

REPUBLIQUE DU CAMEROUN  
*Paix - Travail - Patrie*  
 MINISTERE DE LA DECENTRALISATION  
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REPUBLIC OF CAMEROON  
*Peace - Work - Fatherland*  
 MINISTRY OF DECENTRALISATION  
 AND LOCAL DEVELOPMENT  
 NORTH WEST REGION  
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## THE MAYOR OF MBENGWI COUNCIL

### MBENGWI COUNCIL INTERNAL TENDERS BOARD

**OPEN NATIONAL INVITATION TO TENDER  
 N°01/ONIT/MBENGWICOUNCIL/MCITB/2026 OF  
 12/02/2026 FOR THE EXTENSION OF ELECTRICITY  
 STEP DOWN FROM GS WUMSOM TO UPPER  
 WUMNEBIT AND MBENGBU QUARTER IN NJINDOM,  
 MBENGWI SUBDIVISION, MOMO DIVISION OF THE  
 NORTH-WEST REGION**

**FINANCING: PUBLIC INVESTMENT BUDGET MINEE 2026**

**BUDGET HEAD: .....**

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**FINANCIAL YEAR 2026**

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NAME OF PROJECT	AMOUNT OF PROJECT	AMOUNT OF BID BOND	COST OF TENDER FILE :	FINANCIAL YEAR
EXTENSION OF Electricity STEP DOWN FROM GS WUMSOM TO UPPER WUMNEBIT AND MBENGBU QUARTER IN NJINDOM	20,000,000 FCFA	400,000 FCFA	20,000 FCFA	2026

## PREFACE

This model tender file has been prepared by the Public Contracts Regulatory Agency (ARMP) and put into force by the Authority in charge of public contracts, for Project Owners and Delegated Project Owners for award of works contracts through invitation to tender.

It includes:

- Document No.0 Letter of invitation to tender (where applicable)
- Document No.1 Tender Notice (AAO)
- Document No.2 General Regulations Governing Invitations to Tender (RGAO)
- Document No.3 Special Regulations Governing Invitations to Tender (RPAO)
- Document No.4 Special Administrative Clauses (SAC)
- Document No.5 Special Technical Clauses (STC)
- Document No.6 Unit Price Schedule framework
- Document No.7 Detailed Quantity and Estimate Framework
- Document No.8 Framework of Sub-Details of Prices
- Document No.9 Contract Model
- Document No.10 Model of Forms to be Used by Bidders
  - Appendix No. 1: Model of Declaration of Intention to Tender
  - Appendix No.2: Model of Bidding Letter;
  - Appendix No.3: Model of Bid Bond;
  - Appendix No.4: Model of Final bond;
  - Appendix No.5: Model of Start-off Advance bond;
  - Appendix No.6: Model of Performance Bond (Retention Bond);
  - Appendix No. 7: Model of Technical Proposal Bidding Letter
  - Appendix No. 8: Model of planning framework
  - Appendix No.9: Model of List of staff to be mobilised
  - Appendix No.10: Model of Form of Services that may be Sub-contracted;
  - Appendix No.11: Model of CV of Staff to be mobilised
- Document No.11 Integrity Charter Form
- Document No.12 Model form of Declaration commitment to Comply with Social and Environmental Clauses
- Document No.13 Visa of Maturity or any Proof of Preliminary Studies
- Document No.14 List of banking Institutions and financial Bodies Authorised to Issue Bonds for Public Contracts.
- Document No. 15. Online Bidding Procedure

**[N.B:** This facilitation document, prepared by ARMP and put into force by the Authority in charge of Public Contracts Authority, shall be considered as an outline aimed at helping the Project Owners and Delegated Project Owners to prepare their Tender Files.

the proper use of this document, it is imperative to refer to information notes, footnotes and examples contained therein. It is available at the Head Office and Regional Centres of the Public Contracts Regulatory Agency (ARMP) and the soft version on (<http://www.publiccontracts.cm> and [www.armp.cm](http://www.armp.cm)) platforms.

After the insertion of specific details in the indicated places and suppression of non-appropriate alternative provisions, the document can be used once the Project Owner or the Delegated Project Owner is sure there is no contradiction nor conflict between the clauses.

The following general instructions must be respected by users of this document:

Special information such as the name of the Project Owner or the Delegated Project Owners and the address for the withdrawal of the Tender File (TF) must feature in the Tender Notice and in the Special Regulations Governing Invitations to Tender. The final document must not include blanks and alternative provisions;

Footnotes or those in italics in the tender notice, the Special Regulations (RPAO), the Special Administrative Conditions (SAC), the schedule of prices and quantities are instructions or guidelines which the Project Owner or the Delegated Project Owner must follow. The final document must not contain any footnote;

Forms included in document No. 10 must be filled by the bidder and footnotes which appear there are to be preserved because they contain instructions for the bidder;

Qualification criteria of candidates and evaluation criteria of bids as well as the various methods of evaluation featuring in the General Regulations must be the subject of profound examination to retain in the final document only those applicable to the consultation under consideration;

It is worth recalling that Tender Files for some specific works take precedence over this document if they have been prepared and enforced in accordance with the regulations in force.

