

REPUBLIQUE DU CAMEROUN
PAIX- TRAVAIL- PATRIE

MINISTERE DE LA DECENTRALISATION ET
DEVELOPPEMENT LOCALE

REGION DU NORD OUEST

DEPARTEMENT DE BUI

COMMUNE DE KUMBO

B.P. 3 KUMBO/Tel: 33 48 10 11

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REPUBLIC OF CAMEROON
PEACE- WORK-FAHERLAND

MINISTRY OF DECENTRALISATION
AND LOCAL DEVELOPMENT

NORTH WEST REGION

BUI DIVISION

KUMBO COUNCIL

P.O. BOX 3 KUMBO/Tel: 3348 10 11

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**AVIS D'APPEL D'OFFRES
PAR MESURE D'EMERGENCE**

APS	APD	DAO	PE	ET

KUMBO COUNCIL INTERNAL TENDERS' BOARD

TENDER FILE

**OPEN NATIONAL INVITATION TO TENDER
N°:002/ONIT/KC/KCITB/PIB-MINHDU 2026 OF
13TH MARCH 2026 FOR THE REHABILITATION
OF THE SAHMOM BRIDGE ALONG THE
KIKAIKOM–KIKAIKELAKI ROAD STRETCH IN
KUMBO MUNICIPALITY; BUI DIVISION,
NORTHWEST REGION OF CAMEROON**

PROJECT OWNER: THE MAYOR OF KUMBO COUNCIL

CONTRACTING AUTHORITY: THE MAYOR OF KUMBO COUNCIL

FUNDING: PIB-MINHDU 2026 FISCAL YEAR

BUDGET HEADS: 220150

RECORD NUMBER: 60 38 392 1 32000003 0451464211

EXPENDITURE AUTHORIZATION: JB06155

2026 FINANCIAL YEAR

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TENDER NOTICE / AVIS D'APPEL D'OFFRES

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TENDER N°: 002/ONIT/KC/KCITB /PIB-MINH DU 2026 OF 13th March 2026 FOR THE REHABILITATION OF THE SAHMOM BRIDGE ALONG THE KIKAIKOM–KIKAIKELAKI ROAD STRETCH IN KUMBO MUNICIPALITY; BUI DIVISION, NORTHWEST REGION.

1. Subject of the invitation to tender

Within the framework of 2026 Public Investment Budget, The Mayor of Kumbo Council, the Contracting Authority, on behalf of the Republic of Cameroon, hereby launches an open national invitation to tender, for the rehabilitation of the Sahnom Bridge along the Kikaikom–Kikaikelaki road stretch in Kumbo Municipality; Bui Division, Northwest Region. It is not subject to any allotment.

Name of project	Amount of project	Amount of bid bond	Cost of tender file
Rehabilitation of the Sahnom Bridge along the Kikaikom–Kikaikelaki road stretch in Kumbo Municipality	50,000,000 CFA F	1,000,000 CFA F	75,000 CFA F

2. Content of works

Works to be realized on the account of this project prominently consist on building a bridge of six meters span and four by four meters of mouth size in order to definitely re-establish the traffic on the interrupted road.

Therefore, the main actions to undertake in order to ensure the sustainability of the project are:

- The installation of the base camp and technical platform;
- The cleaning of the working area;
- The demolition of the existing structure;
- The putting in place of deviations if possible;
- The rubble cut of shoulders and river banks;
- The excavation of foundations in riverbed or in plain land;
- The putting in place of an underpinning as basement;
- The laying down of footings in reinforced concrete measured at 400 kg/m³;
- The raising up of embedded posts in reinforced concrete measured at 400 kg/m³;
- The raising up of abutments in masonry stones including wings;
- The putting in place of gargoyles in abutments and the deck;
- The construction of tie beams in reinforced concrete measured at 400 kg/m³;
- The construction of girders and struts in reinforced concrete measured at 400 kg/m³;
- The supply and putting in place of bridge girders and struts in IPN 50 will be optional;
- The construction of the bridge's deck in reinforced concrete measured at 400 kg/m³;
- The construction of wheel guides in reinforced concrete measured at 400 kg/m³;
- The putting in place of mix reinforced concrete posts and metallic tubes guardrails;
- The putting in place of sidewalks on the bridge;

- The backfilling behind the structure and adjacent to the work;
- The construction of masonry stones protective flooring on the slopes behind the heads;
- The grading of the roadway to ease the traffic;
- The supply putting in place of the bridge's sign panels;
- The planting of nursed water friendly trees (raffia vinifera) at the river banks;
- All the necessary arrangement for the proper functioning of the site;
- Any other task needed for the smooth completion of works.

The framework of each unit in reinforced concrete measured at 400 kg/m³ (posts, tie beams, girders, struts and deck) is provided to be made up of HA Ø14 for the bearing rods and riders, HA Ø12 for the distribution rods and stirrups. Their gapping should meet with the technical standards.

3. Participation

Participation is open under the same conditions to all Cameroonian companies and business concerned that have proven experience in the field of public works, especially roads and bridges construction.

4. Financing

The works, subject of this invitation to tender, shall be financed by the 2026 Public Investments Budget. The budgeted amount of the work is fifty million (50 000 000) FCFA

5. Consultation of the tender file

The file may be consulted during working hours at the Kumbo Council Contracts Award Service, as soon as this notice is published.

6. Acquisition of the tender file

The file may be obtained from the Kumbo council at the Secretariat of the Mayor, as soon as this notice is published against the payment of the sum of seventyfive thousand (75 000) CFA francs, payable at the competent Public Treasury, representing the cost of purchasing the Tender File.

