



MINISTRY OF DECENTRALISATION & LOCAL DEVELOPMENT

BAMENDA CITY COUNCIL

DEPARTMENT OF TECHNICAL SERVICES

PROJECT OWNER: THE CITY MAYOR OF BAMENDA CITY COUNCIL

CONTRACTING AUTHORITY: THE CITY MAYOR OF BAMENDA CITY COUNCIL

TENDERS BOARD: BAMENDA CITY COUNCIL INTERNAL TENDERS BOARD

**Open National Invitation to Tender File N° 007/BCC/ITB/2026 of
26/03/2026 for the rehabilitation of the Ndzah Water Supply Scheme
in Bamenda III Sub Division**

FINANCING: BAMENDA CITY COUNCIL 2026 BUDGET

BUDGET HEAD: 23411

FINANCIAL YEAR 2026

MARCH 2026

R 26/03/2026
P-

DOCUMENT NO. 0:
LETTER OF INVITATION TO TENDER

NOT REPRODUCIBLE

DOCUMENT No. 1

TENDER NOTICE (TN)

The hard copy of the file may be consulted free of charge during working hours in the SIGAMP Service of the Bamenda City Council, Tel: 233 36 12 67 / 67785 03 32.

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.armac.cm).

11. Acquisition of Tender File

The hard copy version of the file may be obtained from the SIGAMP Services of Bamenda City Council, Tel: 233 36 12 67 / 67785 03 32 as soon as this notice is published against payment of a non-refundable sum of **one hundred and thirty-seven thousand five hundred (137,500) CFA Francs**, payable at the Bamenda City Council Treasury under the budgetary head 712 101.

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

The bids must be uploaded by the bidder on the COLEPS platform latest on **24/04/2026 at 10am server time**. 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. The original copy of the administrative file should be sent alongside the back-up copy with the clear and legible indication "original copy of administrative file".

File size and format

The maximum sizes of the documents that will transit on the platform and constitute the tenderer'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 bidder shall make sure that he uses compressing software to possibly reduce the size of the files to be transmitted.

13. Admissibility of bids

The offer must be submitted by the bidder on the COLEPS platform;

Any incomplete offer in accordance with the prescriptions of the Tender File shall be declared inadmissible. Especially the absence, insufficient or non-compliant 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 **24/04/2026 at 11 am precisely** by the Project Owner's Internal Tenders Board in the Bamenda City Council Internal Tenders Board conference hall located at Mulang.

Only tenderers may attend this opening session or be represented by a person of their choice, duly authorized, even in case of a group of enterprises.

For fear of being rejected, the required administrative documents must be submitted in scanned originals or true copies certified by the issuing service or the relevant administrative authority, in accordance with the provisions of the Special Regulations Governing the Invitation to Tender. They shall not be older than three (3) months from the original deadline for the submission of tenders or must have been issued after the date of signature of the Tender Notice except the National Social Insurance Fund attestation, which has a validity of one (1) month.

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



MINISTRY OF DECENTRALISATION AND LOCAL DEVELOPMENT

BAMENDA CITY COUNCIL

INTERNAL TENDERS BOARD

AVIS D'APPEL D'OFFRES

Avis d'Appel d'Offres National Ouvert N°007/AONO/CUB/CIPM/2026 du 26/03/2026 pour la réhabilitation du système d'approvisionnement en eau de Ndzah dans l'arrondissement de Bamenda 3.

1. Objet de l'Appel d'Offres

Dans le cadre de l'exécution du budget d'investissement de l'exercice 2026 de la Communauté Urbaine de Bamenda, le Maire de la ville lance un Appel d'Offres National Ouvert pour le projet susmentionné.

2. Consistance des travaux

Les travaux comprennent notamment: installation de chantier et mobilisation du personnel, construction de deux puisards de prise d'eau, deux puisards d'inspection et une chambre de collecte, clôture du réservoir de stockage et du réservoir de rupture de pression, construction du réseau de distribution, protection du bassin versant, formation et équipement du comité de gestion et toutes autres sujétions nécessaires à la bonne exécution des travaux.

3. Tranches/Allotissement

Les travaux sont en une tranche et regroupés à un lot unique.

4. Coût prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de **deux cent quarante-neuf millions deux cent quarante-six mille trois cent trente-trois (249,246,333) francs CFA**

5. Délai prévisionnel d'exécution

Le délai maximum prévu par le Maître d'Ouvrage ou le Maître d'Ouvrage Délégué pour la réalisation des travaux, objet du présent appel d'offres est de cinq (5) mois calendaires. Ce délai court à compter de la date de notification de l'ordre de service de commencer les prestations.

6. Participation et origine

La participation à cet appel d'offres est ouverte à toutes les entreprises nationales spécialisées dans les travaux d'approvisionnement en eau et les travaux publics.

7. Financement

Les travaux objet du présent appel d'offres sont financés par le budget de la Communauté Urbaine de Bamenda de l'exercice 2026 sur la ligne d'imputation budgétaire n° 23411.

8. Mode de soumission

Le mode de soumission retenu pour cette consultation est en ligne.

9. Cautionnement de soumission

Chaque soumissionnaire doit joindre à ses pièces administratives un cautionnement de soumission, acquitté à la main, délivrée par un organisme ou une institution financière agréée par le Ministre chargé des finances pour émettre les cautions dans le domaine des marchés publics dont la liste figure dans la pièce 14 du DAO dont le montant s'élève **quatre millions neuf cent quatre-vingt-quatre mille neuf cent vingt-cinq (4,984,925) francs CFA** et valable jusqu'à trente (30) jours au-delà de la date initiale de validité des offres. L'absence de la caution de soumission délivrée par une banque de premier ordre ou un organisme financier de première catégorie autorisé par le Ministère chargé des Finances à émettre des cautions dans le cadre des marchés publics, entraînera le **rejet pur et simple de l'offre. Une caution de soumission produite mais n'ayant aucun rapport avec la consultation concernée est considérée comme absente.** La caution de soumission présentée par un soumissionnaire au cours de la séance d'ouverture des plis est irrecevable. La caution de soumission doit porter un timbre fiscal et être accompagnée d'un reçu du CDEC.

