where the services originate.

Article 6: Qualification of bidder

6.1 As an integral part of their bid, bidders must:

- (a) submit a power of attorney making the signatory of the bid bound by the bid; and
- (b) provide all information (complete or update information included in their request for pre-qualification which may have changed in the case where the candidates took part in pre-qualification) requested of bidders in the Special Regulations of the Invitation to Tender, in order to establish their qualification to execute the Contract.

Where necessary, bidders should provide information relating to the following points:

- (i) The production of certified balance sheets and recent turnovers;
- (ii) Access to a line of credit or availability of other financial resources;
- (iii) Orders acquired and Contracts awarded;
- (iv) Pending litigations;
- (v) Availability of indispensable equipment.

6.2 Bids presented by two or more associated undertakings (joint-Contracting) must satisfy the following conditions:

- (a) The bid must include all the information listed in article 6(1) above. The Special Regulations must indicate the information to be furnished by the group and that to be furnished by each member of the group;
- (b) The bid and the Contract must be signed in a way that is binding on all members of the group;

- (c) The nature of the group (joint or several) must be specified in the Special Regulations and justified with the production of a joint venture agreement in due form;
- (d) The member of the group designated as the representative will represent all the undertakings vis à vis the Project Owner and Contracting Authority with regard to the execution of the Contract;
- (e) In case of joint co-Contracting, the co-Contractors shall share the sums which are paid by the Project Owner into a single account. On the other hand, each undertaking is paid into its own account by the Project Owner where it is joint co-Contracting.

6.3 Bidders must equally present sufficiently detailed proposals to demonstrate that they comply with the technical specifications and execution time-limits set in the Special Regulations of the Invitation to Tender.

6.4 Bidders requesting to benefit from the margin of preference must furnish all the necessary information to prove that they satisfy the eligibility criteria set in article 33 of the General Regulations of the Invitation to Tender.

Article 7: Visit of works site

7.1 The bidder is advised to visit and inspect the site and its environs and obtain by himself and under his own responsibility, all the information which may be necessary for the preparation of the bid and the execution of the works. The related cost of the visit of the site shall be borne by the bidder.

7.2 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.

7.3 The Project Owner may organise a visit of the site of the works during the preparatory meeting to establishing the bids mentioned in article 19 of the General Regulations of the Invitation to Tender.

B. TENDER FILE

Article 8: Content of Tender File

8.1 The Tender File describes the works forming the subject of the Contract, sets the consultation procedure of Contractors and specifies the terms of the Contract. Besides the addendum (addenda) published in accordance with article 10 of the General Regulations of the Invitation to Tender, it includes the following documents:

- Document No. 1. The Tender Notice;
- Document No. 2. The General Regulations of the Invitation to Tender;
- Document No. 3. The Special Regulations of the Invitation to Tender;
- Document No. 4. The Special Administrative Conditions;
- Document No. 5. The Special Technical Conditions;
- Document No. 6. The schedule of unit prices;
- Document No. 7. The bill of quantities and estimates;
- Document No. 8. The sub details of unit prices;
- Document No. 9. Model documents of the Contract:
 - a. The execution schedule;
 - b. Model of forms presenting the equipment, personnel and references;
 - c. Model bidding letter;
 - d. Model bid bond;
 - e. Model final bond;
 - f. Model of bond of start-off advance;

- g. Model of guarantee in replacement of the retention fund;
- h. Model Contract;

Document N^o. 10. Models to be used by bidders;

- a. Model Contract;

Document N^o. 11. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

Document N^o. 12. List of first grade banking establishments or financial institutions approved by the Minister in charge of Finance authorised to issue bonds for Public Contracts to be inserted by the Contracting Authority.

8.2 The bidder must examine all the regulations, forms, conditions and specifications contained in the Tender File. It is up to him to furnish all the information requested and prepare a bid in compliance with all aspects of the said file.

Article 9: Clarifications on the Tender File and complaints

9.1 Any bidder who wants to obtain clarifications on the Tender File may request them from the Contracting Authority in writing or by electronic mail (fax or e-mail) at the Contracting Authority's address indicated in the Special Regulations of the Invitation to Tender and send a copy to the Project Owner. The Contracting Authority replies in writing to any request for clarification received at least fourteen (14) days prior to the deadline for the submission of bids.

A copy of the Contracting Authority's response, indicating the question posed but not mentioning the author, is addressed to all bidders who bought the Tender File.

9.2 Between the Publication of the tender notice including the pre-qualification phase of candidates and the opening of bids, any bidder who feels aggrieved in the Public Contracts award procedure may lodge a complaint to the Minister in charge of Public Contracts.

9.3 A copy of the complaint should be addressed to the Contracting Authority and to the body in charge of the Regulation of Public Contracts and the chairperson of the Tenders Board.

9.4 The Contracting Authority has five (5) days to react. A copy of the reaction shall be forwarded to MINMAP and the body in charge of the regulation of Public Contracts.

Article 10: Amendment of the Tender File

10.1 The Contracting Authority may at any moment, prior to the deadline for the submission of bids and for any reason, be it at his initiative or in reply to a request for clarification formulated by a bidder, amend the Tender File by publishing an addendum.

10.2 Any published addendum shall be an integral part of the Tender File, in accordance with article 8.1 of the General Regulations of the Invitation to Tender and must be communicated in writing or made known by a traceable means to all bidders who bought the Tender File.

10.3 In order to give bidders sufficient time to take account of the addendum in the preparation of their bids, the Contracting Authority may postpone as is necessary, the deadline for the submission of bids, in accordance with provisions of article 22 of the General Regulations of the Invitation to Tender.

C PREPARATION OF BIDS

Article 11: Tender costs

The candidate shall bear the costs related to the preparation and presentation of his bid and the Contracting Authority and the Project Owner shall in no case be responsible for these costs nor pay for them whatever the evolution or outcome of the Invitation to Tender procedure.

Article 12: Language of bid

The bid as well as any correspondence and any document exchanged between the bidder and the Contracting Authority shall be written in English or French. Complementary documents and the forms provided by the bidder may be written in another language on condition that a precise translation into either English or French of the passages concerning the bid is included; in which case for reasons of interpretation, the translation shall be considered to be authentic.

Article 13: Constituent documents of the bid

13.1 The bid presented by the bidder shall include the documents detailed in the Special Regulations of the Invitation to Tender, duly filled and put together in three volumes:

a. Volume 1: Administrative file

It includes:

- i) all documents attesting that the bidder:
 - has subscribed to all declarations provided for by the laws and regulations in force;
 - paid all taxes, duties, contributions, fees or deductions of whatever nature;
 - is not winding up or bankrupt;
 - is not the subject of an exclusion order or forfeiture provided for by the law in force;
- ii) The bid bond established in accordance with the provisions of article 17 of the General Regulations of the Invitation to Tender;
- iii) the written confirmation empowering the signatory of the bid to commit the bidder, in accordance with the provisions of article 6(1) the General Regulations of Invitation to Tender.

b. Volume 2: Technical bid

b.1 Information on qualifications

The Special Regulations list the documents to be furnished by bidders to justify the qualification criteria mentioned in article 6(1) of the Special Regulations of the Invitation to Tender.

b.2 Methodology

The Special Conditions of the Invitation to Tender specifies the constituent elements of the technical bid of the bidders especially: a methodological statement on an analysis of the works and specifying the organisation and programme which the bidder intends to put in place or use to execute the works (installations, schedule, Quality Assurance Plan (QAP), sub-Contracting, attestation of visit of the site, where necessary, etc).

b.3 Proof of acceptance of conditions of the Contract

The bidder shall submit duly initialled copies of the administrative and technical documents relating to the Contract, namely:

1. The Special Administrative Conditions (SAC);
2. The Special Technical Conditions (STC).

b.4 Commentaries (optional)

A commentary on the technical choices of the project and possible proposals.

c. Volume 3: Financial bid

The Special Regulations specify the elements that will help in justifying the cost of the works, namely:

1. The signed and dated original bid prepared according to the attached model, stamped at the prevailing rate;
2. The duly filled Unit Price schedule;
3. The duly filled detailed estimates;
4. The sub-details of prices and/or breakdown of all-in prices;
5. The projected schedule of payments, where need be.

In this regard, the bidders will use the documents and models provided in the Tender File, subject to the provisions of article 17(2) of the General Regulations of the Invitation to Tender concerning the other possible forms of guarantees.

- 13.2 If in accordance with the provisions of the Special Regulations of the Invitation to Tender, the bidders present bids for several lots of the same Invitation to Tender, they could indicate rebates offered in case of award of more than one lot.

Article 14: Bid price

- 14.1 Except otherwise stated in the Tender File, the amount of the Contract shall cover all the works described in article 1.1 of the General Regulations of the Invitation to Tender, on the basis of the price schedule and the detailed bill of quantities and estimates presented by the bidder.
- 14.2 The bidder shall fill the unit prices and totals of all items on the schedule and bill of quantities and estimates.
- 14.3 Subject to contrary provisions provided for in the Special Regulations and in the Special Administrative Conditions, all dues, taxes and fees payable by the bidder on grounds of the Contract or on any other ground, thirty (30) days prior to the submission of the bids, shall be included in the prices and in the total amount of the bid presented by the bidder.
- 14.4 If a price revision/updating clause is provided for in the Contract, the date of establishment of the initial price, as well as the price revision/updating conditions for the said price must be specified. This is with the understanding that any Contract of duration less than one (1) year shall not be subject to price revision.
- 14.5 All unit prices must be justified by sub-details established in accordance with the structure proposed in document 8 of the Tender File.

Article 15: Currency of bid and payment

- 15.1 In case of international invitations to tender, the currencies of the bid shall follow the provisions of either Option A or Option B below, the applicable option being that retained in the Special Regulations of the Invitation to Tender.

15.2 Option A: The amount of the bid shall be entirely made in the national currency.

The amount of the bid, unit prices of the price schedule and the prices of the bill of quantities and estimates are completely made in CFA francs in the following manner:

- a) Prices shall be entirely drawn in the national currency. The bidder who intends to commit expenditures in other currencies for the execution of the works shall indicate in the annex to the bid the percentage(s) of the amount of the bid necessary to cover the needs in foreign currencies, without exceeding the maximum of the three currencies of member countries of the funding institution of the Contract.

- b) The exchange rates used by the bidder to convert his bid into the national currency shall be specified by the bidder in an annex to the bid in compliance with the specifications of the Special Regulations. These rates shall be applied for any payment within the framework of the Contract so that the retained bidder does not bear any change in the exchange rate.

15.3 Option B: The amount of the bid shall be directly made in the national and foreign currency at the rates fixed in the Special Regulations.

The bidder shall draw the unit prices of the price schedule and the prices of the bill of quantities and estimates in the following manner:

- (a) The prices of inputs necessary for the works which the bidder intends to procure in the Contracting Authority's country shall be in currency of the Contracting Authority's country specified in the Special Regulations and called "national currency";
- (a) The prices of inputs necessary for works which bidder intends to procure out of the Contracting Authority's country shall be in the currency of the country of origin of the bidder or of the currency of an eligible member country widely used in international trade.

15.4 The Contracting Authority may request the bidders to explain the needs in national and foreign currencies and to justify that the amounts included in the unit and total prices and indicated in annex to the bids are reasonable; to this end, a detailed statement of their needs in foreign currencies shall be furnished by the bidder.

15.5 During the execution of the works, most of the foreign currency to be paid as part of Contract may be revised by mutual agreement between the Contracting Authority and the entrepreneur in a way as take account of any modification in the foreign currency needs within the context of the Contract.

Article 16: Validity of bids

16.1 Bids must remain valid during the period stated in the Special Regulations from the date of submission of the bids fixed by the Contracting Authority, in application of article 22 of the Special Regulations. A bid valid for a shorter period shall be rejected by the Contracting Authority or Contracting Authority as not being in compliance.

16.2 Under exceptional circumstances, the Contracting Authority may seek the approval of bidders to extend the validity time-limit. The request and the responses that will be given shall be in writing (or by fax). The validity of the bid bond provided for in article 17 of the General Regulations shall equally be extended for a corresponding duration. A bidder may refuse to extend the validity of his bid without losing his bid bond. A bidder who consents to an extension shall not be asked to modify his bid nor shall he be authorised to do so.

16.3 Where the Contract does not include a price revision clause and that the period of validity of bids is extended by more than sixty (60) days, the amounts payable to the bidder retained shall be updated by application of the related formula featuring in the request for extension that the Contracting Authority addressed to bidders.

The updating period shall run from the date of overrun of sixty (60) days to the date of notification of the Contract or the Administrative Order for start of execution of works by the retained bidder, as specified in the Special Administrative Conditions. The effect of updating shall not be taken into account for purposes of evaluation of bids.

Article 17: Bid bond

17.1 In application of article 13 of the General Regulations, the bidder shall furnish a bid bond of the amount specified in the Special Regulations and which bid bond shall be a full part of his bid.

17.2 The bid bond must conform to the model presented in the Tender File; other models may be authorised subject to the prior approval of the Contracting Authority. The bid bond will remain valid for thirty (30) days

beyond the original date set for the validity of bids or any other validity time-limit requested by the Contracting Authority and accepted by the bidder, in accordance with the provisions of article 16 (2) of the General Regulations.