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**DOCUMENT N<sup>o</sup>.O:**  
**LETTER OF INVITATION TO TENDER**

REPUBLIQUE DU CAMEROUN  
Paix - Travail - Patrie  
MINISTRE DE LA DECENTRALISATION  
ET DU DEVELOPPEMENT LOCAL  
REGION DU NORD OUEST  
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## TENDER NOTICE

### OPEN NATIONAL INVITATION TO TENDER

N°01/ONIT/MBENGWICOUNCIL/MCITB/2026 OF 12/02/2026 FOR THE EXTENSION OF ELECTRICITY STEP DOWN FROM GS WUMSOM TO UPPER WUMNEBIT AND MBENGBU QUARTER IN NJINDOM VILLAGE, MBENGWI SUBDIVISION, MOMO DIVISION OF THE NORTH-WEST REGION.

### ENDING: MINEE - PUBLIC INVESTMENT BUDGET Exercise 2026

#### 1. Subject of the invitation to tender

Within the framework of the 2026 Public Investment Budget, the Mayor of Mbengwi Council, Project Owner, on behalf of the Republic of Cameroon, hereby launches an Open National Invitation to tender, for the **Extension of electricity step down from GS Wumsom to Upper Wumnebit and Mbengbu Quarter in Njindom**, Mbengwi Subdivision, Momo Division of the North-West Region. It is a one lot call for tender.

#### 2. Nature of works

Works comprise especially:

- ✓ construction of a medium voltage single phase line with 1x34.4mm<sup>2</sup> Almelec cable, covering a distance of 700m;
- ✓ construction of a MV/LV single phase mix line with 1x34.4mm<sup>2</sup> Almelec and 4x25mm<sup>2</sup> Aluminum cables and covering a distance of 80m;
- ✓ construction of a transformation substation equipped with a H61-25kVA/17.32kV/B2 transformer;
- ✓ construction of a low voltage single phase line with 4x25mm<sup>2</sup> Aluminum cable covering a distance of 1,080m;
- ✓ The Sundry expenses will consist of Clearing and pruning 7m width on each side of the network, Transportation of wooden poles, materials and workers.

#### 3. Tranches/Allotment

The works are subdivided into one lot defined here below: **Extension of electricity step down from GS Wumsom to Upper Wumnebit and Mbengbu Quarter in Njindom.**

#### 4. Estimated cost

The estimated cost of the operation following preliminary studies is **twenty million (20,000,000) FCFA.**

#### 5. Estimated execution deadline

The maximum time frame provided for by the Project Owner for the execution of works subject of this invitation to tender is **four (04) calendar months** for each lot. This time frame shall run from the date of notification of the administrative order to commence the services.

### **Participation and origin**

Participation in this invitation to tender is restricted to all Cameroonian companies and business enterprises selected within the framework of a categorisation concerned that are in compliance with the Cameroonian laws.

### **Funding**

Works under this invitation to tender shall be financed by Public Investment Budget MINEE 2026 fiscal year(s), budget head N° \_\_\_\_\_

### **Bidding method**

Submission method selected for this consultation is online.

### **Bid bond**

The bidder must include in his administrative documents, a hand-endorsed bid bond, issued by a financial body or institution approved by the Minister in charge of finance to issue bonds for public contracts and whose list appears in document 14 of the Tender File (TF), of an amount of **four hundred thousand (400,000) CFA francs**. It is not more than 2 % of the estimated cost of the contract all taxes inclusive (ATI), in accordance with the Order in force] and valid up to thirty (30) days beyond the initial time limit of the validity of bids. The absence of the bid bond issued by a first-rate bank or financial institution of first category authorised by the Minister in charge of Finance to issue bonds for public contracts shall cause the immediate rejection of the offer. A bid bond submitted but that does not have any connection with the consultation concerned shall be considered as absent. The bid bond presented by a bidder at the bid opening session shall not be accepted.

### **10. Consultation of Tender File**

A hard copy of the file may be consulted free of charge during working hours in the services of the Project Owner at Mbengwi Council (SIGAMP service), P.O. Box, telephone(677825577), fax, e-mail) as soon as this notice is published. It may equally be consulted **online on the COLEPS platform at the following addresses: <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website ([www.armp.cm](http://www.armp.cm)).**

### **11. Acquisition of Tender File**

A hard copy version of the file may be obtained from Mbengwi Council Office SIGAMP service, P.O. Box, telephone(677825577), e-mail] as soon as this notice is published against payment of a non-refundable sum of **twenty-four thousand (20,000) CFA Francs** in accordance with the regulations in force, payable at the CAS- ARMP Special Account.