10. Consultation du Dossier d'Appel d'Offres

Le dossier physique peut être consulté gratuitement dans les services du MO aux heures ouvrables *au services de SIGAMP de la*

- de la non-production au-delà du délai de 48 h après l'ouverture des plis, d'une pièce du dossier administratif jugée non conforme ou absente lors de l'ouverture des plis, (excepté le cautionnement de soumission);
- des fausses déclarations, manœuvres frauduleuses ou des pièces falsifiées ;
- du non-respect de 4 critères essentiels sur 6 ;
- du non-respect du format de fichier des offres ;
- l'absence d'un prix unitaire quantifié dans l'Offre financière ;
- de l'absence de l'attestation de catégorisation ou résultats de catégorisation ;
- de l'absence d'un élément de l'offre financière (la soumission, les BPU, le DQE) ;
- de l'absence de la charte d'intégrité datée et signée ;
- de l'absence de la déclaration d'engagement au respect des clauses environnementales et sociales datée et signée ;

NB : En fonction de la spécificité de la prestation, d'autres critères pertinents pourront être ajoutés lors de l'élaboration des DAO.

15.2. Critères essentiels

Les critères essentiels à la qualification des soumissionnaires porteront à titre indicatif sur :

- la présentation de l'offre ;
- les références du soumissionnaire ;
- la capacité financière (l'accès à une ligne de crédit ou autres ressources financières, le chiffre d'affaires, attestation de solvabilité financière).
- la qualification et l'expérience du personnel
- les moyens logistiques
- la méthodologie

16. Attribution

Le Maître d'Ouvrage attribue le marché au soumissionnaire ayant présenté une offre remplissant les critères de qualification technique et financière requises et dont l'offre est évaluée la moins-disante en incluant le cas échéant les remises proposées.

(En cas d'allotissement, indiquer le nombre maximum de lots dont le candidat peut être attributaire)

17. Nombre maximum de lots :

Non applicable.

18. Durée de validité des offres

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

19. Renseignements complémentaires

Les renseignements complémentaires peuvent être obtenus aux heures ouvrables au services de SIGAMP de la Communauté de Bamenda, Tel: 233 36 12 67 / 67785 03 32 ou en ligne sur la plateforme COLEPS aux adresses <http://www.marchespublics.cm> et <http://www.publiccontracts.cm>.

20. Lutte contre la corruption et les mauvaises pratiques

Pour toute dénonciation pour des pratiques, faits ou actes de corruption ou faits de mauvaises pratiques, bien vouloir appeler la CONAC au numéro 1517, l'Autorité chargée des Marchés Publics (MINMAP) (SMS ou appel) aux numéros : (+237) 673 20 57 25 et 699 37 07 48, l'ARMP au numéro ou le MO au numéro 233 36 12 67.

Copies:

- Autorité chargée des Marchés Publics (MINMAP) ;
- ARMP ;
- Président CIPM CU BDA ;
- Affichage chrono.



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b. He shall reject any award proposal if there is evidence that the proposed successful bidder, directly or through an agent, is guilty of corruption, conflict of interest, and collusion or has indulged in fraudulent schemes, collusive, coercive, or obstructive practices in connection with the award of this contract.

3.2. The Authority in charge of Public Contracts may, as a precautionary measure, take a decision to ban any bidder or the Administration's contracting partner from bidding for a period not exceeding 2 (two) years for influence peddling, conflict of interest, insider trading, complicity, fraud, corruption, or production of fraudulent documents in his bid, without prejudice to the criminal proceedings that could be initiated against him.

3.3. The Authority in charge of Public Contracts may take a decision banning public sector actors found guilty of violating the provisions of the Public Contracts Code from participating in public contracts award and execution monitoring for a period not exceeding 2 (two) years.

Article 4: Candidates allowed to compete

4.1. **Apart from the restricted invitation to tender, which is open to all candidates selected at the end of the pre-qualification procedure** and/or those selected in accordance with the categorization indicated beforehand in the tender notice and recalled in the SRIT, as a general rule, the tender is open to all tenderers, provided that they meet the following eligibility requirements:

a. A bidder (including all members of a group of enterprises and all subcontractors to the bidder) must be from an eligible country, in accordance with the Financing Agreement, if applicable;

b. A bidder (including all members of a group of enterprises and all subcontractors to the bidder) must not be in a situation of conflict of interest under pain of being disqualified for all tenders in which he/she participated. A tenderer may be deemed to be in a situation of conflict of interest under the following conditions:

- i. is associated or was associated in the past with an enterprise (or a subsidiary of this enterprise) which provided consultancy services for the design, preparation of specifications and other documents used within the scope of contracts awarded for this invitation to tender;
- ii. is, in the context of the same tender, the legal representative of another tenderer;
- iii. Participates in more than one tender in the same call for tenders, especially, either individually or as a member of a group of companies, or as a subcontractor in a tender while being an individual tenderer or member of a group of companies. A supplier may be listed as a subcontractor in several tenders, but only as a subcontractor.
- iv. Is affiliated with a group or entity that the Project Owner has recruited or is about to recruit to participate in the control;
- v. The Project Owner participates in the capital of the bidder in such a way as to compromise the transparency of public contracts award procedures;

c. A public law corporate body if it demonstrates that it is (i) legally and financially autonomous (ii) managed according to the rules of private accounting and (iii) not under the supervisory authority of the Project Owner, unless expressly authorized by the Authority in charge of Public Contracts.

d. Civil society organizations and public establishments, provided that the prices proposed are competitive, that is, they have been determined (i) by considering all the direct and indirect costs contributing to the formation of the price of the service covered by the contract and (ii) that they have not benefited, in the determination of this price, from advantages arising from the resources allocated to them by virtue of their public service missions.

4.2. The call for tenders is open or restricted according to the specifications of the SRIT to all candidates who meet the following conditions:

- a. not be in a state of judicial liquidation or bankruptcy;
- b. not be subject to any of the prohibitions or disqualifications (forfeitures) provided for by the laws and regulations in force, whether national or international;
- c. has subscribed to all declarations provided for by the laws and regulations in force.