- 17.3 Any bid without an acceptable bid bond shall be rejected by the Tenders Board as not in conformity. The bid bond of associated enterprises must be established in the name of the group submitting the bid and mention each member of the associated grouping.
- 17.4 The bid bonds of bidders who are not retained shall be returned within fifteen (15) days after Publication of the award result.
- 17.5 The bid bond of the successful bidder shall be released as soon as the latter would have signed the Contract and furnished the required final bond.
- 17.6 The bid bond may be seized:
- (a) if the bidder withdraws his bid during the period of validity;
 - (b) if the retained bidder:
 - i) fails in his obligation to register the Contract in application of article 38 of the General Regulations;
 - ii) fails in his obligation to furnish the required final bond in application of article 38 of the General Regulations;
 - iii) Refuses to receive notification of the Administrative Order to commence execution.

Article 18: Varying proposals of bidders

18.1 Where the works can be executed within variable deadlines, the Special Regulations shall specify these deadlines and shall indicate the method retained for the evaluation of the completion deadline proposed by the bidder within the specified deadlines. Bids that propose deadlines beyond those specified shall be considered as not being in conformity.

18.2 Except in the case mentioned in article 18(3) below, bidders wishing to offer technical variants must first assess the basic solution of the Contracting Authority as described in the Tender File and furnish in addition all the information which the Contracting Authority needs for a complete evaluation of the proposed variant, including the plans, calculations, technical specifications, sub-details of prices and proposed construction methods and all other useful information. If necessary, the Contracting Authority will examine only the technical variants of the bidder whose bid is in compliance with the basic solution has been evaluated as the lowest bid.

18.3 When according to the Special Regulations the bidders are authorised to directly submit the technical variants for certain parts of the works, these parts of the works must be described in the technical specifications. Such variants shall be evaluated on their own merit in accordance with the provisions of article 31(2) (g) of the General Regulations.

Article 19: Preparatory meeting to the establishment of bids

- 19.1 Except otherwise stipulated in the Special Regulations, a bidder may be invited to take part in a preparatory meeting which will hold at the date and place indicated in the Special Regulations.
- 19.2 The subject of the preparatory meeting shall be to furnish clarifications and answer any questions which may be raised at this stage.
- 19.3 As much as possible, the bidder is requested to submit any question in a way as to reach the Contracting Authority at least one week before the meeting. The Contracting Authority may not reply to questions received too late. In this case, the questions and answers shall be transmitted according to the methods set in article 19(4) below.
- 19.4 The minutes of the meeting, including the text of the questions asked and the replies given, including questions prepared after the meeting, shall be forwarded immediately to everyone who bought the Tender File. Any modification of documents of the Tender File listed in article 8 of the General Regulations which

may prove to be necessary at the end of the preparatory meeting shall be done by the Contracting Authority by publishing an addendum in accordance with the provisions of article 10 of the General Regulations and not through the minutes of the preparatory meeting.

19.5 The fact that a bidder does not attend a preparatory meeting for the establishment of bids shall not be a reason for disqualification.

Article 20: Form and signature of bid

20.1 The bidder shall prepare an original of the constituent documents described in article 13 of the General Regulations in a volume clearly indicated “**ORIGINAL**”. In addition, the bidder shall submit the number required in the General Regulations, bearing “**COPY**”. In case of discrepancy, the original shall be considered as authentic.

20.2 The original and copies of the bid must be typed or written in indelible ink (photocopies shall be accepted in the case of copies) and shall be signed by the person(s) duly empowered to sign on behalf of the bidder, in accordance with article 6(1a) or 6(2c) of the General Regulations, as the case may be. All the pages of the bid containing alterations or changes must be initialled by the signatory (ies) of the bid.

20.3 The bid shall bear no modification, suppression or alteration unless such corrections are initialled by the signatory (ies) of the bid.

D. SUBMISSION OF BIDS

Article 21: Sealing and marking of bids

The Tender must be submitted by the Tenderer on the COLEPS Platform not later than / / 2026 at **10:00am**. A backup copy of the Tender saved in a USB key or a CD/DVD must be sent in a sealed envelope with a clear and legible indication “backup copy” bearing the afore-mentioned label, within the time limit.

File Size and Format:

For online bidding, the maximum size of the documents that will be uploaded on the platform and constituting the bidder’s offer shall be;

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- 5 Mb for the financial offers.

Supported formats shall include:

- PDF formats for text documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

Article 22: Date and time-limit for submission of bids

22.1 The bids must be received by the Contracting Authority at the address specified in article 21(2) of the Special Regulations not later than the date and time stated in the Special Regulations.

22.2 The Contracting Authority may, at his discretion, postpone the deadline set for the submission of the bids by publishing an addendum in accordance with the provisions of article 10 of the General Regulations. In this case, all the rights and obligations of the Contracting Authority and bidders previously governed by the initial date will henceforth be governed by the new date.

Article 23: Late bids

Any bid received by the Contracting Authority beyond the deadline for the submission of bids in accordance with article 22 of the General Regulations shall be declared late and consequently rejected.

Article 24: Modification, substitution and withdrawal of bids

- 24.1 A bidder may modify or withdraw his bid after submitting it, on condition that the written notification of the modification or withdrawal is received by the Contracting Authority prior to the end of the time-limit prescribed for the submission of the bids. The said notification must be signed by an authorised representative in application of article 20(2) of the General Regulations. The modification or the corresponding replacement bid must be attached to the written notification. As the case may be, the bids must bear the inscription “**WITHDRAWAL**”, and “**REPLACEMENT BID**” or “**MODIFICATION**”.
- 24.2 Notification of modification, replacement or withdrawal of the bid by the bidder should be prepared, sealed, marked and forwarded in accordance with the provisions of article 21 of the General Regulations. Withdrawal may equally be notified by telex but should in this case be confirmed by a duly signed written notification whose date, post mark being authentic, shall not be posterior to the time-limit set for the submission of bids.
- 24.3 In application of article 24(1), bids being requested to be withdrawn by bidders shall be returned to them unopened.
- 24.4 No bid may be withdrawn during the interval between the submission of bids and the expiry of the validity of bids specified by the model tender. The withdrawal of a bid by a bidder during this interval may lead to the confiscation of the bid bond in accordance with the provisions of article 17(6) of the General Regulations.

E. OPENING AND EVALUATION OF BIDS

Article 25: Opening and petitions

- 25.1 The Internal Tenders Board shall open the bids in single or double phases and in the presence of the representatives of bidders who wish to attend at the date, time and address specified in the Special Regulations. Representatives of bidders shall sign a register attesting to their presence.
- 25.2 Firstly, bids marked “**withdrawal**” shall be opened and the contents announced to the hearing of everyone, while the envelope containing the corresponding bid shall be returned to the bidder unopened. Withdrawal shall be allowed only if the corresponding notification contains a valid empowerment of the signatory to request this withdrawal and if this notification is read to the hearing of everyone. Then the bids marked “**Replacement bid**” are opened and announced to the hearing of everyone and the new corresponding bid substituted for the preceding one which will be sent to the bidder concerned unopened. The replacement of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the replacement and read to the hearing of everyone. Lastly, the bids marked “**modification**” shall be opened and their contents read to the hearing of everyone with the corresponding bid. The modification of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the modification and read to the hearing of everyone. Only bids which were opened and announced to the hearing of everyone during the opening of bids shall then be evaluated.
- 25.3 All bids shall be opened successively and the name of the bidder announced aloud as well as the possible modification mentioned, the price offered, including any rebates [*in case of opening of financial bids*] and any variant, where necessary, the existence of a guarantee of the bid if it is required and any other details which the Contracting Authority deems useful to be mentioned. Only rebates and variants of bids announced to the hearing of everyone during the opening of bids shall be submitted for evaluation.
- 25.4 Bids (and modifications received in accordance with the provisions of article 24 of the General Regulations) which were not opened and read to the hearing of everyone during the bid- opening session for whatever reason, shall not be submitted for evaluation.
- 25.5 Bid- opening minutes are recorded on the spot mentioning the admissibility of bids, their administrative regularity, prices, rebates and time-limits as well as the composition of the Evaluation sub-committee. A copy

of the said minutes to which is attached the attendance sheet is handed over to all the participants at the end of the session.

25.6 At the end of each bid- opening session, the chairperson of the Tenders Board immediately hands over to the focal point designated by the body in charge of regulation of Public Contracts an initialled copy of the bids presented by bidders.

25.7 In case of petition as provided for by the Public Contracts Code, it should be addressed to the Minister Delegate in charge of Public Contracts with a copies to the body in charge of the regulation of Public Contracts, the head of structure to which is attached the Tenders Board concerned.

It must reach within a maximum deadline of three (3) working days after the opening of bids in the form of a letter to which is obligatorily attached a sheet of the petition form duly signed by the petitioner and possibly by the chairperson of the Tenders Board.

The Independent Observer attaches to his report the sheet that was handed to him, including any related commentaries or observations.

Article 26: Confidential nature of the procedure

26.1 No information relating to the examination, clarification, evaluation and comparison of bids and verification of the qualification of the bidders and the recommendation for the award shall be given to bidders or to any person not concerned with the said procedure as long as the preferred bidder has not been made Public, subject to the disqualification of the bid of the bidder and suspension of the authors from all activities in the domain of Public Contracts.

26.2 Any attempt by a bidder to influence the Tenders Board or the Evaluation sub-committee of bids or the Contracting Authority in its award decision may lead to the rejection of his bid.

26.3 Notwithstanding the provisions of paragraph 26.2 above, between the opening of bids and the award of the Contract, if a bidder wishes to enter into contact with the Contracting Authority for reasons having to with his bid may do so in writing.

Article 27: Clarifications on the bids and contact with the Contracting Authority

27.1 To ease the examination, evaluation and comparison of bids, the Tenders Board may, if it so desires, request any bidder to give clarifications on his bid. This request for clarification and the response thereto are formulated in writing but no change on the amount or content of the bid is sought, offered or authorised, except it is necessary to confirm the correction of calculation errors discovered by the Evaluation Sub-committee during the evaluation in accordance with the provisions of article 30 of the General Regulations.

27.2 Subject to the provisions of paragraph 1 above, bidders shall not contact members of the Tenders Board and the Evaluation Sub-committee for questions related to their bids, between the opening of bids and the award of the Contract.

Article 28: Determination of compliance of bids

28.1 The Evaluation sub-committee shall carry out a detailed examination of bids to determine if they are complete, if the required guarantees are furnished, if the documents were correctly signed and if generally the bids are in proper order.

28.2 The Evaluation sub-committee shall determine if the bid is essentially in compliance with the conditions fixed in the Tender File based on the content without recourse to external elements of proof.

28.3 A bid that complies with the Tender File shall essentially be a bid that respects all the terms, conditions and specifications of the Tender File, without substantial divergence or reservation. A substantial divergence or reservation is that:

- i) which substantially limits the scope, quality or realisation of the works;
- ii) which substantially limits, contrary to the Tender File, the rights of the Contracting Authority or his obligations in relation to the Contract;
- iii) Whose correction would unjustly affect the competitiveness of the other bidders who presented bids that essentially complied with the Tender File.

28.4 If a bid is essentially not in compliance, it shall be rejected by the competent Tenders Board and shall not subsequently be rendered in compliance.

28.5 The Contracting Authority reserves the right to accept or reject any modification, divergence or reservation. Modifications, divergences, variants and other factors which are beyond the requirements of the Tender File shall not be considered during the evaluation of bids.

Article 29: Qualification of the bidder

The Evaluation sub-committee shall ensure that the successful bidder retained for having submitted a bid substantially in compliance with the provisions of the Tender File, fulfils the qualification criteria stipulated in article 6 of the Special Regulations. It is essential to avoid any arbitrariness in determining qualification.

Article 30: Correction of errors

30.1 The Evaluation sub-committee shall verify bids considered essentially in compliance with the Tender File to correct the possible calculation errors. The Evaluation sub-committee shall correct the errors in the following manner:

- (a) where there is an incoherence between the unit price and the total obtained by multiplying the unit price by the quantity, the unit price being authentic, the total price shall be corrected, unless the Evaluation sub-committee judges that it is a gross error of decimal point in the unit price in which case the total price as presented shall be authentic and the unit price corrected.
- (b) if the total obtained by addition or subtraction of the totals is not exact, the sub totals shall be considered authentic and the total corrected.
- (c) where there is a difference between the price indicated in letters and in figures, the amount in letters shall be considered authentic, unless the amount is linked to an arithmetical error confirmed by the sub-detail of the said price, in which case the amount in figures shall prevail subject to paragraphs (a) and (b) above.

30.2 The amount featuring in the bid shall be corrected by the Evaluation sub-committee, in accordance with the error correction procedure above and with confirmation by the bidder, the said amount shall be deemed to commit him.

30.3 If the bidder who presented the bid evaluated as the lowest refuses the correction thus carried out, his bid shall be rejected and the bid bond may be seized.

Article 31: Conversion into a single currency

31.1 To facilitate the evaluation and comparison of bids, the Evaluation sub-committee shall convert the prices of bids expressed in various currencies into those in which the bid is payable in CFA francs.