7. Presentation of the tender file

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

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

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

8. Submission of the tender file

Each offer drafted in English or French in 07 (seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach the Kumbo council, Contracts Award Service not later than **06th April 2026 at 10:00 noon** local time and should carry the inscription:

OPEN NATIONAL INVITATION TO TENDER N°: 002/ONIT/KC/KCITB/PIB-MINH DU 2026 OF 13th March 2026 FOR THE REHABILITATION OF THE SAHMOM BRIDGE ALONG THE KIKAIKOM–KIKAIKELAKI ROAD STRETCH IN KUMBO MUNICIPALITY; BUI DIVISION, NORTHWEST REGION.

«To be opened only during the bid opening session»

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

9. Admissibility of bids

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

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



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

10- 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 **06th April 2026 at 11:00 AM** local time, in the conference hall of the Kumbo Council, 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.

11- Submission of bids time frame

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

12. Execution dead line

The maximum execution dateline shall be four (04) calendar months, including the rainy season and other vagaries, with effect from the date of notification of the administrative order of work commencement.

13. Provisional Guarantee (Bid bond)

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

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

14. Evaluation of the bids

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

- 1st step: Examination of the conformity of the administrative file;
- 2nd step: Analysis of the technical file;
- 3rd step: Evaluation of the financial file.

The criteria of evaluation are the following:

14.1-Eliminatory criteria

14.1.1- Administrative documents

- Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee;
- Absence of a document in the administrative file;
- Any company having a past two years project, notified to commence in that year and which has not yet been received;
- False declaration or falsified documents.

14.1.2- Technical file

- False declaration, forged or scanned documents;
- Technical assessment mark lower than 75% of "Yes".

14.1.3- Financial offer

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

Essential criteria:

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

S/N	Designation	MARKS
01	Quality of Requested staff: Qualifications, experience of personnel affected to the project, CV, NIC and attestation of availability signed and dated.	05
02	Reference of the enterprise: <ul style="list-style-type: none">▪ Turnover in the past two years;▪ Experience in road/public works	02
03	Technical equipment/material affected to the project: The company should justify the property of the equipment necessary to the execution of works.	03
04	Acknowledgement of site visit: <ul style="list-style-type: none">▪ Attestation of site visit duly signed by the competent authority;▪ Site visit report;▪ Relevant illustrative pictures of the site	03
05	Presence of the methodology of work execution	05
06	Presence of the prefinancing capacity	01
07	General Presentation of the offer: Document spirally bound, colour sheets separation, table of content, presentation of documents in the order given in this tender file, quality of document.	01

The note of the technical offer will be gotten by addition of marks for every criterias and only the technical offers having gotten an equal or superior note to 90% of YES will be allow passing the step of the financial evaluation.

15. Award of the jobbing order

The jobbing order shall be awarded to the bidder whose bid is in conformity with the dispositions of the tender file and on the basis of the lowest bid and technical quality. (See article 99 of the public contracts code).

16. Period of validity of bids

The bidders shall remain committed to their bids during a period of (ninety) 90 days from the dateline set for the submission of bids.

1. Complementary information

Complementary technical information may be obtained during working hours from Kumbo Council at the office of the Council Development Officer (CDO) 670003577.

13 MARS 2026

Done at Kumbo, on the _____

The LORD MAYOR OF KUMBO COUNCIL
(The Contracting Authority)

Copies:

- DD MINMAP BUI
- ARMP BAMENDA
- Chairperson of the ITB
- Notice Board
- File/Archives



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AVIS D'APPEL D'OFFRES

AVIS D'APPEL D'OFFRES NATIONAL OUVERT N° : 002/ONIT/KC/KCITB/PIB-MINHDU 2026 DU 13 MARS 2026 POUR LA REHABILITATION DE SAHMOM BRIDGE SUR LE TRONCON DE ROUTE KIKAIKOM–KIKAIKELAKI DANS LA MUNICIPALITE DE KUMBO ; DEPARTEMENT DU BUI, REGION DU NORD-OUEST.

1.- Objet de l'Appel d'Offres

Le Maire de la Commune de Kumbo, Maitre d'Ouvrage, lance pour le compte de la république du cameroun, un appel d'offres national ouvert pour la réhabilitation de Sahmom Bridge sur le tronçon de route Kikaikom–Kikaikelaki dans la municipalité de Kumbo ; département du Bui, Région du Nord-Ouest. Il n'est pas sujet à lotissement :

Nom du Projet	Montant du Projet	Montant caution provisoire	Montant d'achat du DAO
Réhabilitation de Sahmom Bridge sur le tronçon de route Kikaikom–Kikaikelaki dans la municipalité de Kumbo	50,000,000 FCFA	1,000,000 FCFA	75,000 FCFA

2.- Consistance des travaux

Les travaux à réaliser pour le compte du présent projet consistent principalement à élever un pont de six metre de portée et une ouverture de quatre fois quatre dans le but de rétablir définitivement le trafic dans la zone rupture.

Les opérations majeures à entreprendre pour s'assurer du bon fonctionnement du projet sont:

- L'installation d'une base vie et d'un plateau technique ;
- Le nettoyage du site des travaux ;
- La destruction des structures existantes ;
- La mise en place des déviations, si possible ;
- Le déblai des accotements et des berges ;
- Les fouilles des fondations en rivière ou terre-plein ;
- La mise en place des enrochements tenant lieu de sous-bassements ;
- La pose des semelles en béton armé dosé à 400 kg/m³;
- L'élévation des poteaux encastres en béton armé dosé à 400 kg/m³;
- L'élévation des culées en maçonneries de moellons y compris les ailes;
- La mise en place des barbacanes et gargouilles dans les culées et le tablier;
- La construction des chainages en béton armé dosé à 400 kg/m³;
- La construction des poutres et entretoises en béton armé dosé à 400 kg/m³;
- La fourniture et pose des poutres et entretoises en IPN 50 devront être optionnelles;
- La construction du tablier du pont en béton armé dosé à 400 kg/m³;
- La construction des but-roues du pont en béton armé dosé à 400 kg/m³;
- La mise en place des gardes-fous mixtes;
- La mise en place des trottoirs sur le pont;
- Le remblai contigu et adjacent à l'ouvrage;
- La construction perrés maçonnés sur talus derrière les têtes du pont;
- Le réprofilage de la piste afin de faciliter le trafic;
- La fourniture et pose des panneaux de signalisation du pont;

- La plantation des réjetons d'arbres à eau (raffia vinifera) sur les berges de la rivière;
- Tout arrangement pour le fonctionnement approprié du site;
- Toutes autres tâches envisageable pour l'achèvement des travaux.