Article 7: Visit of works site

7.1. The bidder is advised to visit and inspect the worksite and its environs and obtain by himself and under his own responsibility, all the information which may be necessary for the preparation of the bid and the execution of the works. This visit, when required in the SRIT, must be sanctioned by a certificate of site visit signed following a sworn declaration by the tenderer, giving a description of the site as well as observations on the works execution conditions. The related cost of the site visit shall be borne by the bidder.

7.2. The Project Owner shall be required to 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 release the Project Owner, his employees and agents of any liability that may result from the visit.

The Bidder shall remain liable for death or personal injury, loss or damage to property, costs and expenses incurred as a result of this visit.

7.3. The Project Owner may organise a visit to the works site during the preparatory meeting to draft the bids mentioned in Article 19 of the General Regulations Governing the Invitation to Tender (GRIT).

B. TENDER FILE

Article 8: Content of Tender File

8.1. The Tender File shall describe the works subject of the contract, sets procedures for the consultation of enterprises and specifies the terms of the contract. Besides the addendum (addenda) published in accordance with Article 10 of the General Regulations Governing the Invitation to Tender, it shall also include the following documents:

<i>Document No.0</i>	<i>Letter of invitation to tender (in case of restricted invitations to tender)</i>
<i>Document No.1</i>	<i>Tender Notice (AAO)</i>
<i>Document No.2</i>	<i>General Regulations Governing the Invitation to Tender (GRIT)</i>
<i>Document No.3</i>	<i>Special Regulations Governing the Invitation to Tender (SRIT)</i>
<i>Document No.4</i>	<i>Special Administrative Clauses (SAC)</i>
<i>Document No.5</i>	<i>Special Technical Clauses (STC)</i>
<i>Document No.6</i>	<i>Unit Price Schedule</i>
<i>Document No.7</i>	<i>Detailed Quantity and Cost Estimate Schedule</i>
<i>Document No.8</i>	<i>Schedule of Sub-Details of Prices</i>
<i>Document No.9</i>	<i>Contract Model</i>
<i>Document No.10</i>	<i>Model of Forms to be Used by Bidders</i>

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-Up Advance Bond;

Appendix No.6: Model of Performance Bond (Retention Bond);

Appendix No. 7: Model of Technical Proposal Bidding Letter

e) the petition shall not be suspensive.

Article 10: Modification of the Tender File

10.1 The Project Owner may, at any moment prior to the deadline for the submission of offers and for any reason, be it at his initiative or in response to a request submitted by a bidder, modify the Tender File by publishing an addendum.

10.2. Any addendum thus published shall become an integral part of the Tender File, in accordance with Article 8.1 of the General Regulations Governing the Invitation to Tender and must be communicated in writing or made known to all the bidders who bought the Tender File or through **COLEPS or any other mean of electronic communication indicated by the Project Owner in the TF.**

10.3. In order to give bidders enough time to take account of the addendum in the preparation of their offers, the Project Owner may postpone as it is necessary, the deadline for the submission of offers, in accordance with the provisions of Article 22.2 of the GRIT.

C. PREPARATION OF OFFERS

Article 11: Tender fees

The candidate shall bear all costs related to the preparation and presentation of his bid. The Project Owner shall in no way, be responsible for these costs nor pay for them whatever the evolution or outcome of the invitation to tender procedure.

Article 12: Language of offer

The bid as well as any correspondence and document exchanged between the bidder and the Project Owner shall be drafted in English or French. Additional documents and the forms provided by the bidder may be written in another language on condition that a precise translation into either English or French, done by a professional translator, concerning the bid is included; in which case for reasons of interpretation, the translation shall be *authentic*.

Article 13: Constituent documents of the bid

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

a. Volume 1: Administrative file

It includes:

a. 1. All documents attesting that the bidder:

- has subscribed to all declarations provided for by the laws and regulations in force;
- paid all taxes, duties, contributions, fees, royalties or deductions of whatever nature;
- is not winding up or bankrupt;
- is not the subject of an exclusion order or disqualification (forfeiture) provided for by the law in force at the national and international level;

a.2 The bid bond established in accordance with the provisions of Article 17 of the General Regulations Governing the Invitation to Tender (GRIT);

a.3 the written document empowering the signatory of the bid to commit the bidding legal entity, in accordance with the provisions of Article 6(1) of the GRIT.

b. Volume 2: Technical bid

Conditions, all dues, taxes and fees payable by the bidder for the future Contract or on any other ground, thirty (30) days prior to the time limit for the submission of bids, shall be included in the prices and in the total amount of the bid presented by the bidder.

14.4. If a price revision/updating clause is provided for in the contract, the date of the establishment of the initial price, as well as the price revision/updating conditions for the said price must be specified. Any contract whose execution duration is at most one (1) year shall not be subject to price revision.

14.5. All unit prices with quantities must be justified by sub-details established in accordance with the structure proposed in document No.8 of the Tender File.

14.6. Tenderers shall indicate the rebates granted in their tenders. Furthermore, they shall specify the conditions for the application of this rebate.

Article 15: Offer and settlement currencies

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

15.2. Option A: The amount of the bid is entirely expressed in national currency.

The amount of the bid, the unit prices of the price schedule and the prices of the detailed quantities and estimates are entirely presented in CFA francs in the following manner:

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

b. The exchange rates used by the bidder to convert his bid into the national currency shall be specified by the bidder in an appendix to the bid in compliance with the specifications of the Special Regulations. These rates shall be applied for any payment under the contract so that the retained bidder does not bear any exchange risk.

15.3. Option B: The amount of the bid is directly presented in national and foreign currency

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

a. The prices of inputs necessary for the works which the bidder intends to buy in the Project Owner's country shall be in CFA francs as specified in the Special Regulations and called "national currency"

b. The prices of inputs necessary for works which the bidder intends to buy out of the Project Owner's country shall be in the currency of the country of the bidder or of the currency of an eligible member country widely used in international trade.

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

15.5. During the execution of works, most of the foreign currencies to be paid as part of contract amount may be revised by mutual agreement between the Project Owner and the contractor so as to take into account any modification that occurred in foreign currency needs under the contract.