31.2 The conversion shall be done using the selling rate fixed by the Bank of Central African States (BEAC) under the conditions defined by the Special Regulations.

Article 32: Evaluation and comparison of financial bids

32.1 Only bids considered as being in compliance, as per the provisions of article 28 of the General Regulations, shall be evaluated and compared by the Evaluation sub-committee.

32.2 By evaluating the bids, the Evaluation Sub-committee shall determine for each bid the evaluated amount of the bid by rectifying the amount as follows:

- a) By correcting any possible error in accordance with the provisions of article 30.2 of the General Regulations;
- b) By excluding projected sums and where necessary provisions for unforeseen occurrences featuring in the bill of quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as specified in the Special Regulations.
- c) By converting into a single currency the amount resulting from the rectifications (a) and (b) above, in accordance with the provisions of article 31(2) of the General Regulations;
- d) By appropriately adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.
- e) By taking into consideration the various execution time-limits proposed by the bidders, if they are authorised by the Special Regulations;
- f) If need be, in accordance with the provisions of article 13(2) of the General Regulations and the Special Regulations by applying the rebates offered by the bidder for the award of more than one lot, if this Invitation to Tender is launched simultaneously for several lots.
- g) If need be, in accordance with the provisions of article 18(3) of the Special Regulations and the Technical Specifications, the proposed technical variants, if they are permitted, shall be evaluated on their own merit and independently of the fact that the bidder offered or not a price for the technical solution specified by the Contracting Authority in the Special Regulations.

32.3 The estimated effect of price revision formulae featuring in the GAC and SAC applied during the period of execution of the Contract shall not be considered during the evaluation of bids.

32.4 If the bid judged the lowest bid is considered abnormally low or strongly unbalanced in relation to the estimates of the Project Owner for the works to be executed in this Contract, the Tenders Board may, from the sub-details of prices furnished by the bidder for any element or all the elements of the bill of quantities and estimates, verify if these prices are compatible with the construction methods and proposed calendar. In the case where the justifications presented by the bidder are not satisfactory, the Contracting Authority may reject the bid after the technical opinion of the Public Contracts Regulatory Agency.

Article 33: Preference granted national bidders

National Contractors shall benefit from a margin of national preference during the evaluation of bids as provided for in the Public Contracts Code.

Article 34: Award

34.1 The Contracting Authority shall award the Contract to the bidder whose bid was judged essentially in compliance with the Tender File and who has the required technical and financial capacities to execute the Contract satisfactorily and whose bid was evaluated as the lowest by including, where necessary, proposed rebates

34.2 If, according to article 13(2) of the General Regulations, the Invitation to Tender comprises several lots, the lowest bid shall be determined by evaluating this Contract with other lots to be awarded concurrently, by taking into account the rebates offered by the bidders in the case of more than one lot.

34.3 Any award of Contract shall be made to the bidder fulfilling the technical and financial capacities required resulting from the evaluation criteria and presenting the bid evaluated as the lowest.

Article 35: The right by the Contracting Authority to declare an Invitation to Tender unsuccessful or cancel a procedure

The Contracting Authority reserves the right to cancel a procedure of Invitation to Tender after the authorisation of the Minister Delegate at the Presidency in charge of Public Contracts where the bids have been opened or to

declare an Invitation to Tender unsuccessful after the advice of the competent Tenders Board, without any claims being entertained.

Article 36: Notification of award of the Contract

Before the expiry of the validity of the bids set in the Special Regulations, the Contracting Authority shall notify the preferred bidder by telecopy confirmed by registered mail or by any other means that his bid was retained. This letter will indicate the amount the Project Owner will pay the Contractor to execute the works and the execution time-limit.

Article 37: Publication of results of award and petitions

37.1 The Contracting Authority shall communicate to any bidder or administration concerned, upon request addressed to it within a maximum deadline of five (5) days after Publication of the award results, the Independent Observer's report as well as the minutes of the award session of the related Contract to which shall be attached the evaluation report of the bids.

37.2 The Contracting Authority is bound to communicate the reasons for the rejection of bids of the bidders concerned who so request.

37.3 After Publication of the award results, bids that are not withdrawn within fifteen (15) days shall be destroyed, without any claims for compensation being entertained. Only the copy destined for the body in charge of regulation shall be kept.

37.4 In case of petition, it should be addressed to the Public Contracts Authority, with copies to the body in charge of the regulation of Public Contracts, the Contracting Authority and the chairperson of the Tenders Board concerned.

It must take place within a maximum deadline of five (5) working days after the Publication of the results.

Article 38: Signing of the Contract

38.1 After Publication of the results, the draft Contract subscribed by the successful bidder is submitted to the Tenders Board for examination and where applicable, to the Minister in charge of Public Contracts for prior endorsement.

38.2 The Contracting Authority has a deadline of seven (7) days to sign the Contract from the date of reception of the draft Contract examined by the competent Tenders Board and subscribed by the successful bidder and where applicable, the endorsement of the Minister in charge of Public Contracts.

38.3 The Contract must be notified to the successful bidder within five (5) days of its date of signature.

Article 39: Final Bond

39.1 Within twenty (20) days of the notification by the Contracting Authority, the Contractor shall furnish the Project Owner with a final bond, to guarantee the complete execution of the works.

39.2 The bond whose rate varies between 2 and 5 percent of the amount of the Contract inclusive of all taxes, may be replaced by a guarantee from a banking establishment approved according to the instruments in force with the Project Owner as beneficiary or by a joint or several guarantee.

39.3 Small and medium-sized enterprises (SME) constituted of national capital and managed by nationals may, in lieu of the guarantee, provide a statutory lien or a bond issued by a banking establishment or first rate financial institution approved in accordance with the instruments in force.

39.4 Failure to produce the final bond within the prescribed time limit shall likely cause the termination of the Contract under the terms laid down in the General Administrative Conditions.

Document N°. 3
SPECIAL REGULATIONS OF THE
INVITATION TO TENDER

SPECIAL REGULATIONS OF THE INVITATION TO TENDER

References of the General regulations	Description
1	<p>Definition of works: For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region Name and address of the Contracting Authority: The President of the North West Regional Assembly Reference of Invitation to Tender: N° ___/ONIT/NWRA/NWRAITB/2026 of ___/___/2026</p>
2	Execution deadline: Four (04) Months
3	<p>Source of financing Works which form the subject of this Invitation to Tender shall be financed by the 2026 Public Investment Budget assigned to the North West Regional Assembly</p>
4	List of pre-qualified candidate. Not applicable
5	Origin of building materials, equipment, and supplies: The materials will generally be from natural sources in Cameroon or imported.

6.1 Evaluation criteria

The bids shall be evaluated according to the main criteria as follows:

C. Eliminary criteria

1. Absence or non-conformity of an element in the administrative file non regularized within 48 hours after opening of bids
2. Execution deadline higher than prescribed in the Tender File;
3. False declaration or falsified documents;
4. Absence or insufficient bid bond;
5. A bid with the external envelope carrying a sign leading to the identification of the bidder;
6. Incomplete financial file;
7. Non respect of 75% of essential criteria;
8. Suspended by MINMAP for 2026.
9. Submission of insufficient number of bids or the lack of the original copy of bids;
10. Average annual turnover of at least the tendering amount (Average annual turnover calculated as total certified payments received for contracts in progress or completed, within the last five (5) years (from 2021). This should be justified by copies of past contracts (completed or ongoing). Final reception minutes for all completed contracts before 2026 and provisional reception minutes for contracts completed in 2025 should be presented.
11. Failure to provide a backup copy of offers saved in a USB key or a CD/DVD on time;
12. Failure to comply with the format of file type and size for online submission;
13. Failure to present a CDEC receipt or proof of deposit of the amount of the bid bond requested into the Deposit and Guarantee Fund;
14. Failure to present a certificate of categorization or receipt of deposit of file for categorisation of the enterprise in the “**Building and General Equipment**” sub-sector of activities

D. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements visa by the competent administrative authority;

- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit duly signed on honour by the bidder and report of site visit with pictures;
- 9- Special Technical Clauses initialed in all the pages, signed and dated at the last page;
- 10- Special Administrative Clauses completed and initialed in all the pages, signed and dated at the last page.

The criteria relating to the qualification of candidates could be indicative on the following:
The essential criteria are subjected to minima whose detail is given in the Special Tender Regulation (RPAO).

This evaluation will be done in a purely positive way (yes) or negative (no) with an acceptable minimum from at least 75% of the essential criteria taken in account.

The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied **100%** of the eliminatory criteria and at least **75%** of the essential criteria. A bidder can bid for more than one lot but can be awarded only one lot.

ARTICLE 6: Language of the bids:

The offer like any correspondence and all documents concerning the tender, exchanged between the tenderer and the Project Owner will be written in French or English. The complementary documents and the printed papers form provided by the Bidder can be written in another language on condition of being accompanied by a precise translation in French or English; in which case and for purposes of interpretation of the offer, the translation will be taken.

7. PRESENTATION OF THE TENDER

ENVELOPE A: ADMINISTRATIVE DOCUMENTS: It shall contain the administrative documents of the enterprise. These documents shall be original or copies certified by competent authorities not more than three months.

ADMINISTRATIVE DOCUMENTS.

DOCUMENT	DESCRIPTION
A.1	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a stamp.
A.2	Certified Copy of the Business Registration, not more than three months old.
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber Commerce Industry and Trade of the place of residence of the bidder, not more than three (03) months.
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance. (See list of approved banks on page 103 of this tender file)
A.5	Purchase receipt of Tender File issued by North West Regional Assembly Treasury
A.6	A bid bond issued by a first rate-financial institution approved by the Ministry in charge of Finance in conformity with COBAC conditions and a CDEC receipt or proof of deposit of the amount of the bid bond requested into the Deposit and Guarantee Fund.
A.7	An attestation of non-exclusion from Public Contracts issued by the Public Contracts Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	Tax compliance certificate or Clearance Certificate signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.

A.10	Copy of a valid taxpayer's card, delivered by the chief of center of Taxes.
A.11	A certificate of categorization or receipt of deposit of file for categorisation of the enterprise in the “ Building and General Equipment ” sub-sector of activities
A.12	Plan and attestation of location of the Company signed by the bidder on honour
A.13	Power of attorney if necessary
A.14	Group agreement where applicable
A.15	Special Technical Clauses initialed on all the pages and signed, dated and stamped on the last page
A.16	Special Administrative Clauses completed and initialed on all the pages, signed, dated and stamped on the last page.

ENVELOPE B: TECHNICAL DOCUMENT: It shall contain the following:

A. General presentation of bids	
- Presence of all documents	yes/no
- Properly bound.....	yes/no
- Table of content	yes/no
- Separators in colour apart from white.....	yes/no
- Order prescribed respected.....	yes/no
- Clearness of the documents.....	yes/no
TOT	/6
B. The company references	
References of the company in similar works for the past ten (10) years:	
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equivalent to or above 85 million FCFA ATI (1 st and last pages) and PV of final reception for works realized before 2025 and provisional reception for works realized in 2025.	yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equivalent to or more than 40 million CFA ATI (1 st and last pages) and PV of final reception for works realized before 2025 and provisional reception for works realized in 2025.	yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority below 20 million (1 st and last pages) and PV of final reception for works realized before 2025 and provisional reception for works realized in 2025.	yes/no
TOT	/3
C. Equipment	
- Proof of ownership or hire of a dump truck	yes/no
- Proof of ownership or hire of a 4x4 pick-up vehicle in good operating condition	yes/no
- Proof of ownership of a vibrator in good operating condition ...	yes/no
- Proof of ownership or hire of a concrete mixer of at least 0.5m ³ volume	Yes/no
- Proof of ownership of masonry tool kids	yes/no
- Proof of ownership of electrical tool kid	yes/no

- Prof of ownership of carpentry tool kids	yes/no
- Proof of ownership or hire of plumbing tool kids	yes/no
TOT	/8
D. Qualification of site personnel	
- Organizational Chart of the enterprise.....	yes/no
- Organizational Chart of site with comments	yes/no
Works Director: Civil Engineer with at least 05 years of working experience	
- Diploma of work Director certified.....	yes/no
- Attestation of presentation of original diploma works director	yes/no
- CV signed and dated by works Director.....	yes/no
- Professional experience of works Director above five years.....	yes/no
- Attestation of availability dully signed by the works director	yes/no
Site foreman: Senior technician in Civil Engineering with at least 05 years of working experier	
- Certified copy of certificate of site foreman.....	yes/no
- Attestation of presentation of original diploma of site foreman	yes/no
- CV signed and dated by site foreman.....	yes/no
- Professional experience of site foreman above five years	yes/no
- Attestation of availability of site foreman	yes/no
Chief builder: BAC in Civil Engineering with at least three years of working experience	
- Certified copy of diploma of chief builder.....	yes/no
- Attestation of presentation of original diploma of Chief Builder ...	yes/no
- CV signed and dated by Chief Builder	yes/no
- Attestation of availability of Chief Builder	Yes/no
Chief carpenter: BAC in wood work with at least three years of working experience	
- Certified copy of diploma of chief carpenter.....	yes/no
- Attestation of presentation of original diploma of Chief Carpenter	yes/no
- CV signed and dated by Chief Carpenter	yes/no
- Attestation of availability of Chief Carpenter	Yes/no
Chief Electrician: BAC in Electricity with at least three years of working experience	
- Certified copy of diploma of chief electrician	yes/no
- Attestation of presentation of original diploma of chief electrician	yes/no
- CV signed and dated by chief electrician	yes/no
- Attestation of availability of chief electrician	Yes/no
Chief Plumber: CAP in plumbing with at least three years of working experience	
- Certified copy of diploma of chief plumber	yes/no