Les armatures de chaque pièce en béton armé dosé à 400 kg/m³ (poteaux, chainages, poutres, entretoises et tablier) devront être constitués de HA Ø14 pour les fers porteurs et cavaliers, HA Ø12 pour les fers de distributions et les étriers. Leurs espacements devront respecter les standards techniques.

3.- Participation

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais ayant une expérience avérée dans le domaine des travaux publics, notamment la construction des ponts et chaussée.

4.- Financement

Les travaux, objet du présent Appel d'Offres, sont financés par le Budget d'Investissement Public, Exercice 2026. Le montant alloué pour les travaux est de cinquante million (50 000 000) FCFA

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

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de la Commune De Kumbo, (Service des marches) dès publication du présent avis.

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

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la Commune De Kumbo, (Service Technique) sur présentation d'une quittance de versement d'une somme non remboursable de cent cinquante mille (75000) francs CFA au Trésor territorialement compétent. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

7.- Présentation des offres

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

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

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

8.- Remise des Offres

Chaque offre rédigée en Français ou en Anglais, en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme telles, conformes aux prescriptions du Dossier d'Appel d'Offre, devra être déposée contre un récépissé sous plis fermé, dans les salles de conférence de la Commune de Kumbo, au plus tard le **06/04/2026 à 10 heures**, heure locale et devront porter la mention :

AVIS D'APPEL D'OFFRES NATIONAL OUVERT N° : 002/ONIT/KC/KCITB/PIB-MINH DU 13 MARS 2026 POUR LA REHABILITATION DE SAHMOM BRIDGE SUR LE TRONCON DE ROUTE KIKAIKOM-KIKAIKELAKI DANS LA MUNICIPALITE DE KUMBO, DEPARTEMENT DU BUI, REGION DU NORD-OUEST.

« A n'ouvrir qu'en séance de dépouillement. »

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

9.- Recevabilité des offres

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

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

Sous peine de rejet, les autres pièces administratives requises devront être impérativement produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité administrative, datant de moins de trois (03) mois et valide le jour de l'ouverture des plis.

10.- Ouverture des offres

L'ouverture des offres aura lieu en un temps le **06/04/2026** à 11 heures précises dans la salle des Conférences de la Commune de Kumbo, par la Commission de Passation des marchés Compétente en présence des soumissionnaires.

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

11.- Délai de réponse des soumissionnaires

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

12.- Délai d'exécution des travaux

Le délai global d'exécution des travaux est de quatre (04) mois calendaires. Ce délai comprend les périodes des pluies, toutes les intempéries et sujétions diverses et court à compter de la date de notification de l'ordre de service de commencer les travaux.

13.- Cautionnement Provisoire (Garantie de soumission)

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

Le cautionnement provisoire sera libéré d'office au plus tard (20) jours après l'expiration de la validité des offres pour les soumissionnaires n'ayant pas été retenus. Dans le cas où le soumissionnaire est attributaire de la lettre commande, le cautionnement provisoire sera libéré après constitution du cautionnement définitif.

14.- Evaluation des Offres

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

- 1^{ère} étape : Vérification de la conformité du dossier administratif de chaque soumissionnaire ;
- 2^{ème} étape : Evaluation des offres techniques ;
- 3^{ème} étape : Analyse des offres financières.

Les critères d'évaluation des offres sont les suivants :

14.1-Critères éliminatoires

14.1.1-Pièces administratives

- Toute offre non conforme aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence ou l'insuffisance de la caution provisoire de soumission.
- Absence d'une pièce administrative ;
- Toute entreprise disposant d'un projet datant de deux ans, notifié pour débiter la même année et dont la réception provisoire n'a pas encore été prononcée ;
- Fausse déclaration ou documents falsifiés.

14.1.2-Offres techniques

- Dossier incomplet ou pièces non conformes ;
- Fausse déclaration ou documents falsifiés ou scannés ;
- Non existence dans l'offre technique de la rubrique « organisation, méthodologie et planning » ;
- Absence d'une capacité de préfinancement.
- Toute entreprise disposant d'un projet de 2025 notifié pour débiter en 2025 et ce qui n'a pas encore commencé ;
- De façon systématique, toute offre n'ayant pas atteint ou dépassé après évaluation technique, la barre de 90 % du OUI sera écartée et non éligible à l'analyse financière;

14.1.3-Offres financières

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

Critères essentiels

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

NO.	Désignation	Nombre de point
1	Qualité du personnel : Qualifications, expérience du personnel affecté au projet, CV, CNI et attestation de disponibilité daté et signé.	05
2	Références de l'entreprise : <ul style="list-style-type: none">▪ Chiffes d'affaire des deux dernières années ;▪ Expérience dans les travaux de ponts et chaussee	02
3	Moyens techniques et matériels affectés au projet : L'entreprise devra justifier la propriété du matériel nécessaire à l'exécution des travaux.	03
4	Evidences de la visite du site: <ul style="list-style-type: none">▪ Attestation de la visite du site dument signed par l'autorité competente;▪ Rapport de la visite du site;▪ Images illustratives et pertinente du site	03
5	La présence de la Méthodologie d'exécution des travaux	05
6	La présence de la Capacité de préfinancement	01
7	Présentation générale de l'offre : Reliure, Intercalaire de couleur et page de garde, Présentation de toutes les pièces dans l'ordre prescrit, Qualité du document.	01