Article 16: Validity of offers

16.1. Bids must remain valid during the period stated in the Special Regulations from the date of submission of bids set by the Project Owner, in application of Article 22 of the Special Regulations. A bid valid for a shorter period shall be considered by the Tenders Board as not compliant, unless the validity period of the bid bond is compliant. In this case, the tenderer shall be given forty-eight (48) hours to submit a new tender letter.

16.2. Under exceptional circumstances, the Project Owner may seek the bidder's consent to extend the validity

variants for certain parts of the works, these parts of the works must be described in the technical specifications. The Tender File should clearly specify how the variants shall be taken into account for the evaluation of bids.

Article 19: Preparatory meeting to the establishment of bids

19.1. Except otherwise stipulated in the Special Regulations, a bidder may be invited to take part in a preparatory meeting which will hold on the date and at the place indicated in the Special Regulations.

19.2. The subject of the preparatory meeting shall be to provide clarifications and answers to any questions that may be raised at this stage.

19.3. As much as possible, the bidder is requested to submit any question in writing to reach the Project Owner at least one week before that preparatory meeting. The Project Owner may not respond to questions received too late. In this case, the questions and answers shall be transmitted according to the modalities set in Article 19(4) below.

19.4. The minutes of the meeting, including the attendance sheet, the text of the questions asked, and the answers given, including answers prepared after the meeting, shall be forwarded immediately to all those who bought the Tender File. Any modification of documents of the Tender File listed in Article 8 of the GRIT which may prove to be necessary at the end of the preparatory meeting shall be done by the Project Owner by publishing an addendum in accordance with the provisions of Article 10 of the General Regulations, as the minutes of the preparatory meeting cannot serve this purpose.

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

Article 20: Form, format and signature of the offer

For offline submission,

20.1. The bidder shall prepare an original of the constituent documents described in Article 13 of the General Regulations in a volume clearly indicated 'ORIGINAL'. In addition, the bidder shall submit, for each volume, the number required for each in the General Regulations, bearing the indication "COPY". In case of discrepancy between the original and the copy, the original shall be authentic.

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

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

For electronic submission.

20.4 The offer should be submitted by the bidder on the COLEPS platform or on any other electronic means of communication specified by the Project Owner in the Tender File. A back-up copy of the tender recorded on a USB key or CD/DVD must be deposited in the offices of the relevant PO/DPO or CA in a sealed envelope clearly and legibly marked "back-up copy" and with the tender references within the specified time limit.

20.5. The offers, together with the required documents, are put together in electronic files and grouped according to their administrative, technical and financial nature. However, administrative documents are entered into COLEPS by the issuing structures.

20.6 The file formats chosen for the submission of offers via COLEPS must be common formats that are widely used in the professional sector comprising the operators likely to be interested in the consultation, for better exploitation.

20.7. Documents transmitted in the COLEPS platform are electronically signed by using a certificate.

- d. The Project Owner may, at his discretion, postpone the deadline set for the submission of bids by publishing an addendum in accordance with the provisions of Article 10 of the General Regulations. In this case, all the rights and obligations of the Project Owner and bidders previously governed by the initial date will henceforth be governed by the new deadline.
- e. Offers submitted electronically shall be acknowledged by a receipt stating the date and time of receipt and the reference of the consultation.

22.2: Submission method

There are three possible ways to submit a bid:

- Online: only online submissions will be accepted for this consultation by the Contracting Authority and will be deemed authentic.
- Offline: only offline submissions are accepted for this consultation by the Contracting Authority and shall be deemed authentic.
- On/offline. Both submission methods are possible. However, it is not possible to bid online and offline for the same consultation.

The method of submission chosen is specified in the SRIT.

NB: At the time of online submission, bidders' offers are automatically encrypted, that is. their content has become illegible.

Article 23: Late offers

Whatever the method of submission, any bid received by the Project Owner beyond the deadline for the submission of bids shall be inadmissible.

Article 24: Modification, substitution and withdrawal of bids

For offline submissions,

24.1 A bidder may modify, replace or withdraw his offer after submitting it, on condition that the written notification of the modification or withdrawal is received by the Project Owner prior to the end of the time limit prescribed for the submission of the offers. The said notification must be signed by an authorised representative in application of article 20(2) of the General Regulations. The modification or the corresponding replacement bid must be attached to the written notification. As the case may be, the envelopes must clearly bear the inscription 'WITHDRAWAL', and 'REPLACEMENT BID' or 'MODIFICATION'.

24.2 Notification of modification, replacement or withdrawal of the offer by the bidder should be prepared, sealed, marked and forwarded in accordance with the provisions of Article 21 of the General Regulations. Withdrawal may equally be notified by telex but should in this case be confirmed by a duly signed written notification whose date, post mark being authentic, shall not be posterior to the time-limit set for the submission of offers.

24.3 In application of Article 24(1), bids being requested to be withdrawn by bidders shall be returned to them unopened.

24.4 No offer may be withdrawn in the interval between the submission of bids and the expiry of the validity of bids specified by the model offer. The withdrawal of a bid by a bidder during this interval may lead to the confiscation of the bid bond in accordance with the provisions of Article 17(7) of the General Regulations.

For online submissions,

24.5 Several tenders may be submitted by the same tenderer before the date and time limit for the receipt of tenders. In this case, only the bid that arrived the latest and its corresponding back-up copy, if any, will be taken into account in the evaluation, and any other back-up copies must be returned unopened.

24.6 The modification, replacement or withdrawal of the backup copy is done in accordance with the provisions of Article 24 paragraphs 1 to 4.

If need be, the Independent Observer must attach to his report the sheet that was handed to him, including any related commentaries or observations.