- Attestation of presentation of original diploma of chief plumber..	yes/no
- CV signed and dated by chief plumber	yes/no
- Attestation of availability of chief plumber	Yes/no
Chief painter: CAP/trade certificate in painting at least three years	
- Certified copy of diploma of chief painter	yes/no
- Attestation of presentation of original diploma of chief painter ...	yes/no
- CV signed and dated by chief painter	yes/no
- Attestation of availability of chief painter	Yes/no
TOT	/31
E. The methodology of intervention and execution of work	
- Attestation of site visit signed by the bidder on honour.	yes/no
- Site Visit report signed and dated by bidder or dully authorised representative with pic	yes/no
- Detailed technical note on the organization and execution of works...	yes/no
- Coherence synchronized planning of execution of works.....	yes/no
- Coherence of Individual Protection Plan (IPP) within the building site...	yes/no
- Coherence of the General Security and Safety Plan (GSSP) within the building site...	yes/no
- Description of the socio - environment measures for site protection.....	yes/no
- Coherence in the methodology of execution of works	yes/no
- Coherence in the organization of the site.....	yes/no
-Plan of supply of constructional materials and storage conditions	yes/no
- CCTP dully initialled on each page, signed and dated on the last page	yes/no
TOT	/11
F- Pre-financing	
Attestation of credibility shall be at least 80% of the bid price issued by a first rate bank institution.....	yes/no
TO	/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6	/60

ENVELOPE C- FINANCIAL FILE

The third internal envelope shall be labeled and shall contain the following documents:

No.	DESIGNATION.
C1	A submission letter, signed, dated and stamped.(see ANNEX 3)
C2	Completed and signed frame work of unit prices.
C3	Signed Bills of quantities and cost estimates indicating the total amount without taxes (HT) and taxes (TTC)
C4	Sub details of unit prices

- The bidders will use for this purpose the documents and models envisaged in the Tender Documents, subject to the provisions of Article 12.2 of the General Regulation of the Invitation to Tender (GRIT) concerning the other possible forms of bid bond.
- The various parts of the same file must be separated with colour guides from as well in the original as in the copies, so as to facilitate its examination

The Tender must be submitted by the Tenderer on the COLEPS Platform not later than __/__/2026 at 10:00am. A backup copy of the Tender saved In a USB key or a CD/DVD must be sent in a sealed envelope with a clear and legible indication "backup copy" within the time limit bearing the label:

OPEN NATIONAL INVITATION TO TENDER FILE
N° ____/ONIT/NWRA/ITB/2026 OF ____ / ____ / 2026 FOR THE CONSTRUCTION OF A FENCE AT
GOVERNMENT SECONDARY HIGH SCHOOL BANGSHIE (PHASE 1) IN THE NORTH WEST
REGION

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

File Size and Format:

For online bidding, the maximum size of the documents that will be uploaded on the platform and constituting the bidder's offer shall be;

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- 5 Mb for the financial offers.

Supported formats shall include:

- PDF formats for texts documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

CONTRACT PRICE

ARTICLE 8: Currency of payment

This National Invitation to tender is awarded on total and Contractual price, inclusive of all taxes, firm and non-revisable for the works defined in the present Invitation to Tender.

The corresponding amount will be calculated inclusive of all taxes and the prices will be obligatorily expressed in francs CFA.

The unit schedule price expressed out in figures and letters and in seven (07) copies will be joined to the offer. In the event of error between the prices in figures and letters, the latter will precede and be used as a basis of calculation of the amount of the offer.

The establishment of the prices will be done on the basis of economic condition into force in Republic of Cameroon at the handover date of the offers.

ARTICLE 9: Transport and delivery

The materials for work must be protected during transportation through packaging whether by air, railway or road according as the case may be. The conditions of storage must be of tropical type.

ARTICLE 10: Guarantee and retention guarantee

10.1 Provisional guarantee

The amount of the provisional guarantee or guarantee of tender is fixed as of the table below:

LOT No.	PROJECT	AMOUNT	AMOUNT OF BID BOND	TENDER FILE FEE
01	For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region	85,000,000	1,700,000	89,500

The time of validity of this guarantee is one hundred and twenty (120) days as from the date of depositing of the offers. It must also have a CDEC receipt or proof of deposit of the amount of the bid bond requested into the Deposit and Guarantee Fund.

10.2 Final Bond

The final Bond is fixed at two percent (2%) maximum of the initial amount of the services envisaged in the contract.

It could be replaced by a personal guarantee from a banking institution approved by the Ministry of Finances, following COBAC conditions.

It will have to be made up in twenty (20) days following the notification of the signature of the Contract from a bank approved by the Minister in charge of Finances.

It must also have a CDEC receipt or proof of deposit of the amount of the final bond requested into the Deposit and Guarantee Fund.

10.3 Guarantee Retention

The Guarantee Retention shall be set at ten percent (10%) of the contract amount inclusive of all taxes. The Guarantee Retention can be deducted or cautioned. If cautioned, the guarantee Retention is issued by a first rate banking institution or insurance company and must also have a CDEC receipt or proof of deposit of the amount of the guarantee Retention requested into the Deposit and Guarantee Fund.

ARTICLE 11: Period of validity of the offers

The bidder will remain committed to his offer for Ninety (90) days as from the handover date of the offers.

If at the end of this period, the Contract is not notified to him, the bidder will be able, either to cancel his offer, or to ask for a new negotiation of the unit prices.

ARTICLE 12: Number of copies to be submitted

For Online submission, see article 7 page 34.

ARTICLE 13: Date and latest time of submission of bids

The backup copy of offers saved in a USB key or a CD/DVD will have to arrive under closed fold and seal latest / /2026 at 10:00am, by mail registered with acknowledgement of delivery or by deposit against receipt to the following address: Office of the Director of General Affairs at the North West Regional Assembly, North West (Tel N° 2 33 36 00 92) or submitted online using the address: **www.marchespublics.cm**. Beyond this time no offer will be received nor accepted.

ARTICLE 14: Opening of the bids

The opening of the bids will be carried out in the conference room of **The President of the North West Regional Assembly Internal Tenders' Board** on / /2026 as from **11: 00am**, by the Regional Assembly Internal Tenders' Board sitting in the presence of the bidders or their mandated representatives having a good knowledge of the file.

AWARD OF THE CONTRACT

ARTICLE 15: Award of the Contract

The Tenders Board will propose to the Contracting Authority to award the Contract to the bidder who will have presented the offer with the lowest amount, essentially conforming to the regulations of the Tender File, having satisfied **100% of all the eliminatory criteria and at least 75% of the essential criteria** taken into account. The decision carrying attribution of the Contract will be published by way of press release or any other means of Publication of use in the Administration.

If the Contract passed on the basis of technical alternative suggested by the bidder, the Contracting Authority reserves the right to introduce all the provisions there allowing him to guarantee itself against the real overrun costs of the alternative compared to his estimate of origin. In the absence of these last precise details, any additional charge due to an alternative will be inadmissible.

To this end, it is specified that a bidder cannot claim to be compensated, if it is not taken action on his offer.

The Contracting Authority reserves the right not to take action on an Invitation to Tender, if it did not obtain a proposal which appears acceptable to him.

ARTICLE 16: SITE INSTALLATION

Before the commencement of works, the Contractor must be installed on the site by the following:

- ❖ The President of the North West Regional Assembly or his representative (Chairman)
- ❖ The Contract Manager
- ❖ The Contract Engineer (Secretary)
- ❖ The Regional Delegate MINMAP North-West or his representative;
- ❖ The Regional Delegate MINEPAT North-West or his representative;
- ❖ Contractor
- ❖ The school Principal concerned (beneficiary)
- ❖ The Commissioner for Education, Sports and Cultural Development at the North West Regional Assembly (Observer)

Document N°. 4
SPECIAL ADMINISTRATIVE CONDITIONS
(SAC)

Table of contents

Chapter I: General

- Article 1 - Subject of the Contract
- Article 2 - Award procedure
- Article 3 - Definitions and duties (article 2 of GAC supplemented)
- Article 4 - Language, applicable law and regulations
- Article 5 - Constituent documents of the Contract (article 4 of GAC)
- Article 6 - General applicable instruments
- Article 7 - Communication (GAC articles 6 and 10 supplemented)
- Article 8 - Administrative Orders (article 8 of GAC supplemented)
- Article 9 - Contracts with conditional phases (article 15 of GAC)
- Article 10 - Contractor's personnel (article 15 of GAC supplemented)

Chapter II: Financial conditions

- Article 11 - Guarantees and bonds (articles 29 and 41 of GAC supplemented)
- Article 12 - Amount of Contract (articles 18 and 19 supplemented)
- Article 13 - Place and method of payment
- Article 14 - Price variation (article 20 of GAC)
- Article 15 - Price revision formulas
- Article 16 - Price updating formulas (article 21 of GAC)
- Article 17 - Work under State supervision (article 22 of GAC supplemented)
- Article 18 - Evaluation of works (article 23 supplemented)
- Article 19 - Evaluation of supplies (article 24 of GAC) supplemented)
- Article 20 - Advances (article 28 of GAC)
- Article 21 - Payments for the works (articles 26, 27 and 30 of GAC supplemented)
- Article 22 - Interests on overdue payments (article 31 of GAC supplemented)
- Article 23 - Penalties for delay (article 32 of GAC supplemented)
- Article 24 - Payment in case of a group of enterprises (article 33 of GAC)
- Article 25 - Final detailed account (article 35 of GAC)
- Article 26 - General detailed account (article 35 of GAC)
- Article 27 - Tax and customs schedule (article 36 of GAC)
- Article 28 - Stamp duty and registration (article 37 of GAC)

Chapter III: Execution of the works

- Article 29 - Nature of works
- Article 30 - Obligations of the Project Owner (GAC supplemented)
- Article 31 - Execution deadline of Contract (article 38 of GAC)
- Article 32 - Roles and responsibilities of the Contractor (article 40 of GAC)
- Article 33 - Making available documents and site (article 42 of GAC)
- Article 34 - Insurance of structures and civil responsibility (article 45 of GAC)
- Article 35 - Documents to be furnished by the Contractor (article 49 supplemented)
- Article 36 - Organisation and security of sites (article 50 of GAC)
- Article 37 - Implantation of structures (article 52 of GAC)
- Article 38 - Sub-Contracting (article 54 of GAC)
- Article 39 - Site laboratory and trials (article 55 of GAC)
- Article 40 - Site logbook (article 56 of GAC supplemented)
- Article 41 - Use of explosives (article 60 of GAC)

Chapter IV: Acceptance

- Article 42 - Provisional acceptance (article 67 of GAC)
- Article 43 - Documents to be furnished after execution (article 68 of GAC)
- Article 44 - Guarantee time-limit (article 70 of GAC)
- Article 45 - Final acceptance (article 72 of GAC)

Chapter V: Miscellaneous provisions

- Article 46 - Termination of the Contract (article 74 of GAC)
- Article 47 - Force majeure (article 75 of GAC)
- Article 48 - Differences and disputes (article 79 of GAC)

Article 49 - Drafting and dissemination of this Contract
Article 50 and last: Entry into force of the Contract

CHAPTER I: GENERAL

Article 1: Subject of Contract

The subject of this Contract shall be **For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region**

Article 2: Contract award procedure

This Contract is awarded by Open National Invitation to Tender No _____/ONIT/NWRA/ITB/2026 of ___/___/2026.

Article 3: Definitions and duties (article 2 of GAC supplemented)

3.1 General definitions (cf. Code)

- ✓ The Contracting Authority shall be **The President of the North West Regional Assembly**; in this respect he preserves the original documents relating to the contract and transmits copies to the Public Contract Regulatory Agency.
- ✓ The Contract Manager shall be **The Director of General Affairs at the North West Regional Assembly**. In this capacity, he shall respect the administrative, technical and financial clauses of this contract.
- ✓ The Contract Engineer shall be **The Regional Delegate MINDTP, North-West**. He shall validate the different crucial phases of work done, from the installation of the Contractor to the Provisional Technical Reception.
- ✓ **The Regional Delegation of MINMAP North-West** shall carry out unannounced control for the execution of this project
- ✓ **The Divisional/Sub-Divisional Peace and Development Committees (P.D.C)** shall carryout Social Control and report to the President of the Regional Assembly.
- ✓ **The Contractor shall be [to be specified].**

3.2 Security

This Contract may be used as security subject to any form of transfer of the debt.

In this case:

- The authority in charge of ordering payment shall be **The President of the North West Regional Assembly**.
- The body or official in charge of payment shall be **The Paymaster General North West Region**.
- The official competent to furnish information within the context of execution of this Contract shall be **The Director of General Affairs at the North West Regional Assembly**.
- The authority in charge of clearance shall be **The Specialised Finance Controller of the North West Regional Assembly**.