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

15.- Attribution de la lettre commande

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

16.- Délai de validité des offres

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

17.- Renseignements complémentaires

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

13 MARS 2026
Fait à Kumbo, le

Le Maire, COMMUNE DE KUMBO-

Copies:

- DD MINMAP BUI
- ARMP BAMENDA
- Président de la CPM
- Tableau de l'AAO
- Archives/Chronos



Mwong Venaisus Bongkijung (Ph.D)



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GENERAL RUGULATION FOR THE INVITATION TO TENDER

A.-GENERALITIES

Article 1: Scope of the bid

- 1.1. The Contracting Authority, The Mayor of Kumbo Council hereby launches the open national invitation to tender N^o: 002/ONIT/KC/KCITB/PIB-MINH DU 2026 of 13th March 2026 for the rehabilitation of the Sahnom Bridge along the Kikaikom–Kikaikelaki road stretch in Kumbo Municipality; Bui Division, Northwest Region.
- 1.2. 1.2. The successful bidder or contractor must complete the work within the period indicated in the RFP, and which runs from the date of notification of the service order (SO) to start the work.
- 1.3. In this present invitation to tender (LPO), the term "day" refer to a calendar day.

Article 2: Funding

The above works, subject of the present invitation to tender, are financed by the 2026 Public Investment Budget of the Ministry of Housing and Urban Development.

Article 3: Fraud and corruption

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

- a. The following definitions are applicable:
 - I. Is guilty of "corruption" anyone who offers, gives, solicits or accepts any benefit to influence the action of a public official in the allocation or the execution of a contract.
 - II. Is engaged in "fraudulent practices" anyone who distorts or misrepresents facts in order to influence the award or execution of a contract.
 - III. "Collusive practices" are any form of agreement between two or more bidders (with the knowledge of the contracting Authority or not) to artificially maintain prices of the offers at a level not corresponding to those that would result from the competition.
 - IV. "Coercive practices" are any form of damage to persons or their property or threats against them to influence their action in the attribution or the execution of a Contract.
- b. Shall reject any award proposal if it is proven that the proposed contractor is, directly or through an agent, convicted of corruption or engaged in fraudulent, collusive or coercive practices for the award of the said contract.

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

Article 4: Qualification of bidders

4.1. Bidders shall, as part of their bid:

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

The following information is required if applicable:

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

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

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

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

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

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

Article 5: The site visit

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

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

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

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

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

B. TENDER FILE

Article 7: Contents of tender file

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

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

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

Article 8: Clarification made to the tender file

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

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

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

8.3. The appeal must be addressed to the contracting authority with copies transmitted to the Chairperson of the Tender Board and to the organ in charge of the regulation.

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

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

Article 9: Modification of the tender file

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

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

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

C. PREPARATION OF BIDS

Article 10 : Costs of submission

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

Article 11: Language of bid

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

Article 12: Composition of bid

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

a. Volume I: Administrative documents

It includes:

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

b. Volume II: Technical File

It includes:

- I. Attestation of site visit and the site visit report;
- II. Personnel: the contractor will present the competent technical staff and workers he intends to hire before the beginning of the work (attach to each staff CV signed by the candidate, certified copy of technical diploma, attestation of presentation of original and the attestation of availability signed by the candidate);
- III. Site equipment: The contractor shall justify the ownership and the State of the equipment necessary for the performance of the work (providing registration certificates, invoices and certificates of technical visit of rolling equipment);
- IV. References of the company (the contractor will provide contracts or Jobbing orders for similar work carried out as well as related minutes of reception);
- V. The technical note on the methodology of intervention of the work: the company will produce a technical note dated and signed providing all the information concerning the mode of execution of the works, the planning of intervention, the expected output, provision of materials or site materials, the potential advantages in terms of safety of the environment and the Organization of the company;
- VI. The CCTP duly initialed on each page and signed on the last page;
- VII. Attestation of solvency of the contractor.
- VIII. Commentaries (optional)

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

c. Volume 3: Financial File

It includes:

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

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

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

Article 13: Amount of bid

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

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

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

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

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

Article 14: Bid Currency and settlement

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

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

Article 15: Validity of bids

15.1. The bids shall remain valid for Ninety (90) days. Any offer with validity less than this period will be rejected by the Delegated Contracting authority.

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

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

Article 16: Guarantee of submission

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

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

16.3. Any bid not accompanied by an acceptable bid bond will be rejected by the tenders' board as non-compliant. The bid bond of a group must be established in the name of the agent mandated to submit the bid and each member of the grouping must be mentioned.

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

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

16.6. The bid bond may be seized:

a. If the bidder withdraws his bid during the period of validity;

b. If the bidder selected:

Fails to fulfill its obligation to accept the contract pursuant to the results of award of the contract,
or

Fails to provide the performance guarantee pursuant to section 30 of the RGAO.

Article 17: Form and signature of the bid

17.1. The bidder will prepare an original of the constituent documents of the bid described in section 11 of the RGAO, in a volume bearing clearly the indication "ORIGINAL". In addition, the bidder shall submit the number of copies required by the OMPP, bearing the indication "COPY". In case of discrepancy between the original and the copies, the original will be taken.