25.8. *The opening of the electronically transmitted bids and those submitted in hard copy version shall take place during the same session. The opening and examination of electronically transmitted tenders shall be subject to the rules applicable to the processing of the hard copy version of offer s.*

Article 26: Confidential nature of the procedure

26.1. *No information relating to the examination, evaluation and comparison of offers and verification of the qualification of the bidders and the contract award proposal shall be given to bidders or to any other person not concerned with the said procedure as long as the contract award has not been made public, under pain of disqualification of the tenderer's bid and suspension of the perpetrators from all activities in the domain of public contracts.*

26.2. *Any attempt by a bidder to influence the Bids Evaluation sub-committee in the evaluation of bids, the Tenders Board in the award proposal, the Project Owner in the award decision may cause the rejection of his offer.*

26.3. *Notwithstanding the provisions of Article 26.2 above, between the opening of bids and the award of the contract, if a bidder wishes to enter into contact with the Project Owner for reasons having to do with his offer, he should do so in writing.*

Article 27: Clarifications on the offers and contact with the Project Owner

27.1. *To ease the examination, evaluation and comparison of bids, the Chairperson of the Tenders Board may, on the proposal of the evaluation sub-committee, if it so desires, request any bidder, the competent services or bodies to give clarifications on the offers.*

27.2 *The request for clarification and the response shall be in writing or via COLEPS or such other electronic means of communication indicated by the Project Owner in the Tender File, with copy to the regulatory body, but no change on the amount or content of the bid to make it more competitive is sought, offered or authorised. The purpose of the request for clarification must be, in particular, to find information contained in the tender, to verify the accuracy of the information provided by a candidate, if necessary, with the issuing authorities, to ask a tenderer to confirm the correction of a calculation error or omission discovered, to provide clarification on technical aspects not understood by the evaluation sub-committee or on the content of the price sub-detail, or to justify the prices of offers deemed abnormally low.*

27.3. *Requests for clarification shall be answered no later than seven (7) working days.*

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

Article 28: Determining the conformity of offers and technical evaluation

28.1. *The Evaluation sub-committee set up by the Tenders Board shall, beforehand, verify the eligibility of the bidders and carry out a detailed examination of bids to determine if they are complete, if the required guarantees are provided, if the documents were correctly signed and if generally the bids are in proper order.*

28.2. *Then the Evaluation subcommittee shall determine if the bid is essentially in compliance with the provisions of the Tender File based on the content without recourse to extrinsic elements of proof. As such, the Evaluation Sub-Committee shall:*

- *review the offer to confirm that all the terms and conditions specified in the SRIT and SAC have been accepted by the Bidder without substantial discrepancy or reservation;*
- *evaluate the technical aspects of the tender submitted in accordance with clause 13.1.b of the GRIT to ensure that all the stipulations of the Price Schedule, the Methodology Note relating to the analysis of*

Article 32: Evaluation and comparison of financial bids

32.1. Only offers considered as being in compliance, as per the provisions of Articles 28, 29 of the General Regulations, shall be evaluated and compared by the Evaluation subcommittee.

32.2. When evaluating the bids, the Evaluation Subcommittee will determine for each offer the evaluated amount of the offer by rectifying the amount as follows:

- a. By correcting any possible error in accordance with the provisions of Article 30.2 of the General Regulations;
- b. By excluding provisional sums and, where necessary, provisions for unforeseen contingent accounts featuring in the summary of the detailed quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as specified in the Special Regulations.
- c. By converting into a single currency the amount resulting from the rectifications (a) and (b) above, in accordance with the provisions of article 31.2 of the General Regulations;
- d. By conveniently adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.
- e. By taking into consideration the various execution time limits proposed by the bidders, if they are authorised by the Special Regulations;
- f. If need be, in accordance with the provisions of Article 13.2 of the General Regulations and the Special Regulations by applying the rebates granted by the bidder for the award of more than one lot, if this invitation to tender is launched simultaneously for several lots.
- g. If need be, in accordance with the provisions of Article 18.3 of the Special Regulations and the Technical Specifications, the proposed technical variants, if they are authorised, shall be evaluated on their own merit and irrespective of the fact that the bidder offered or not a price for the technical solution specified by the Project Owner in the Special Regulations.

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

32.4. If the bid evaluated as the lowest bid is considered abnormally low or significantly unbalanced in relation to the estimates of the Project Owner for the works to be executed in this Contract, the Subcommittee may, from the sub-detail of prices provided by the bidder for any element or all the elements of the detailed quantities and estimates, verify if these prices are compatible with the construction methods and proposed calendar.

32.5. On the proposal of the Evaluation subcommittee, the Chairperson of the Tenders Board may ask the tenderers or the competent administrations and bodies for clarifications on the offers.

32.6. In case an offer is deemed abnormally low, the Tenders Board shall propose to the Project Owner to request justifications from the bidder concerned. If they are deemed unacceptable, they shall be forwarded by the PO/DPO to the public contracts regulatory body, for opinion, at the same time as the request for clarification.

The Project Owner shall take into account the opinion of the contracts regulatory body to take a decision.

Article 33: Preference granted national bidders

33.1. In case of equivalent bids, during contract award under an international competitive bidding, a preference margin shall be granted, in the order of priority, to offers submitted by:

- a) A natural person of Cameroonian nationality or a legal entity under Cameroonian law
- b) A company all or majority of whose capital is held by persons of Cameroonian nationality;
- c) A natural person or legal entity carrying out economic activities in Cameroon;
- d) Consortiums comprising Cameroonian enterprises;

33.2. Offers are considered equivalent when they have met the required technical conditions.

Owner, the Chairperson of the Tenders Board concerned, to the body in charge of regulating public contracts and to the Authority in charge of public contracts.

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

37.6 Such a petition may cause the suspension of the procedure following the appraisal of the public contracts regulatory body.

Article 38: Signing of the contract

38.1. After publication of the results, the Project Owner shall have five (5) working days to sign the contract from *date of subscription of the draft contract by the successful bidder.*

38.2. The successful tenderer shall have a period of fifteen (15) working days from receipt to subscribe the contract or the jobbing order. Beyond this period, the Project Owner reserves the right to cancel the award decision after the successful bidder has been given a formal notice but without any response. In this case, the bid bond is forfeited and the contract is awarded to the second-ranked candidate.