3.3 Duties of the Control Mission, Project Manager (Not applicable)

3.3.1 Control Missions [to be specified].

Article 4: Language, law and regulation applicable

1.1 The language to be used shall be *[English and/or French]*.

1.2 The Contractor shall be bound to observe the law, regulations and ordinances in force in Cameroon both within his own organization and in the execution of the Contract.

If the laws and regulations in force at the date of signature of this Contract are amended after the signature of the Contract, the possible direct resulting costs shall be taken into account without gain or loss for either party.

Article 5: Constituent documents of the Contract (Article 4 of GAC)

The constituent Contractual documents of this Contract are in order of priority:

- 1) The tender or commitment letter;
- 2) The bidder's tender and its annexes in all provisions not contrary to the Special Administrative Conditions (GAC) and the Special Technical Conditions (STC) hereunder;
- 3) The Special Administrative Conditions (SAC);
- 4) The Special Technical Conditions (STC);
- 5) The particular elements necessary for the determination of the Contract price, such as, in order of priority: the unit price schedule, the statement of all-in prices, detailed estimates, the breakdown of all-in prices and the sub-details of unit prices;
- 6) Plans, calculation notes, trial documents, geotechnical documents;
- 7) The General Administrative Conditions applicable on Public works Contracts that went into effect by Order No. 033/CAB/PM of 13 February 2007;
- 8) The General Technical Condition(s) applicable on the services forming the subject of the Contract.

Article 6: General instruments in force

This Contract shall be governed by the following general instruments:

1. Law No 2018/011 of 11 July, 2018 on the Code of Transparency and Good Governance in the management of Public Finances in Cameroon;
2. Law No 2018/012 of July 11, 2018 on the financial regime of the state and other public entities;
3. Law No 2019/024 of December 24, 2019 on the General code of Regional and Local Authorities;
4. Law No. 96/12 of 5th August 1996 on the management of the environment;
5. Law No. 2025/012 of 17 December, 2025 bearing on the Finance Law of the Republic of Cameroon for the 2026 Financial Year
6. Law No. 2019/024 of December, 2019 on the General Code of Decentralized Territorial Communities.
7. Decree No. 2013/159 of 15 May, 2013 putting in place a special regime on Administrative Control of Public Finances
8. Law No 2016/017 of 14 December 2016 instituting the Mining Code;
9. Decree No. 2018/366 of 20th June 2018 to institute the Public Contracts Code and its texts of application;
10. Decree No. 2018/4992/PM of 21 June, 2018 putting in place the General Rules regulating the maturation of Public Investment projects;
11. Decree No. 2020/375 of 07 July, 2020 on the General Regulations of Public Accounting.
12. Instruments governing the various professional bodies;
13. Decree No. 2001/048 of 23rd February 2001 relating to the Setting up, Organization and Functioning of the Public Contracts Regulatory Agency
14. Decree No. 2003/651/PM of 16th April 2003 to lay down the Procedure for Implementing the Tax and Customs System applicable to Public Contracts;
15. Decree No. 2012/075 of 8th March 2012 to organise the Ministry in charge of Public Contracts;
16. Order No 212/A/MINMAP of September 28, 2021 organizing the operation of internal structures for the administrative management of Public contracts;
17. Order No. 000007/MINMAP of 01 January..... laying down the procedures for awarding and executing framework agreements
18. Order No. 168/A/MINMAP of August 11, 2021 setting the terms and conditions for the award and execution of design-build contracts;
19. Circular Letter No. 000010/LC/MINMAP/CAB of 22 September 2020, the clarifying the payment documents of the Administrative co-contractors to be submitted for visa prior to the Ministry in charge of Public Procurement
20. Order No. 001/CAB/PR of 19th June 2012 relating to the Award and Control of Execution of Public Contracts;
21. Letter No 00006/LC/PR/MINMAP/CAB of 17 August, 2021 clarifying the control of public procurement and specifying the procedures for its exercise to project owners and delegated project owners circular.
22. Law N° 2023/019 of 19/DEC/2023 instituting the 2026 Financial Law of the Republic of Cameroon

23. Circular No. 00001877//C/MINFI of 31st December, 2025 on instructions relating to the execution of finance laws, the monitoring and control of the execution of the budget of the state and other public entities, for the 2026 financial year;
24. Circular No. 0001/PR/MINMAP/CAB of 25 April, 2022 relating to the application of the Public Procurement Code
25. Press Release No 00024/R/MINMAP/CAB/CT2 of 5th August 2025 announcing the presentation of the categorisation certificate on the award process of public contracts
26. The MINCOMMERCE Decree setting the Price List
27. Order No 000333/0/MINMAP/CAB of 27th December 2024 to set the schedule for the migration to the exclusive award of public contracts electronically
28. Order No 402/A/MINMAP/CAP of 21 October 2019 setting the nature and threshold of contracts reserved for craftsmen, small and medium-sized enterprises, grassroots communities and civil society organisations, and the modalities of their application;
29. Circular No. 000014/C/MINMAP/CAB of 23 July 2025 on the conditions for constitution guarantee, preservation, release, restitution and realisation of guarantees in public contracts.
30. Circular letter No. 00000002/LC/MINMAP/CAB of 12 May 2022 relating to the continuity of the public procurement service in the event of a sanction by a Project Owner or Delegated Project Owners or members of a commission public procurement in accordance with the provision of articles 195 of the code of public contracts.
31. Unified Technical Documents (DTU) for building works;
32. Applicable standards;
33. Other instruments specific to the domain concerned with the Contract.

Article 7: Communication (Articles 6 and 10 supplemented)

7.1 All notifications and written communication within the framework of this Contract shall be sent to the following address:

- a) In the case where the contractor is the addressee: beyond the time-limit of 15 days fixed in Article 6 (1) of the GAC to make his domicile known to the Contract Manager and immediately after completion of the works, correspondences shall be validly address to council where the Contractor Resides.
- b) In case where the Contracting Authority is the addressee: correspondences shall be addressed to: The President of the North West Regional Assembly with copies addressed to the Contract Manager, the Engineer and the Regional Delegation of Public Contract North West.

7.2 The contractor shall address all written notifications or correspondences to the Engineer with a copy to the Contract Manager and the Regional Delegation of Public Contract North West.

Article 8: Administrative Orders (Article 8 of GAC)

The various Administrative Orders shall be established and notified as follows:

- 8.1 The Administrative Order to start execution of works shall be signed by the Contracting Authority and notified to the Contractor by the Contract Manager with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West, the Contract Engineer and the Paying Body, where applicable.
- 8.2 Upon proposal by the Contract Manager, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Contracting Authority and notified by the Contract Manager to the Contractor with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West, the Contract Engineer, and the Paying Body. The prior endorsement of the Paying Body shall possibly be required before the signature of those that have an incidence on the amount.
- 8.3 Administrative Orders of a technical nature linked to the normal progress of the work and without financial incidence shall be signed directly by Contract Manager and notified to the Contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Contracting Authority, the Regional Delegation of Public Contract North West and Contract Manager.

- 8.4 Administrative Orders serving as warnings shall be signed by the Contracting Authority and notified to the Contractor by the Contract Engineer with a copy to the Contract Manager, the Regional Delegation of Public Contract North West.
- 8.5 Administrative Orders for suspension or resumption of work as a result of the weather or any other case of force majeure shall be signed by the Contracting Authority and notified by the Contract Engineer to the Contractor with a copy to the Contract Manager the Regional Delegation of Public Contract North West.
- 8.6 Administrative Orders prescribing works necessary to remedy disorders which could appear on structures during the guarantee period and not related to normal usage shall be signed by the Contract Manager upon the proposal of the Contract Engineer and notified to the Contractor by the Contract Engineer.
- 8.7 The Contractor has a time-limit of fifteen (15) days to issue reservations on any Administrative Order received. Having reservations shall not free the enterprise of executing the Administrative Orders received.
- 8.8 Concerning Administrative Order signed by the Contracting Authority and notified by the Contract Manager, the notification must be done within a **maximum of 30 days** from the date of transmission by the Contracting Authority to the Contract Manager. **Beyond this deadline, the Contracting Authority shall establish the default of the Contract Manager, take over from him and carry out the said notification.**

Article 9: Contracts with conditional phases (Article 9 of GAC) (Not applicable)

- 9.1 This Contract has only one phase for 2026 financial year. At the end of phase one, the Project Owner shall carry out the acceptance of the works and issue an attestation of proper execution to the Contractor. This attestation shall condition the start of the following conditional phase.
- 9.2 The time-limit granted for notification of the Administrative Order to start execution of a conditional phase shall be five (5) days.

Article 10: Contractor's equipment and personnel (Article 15 of GAC supplemented)

- 10.1 Any modification, even partial, made on the technical bid shall only occur after the written approval of the Contract Manager. In case of modification, the personnel replaced shall be a member of staff of equal competence (qualifications and experiences).
- 10.2 In any case, the lists of supervisory staff to be used shall be subject to the approval of the Project Owner in the days following notification of the Administrative Order to start execution. The contract Manager has **5 (five) days** to notify his opinion in writing with a copy sent to the Contract Engineer. Beyond this time-limit, the staff list shall be considered as approved.
- 10.3 Any unilateral modification on the supervisory staff made in the technical bid prior to and during the works shall be a reason for termination of the Contract as mentioned in article 45 below or the application of penalties.

CHAPTER II: FINANCIAL CONDITIONS

Article 11 Guarantees and bonds (Articles 29 and 41 of GAC)

11.1 Final bond

The final bond shall be set at 2 % of the amount of the Contract, inclusive of all taxes.

It is constituted and transmitted to the Contract Manager within a maximum **deadline of twenty (20) days** of the notification of the Contract. It must also have a CDEC receipt or proof of deposit of the amount of the final bond requested into the Deposit and Guarantee Fund.

The bond shall be returned or the guarantee released within one month following the date of provisional acceptance of the works, following a release issued by the Contracting Authority upon request by the Contractor.

11.2 Performance bond

The retention fund shall be set at 10 % of the amount of the Contract, inclusive of all taxes.

The return or release of the retention fund or security shall be done within one month after final acceptance by release issued by the **Contracting Authority** upon request by the Contractor.

If cautioned, the Performance bond must also have a CDEC receipt or proof of deposit of the amount of the Performance bond into the Deposit and Guarantee Fund

11.3 Guarantee of start-off advance

The contractor may be granted a start off amount of 20% of the contract amount (inclusive of taxes) upon request. The start-off payment shall be guaranteed at 100% by a Cameroonian bank recognized by the Ministry in charge of Finance.

The Guarantee of start-off advance must have a CDEC receipt showing the deposit of the amount of the Guarantee of start-off advance into the Deposit and Guarantee Fund.

Article 12: Amount of the Contract (Articles 18 and 19 of GAC supplemented)

The amount of this Contract as indicated by the attached [*detail or estimates*] is _____ (in figures) _____ (in letters) CFA francs Inclusive of All Taxes; that is:

- Amount exclusive of VAT: _____ (_____) CFA F
- Amount of VAT: _____ (_____) CFA F.
- Amount of TSR and/or _____ CFA F
- Net to be paid= EVAT-TSR and/or AIR

Article 13: Place and method of payment

The Project Owner shall release the sums due in the following manner:

- a. For payments in CFA francs (*amount in figures and letters exclusive of taxes*) by credit to account No. _____ opened in the name of the Contractor in the _____ bank.
- b. For payments in foreign currencies (*amount in figures and letters exclusive of taxes*) by credit to account N^o. _____ opened in the name of the Contractor in _____ bank.

Article 14: Price variation (Article 20 of GAC)

33.1 Prices shall be firm.

- a. Payments on account made to the Contractor as advances shall not be revisable.
- b. Revision shall be "frozen" upon expiry of the Contractual time-limit, except in the case of price reductions.

33.2 Price updating modalities (Not applicable)

Article 15: Price revision formulae (article 21 of GAC)

(Not applicable)

Article 16: Price updating formulae (article 21 of the GAC)

(Not applicable)

Article 17: Works under State supervision (Article 22 of GAC supplemented)

17.1 The percentage of works under State supervision shall *not exceed 2%* of the amount of the Contract and its additional clauses, where applicable.

17.2 In the case where the Contractor were invited to execute works under State supervision, the submitted and duly justified expenditures shall be reimbursed to him under the following conditions:

- The quantities considered shall be the hours used or the quantities of building materials and materials used that was the subject of joint job cost sheets;
- The remunerations and salaries effectively paid to local labour shall be increased by forty percent (40 %) to take account of social benefits;
- The hours put in by the heavy equipment shall be counted at the rate featuring in the sub-detail of prices;
- building materials and materials shall be reimbursed at cost price duly justified at the place of use, marked up by ten percent for loss, stocking and handling;

The amount for services thus calculated, including the hours put by heavy equipment shall be marked up by 25 % to take into account the overheads, profits and the Contractor's unforeseen.

Article 18: Evaluation of works (article 23 of the GAC)

The work done shall be evaluated using the unit price.