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

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

D. SUBMISSION OF BIDS

Article 18: Sealing and marking of bids

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

18.2. The inner and outer envelopes

a. Will be addressed to the Contracting authority as indicated in the OMPP;

b. Will bear the name of the project, the number of the invitation to tender in the OMPP, and the mention "To be opened only during the bid opening session" and also specify the lots.

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

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

Article 19: Date and time limits to deposit bids

19.1. Bids must be received at the Secretariat of the concerned Council at the specific date and time indicated in the Special Regulation for the Invitation to Tender.

19.2. The Contracting Authority may at his discretion, extend the deadline fixed for the deposition of bids by publishing another date in accordance with the provisions of section 7 of the RGAO. In this case, all the rights and obligations of the bidders and the Contracting authority previously governed by the initial date limit shall be governed by the new date limit.

Article 20: Bids out of time

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

Article 21: Modification, Substitution and withdrawal of bids

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

21.2. The notification of the modification, replacement or the withdrawal of the bid by the bidder shall be prepared, sealed, marked and sent in accordance with the provisions of section 15 of the RGAO. Withdrawal may also be notified by fax, but must in this case be confirmed by a duly signed written notice, with the date, the postmark being authentic, and must not be after the deadline set for the submission of tenders.

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

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

OPENING AND EVALUATION OF BIDS

Article 22: Opening of Bids

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

Article 23: Confidential nature of the procedure

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

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

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

Article 24: Clarification on the bids and contact with the Contracting authority

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

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

Article 25: Determining the conformity of bids

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

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

Article 26: Correction of errors

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

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

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

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

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

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

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

- By correcting any possible error in accordance with the provisions of article 25 of the RGAO.

- Excluding provisional sums and, the provisions if any, for contingencies in the detail bill of quantities and summary, but by adding the amount of day work, when they are competitively priced as specified in the OMPP.

E. ATTRIBUTION OF CONTRACT

Article 28: Award

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

Article 29: Right of the Contracting authority to declare an invitation to tender unfruitful (unsuccessful) or cancel a procedure

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

Article 30: Notification of the award of the contract

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

Article 31: Publication of the award decision and redress

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

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

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

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

In case of any petition, it must be addressed to the Minister in charge of Public Contracts, with copies to the organ in charge of the regulation of public contracts, the Contracting authority as well as the chairperson of the tenders' board. On risk of being declared null and void, any petition must be formulated within a maximum of five (5) working days after the publication of result.

Article 32: Signature of the Contract

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

32.1. After the publication of the award decision, the draft contract subscribed by the successful bidder is transmitted to the competent tenders' board for examination and adoption.

32.2. The Contracting authority has a time-limit of seven (07) days from the date of reception of the approved draft contract from the competent's tenders' board and subscribed by the successful bidder to sign the contract.

32.3. The contract is notified to the contractor within five (05) days of signature.

Article 33: Guarantees

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

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

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

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

DOCUMENT N ° 03
SPECIAL REGULATION FOR THE INVITATION TO
TENDER (RPAO)

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ARTICLE 1: DEFINITION OF WORKS

The invitation to tender concerns the rehabilitation of the Sahmom Bridge along the Kikaikom–Kikaikelaki road stretch in Kumbo Municipality; Bui Division, Northwest Region.

Works to be realized on the account of this project prominently consist on building a bridge of six meters span and four by four meters of mouth size in order to definitely re-establish the traffic on the interrupted road.

ARTICLE 2: FINANCING

The works, subject of the present invitation to tender will be financed by the PIB 2026 FISCAL YEAR.

ARTICLE 3: DEADLINE FOR THE EXECUTION OF WORKS

The maximum delay of execution of works is fixed at four (04) calendar months.

ARTICLE 4: CONDITIONS OF PARTICIPATION

The Participation to the present invitation to tender is open to all enterprises and/or groupings of enterprises of public works installed in Cameroon.

ARTICLE 5: RESPECT OF THE CONDITIONS OF INVITATION TO TENDER

All tender no-compliant to provision of the present invitation to tender will be declared prohibited. The tender file should be deposit at the place, date and hour indicated in the tender notice against receipt of deposit. All tender delayed at one hour or one ulterior date will be refused.

All documents submitted by the bidder to some title that it is, in application of the present invitation to tender will be exclusively established in French or English language, while using the metric system and while expressing all prices in the national currency (CFA francs) for the assessment of tenders.

After the deposit of its tender, the bidder cannot withdraw it, nor to modify it or to correct it for do some reason what so ever. This condition is as much valid before as after the expiration of the submission deadline of tenders.

ARTICLE 6: DOCUMENT CONTAINED IN THE TENDER FILE

The documents being part of the present invitation to tender are composed as follows:

- Document N° 1 - Open National Invitation to Tender - ONIT (French Acronym AAO);
- Document N° 2 - General rules of the Invitation to Tender - GRIT (French Acronym RGAO);
- Document N° 3 - Special rules of the Invitation to Tender - SRIT (French Acronym RPAO);
- Document N° 4 - Special Administrative Provisions Logbook – SAPL (French Acronym CCAP);
- Document N° 5 - Special Technical Provisions Logbook – STPL (French Acronym CCTP);
- Document N° 6 - Setting of the Mail Enclosure for Unit Prices - MUP (French Acronym BPU);
- Document N° 7 - Setting of the estimate's details (bill of quantities);
- Document N° 8 - Setting of the Breakdown of Prices;
- Document N° 9 - Setting of the model of contract;
- Document N° 10 - Setting of the annex Documents:
 - 10.1: Model of Tender;
 - 10.2: Model of undertaking;
 - 10.3: Model of Bid Bond;
 - 10.4: Definitive Security Bond Model;
 - 10.5: Model of banking guarantee of refund of preparatory advance;
 - 10.6: Model of bond of restraint of guaranty;
 - 10.7: Model of planning of works;
 - 10.8: Model of Power of Attorney;
 - 10.9: Model of Joint venture agreement;
 - 10.10: model of site visit report;
 - 10.11: model of list of personnel and equipment;
 - 10.12: model of list of references;
 - 10.13: model calculation of the majority's coefficient.