38.3. *The Project Owner has a period of five (5) working days for the signature of the contract, from the date of receipt of the draft contract subscribed by the successful bidder; or for mutual agreement contracts, from the date of receipt of the opinion of the competent Central Contracts Control Board, after their subscription by the successful bidder.*

38.4. The Project Owner shall notify the contract to the holder within five (5) working days from the date of its signature

Article 39: Final Bond

39.1. Within the twenty (20) calendar days following the notification of the contract by the Project Owner, the contractor shall provide the Project Owner with a final bond, to guarantee the complete execution of the works, in the form stipulated in the SRIT, in accordance with the model provided in the Tender File.

39.2. The final bond whose rate, set in the SRIT, varies between 2 and 5 percent of the amount of the contract inclusive of all taxes, increased as the case may be, of the amount of amendments, may be replaced by a guarantee from a banking establishment approved according to the instruments in force, and issued with the Project Owner as beneficiary or by a personal and joint security.

39.3. Small and Medium-sized Enterprises (SMEs) constituted of national capital and managed by nationals as well as civil society organizations may provide a certified cheque, a bank cheque, a legal mortgage or a guarantee from a banking institution in lieu of a bond issued by a banking establishment or a financial institution approved in accordance with the instruments in force.

39.4. Failure to produce the final bond within the prescribed time limit shall likely cause the termination of the contract under the terms laid down in the General Administrative Conditions. In this case, the bid bond is seized by the Project Owner.

39.5. Holders of a jobbing order may be exempted from the obligation to provide the final bond.

Special Regulations Governing the Invitation to Tender

References of the GRIT regulations	Description of the provision of the SRIT
A. GENERALITIES	
1.1	<p>- Name and address of the Project Owner: The City Mayor of Bamenda City Council.</p> <p>- Reference of Invitation to tender: Open National Invitation to tender N°007/ONIT/BCC/ITB/2026 of 26/03/2026</p> <p>- Number of lots: one</p> <p>Definition of works: The works to be executed comprise: site installation and mobilization of personnel, the construction of two spring intakes, two inspection chambers and one collection chamber, fencing of storage tank and pressure break tank, the construction of distribution network, catchment area protection, training and equipping management committee and all other works necessary for the good execution of the project.</p> <p>NB: The information on the work to be carried out is detailed in the unit price schedule, the detailed quantity and cost estimate and the Special Technical Clauses.</p>
1.2.	<p>The provisional deadline for the execution of the works is five (05) calendar months.</p> <p>This period runs from the date of notification of the administrative order to commence the works.</p>
1.4	<p>Name, subject of the works: The rehabilitation of the Ndzah water supply scheme in Bamenda III Sub Division</p> <p>The work involves several phases: No</p> <p>Preparatory conference for the establishment of proposals: No</p>
2	<p>Source(s) of funding: The works subject of this invitation to tender shall be financed by:</p> <p>Budget: Bamenda City Council Budget for 2026 Financial year; Head</p>
4.2	<p>The invitation to tender is open to: The following candidates are eligible to participate in this call for tenders: All national enterprises specialized in water supply works and public works</p>
5.1	<p>Origin/ Source of building materials, materials, and supply of equipment and services. Materials, equipment for use in this project shall be obtained from the following locations: Locally and imported</p>
6.2	<p>In case of associated groups of enterprises, each member of the group must submit a complete administrative file, the documents " <i>Bank domiciliation certificate (except in the case of joint co-contracting), the purchase receipt for the TF and the bid bond</i>" provided for in point 13.1 of the SRIT being submitted only by the representative of the group.</p>
6.4	<p>Information necessary to prove that the eligibility criteria for national preference are met:</p> <ul style="list-style-type: none"> • <i>integrity charter;</i> • <i>Dated and signed commitment statement to comply with environmental and social clauses.</i>

References of the GRIT regulations	Description of the provision of the SRIT
	<p>c) <i>The notarized group agreement and specifying the representative;</i></p> <p>d) <i>Power of attorney where necessary;</i></p> <p>e) <i>Attestation of fiscal conformity issued by the tax authorities and;</i></p> <p>f) <i>A certificate of non-bankruptcy issued by the Court of First Instance or Chamber of Commerce in the locality of the Head Office of the enterprise</i></p> <p>g) <i>A certificate of the tenderer's bank domiciliation, issued by a banking establishment or institution authorized by the Cameroon Minister in charge of Finance.</i></p> <p>h) <i>The Tender File purchase fee receipt for the payment of a non-refundable sum of one hundred and thirty-seven thousand five hundred (137,500) CFA Francs payable to the Bamenda City Council Treasury under the budgetary head 712 101.</i></p> <p>i) <i>A certificate of non-exclusion from public contracts issued by the body in charge of the regulation of public contracts;</i></p> <p>j) <i>A clearance certificate issued by the National Social Insurance Fund testifying that the tenderer has met his social obligations towards the said Fund, dated less than one months from the date of signature of the said certificate;</i></p> <p>k) <i>Certified recent Tax Payer's card</i></p>
	<p>NB: The required administrative documents must be submitted in scanned originals or true copies certified by the issuing department or the competent administrative authority, in accordance with the provisions of the Special Rules of the Invitation to Tender, failing which they will be rejected. They must be valid on the original deadline for the submission of tenders.</p>
	<p>B-Volume II: Technical offer</p>
	<p>It includes:</p>
	<p>b1 information on qualification</p>
	<p>The list of documents to be provided by tenderers to justify their qualification, especially as regards references, equipment and personnel, includes:</p>
	<p>b.1.1 the letter of submission of the technical proposal bearing a fiscal stamp</p>
	<p>b.1.2 Tenderer's references</p>
	<ul style="list-style-type: none"> • <i>The list of contracts carried out (Project Owner, Subject, Amount, Date of acceptance) by the tenderer as main contractor (or subcontractor) during the last five (5) years.</i>
	<p><i>These references must be accompanied by supporting documents, in this case:</i></p>
	<ul style="list-style-type: none"> • <i>Copies of the first, second and last pages of the contract;</i> • <i>Final or provisional acceptance minutes or performance certificate;</i>
	<p><i>These references must be accompanied by supporting documents, in this case:</i></p>
	<p>a) <i>CV;</i></p>
	<p>b) <i>Labour contracts;</i></p>
	<p>c) <i>Various acts of promotion during the career;</i></p>
	<p>b.1.3 Personnel</p>