Article 19: Evaluation of supplies (article 24 of the GAC supplemented)

19.1 *[Indicate, where applicable, the modalities for payment of supplies].*

19.2 No security shall be requested for payments on account on supplies.

Article 20: Advances (article 28 of the GAC)

20.1 The Contracting Authority *may* grant a start-off advance *equal to 20 % of the amount of the Contract.*

20.2 This advance whose value cannot exceed twenty (20) percent of the initial amount inclusive of all taxes shall be guaranteed at one hundred (100) percent by a financial establishment governed by Cameroon law or a first-rate financial institution in accordance with the instruments in force and reimbursed by deduction of the payments on accounts to be paid to the Contractor during the execution of the Contract according to the modalities laid down in the Special Administrative Conditions.

20.3 The total amount of the advance must be reimbursed not later than when the value in basic price of the works reaches eighty (80) percent of the amount of the Contract.

20.4 As the reimbursement advances, the Project Owner shall issue the release of the corresponding part of the guarantee upon the express request by the Contractor.

20.5 The possibility of granting start-off advance or advance for supplies must be expressly stipulated in the Tender File.

Article 21: Payment for works (articles 26, 27 and 30 of the GAC supplemented)

21.1 Establishment of works executed

Before the 30th of each month, the Contractor and the Project Manager shall jointly establish a job 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.

21.2 Monthly detailed account

No later than the fifth (5th) of the month following the month of the services, the Contractor shall hand over to the Project Manager 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:

- 100-2.2 or 5.5% paid directly into the account of the Contractor;
- 2.2 Or 5.5 % paid to the Public treasury as AIR due by the Contractor.

The amount of payment on account shall not exceed the value of the technical execution phases carried out. Payment on account may be spread over the duration of the execution of the Contract according to technical execution phases as defined in the Contract.

Payment on account shall take place within thirty (30) days from the date of transmission to the competent accounting officer, of the documents giving entitlement to payment.

The contractor shall transmit seven (7) copies of the partial invoices to the Engineer for approval before the 5th of the month following the works executed.

The Engineer shall within a time-limit of seven (7) days forward the approved partial invoices to the Chief of Service.

The Chief of Service has a maximum time-limit of twenty-one (21) days to sign the partial invoice and to produce the documents giving entitlement to payment on account and transmit same to the competent accounting officer.

21.3 Detailed account of start-off account (specify).

Article 22: Interest on overdue payments (Article 31 of the GAC)

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

Article 23: Penalties (Article 32 of the GAC supplemented)

A. Penalties for delay

23.1 The amount set for penalties for delays shall be set as follows:

- a) One two thousandth (1/2000th) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;
- b) One thousandth (1/1000th) of the initial amount of the Contract inclusive of all taxes per calendar day beyond the 30th day.

23.2 The cumulated amounts of penalties for delay shall be limited to ten percent (10 %) of the initial Contract inclusive of all taxes.

B. Specific penalties

23.3 Independently of penalties for overrun of Contractual time-limit, the Contractor shall be liable for the following special penalties for the non-observation of the provisions of the Contract, especially:

- Late submission of final bond;
- Late submission of insurances, shall be one five thousandth (1/5000th) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;
- Late submission of the draft execution schedule if the lateness is caused by the Contractor shall be one five thousandth (1/5000th) of the initial Contract amount all taxes inclusive per calendar day of delay from the first to the 30th day beyond the Contractual time-limit;

Article 24: Payment in case of a group of enterprises (article 33 of the GAC)

1. In the case of a group of enterprises, indicate the method of payment of co- and sub-Contractors, where need be.
2. Indicate the method of payment of sub-Contractors, where need be.

Article 25: Final detailed account (article 34 of the GAC)

25.1 After completion of the works and within a maximum time-limit of fourteen (14) days after the date of provisional acceptance, the Contractor shall establish, based on joint reports, the draft final detailed account of works executed and which detailed account summarises the total sums to which the Contractor may be entitled as a result of the execution of the whole Contract.

25.2 The Contract Engineer has up to thirty (30) days to notify the corrected and approved draft to the Project owner.

25.3 *The Contractor has up to thirty (30) days to return the corrected and approved final detailed account to the competent accounting officer.*

Article 26: General and final detailed account (article 35 of the GAC)

26.1 The Contract Manager or the Project Manager has up to thirty (30) days to *establish the general detailed account and forward to the Contractor after final acceptance.*

At the end of the guarantee period which results in the final acceptance of the works, the Authorising Officer draws up the general and final detailed accounts of the Contract which he had signed jointly by the Contractor and the Contracting Authority. This detailed account includes:

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

The signing of the general and final detailed account without reservation by the Contractor definitely binds the two parties, puts an end to the Contract, except with regard to interest on overdue payments.

26.2 The Contractor has up to thirty (30) days to return the signed final detailed account.

Article 27: Tax and customs regulations (article 36 of the GAC)

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 28: Stamp duty and registration of Contracts (article 37 of GAC)

Seven (7) original copies of the Contract shall be stamped by and at the cost of the Contractor, in accordance with the applicable regulations.

CHAPTER III: EXECUTION OF WORKS

Article 29: Nature of the works (article 46 of GAC)

The works shall include especially: (position or volume of works)
(*cf. Special Technical Conditions*)

Article 30: Roles and responsibilities of the Project Owner (GAC supplemented)

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

30.2 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 31: Execution time-limit of the Contract (article 38 of the GAC)

31.1 The time-limit for the execution of the works forming the subject of this Contract shall be **Four (04) Months.**

31.2 This time-limit shall run from the date of notification of the Administrative Order to commence execution of the works.

Article 32: Roles and responsibilities of the Contractor (article 40 of the CAG)

The detailed and general plan of progress of the works shall be communicated to the Contract Engineer in *five (05)* copies at the beginning of each.

Article 33: Provision of documents and site (article 42 of the GAC)

A reproducible copy of the plans featuring in the Tender File shall be submitted by *the Contract Engineer*. The Project Owner shall make available the site and access ways to the Contractor at the appropriate time as the works progress.

Article 34: Insurance of structures and civil liabilities (article 45 of GAC)

The Contractor shall take out a third party risk insurance concerning persons, property or liabilities from an insurance company governed by the "CIMA" insurance code.

Article 35: Documents to be furnished by the Contractor (Article 49 of the GAC supplemented)

35.1 Programme of works, Quality Assurance Plan and pegging map.

a) Within a maximum deadline of *fifteen (15) days* from the date of notification of the Administrative Order to commence execution, the Contractor shall submit in *six (6)* copies for the approval of *project owner after the endorsement of the Contact Engineer* the execution programme of the works, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan, where applicable and the electricity network pegging map at scale 1/2500.

This programme shall be exclusively presented according to the furnished models.

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 Manager or the Project Manager 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 Project Owner 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 Project engineer. After approval of the execution schedule by the Contract Manager, 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.

- a) 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.
- b) 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.
- c) The approval granted by the Contract Engineer 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.

35.2 Execution draft

a) The execution plan documents (calculations and drawings) necessary for the realisation of all the parts of the structure must be submitted for the endorsement of the Contract Engineer at most fifteen (15) days prior to the date provided for the commencement of execution of the corresponding part of the structure.

b) The Contract Engineer has a deadline of *five (05) days* to examine and make known his observations. The Contractor then has a deadline of (04) four *days* to present a new file including the said observations.

35.3 In case of the non-observance of the approval deadlines of the above documents by the Administration, these documents shall be deemed to have been approved.

Article 36: Organisation and safety of sites (article 50 of the GAC)

36.1 Signboards at the beginning and end of each section must be placed within a maximum deadline of fifteen days after the notification of the Administrative Order to commence work. It must have the following characteristics: Height = 2.80m, width=1.20m, board thickness=2.5cm at 1.20m above the ground level. The Contract Engineer shall put at the Contractors' disposal the text to be used.

36.2 The services to inform in case of interruption of traffic or along the deviated itinerary: *[To be specified in accordance with article 50(2) of the GAC]*.

36.3 Indicate the special measures demanded of the Contractor, other than those provided for in the GAC, for rules of hygiene and safety and for circulation around or in the site.

Article 37: Implantation of structures

The Project Owner shall notify within [five] days following the date of notification of the Administrative Order to commence work, the basic points and levels of the project.

Article 38: Sub-Contracting (article 54 of the GAC)

The part of the works to be sub-Contracted shall not exceed 30 % of the initial amount of the Contract and its additional clauses.

Article 39: Site laboratory and trials (article 55 of GAC)

39.1 Indicate if necessary the modalities for carrying out the trials and geotechnical studies provided for in the Special Technical Conditions.

39.2 The Contract Manager has a deadline of three days to approve the Contractor's personnel and laboratory as soon as the request is made.

Article 40: Site logbook (article 56 of the GAC supplemented)

40.1 The Site logbook must be systematically jointly signed by the Project Manager or Engineer, where need be and the Contractor's representative each day.

40.2 It is a joint document in a single copy. Its pages must be numbered and initialled. No page should be removed. The erased or cancelled parts must be mentioned on the margin for validation.

Article 41: Use of explosives (article 60 of the GAC) (specify)

CHAPTER IV : ACCEPTANCE

Article 42: PROVISIONAL ACCEPTANCE

42.1 PRE-ACCEPTANCE OPERATIONS

Before the acceptance of the works the Contractor shall ask in writing to the Contract Engineer, to organize a technical visit for pre-acceptance. This visit shall include the following operations.

- Qualitative and quantitative evaluations of the different works that have been executed.
- Findings and statement of the unexecuted task envisaged in the present contract.
- Findings relative to the completion of the work
- Findings on the quantity of works that have been effectively realized

These operations shall be subject to a site report drawn up on the field, signed by the following.

- Contract Engineer;
- The Contract Manager
- RD/MINMAP/NW (Observer);
- The Principal of the concerned school;
- Contractor.

During this pre-reception, the Engineer shall eventually specify the reserves to be lifted and the corresponding works to be effected before the reception. The Engineer shall fix the reception date in collaboration with the Contract Manager.

42.2 Acceptance

The acceptance commission shall comprise:

- 1- The President of the North West Regional Assembly or his representative(Chairman)
- 2- The Contract Manager or his representative..... (Member)
- 3- The Contract Engineer..... (Secretary)
- 4- The Stores Accountant of North West Regional Assembly..... (Member)
- 5- The RD MINMAP/NW or his representative..... (Observer)
- 6- The school Principal concerned (beneficiary)
- 7- The Commissioner for Education, Sports and Cultural Development at the North West Regional Assembly
.....(Observer)
- 8- The Contractor or his Representative..... (Observer)

The commission shall examine the report of the pre-acceptance including a video from the Contractor showing the stages of works executed. This shall proceed with the acceptance. An acceptance report (process - verbal) of the works shall be prepared by the Contract Engineer and signed by at least 2/3 of the commission members.

ARTICLE 43: DOCUMENTS TO BE FURNISHED AFTER EXECUTION

43.1 The contractor shall furnish within one (1) month after completion of the works five (5) copies of all working documents and drawings as executed, especially those relevant to the exploitation and maintenance of the works.

43.2 A penalty of 30% of the guarantee retention shall be retained in the event where the contractor fails to comply with Article 43.1 above.

Article 44: GUARANTEE PERIOD.

The guarantee period is one (01) year from the date of the provisional acceptance.

Article 45: Final acceptance (article 72 of the GAC)

Final acceptance shall take place within a maximum deadline of fifteen (15) days from the date of expiry of the guarantee.

The procedure for final acceptance shall be the same as for provisional acceptance

CHAPTER V: SUNDRY PROVISIONS

Article 46: Termination of the Contract (article 74 of the GAC)

The Contract may be terminated as provided for in Decree No. 2018/366 of 20 June 2018 and equally under the conditions laid down in articles 74, 75 and 76 of the GAC especially in one of the following cases:

- Delay of more than fifteen (15) calendar days in the execution of an Administrative Order or unjustified stoppage of more than seven (7) calendar days;
- Delay in work resulting in penalties of more than 10 % of the amount of the works;
- Refusal to repeat poorly executed works;

- Default by the Contractor;
- Persistent non-payment for services.

Article 47: Case of force majeure (article 75 of the GAC)

If the Contractor were to raise the issue of force majeure, the thresholds below which claims shall not be admitted are:

- *Rainfall: 200 millimetres in 24 hours;*
- *Wind: 40 metres per second;*
- *Flood: decennial flood frequency.*

Article 48: Disagreements and disputes (article 79 of the GAC)

Disagreements and disputes resulting from the execution of this Contract may be settled amicably.

Where no amicable solution can be found for a disagreement, it is brought before *the competent court in the North-West Region of the Republic of Cameroon.*

Article 49: Production and dissemination of this Contract

Twenty (20) copies of this Contract shall be produced at the cost of the Contractor and furnished to the Contract Manager.

Article 50 and last: Entry into force of the Contract

This Contract shall be final 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.

Document N°. 5
SPECIAL TECHNICAL CONDITIONS
(STC)

TECHNICAL SPECIFICATIONS

SUMMARY (STC/CCTP)

For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region

Works to be done consists of

- 100.PREPARATORY PHASE
- 200.EARTH WORKS.
- 300.MASONRY AND CONCRETE WORKS.
- 400.ELECTRICAL WORKS.
- 500.PAINTING WORKS.
- 600.PLUMBING – SANITARY WORKS.