Document N° 11 - Setting of the evaluation form of tender's analysis:

Document N° 12: Lists of institutions approved by the ministry of finance;

Document N° 13: List of civil engineering laboratories;

Document N° 14: Technical drawings (plans);

ARTICLE 7: ENLIGHTENMENTS AND MODIFICATIONS TO DOCUMENTS OF THE TENDER FILE

The bidder can request for information concerning the documents of the Invitation to Tender. If the case arises, they should refer by writing to the Contracting Authority, in view to get the wished precisions, before the deposit of their Tenders. The Contracting Authority will have to answer in writing before the fourteenth (14) day that precedes the deadline of the deposit of the Tenders.

No answer will be given to unwritten questions and all interpretation by a bidder of the documents of Invitation to Tender not having been subject of an addendum will be merely rejected and will not be able to imply the responsibility of the administration.

Addendums to the Tender file could also be brought by the Contracting Authority, in order to make more comprehensible the documents of the Invitation to Tender or to bring technical modifications or other documents of the Invitation to Tender. These addendums will be part of the Tender file and will be communicated by mail, telex, fax or e-mail to all purchasers of the file who will acknowledge receipt of it by the same ways. The Contracting Authority will have to, as much as possible, to report the date of deposit of tenders to take in account of the aforesaid addendums.

ARTICLE 8: ESTABLISHMENT OF THE BID

The establishment of the prices by the bidder is reputed to have been made on the basis of the perfect knowledge of rules, dues and taxes in force in the Republic of Cameroon and applicable to Public Contracts.

The amount of the tender will dispose the amount without taxes, the amount of the value-added tax, and the amount all taxes includes in CFA francs.

The bidder should fill in letters and in numbers, the prices of the mail enclosure of the unit prices, carry them in the setting of the estimate detail and multiply them by the indicated quantities, in order to get the total amount of its tender. In case of conflict between the prices in letters and those in numbers, the first will be those to consider and will act as basis to the calculation of the amount of the tender, unless this amount is bound to an arithmetic mistake in the sub-detail of prices, in that case the amount in numbers will prevail.

Upon dismissal, the mail enclosure of the unit prices should be inevitably complete. The possible mistakes of calculation will be straightened by the subcommittee in charge of analysis of tenders and the amount will be reviewed if necessary, without it leading to some complaints by the bidder.

ARTICLE 9: PRESENTATION OF BIDS

9.1: signature of Tenders–Subsidiaries

All signatures and initials necessary for the deposit of tenders and indicated in this article will be affixed by the bidder or his representative duly designated.

In the case where the tender is made by a grouping of enterprises, every member of the grouping or his substitute will be held to sign or to initial the documents of the tender, so that a conjoined or inter-dependent tender result from it. This grouping will indicate the common substitute authorized to receive the Jobbing Orders and to represent the grouping for all relative transaction in respect to the present invitation to tender and to the subsequent Contract.

9.2: Presentation of Tenders

The tenders will be presented in seven (07) copies of which one (01) original and six (06) copies indicated as such, in a (01) closed and sealed envelope having no stamps, nor indication on the Bidder's identity and bearing the mention:

OPEN NATIONAL INVITATION TO TENDER
N°: 002/ONIT/KC/KCITB/PIB-MINHDU 2026 OF 13TH MARCH 2026 FOR THE
REHABILITATION OF THE SAHMOM BRIDGE ALONG THE KIKAIKOM–KIKAIKELAKI
ROAD STRETCH IN KUMBO MUNICIPALITY; BUI DIVISION, NORTHWEST REGION.
"TO BE OPENED ONLY AT THE BIDS OPENING SESSION"

Every tender file will bear three (03) volumes:

- volume 1 (administrative documents);
- volume 2 (technical proposal);
- volume 3 (financial bid).

9.2.1 Administrative Documents (Volume 1)

It is about furnishing the subsequent documents dated for not more than three (03) months:

- 1- **Undertaking by bidder** stamped, signed and dated in conformity with the model attached.
- 2- **Attestation of non-bankruptcy** dating less than 3 months, issued by the Court of competent jurisdiction of the place of residence of the bidder.

- 3- **Attestation of domiciliation of Bank account** of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance.
- 4- **Bank guarantee** (of the same bank) on the list of banking institutions of the first order approved by the Ministry in charge of finance, for an amount in francs CFA of 50,000,000 FCFA.
- 5- **Treasury Receipt** of purchase of the Tender File, as stipulated in the tender notice.
- 6- **Attestation of C.N.P.S**, valid and for the tender concerned.
- 7- **A non-exclusion certificate** attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP.
- 8- **An attestation of the bidder's fiscal obligations** signed by the competent Taxation authority dated at most 3 months.
- 9- **An attestation of non-indebtedness signed** by the Director or the head of the tax centre.
- 10- **Attestation of taxpayer card** valid, dated at most 3 months.
- 11- **A certificate of fiscal conformity** valid, dated at most 3 months.
- 12- **Plan and attestation of localization** signed by the taxation authorities.
- 13- **Power of attorney** signed by the legal Manager/Director/Director General of the Enterprise or legalized articles of Association.
- 14- **The temporary security bond** (original) following models joins to the Tender file.
- 15- **The submissive powers** in the case where the bidder would act like substitute of a grouping (original).
- 16- **The group agreement** if necessary. (In case of grouping, each Member must submit complete administrative documents, but the documents 3, 4, and 5 above can only be presented by the representative of the group).
- 17- **CCAP** completed and initialed on all the pages.