References of the GRIT regulations	Description of the provision of the SRIT
	<p>m) Consistence security of the personnel n) Consistence protection against HIV/AIDS o) Consistence maintaining of circulation during work and signalisation p) provisions for compliance with environmental measures, where applicable; q) the work that the tenderer intends to subcontract.</p> <p>b.3. The tenderer must fill in and sign the following forms:</p> <p>r) <i>the Integrity Charter</i> s) Declaration of commitment to respect social and environmental clauses</p> <p>b.4. Proofs of acceptance of the conditions of the contract The tenderer shall submit duly initialled copies of the following documents:</p> <p>t) The Special Administrative Conditions (SAC); u) The Special Technical Clauses (STC).</p> <p><u>NB:</u> Failure to accept the terms of the contract shall cause the elimination of the tenderer.</p> <p>b.5. Comments on SAC and STC</p> <p>The tenderer must attach the observation note on the SACs and/or the STCs, together with any proposals.</p> <p>b 6- Financial capacity Tenderers must submit in particular:</p> <ul style="list-style-type: none"> ▪ A certificate of financial capacity worth 190 million Francs CFA issued by a 1st rate approved bank; <p>C. Volume 3: Financial offer</p> <p>This envelope shall include the following documents:</p> <p>c.1 The offer proper, in original, prepared in accordance with the attached model, stamped at the current rate, signed and dated; c.2 The duly filled Unit Price Schedule and/or Fixed Price Schedule; c.3. The duly filled detailed quantity and cost estimates; c.4 The sub-detail of prices and/or the breakdown of all-in prices;</p> <p>To this effect, tenderers shall use the documents and models or standard forms provided for the Tender File.</p> <p><i>NB: The various parts of the same file shall be separated by dividers of a colour other than white, both in the original and in the copies, to facilitate evaluation.</i></p> <p><i>Tenderer must attach the digital version of the financial offer:</i> <i>Not applicable</i></p>
14.3.	Taxes and dues: Prices proposed should be inclusive of all taxes.

References of the GRIT regulations	Description of the provision of the SRIT
20.	<p align="center">Online submission FORM, FORMAT AND SIGNATURE OF THE OFFER</p> <p align="center">File size and format:</p> <p>The maximum sizes of the documents that will be uploaded on the platform and constitute the tenderer's offer are as follows</p> <ul style="list-style-type: none"> • 5 MB for the Administrative Offer; • 15 MB for the Technical Offer; • 5 MB for the Financial Offer. <p>The following formats are accepted:</p> <ul style="list-style-type: none"> • PDF format for text documents; • JPEG for images. <p>The bidders shall ensure that compression software is used to reduce the size of the files to be transmitted].</p> <p>The offer must be uploaded by the tenderer on the COLEPS platform or any other electronic means of communication indicated by the Project Owner in the Tender File. A back-up copy of the offer recorded on a USB key or CD/DVD must be deposited in the services of the PO or CA concerned in a sealed envelope clearly and legibly marked "back-up copy" and with the tender references within the specified time limit. The original copy of the administrative file should be sent alongside the back-up copy in a sealed envelope clearly and legibly marked "The original administrative file" with the tender references within the specified time limit.</p> <p><i>They must be uploaded electronically via the COLEPS platform available at</i></p>
	<p>Call for Tenders Number: Open National Invitation to tender N°007/ONIT/BCC/ITB/2026 of 26/03/2026</p>
20.1.	<p>The closing date and time for submission of offers are as follows:</p> <p>Date: 24/04/2026</p> <p>Time: 10am Server time</p> <p>the reference time zone is the local time (GMT/UTC + 1) visible on the submission page.</p>
	D. SUBMISSION OF OFFERS
	<p align="center">SUBMISSION METHOD</p> <p>The method of submission for this consultation is Online.</p>
	E. OPENING OF ENVELOPES AND EVALUATION OF OFFERS

References of the GRIT regulations	Description of the provision of the SRIT									
29	<ul style="list-style-type: none"> • Failure to submit, beyond the 48 (forty-eight) hours deadline after the opening of bids, a document of the administrative file deemed non-compliant or absent (except the bid bond); • False declarations, fraudulent schemes or forged documents; • Failure to comply with four (4) essential criteria out of 6; • Failure to comply with bids submission method and recommended file format; • Absence of a quantified unit price in the financial offer;; • Absence of an element in the financial offer (submission, SUP, BQE); • Absence of integrity charter dated and signed; • Absence of the dated and signed commitment statement to comply with environmental and social clauses; • Non-acceptance of the conditions of the contract. <p style="text-align: center;">15.3 Essential criteria</p> <p>NB: Depending on the specificity of the service, other relevant criteria may be added when preparing the TF.</p> <ul style="list-style-type: none"> ▪ The so-called essential (primordial or key) criteria, which attest to the technical and financial capacity of the candidates to provide the services subject of the tender. These must be determined according to the nature and consistency of the services to be provided. <p>The essential criteria for the qualification of tenderers for information purpose shall focus on the following:</p> <ul style="list-style-type: none"> ▪ presentation of the offer; ▪ tenderer's references; ▪ financial capacity (access to a credit line or other financial resources, turnover, proof of financial solvency); ▪ Qualification and experience of staff; ▪ Logistics means; ▪ Methodology; <p>The system of grading tenders by awarding marks is banned in favour of the binary method: yes.</p> <p>Criteria and sub-criteria for the detailed evaluation of offers</p> <ul style="list-style-type: none"> ▪ Eliminatory criteria <p>The eliminatory criteria shall be evaluated based on the following sub-criteria:</p> <table border="1" data-bbox="371 1688 1417 1935"> <thead> <tr> <th data-bbox="371 1688 464 1738">No.</th> <th data-bbox="464 1688 1193 1738">Headings</th> <th data-bbox="1193 1688 1417 1738">Yes/No</th> </tr> </thead> <tbody> <tr> <td data-bbox="371 1738 464 1787">I-</td> <td data-bbox="464 1738 1193 1787" style="text-align: center;">Eliminatory criteria related to the administrative file</td> <td data-bbox="1193 1738 1417 1787"></td> </tr> <tr> <td data-bbox="371 1787 464 1935">1</td> <td data-bbox="464 1787 1193 1935">Absence, insufficient or non-compliant bid bond at the opening of bids, issued by a first-rate financial institution authorised by the Ministry of Finance to issue bonds for public contracts. A bid bond not hand</td> <td data-bbox="1193 1787 1417 1935" style="text-align: center;">Yes/No</td> </tr> </tbody> </table>	No.	Headings	Yes/No	I-	Eliminatory criteria related to the administrative file		1	Absence, insufficient or non-compliant bid bond at the opening of bids, issued by a first-rate financial institution authorised by the Ministry of Finance to issue bonds for public contracts. A bid bond not hand	Yes/No
No.	Headings	Yes/No								
I-	Eliminatory criteria related to the administrative file									
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References of the GRIT regulations