DESCRIPTIVE NOTES FOR THE CONSTRUCTION OF A FENCE AT GOVERNMENT SECONDARY HIGH SCHOOL BANGSHIE (PHASE 1) IN THE NORTH WEST REGION 1 - GENERALITIES

These present special technical specifications concern **For the Construction of a Fence at Government Secondary High School Bangshie (Phase 1) In the North West Region**

It is that of the technical specifications to be employed to follow the normal precision of MINTP. This is done in accordance with the norms in force. It is thus required where necessary to respect the general specification of construction while following the plans, sketches and documents provided by the engineer in case they lack particular precisions. This descriptive estimate is not definite but that the work should be realized following building clauses and that of MINTP

SPECIAL TECHNICAL SPECIFICATIONS (STS)

SPECIAL TECHNICAL SPECIFICATIONS (STS) FOR THE CONSTRUCTION PROJECT OF A FENCE FOR GHS BANSHIE

I.1- Background and Justification

I.2- Subject

These Terms of References constitute the book of Special Technical Specifications (STS) for Construction/Rehabilitation works clauses intended to recall the reference texts and regulations for each building trade as well as the qualities required for the various equipment and materials included in the scope of the construction works and / or rehabilitation subject of this call for tenders.

The specific technical clauses and the descriptive estimate relating to the various trades with the location of the requirements give as complete a description as possible of the work to be performed, with the aim of enabling the Contractor to interpret the details, to specify the nature of the materials to be used and to determine the particularities of manufacture and implementation. These requirements cannot claim to be a complete and perfect description of the work and it should be noted that this description of the work is not limiting.

The Contractor must perform without exception or reservation all the work provided for in his contract and will therefore have included not only the work and supplies described in this document, but also those which could have escaped the details of the description, and which are essential for the perfect completion of the works of restoration in good condition of the works of their trades, according to the submitted plans and the rules of the art of construction.

Likewise, the work provided for in the written and estimate documents of the contract, but which do not appear in the plans are due by the Contractor and included in the prices. The Contractor will provide the unit prices for all items of the Bill of Quantities (BOQs). And the sub-details of unit prices, if applicable, at the express request of the Project Owner.

Consequently, the Contractor can never argue that errors or omissions in the plans and specifications may exempt him from carrying out all the work of his trades or, be the subject of an additional request for an amount.

1.3 - Presentation of the operation

This specification refers to a competitive call for Tender for *Designation of the project: THE CONSTRUCTION PROJECT OF A FENCE FOR GHS BANSHIE BAMENDA 1 SUB DIVISION, MEZAM DIVISION.*

This structure will serve as a learning ground for the students of the GHS BANSHIE IN BAMENDA 1 SUB DIVISION, MEZAM DIVISION. the project shall take into consideration the following:

a) Preparatory works.

100.PREPARATORY PHASE

200.EARTH WORKS.

300.MASONRY AND CONCRETE WORKS.

400.ELECTRICAL WORKS.

500.PAINTING WORKS.

600.PLUMBING – SANITARY WORKS.

1.4- Site installation

Site installation works will be the responsibility of the company benefiting from the contract. They include:

- The construction of a temporary fence.
- Cleaning and security of the site.
- The measures necessary to comply with legal and regulatory provisions relating to staff health and safety. (Setting up a temporary latrine, have containers of drinking water treated with bleach, a pharmacy box equipped with first aid products: aspirin, nivaquine, adhesive plaster, betadine, bands, alcohol, etc.).
- Temporal access roads and the maintenance of temporary or permanent roads inside the site.
- An on-site storage warehouse.
- The site office: Throughout the duration of the work, and in addition to these offices where the site book, the site logbook will be permanently available, the successful tenderer must make available to the Engineer in a location determined jointly with him/her:
- An office or room of at least 16m² equipped with an office table and two chairs reserved for the Civil Engineer.
- A room for site meetings that can accommodate at least 5 people equipped with a meeting table, two 1.5m benches, a display board for plans and planning (chronogram) placed permanently.
- Adequate water drainage should be provided over its entire area.

- Receptacles for receiving waste are to be installed near the various facilities. These receptacles are to be emptied periodically and the waste to be placed in a container for recovery or in a dump (pit). This pit must be located at least 100m from the installations and in the event of the presence of water courses at least 150m. At the end of the work, the pit is to be filled with earth up to the level of the natural ground.

In addition to all these aspects mentioned above, 02 (two) very visible panels, the locations of which will be defined and indicated by the Project Manager might be fixed for indication and information of the site and will bear the following indications:

- Project references.
- References of the Client (Project Owner).
- References of the beneficiary structure.
- The source of funding.
- Company reference.
- The duration of the work (the dates of the start and end of the work).

No other sign will be authorized on the site, except with written agreement except for regulatory signs like those prohibiting access to the site and those concerning safety.

3.4.2- Labour-based works

The specificity of labour-based work is to fight against poverty by creating temporary jobs for local unskilled labour and the use of local materials in construction work. The recruitment of unqualified staff must be done through a local labour agreement between the holder and the representative of the beneficiaries.

In the case of this labour-based construction site and to achieve one of the objectives which is the creation of temporary jobs in order to fight against poverty, the company must only employ the unskilled local labour of the site of the construction site for the execution of the works. The financial benefits for the beneficiaries should in principle be within a range of 5 to 15% of the amount of the contract, part of which is allocated to female labour.

As part of the execution of the works, subject of this Call for Tenders, the following tasks must be performed manually:

- cleaning of the infrastructure footprint.
- stripping of topsoil.
- excavations of all kinds.
- backfilling of excavations.
- backfilling the pavement.
- land clearing.
- participation as a labourer in the construction of major works.
- participation as a labourer in the realisation of finishes.

The transport of water, sand, rubble, and gravel will be done only by means of wheelbarrows or rickshaws. The improvement of these local resources is the responsibility of the company. However, in cases where the distances are greater than two (02) kilometres, the company has the option of using motorized vehicles.

3.4.3- Survey Layouts / setting outs

The installation of the structures will be carried out by the company. The contractor is responsible for the layout of the works, and he/she is also responsible for the levels, alignments and dimensions

of the works executed according to the indications on the site plans and the ground plans. In the event of a setting out or levelling error, the contractor will be required to carry out at his own expense and regardless of their importance all the work necessary to restore the structures to their planned position. The company will make all the readings it deems necessary and will remain responsible for the consequences of any measurement error, regardless of the origin of the plan and calculations. The Engineer or his/her representative reserves the right to carry out, at the contractor's expense, periodic checks of the various axes and elements of implantation or levelling of works.

3.4.4- Brush clearing and pruning

The land clearing will be done on the site of the building and on a 10 m right-of-way all around it. This work includes all subsection of tree felling and stump removal.

Brush clearing and pruning concern the immediate surroundings of the structure in order to improve the sunshine and provide visibility.

Regarding pruning, all branches overhanging the platform will be cut along a vertical line passing through the brush limit.

With regard to brush clearing, it consists of cutting low to the ground, without uprooting the vegetation and quality trees will be preserved and protected.

3.5- Earthworks

3.5.1- Excavations

The excavations will be lowered to good soil, ensuring perfect stability of the structure. For ease of implementation, the openings of the excavations will not be less than 70 cm. In any case, the depth of these excavations will not be less than 80 cm at all points. The excavation walls will be well erected, and the bottoms perfectly levelled. The adjustment of the excavation bases to the final dimensions will be carried out.

The execution of the excavations will be subject to the approval of the site by the Project Owner or the Engineer. In the case of isolated foundations, wells can be deepened up to 1.50 m.

3.5.2- Backfilling of excavations

The soils resulting from these excavations if of good quality, will be used for backfilling. In the case of proven poor quality of the soil from these excavations, the backfill will be made with a soil of tested and approved good bearing capacity. These will be carried out in successive layers of 15 cm, watered, and compacted.

Surplus soils as well as those of poor quality will be evacuated to the public landfill or to places approved by the Engineer. In any case, the backfilling of excavations will be purged of all detritus, roots, vegetable matter and rubble.

3.6.5- Floor paving

The ground will receive a lightly reinforced concrete pavement of 08 cm thick on polyethylene plastic films of 400 microns.

Concrete: dosed at 350 kg/m³.

3.7.3- Interior and exterior plasters

On all masonry or concrete parts, a cement plaster of 2.5cm thick with cement mortar dosed at 400

kg/m³ will be applied.

Hanging: Rough coat with coarse sand mortar. Coarse and Finish: With fine sand mortar. **3.7.4- Smooth floor**

screed

After cleaning, the surface should be roughened by manual or mechanical means. After this treatment, the surface must be carefully cleaned again, in particular to remove the dust released by the treatment. It must then be moistened or treated with bonding products.

The dosage of the mortar for the floor screed is 400 kg/m³ of cement per cubic meter of smoothed screed mortar and the final thickness will be 4 cm. The mortar screed is spread over the surface of the support, tamped then adjusted and floated before receiving the cement slip or tiles.

3.8- Roof - Frames

3.8.1- Treated wood frame

a) - Roof trusses

The trusses will be executed with hardwood of 3x15cm, treated with xylamon. The entry and crossbow will be doubled.

These trusses will be solidly anchored in the masonry with the help of the retaining bars of the columns and wall plate.

b) - purlins

They will be in hardwood treated with xylamon, section 8x8cm or 5x15cm according to the indication of the plans.

3.8.2- Fascia board

The fascia board used will be 30 cm wide and 03 cm thick. It will be made of hard wood and planed on one side and will receive an aluminium coating (hemmed strip).

Sprocket: 4x8 batten connecting purlins.

3.8.3- Metal frame (In case of Metal Frames)

The metal framework will be carried out in accordance with the approved execution plans and following building rules.

All the quantities and dimensions indicated in this document are indicative. It is up to the company to check them and correct them if necessary.

The construction will be in commercial profiled iron bath galvanized; the dimensions of the profiles are given as an indication and must be validated by a structural study.

The contractor must include in his execution program the following services.

- Receiving of the supports on which it operates.
- The survey implementation of preparatory works.
- The lifting and handling means specific to his work, work platforms and scaffolding.
- The means of safety and protection of his workers.
- Sealing and caulking on neighbouring structures for a perfect completion of the work.

The company will also be responsible for the studies of the metal framework necessary for the design and construction of the project structures; will be included in the service:

- General detailed plans.
- The explanatory notes necessary for the execution of the works.
- Structural steel framing members.

The contractor must have the supports accepted before any intervention on his part; the start of work will imply his tacit agreement to them.

Under the present work will be due.

- The supply of profiles and materials necessary for all assembly accessories, corresponding assembling.
- Transport, assembly, and adjustment of all metal elements.
- Regulatory protections, materials and equipment required for assembly.
- Evacuation of debris and cleaning of the site at the end of the intervention. **a)- Roof frame**

The main dimensions of the frame will be determined by the contractor in his execution documents; it will be:

- The length between gantry axes.
- The inner width of the columns.
- The outer width of the columns: (according to column hypothesis = IPE80).
- Slope (%);
- IPE columns and rafters.
- IPE or UPN of structural purlins.
- IPE or UPN Secondary frameworks.
- The tube binds in angle of 30x30x3cm.
- IPE or UPN profile trusses.

b)- Rust protection

The steel elements will receive protection by applying a good quality glycerophthalic primer paint. The use of ordinary rust remover such as iron, zinc chromate, etc ... is strictly prohibited. The metal will first be descaled by effective brushing or sandblasting if necessary and degreased with gasoline or stripper. The anti-rust application will be done with a brush, on all profile developments, including parts that are difficult to access.

c)- Assembling

The assemblies will be of different types depending on the nature of the works: bolting or pointing. **d)- Plates for fixing purlins on masonry**

For frames made up of purlins anchored to the chainings of gable or shear walls, using steel plates, an anchoring device composed as follows will be adopted:

- A 15x8 mm fixing plate with 2 threaded rods with hooks sealed in the concrete chaining, where a reservation has been made.

The presentation of the sample for acceptance by the Project Manager will take place at least fifteen (15) days before the installation of the joinery.

All exterior joinery must be perfectly watertight and airtight even in heavy rain and strong winds. All metal joinery will be executed from current profiles.

The elements will be laid with the greatest accuracy both in plumb level and wedging (tolerance 20 mm).

The metal frames are provided to equip the doors. They will be made from metal profiles of thicknesses and profiles in accordance with the layout provisions and according to the width of the bays provided by the plan view. The frames will be pre-treated and equipped with the following accessories:

- the reinforcement for hinges will be provided in number of 3 (bottom, central and top) for each shutter.
- anchoring brackets per upright and an additional bracket on the cross member for doors over one meter wide.
- The contractor must pay particular attention to the following adjustments before fixing:
 - checking the squareness of the frames.
 - Checking the clearances between the frame and the shutter with a maximum tolerance of 5 mm.
 - control of articulation and rotation joints with a maximum tolerance of 5 mm.
 - Shutter adjustment, all the constraints of installation, fixing and handling are included; as well as the supply of locking wedges for the shutters according to the detail of the execution plan.
 - The doors provided for in this chapter must be made in accordance with the execution and detail plans attached to the tender document.