9.2.2 Technical proposal (volume 2)

It will bear the quoted documents below and placed in the following order:

1. List of key site personnel

Bidders must undertake to have employed or to employ, before the start of works, competent technical staff, (attach to each staff a CV dated and signed by the candidate, a certified copy of the technical diploma, attestation of presentation of original and an attestation of availability dated and signed by the candidate) notably.

- i. A works director who should be a Chartered Civil Engineer with **at least 3 years' experience in the domain of road works, construction of bridges and similar works.**
- ii. A foreman (or several if necessary) with at least the level of higher technician in civil engineering with **at least 3 years' experience in the domain of road works, construction of bridges and similar works.**

2. List of performant equipment

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

- I. Legalized Registration document (pickup, truck or van, manual compactor, vibrator and concrete mixer etc.).
- II. Invoices dated for safety equipment (major equipment) and a list of small construction equipment or assorted tools signed by the head of the company.

3. References

Experience of the company, in similar works in the last two (02) years (2023-2025). The bidder must justify its professional experience by presenting certified true copies of jobbing orders (front and last pages) and minutes of provisional acceptance (2023 projects) or final reception (for 2024 projects) and related contracts, and jobbing orders).

4. Acknowledgement of site visit

- Attestation of site visit duly signed by the competent authority;
- Site visit report;
- Relevant illustrative pictures of the site;

5. Methodologie and execution of works

Technical notes on the methodology and the execution of works (with graphics and drafts if necessary) providing all the following informations:

- I. The general understanding of the project;

- II. The mode of execution of the works;
- III. The planning of intervention (works gantt chart), the expected output;
- IV. The measures to supply materials and equipment to the site;
- V. Measures of safety and protection of the environment;
- VI. Administrative and technical organization of the enterprise;
- VII. A copy of the CCTP duly initialed on each page, signed by the enterprise and dated on the last page

6. Self-financing capacity

Self-financing capacity: An attestation of credibility issued by the same Bank that issued the bid bond.

7. Declaration at the honour

Declaration at the honour of not to have abandoned engaged public contracts for the past (03) years

General presentation, comprehensibility of all documents, presentation of document in the order given in the tender and properly bound, table of contents, pages numbered and separators in a colour apart from white, quality of document.

9.2.3 Financial Bid (volume 3)

It should contain the quoted documents below and placed in the following order:

1. The bid letter (tender form) itself, according to the model attached, stamped at the rate in force, signed and dated.
2. The unit price schedule duly completed, with an indication of the unit price excluding VAT in words and in figures.
3. Detail quantities and cost estimated of work duly completed.
4. The breakdown of prices according to the sample attached.
5. The determination of the yield ratio on dry prices

All bids non-accompanied by the above documents and non-compliant to the required models will be rejected.

ARTICLE 10: TEMPORARY SECURITY BOND

Every bidder should join to its administrative documents, a temporary security bond delivered by a first-class banking establishment recognised by Ministry of Finance, whose amount is **one million (1,000,000) FCFA** Subject to dismissal, the temporary security bond should be produced imperatively in original.

The temporary security bond will be freed as from thirty (30) days after the validity deadline of the tenders for the bidders not having been retained. For the retained bidder, the temporary security bond will be freed after constitution of the definitive security bond.

The temporary security bond should be valid for a hundred and twenty (120) days as from date of deposit of tenders.

Fifteen (15) days after designation of the retained enterprise, the Contracting Authority will restore the security bond to each of the bidders whose offers have not been retained, and not more than thirty (30) days after expiration of their validity deadline. For the retained entrepreneur, the temporary security bond will remain valid until the definitive security bond is constituted.

The temporary security bond could be seized if the retained enterprise doesn't sign the Contract or don't constitute the definitive security bond within the time limit.

ARTICLE 11: DEPOSIT OF THE BIDS

Every bid, written in French or in English and in SEVEN (07) copies of which (01) original and six (06) copies indicated as such, should arrive under closed folds, at the Contract services of KUMBO council latest the **06/03/2026** at 10 a.m

ARTICLE 12: VALIDITY DEADLINE OF THE TENDERS

The length of validity of the tenders is of ninety (90) days as from date of deposit of tenders.

ARTICLE 13: OPENING OF BIDS

The opening of the bids will be proceeding in only one instance and will take place in Kumbo, the **06/04/2026** as from 11 am, local time, by the Kumbo Council Internal Tenders Board. Only the bidders or their representatives duly designated and having a perfect knowledge of the file can attend this sitting of opening.

ARTICLE 14-ASSESSMENT OF THE BIDS

The assessment of tenders will be made in two phases, that is: the administrative and technical tender assessment (1st phase) and the financial tender assessment (2nd phase). It will be scheduled following the criteria defined below.

14.1-Eliminatory criteria

14.1.1- Administrative documents

- Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee;
- Absence of a document in the administrative file;
- Any company having a past two years project, notified to commence in that year and which has not yet been received;

- False declaration or falsified documents.

14.1.2- Technical file

- Incomplete or non compliant documents ;
- False declaration, forged or scanned documents;
- Non existence in the technical file of the rubric « organization, methodology and planning »
- Technical assessment mark lower than 90% of "Yes".