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

### **12. Submission of bids**

Each offer drafted in English or French in seven (07) copies including the original and six (06) copies marked as such, should reach the Mbengwi Council Office SIGAMP not later than **12/03/2026 at 10:00 AM** local time and should carry the inscription:

**<< OPEN NATIONAL INVITATION TO TENDER  
P01/ONIT/MBENGWICOUNCIL/ACITB/2026 OF 12/02/2026 FOR THE EXTENSION OF  
ELECTRICITY STEP DOWN FROM GS WUMSOM TO UPPER WUMNEBIT AND MBENGBU  
ARTER IN NJINDOM, MBENGWI SUBDIVISION, MOMO DIVISION OF THE NORTH-WEST  
REGION.>>**

**“To be opened only during the bid-opening session”**

For submission online, the bid must be submitted by the bidder on the COLEPS platform or any other official electronic means of communication to be specified by the Project Owner latest on [deadline for receipt of bids] at [time limit]. A back-up copy of the tender recorded on a USB key or CD/DVD must be sent in a sealed envelope with the clear and legible indication “back-up copy”, in addition to the above-mentioned indication, within the deadline set.

**Size and format**

For online submission, the maximum sizes of the documents that will transit on the platform and constitute the bidder's offer are the following:

- 5 MB for the Administrative file;
- 15 MB for the Technical Offer;
- 5 MB for the Financial Offer.

The following formats are accepted:

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

The applicant shall make sure that he uses compressing software to possibly reduce the size of the files to be submitted.

**13. Admissibility of bids**

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

- The Project Owner shall not accept:
- Bids bearing information on the identity of the tenderers;
- Bids submitted after the closing date and time for submission of bids;
- Bids non-compliant with the bidding method;
- Envelopes without indication on the identity of the Invitation to Tender;
- Failure to comply with the number of copies specified in the RPAO or offer in copies only;

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

**14. Opening of bids**

The bids shall be opened in single phase and shall take place on 12/03/2026 at 11:00 am local time by the Project Owner Tenders Board in the conference hall of the Mbengwi Council. Only tenderers may attend this opening session or be represented by a person of their choice, duly authorised, even in case of a group of enterprises.

**Under pain of being rejected, the required administrative documents must be submitted in originals or true copies certified by the issuing service or the relevant administrative authority, in accordance with the**

visions of the Special Regulations Governing the Invitation to Tender. They shall be no later than 3 (three) days old from the original deadline for the submission of tenders or must have been issued after the date of issuance of the Tender Notice.

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

#### **15. Evaluation criteria**

Bids shall be evaluated according to the main criteria as follows:

#### **15.1. Eliminary criteria**

Eliminary criteria include:

- Absence of bid bond at the opening of bids; (the bid bond must be accompanied by CDEC receipt)
- Failure to submit, beyond the forty-eight (48) hours deadline after the opening of bids, a document of the administrative file deemed non-compliant or absent (except the bid bond);
- False declarations, fraudulent schemes or forged documents;
- Failure to comply with 75% essential criteria referring to the qualification threshold of technical bids;
- Absence of the sworn statement for not having abandoned contracts during the last three years;
- Failure to comply with bids file format;
- Absence of a quantified unit price in the financial offer;
- Absence of grading(categorisation) certificate if applicable;
- Absence of an element in the financial offer (submission, BPU, DQE);
- Absence of integrity charter dated and signed;
- Absence of the dated and signed commitment statement to comply with environmental and social clauses.

Depending on the specificity of the service, other relevant criteria may be added when drafting the Tender File

#### **17. Essential criteria**

Essential criteria for the qualification of bidders shall focus especially on:

- Presentation of bid;
- Bidder's references;
- Financial capacity; (Access to a line of credit or other financial resources, turnover, certificate of financial solvency);
- Personnel qualification and experience;
- Logistics means,
- Methodology.

The evaluation will be done in a binary way (yes) or (no) with an acceptable minimum of 36/48 (75%) of the essential criteria taken in account.

#### **18. Award of contract**

The Project Owner shall award the contract to the bidder whose bid meets the required technical and financial qualification criteria and whose offer was evaluated as the lowest by including as the case may be, the rebates proposed. The maximum number of lots a candidate may be awarded is one.

#### **19. Maximum number of lots:**

A candidate may tender for one or several lots, but cannot be awarded more than one lots.

#### **20. Duration of validity of bids**

ers shall remain committed to their bids for **90 days** from the initial deadline set for the submission ds.

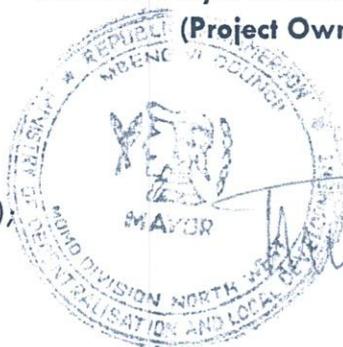
**1. Further information**

ditional information may be obtained during working hours from Mbengwi Council (SIGAMP service), Box, telephone, fax, e-mail or online on the COLEPS platform via <http://www.marchespublics.cm> <http://www.publiccontracts.cm>.

**2. Fight against corruption and malpractices**

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

Mbengwi on 12/02/2026  
**The Lord Mayor of Mbengwi Council**  
**(Project Owner)**



*Adangou Kennedy Akam*

es:

- Authority in charge of Public Contracts (MINMAP);
- ARMP
- Project Owner concerned, if applicable;
- Chairperson of the TB concerned;
- Notice board/file