3.10- Electricity and Solar Energy Installations

This specification strongly encourages the use of **Solar Energy Installations** in all buildings. All the equipment will be screw fixing, the flush mounting boxes must be chosen accordingly. The LEGRAND brand is offered, and unless otherwise indicated, in the MOSAÏC series, with 38 mm deep super box mounting boxes, and 40mm deep frame, and so forth. Other equivalent solutions may be offered by the contractor.

3.10.1- Switches

The axis of the switches will be placed at 1.10 m from the floor and 0.15 m from the door frame, on the side opposite to the opening of the doors. Each switch will be placed so that ignition is obtained by the low position of the mechanism.

a) - Single ignition switch

The single ignition switches will be LEGRAND brand NEPTUNE series ref. 80500.

b) - Two way switches

The two-way switches will be LEGRAND brand NEPTUNE series ref. 74011. **c) - Double ignition switch**

They will be LEGRAND brand NEPTUNE series ref. 80551. **3.10.2- Sockets**

The sockets will be placed at 0.30 m from the ground in general. They will be either ordinary sockets or 2P + E sockets, 16 A, 250 V, NEPTUNE series from LEGRAND, mechanism reference 80529.

3.10.3- Sheathing

It will be made of iso range tube of suitable diameter embedded in the masonry. **3.10.4- Cabling**

The cables will be in VGV or TH. As a general rule it is necessary to consider following sections:

- 1,5 mm² for lighting circuits ;
- 2,5 mm² for the socket circuits.

Each circuit will include a maximum of 08 devices and will be protected by 10A fuses for the 16A lighting circuits for the outlet circuits.

3.10.5- Equipment

The recommended brands will be "LEGRAND" or "INGELEC" and the models will be approved by the Project Manager before installation.

3.11- Painting

The painting work will include all subject matter of ginning, sanding and filling with painter's plaster.

➤ Printing

- Walls, lime.
- Ceilings: Painting approved by the Engineer.
- Wood Diluted glycerol.

➤ Finishing

Walls and ceilings :

- Ceilings: painting approved by the Engineer.
- Exterior walls: Paint approved by the Engineer. PANTEX 1300 in two (02) coats.
- Interior walls: Paint approved by the Engineer. PANTEX 800 in two (02) coats.

- **Basement** : glycerophthalic paint in 02 layers with variable height according to the buildings.

3.12- Plumbing – Sanitary

All materials and equipment manufactured and produced within the framework of this contract must comply with ISO international standards.

All the material necessary for packaging, protection, up to storage, will be provided by the contractor. It must be new when it arrives on the site.

PVC pipes (unplasticized Polyvinyl Chloride) will comply with international standards ISO 161 / 1-1978, 2505-1981, 3606-1976 and following. They will be manufactured for assembling by gluing. They will not show any damage and will be free from any material or interior or exterior manufacturing defects which would reduce the resistance to internal pressures, or which would endanger the correct installation or good performance of the pipe in service.

The inner sheath must not contain any water soluble or unhealthy elements and must leave the water odourless, tasteless, and colourless. Nominal pressures will be PN = 6.10 bar.

Masonry structures must have good resistance to crushing. The manholes and the septic tank must have a layer of water-repellent coating on their inside. The sump will be sized like a soak away pit. All the installations must be pre-sized as to accommodate an average number of operators equal to 100 people.

3.14- Drains and Various Networks

3.14.1- Channels

Rectangular reinforced concrete gutters at a rate of 400 kg/m³ will be built around the buildings, with dimensions varying according to the buildings (10 cm thick).

These gutters will be covered with prefabricated reinforced concrete slabs at the places indicated by the Project Manager.

A minimum slope of 2% will be made at the bottom of said gutters to facilitate the flow of water.

3.15- Management plan for socio – environmental measures

Before the actual start of work, the company must prepare an environmental action plan specifying all the environmental measures to be implemented, as well as internal regulations specifically mentioning the safety rules, in particular the wearing of appropriate protective clothing, speed limitation. In addition, these internal regulations must prescribe the prohibition of consuming alcohol during working hours, of abusive use of firewood, as well as the sensitization of personnel to the dangers of STIs / AIDs not forgetting the proper respecting of COVID 19 measures, to respect for cultures and customs and neighbouring populations. This regulation must be displayed within the company.

In addition, an information and awareness campaign for staff and residents should therefore be organized in advance and their attention should be drawn to all these aspects, including the implementation schedule and employment opportunities. In particular, stakeholders should be informed about the reasons for choosing the site for the construction site, as well as the environmental action plan. This campaign will have to be repeated during the execution of the works.

The various socio-environmental measures to be taken into account when carrying out the work will be:

- Reforestation.
- Hydrocarbon management.
- The safety of site personnel and users.
- Garbage management.
- solid and liquid waste management.
- Water resources management.
- repair of damages caused to third parties.

the opening and exploitation of quarries and borrow pits.
site rehabilitation and site withdrawal.

a) - Hydrocarbon management

It is the responsibility of the contracting company. Company personnel, in this case drivers or mechanics, must take the necessary precautions to avoid contact of hydrocarbons with the ground through the use of appropriate garbage bins. This task is a business responsibility and therefore is not budgeted for. However, the work monitoring committee will ensure strict compliance with the recommended measures such as the use of emptying tanks.

b) - Safety of site personnel and users

The safety measures for site personnel and users to be observed are those intended to endanger the health of personnel working on the site as well as those of residents living near the site. Among the measures brief daily or weekly health and safety awareness meetings are called for, we can note the wearing of safety equipment by company personnel on the site, the limitation of dust and safety sign boards.

In order to avoid work accidents, the wearing of safety equipment such as gloves, helmets, nose covers is compulsory for anyone on the site. The company is required to provide all these materials to the site in sufficient numbers and the Project Manager is responsible for ensuring strict compliance with these safety measures.

Earthworks, in the presence of winds, are likely to cause the lifting of dust or other fine powders such as cement. In this case, despite wearing nose covers which is a protective measure, workers must water the soil surfaces during their work.

In addition to the site indication signs bearing the project references (if found necessary in the Recovery Program), the Company is also responsible for installing safety signs such as those preventing access to the site by foreign persons or those relating to traffic (exit of trucks, speed limit, attention to work... etc).

c)- Garbage management.

During work periods, the garbage produced by users must be placed in these bins. In addition, the Site Manager will organize weekly manual work sessions which will make it possible to recover all the garbage lying around in the yard. After the tanks have been filled, they will be emptied in a suitable place for sorting and in a 1.5 m deep pit to be burned. It will be up to the Site Manager to supervise the emptying, sorting and incineration operations.

d)- Water resources management

The contractor must avoid any conflict that may arise from the use of water resources. So, for these water needs; the quantities must be taken after consultation with the neighbouring populations. In any case, the company must avoid taking large quantities from seasonal rivers, which could interrupt the satisfaction of the urgent water needs of the local populations.

In addition, he/she should avoid intervening in sensitive areas, introducing various pollution that may result from washing or emptying vehicles and machinery.

e) - Repair of damages caused to third parties

It may happen that the company causes harm to an individual deliberately or accidentally (destruction of crops, habitat, etc.). This damage shall be remedied at the expense of the company

Document N° 6
SCHEDULE OF UNIT PRICES

**PHASE ONE BILLS OF QUANTITY AND ESTIMATES FOR THE CONSTRUCTION PROJECT
OF A FENCE FOR GHS BANSHE**

construction of a fence with dimension 1180m length and 2.8m of height

S/N	DESCRIPTION	UNIT	QTY	AMOUNT FIGURES	AMOUNT IN WORDS
100	PRELIMINARY WORKS				
101	Site installation	U	1		
102	Clearing of site	U	1		
103	planting of selected tree species	U	100		
	SUB TOTAL 100				
	FENCE				
200	FOUNDATION WORKS				
201	Excavation fundation trenches of 60x90cm	ml	1180		
202	Blinding of fondation trenches with concrete dosed at 200kg	m3	14,75		
203	Reinforced concrete footings 50X50X20cm for pillars doseed at 350kg/m ³	m3	21,85		
204	Construction of foundation with frockfilled block 20x20x40cm	m 2	1062		
205	RC concrete for pillars dose at 350kg/m3 to foundation level	m ³	25		
206	Concretinng of reinforced concrete foundation chaining beams with concete doesd 350kg/m3	m2	94		
	SUB TOTAL 200				
300	ELEVATION WORKS				
301	Construction of walls with blocks 15x20x40 for the fence	m2	1070,75		
302	Reinforced concrete for pillars for the fence of 25x25x300cm	m ³	76,5		
303	Reinforced concrete coping with conrete dosed at 350kg/m3	m3	23,6		
304	concreting and intsllation of caps on pillars	m3	2,8		
	SUB TOTAL 300				
600	FOUNDATION WORKS				
601	Excavation fundation trenches of 60x90cm	ml	23,6		
602	Blinding of fundation trenches with concrete dosed at 200kg	m3	0,295		
603	Reinforced concrete footings 100CMX100CMX25cm for pillars doseed at 350kg/m ³	m3	2,5		
604	Construction of foundation with frockfilled block 20x20x40cm	m 2	21,24		
605	RC concrete for pillars dose at 350kg/m3 to foundation level	m ³	1,9		
606	Reinforced concrete foundation chaining beams with concete doesd 350kg/m3	m2	3		

607	Backfilling	m2	23,6		
608	polythene layer for damproof membrane	m2	17		
609	mass concrete floor of 8cm dosed at 250kg/m	m2	11,75		
SUB TOTAL 600					
700	ELEVATION WORKS				
701	Construction of walls with blocks 15x20x40 for the Security and discipline masters office	m2	72,5		
702	Reinforced concrete for pillars for Security and discipline masters office 25x25x300cm	m ³	2		
703	Reinforced concrete ring beams dosed at 350kg/m ³	m ³	0,966		
704	Reinforced concrete for staircase dosed at 350kg/m ³	m ³	3		
705	Hollow core slab	m ³	10,75		
706	Reinforce concrete roof dosed at 350kg/m ³	m ³	1,7		
SUB TOTAL 700					
GRAND TOTAL WITHOUT TAX					
VAT(19.25%)					
AIR (2.2%)					
TOTAL TAXES INCLUDED (TTC)					
NET PAYABLE					

Document N°. 7

BILL OF QUANTITIES AND ESTIMATES

[Redacted]

PHASE ONE BILLS OF QUANTITY AND ESTIMATES FOR THE CONSTRUCTION PROJECT OF A FENCE FOR GHS BANSHEE

construction of a fence with dimension 1180m length and 2.8m of height

S/N	DESCRIPTION	UNIT	QTY	Unit price	TOTAL AMOUNT
100	PRELIMINARY WORKS				
101	Site installation	U	1		
102	Clearing of site	U	1		
103	planting of selected tree species	U	100		
	SUB TOTAL 100				
	FENCE				
200	FOUNDATION WORKS				
201	Excavation fundation trenches of 60x90cm	ml	1180		
202	Blinding of fondation trenches with concrete dosed at 200kg	m3	14,75		
203	Reinforced concrete footings 50X50X20cm for pillars doseed at 350kg/m ³	m3	21,85		
204	Construction of foundation with frockfilled block 20x20x40cm	m 2	1062		
205	RC concrete for pillars dose at 350kg/m3 to foundation level	m ³	25		
206	Concretinng of reinforced concrete foundation chaining beams with concete doesd 350kg/m3	m2	94		
	SUB TOTAL 200				
300	ELEVATION WORKS				
301	Construction of walls with blocks 15x20x40 for the fence	m2	1070,75		
302	Reinforced concrete for pillars for the fence of 25x25x300cm	m ³	76,5		
303	Reinforced concrete coping with concrete dosed at 350kg/m3	m3	23,6		
304	concreting and intsllation of caps on pillars	m3	2,8		
	SUB TOTAL 300				
600	FOUNDATION WORKS				
601	Excavation fundation trenches of 60x90cm	ml	23,6		
602	Blinding of fundation trenches with concrete dosed at 200kg	m3	0,295		
603	Reinforced concrete footings 100CMX100CMX25cm for pillars doseed at 350kg/m ³	m3	2,5		

604	Construction of foundation with frockfilled block 20x20x40cm	m 2	21,24		
605	RC concrete for pillars dose at 350kg/m3 to foundation level	m ³	1,9		
606	Reinforced concrete foundation chaining beams with concete doesd 350kg/m3	m2	3		
607	Backfilling	m2	23,6		
608	polythene layer for damproof membrane	m2	17		
609	mass concrete floor of 8cm dosed at 250kg/m	m2	11,75		
	SUB TOTAL 600				
700	ELEVATION WORKS				
701	Construction of walls with blocks 15x20x40 for the Security and discipline masters office	m2	72,5		
702	Reinforced concrete for pillars for Security and discipline masters office 25x25x300cm	m ³	2		
703	Reinforced concrete ring beams dosed at 350kg/m3	m3	0,966		
704	Reinforced concrete for staircase dosed at 350kg/m3	m3	3		
705	Hollow core slab	m3	10,75		
706	Reinforce concrete roof dosed at 350kg/m3	m3	1,7		
	SUB TOTAL 700				
	GRAND TOTAL WITHOUT TAX				
	VAT(19.25%)				
	AIR (2.2%)				
	TOTAL TAXES INCLUDED (TTC)				
	NET PAYABLE				

Document N°. 8
SUB-DETAIL OF PRICES