14.1.3- Financial offer

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

14.2: Essential Criteria

The technical tender will be valued according to the following notation grid:

a. Quality of Requested staff	05
b. Reference of the enterprise	02
c. Technical quipment and material	03
d. Acknowledgement of site visit	03
e. Methodology of work execution	05
f. Self financing capacity	01
g. General presentation	01

The detail of the grid is as follow:

I - PERSONNEL

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
A	WORKS DIRECTOR			
1	attestation of acknowledgment from the order of chartered civil engineers (ONIGC), if not no notation of N°A			
2	curriculum vitea as well as an attestation of availability dated and signed by the concerned			
B	SITE FOREMAN			
1	Attestation of presentation of original of diploma if not no notation of N°B			
2	Certified true copy of diplôma			
3	CV and attestation of availability dated and signed the concerned			
	TOTAL		/ 05 YES	

II – EQUIPMENT

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
1	Proof of ownership or rental of a vehicle (Pick up 4 x 4 or dump truck) in good operating condition with a current visite technique and a blue carte certified by the services of MINTRANSPORT.			
2	Proof of ownership of building construction equipment (concrete mixer, vibrant axle).			
3	Proof of ownership of small hand-tools in good operating condition. (Buckets, Round spades, Digger Spades, Pickaxes, Wheelbarrows, Concrete Hammers, Float-boards, Trowels, Iron brushes, Spirit levels, Iron saws, Wood saws, etc...)			
	TOTAL		/ 03 YES	

III - REFERENCES

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
A	02 References in the bridge works or road works with justification (amount at least 25,000 000 all taxes inclusive) for the past 03 years.			
1	First project			
2	Second project			
TOTAL		/ 02 YES		

IV- ACKNOWLEDGEMENT OF SITE VISIT

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
1	Attestation of site visit duly signed by the competent authority			
2	Site visit report			
2	Relevant illustrative pictures of the site			
TOTAL		/ 03YES		

V- METHODOLOGY OF EXECUTION OF WORKS

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
1	Descriptive board of the project (Generalities, area description, impact of the project, etc...)			
2	Analytic board of the work (scope, content, mode, mobilization of resources', supplies, security measures, etc...)			
3	Indicative gantt chart of the work			
4	Organizational chart of the enterprise at the site with comments			
5	A copy of CCTP (Special Technical Specification). duly initialed on each page, signed by the enterprise and dated on the last page.			
TOTAL		/ 05YES		

VI- SELF FINANCING CAPACITY

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
1	An attestation of financial credibility issued by the same Bank as for the bid bond (access to a credit or of other financial facilities to ensure the gross margin of self-financing necessary for the duration of the contract.) The available amount must be at least equal to 25% of the projected amount of the project.			
TOTAL		/01 YES		

VII- GENERAL PRESENTATION OF THE BIDS

N°	DESIGNATION	EVIDENCE		OBSERVATIONS
		NO	YES	
1	General presentation, comprehensibility of all documents, presentation of document in the order given in the tender and properly bound, table of contents, pages numbered and separators in a colour apart from white, quality of document.			
TOTAL		/01 YES		
GENERAL GLOBAL TECHNICAL NOTE				/20 YES

The note of the technical offer will be gotten by addition of marks for every criterias and only the technical offers having gotten an equal or superior note to 90% of YES will be allow passing the step of the financial evaluation.

14.3: Financial bid assessment

The tender board will verify if the financial bid is compliant and complete. It will besides, proceed to the verification of calculations operations and the pertaining possible mistakes.

The financial bids of bidders will be verified and subsequently rectified on the following bases:

- a. If there is contradiction between the unit price and the total price gotten while multiplying the unit price by the quantities, the unit price will make faith and the total price will be corrected, unless, upon the opinion of the subcommittee in charge of analysis of tenders, the comma of the decimals of the unit price is obviously badly placed, to which presses the indicated total price will prevail and the unit price will be corrected;
- b. If the total obtained by addition or subtraction of sub-totals is not accurate, the sub-totals will make faith and the total will be corrected;
- c. If there is contradiction between the price indicated in letters and in numbers, the amount in letters will make faith, unless this amount is bound to an arithmetic mistake confirmed by the sub-detail of the aforesaid price, to which presses the amount in numbers will prevail subject to the paragraphs (a) and (b) above.
- d. In case of omission of a unit price quantified in the bid, this bid will be merely disqualified.

ARTICLE 15– AWARDING OF THE BID

The Tender will be assigned to the bidder presenting the least offer and/but satisfying the requisite technical and administrative capacities.

ARTICLE 16–VERIFICATION OF BIDS

16-1 the administration reserves to itself a necessary time for the verification of tenders and to make its selection. It will possibly rectify, as indicated to the article 14. If the provisional retained bidder doesn't accept this correction, its offer will be rejected and its bid bond could be seized in this case.

16-2 on the request of the President of tender board, the bidder should provide in writing, in the seven calendar (07) days following the request all necessary information to the examination of its bid or concerning the omissions or mistakes raised on.

ARTICLE 17–PROCEDURE OF CONSTITUTION OF CONTRACT

The contract resulting from the present call for invitation to tender will be prepared, approved and executed in accordance with provision of the decree N°2018/366 of 20th June 2018 to institute the Public Contract Code.

The retained entrepreneur will receive notification to his official address or by way of press.

In the case where the retained contractor won't have fulfilled his liabilities, the administration reserves the right to cancel the contract without the contractor having the possibility for a last resort.

Once the contract is approved and signed, the beneficiary receives notification of it. Het must in the twenty (20) days that follow, to produce its definitive security bond (according to the model joins in appendix) and to proceed to its registration according to the procedures and duties in force.

The retained contractor, after signature of the contract and in accordance with its conditions will have to take all necessary arrangements in order to ensure the quick start of works upon receipt of the Jobbing Order of the Contracting Authority.

ARTICLE 18: COMPLEMENTARY INFORMATION

The complementary information can be obtained at the contracts service of KUMBO council Tel., 683 060 697

ARTICLE 19: SUBSCRIPTION OF THE CONTRACT PROJECT

The Notice publishing the results will fix the deadline of subscription of the contract project by the retained contractor. Failing to conform itself to this deadline, the Contracting authority will reserve the right to annul this assignment.

DOCUMENT N ° 04
SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)