Description of the provision of the SRIT

- a) Copies of the first and last pages of the contract;
- b) Provisional or final acceptance report or performance certificate signed by the Project Owner;
- Personnel:

The candidate must establish that he has the right personnel for the key positions required, including:

Name	Position proposed	Minimum qualification	Year of overall experience	Specific experience in terms of projects	Position occupied for each project

NB: Any public employee listed among the staff and who has not presented all the documents likely to justify his release from the Administration shall not be considered in the evaluation.

If the CV of the same expert appears in more than one tender or if there is a discrepancy between the CVs submitted for the same expert, a request for clarification shall be sent to the expert in order to establish the bidder's tender to be considered for evaluation. In this case the expert in question will not be evaluated in the competing bid and his CV shall be examined provided that the CV produced for the request for clarification is identical to that in the Bid under consideration.

- Equipment

The tenderer must prove that he has the following as own or hired equipment:

No.	Type and characteristics of the equipment	Age condition /	Minimum number required	Owner hired	Year of acquisition	Proof
1						
2						
3						
...						
N						

(Insert in the table above: (i) the list of the most important equipment required for the execution of the work (ii) the minimum number of each type of equipment required (iii) it may be possible to provide this equipment on a hiring basis, in which case a hiring commitment of the equipment must be signed and legalised by the competent authorities. Where appropriate, provision could be made for the application of a reduction during the evaluation.

References of the GRIT regulations	Description of the provision of the SRIT	
	d. Certified copies of the reception minutes of the contracts (c) above	Yes/No
	Total B	/4
	3- Equipment	
	a. Proof of ownership or hire of a liason vehicle (Pick up 4 x 4 or van) (Hired or owned)	Yes/No
	b. Proof of ownership or hire of borehole driller truck	Yes/No
	c. Proof of ownership or hire of a concrete vibrator	Yes/No
	d. Proof of ownership or hire of an optical level equipment	Yes/No
	e. Proof of ownership or hire of a concrete mixer	Yes/No
	f. Proof of ownership of a plumbing tools	Yes/No
	g. Proof of ownership of a masonry tools	Yes/No
	h. Proof of ownership of a carpentry tools	Yes/No
	i. Minimum laboratory tools (balance, Proctor mould, densitometer with membrane, set of sieve, sand machine, steam cup)	Yes/No
	j. Minimum survey equipment (Total Station or theodolite, staff, canes reflectors, distance meter)	Yes/No
	Justify with certified copies of carte grise or receipt of purchase or lease agreement in case of hire + carte grise or receipt of purchase	Yes/No
	Total C	/10
	4- Personnel	
	Site Supervisor (Bac+3 minimum) in civil or hydraulic engineering registered with NOCE	
	a. Attestation of presentation of original of diploma	Yes/No
	b. Certified copy of diploma	Yes/No
	c. Attestation from the NOCE	Yes/No
	d. Experience in building construction and public works (≥5yrs)	Yes/No
	e. CV signed and dated	Yes/No
	f. Attestation of engagement with the enterprise	Yes/No
	g. National Identity card	Yes/No
	Foreman for main works (HND) in civil or rural engineering*	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in building construction and public works (≥5yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Foreman for secondary works (HND) in civil or engineering*	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in building construction and public works (≥3yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Surveyor (holder of an HND in surveys)	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in the domain (≥3yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No

References of the GRIT regulations	Description of the provision of the SRIT
33.1	National bidders [may or may not] benefit from a margin of national preference during the evaluation. (Not applicable) [If the application of preference to a national contractor plays a role in the award of the Contract, insert here possible additional criteria required by the Project Owner to benefit from this preference].
F- AWARD	
34.1	The Project Owner awards the contract to the bidder whose bid has been found to be substantially compliant with the Tender File and who has the technical and financial capacity to execute the contract satisfactorily and whose bid has been evaluated as the lowest bid after application of the rebates proposed, if any.
34.2	The combination to be applied in case of simultaneous award of several lots is as follows the Project Owner shall take into account the proposed rebates and shall base himself on the combination which is the most economically advantageous for it in order to draw up the list of successful bidders per lot: if not: [specify, if applicable, a method other than the one most economically advantageous for the Project Owner].
39.2	The final bond rate is 3% of the amount inclusive of all taxes of the contract. Within twenty (20) days from the date of notification of the contract by the Project Owner, the contracting partner shall provide a final bond in accordance with the model attached to the Tender File. Failure to provide the said bond within the time limits and under the conditions set in Article 28 of the SAC shall expose the bidder to the penalties fixed in Article 37 of the said SAC.
40	<p style="text-align: center;">Ethical principles</p> <p>Tenders Board chairpersons and members, bidders and other persons involved in the procedure must always observe the strict rules of professional ethics. They must refrain in particular from corruption or any other form of fraudulent schemes. By virtue of these principles, the above expressions are defined as follows:</p> <ul style="list-style-type: none"> (i) Whoever offers, gives, solicits or accepts any form of benefit in order to influence the action of a public employee during the award or execution of a contract shall be guilty of "corruption". (ii) Whoever solicits or accepts several tenders issued by the same bidder under different company names and/or different registration numbers shall be guilty of "corruption". <p>ii. Whoever deforms or distorts facts in order to influence the award or execution of a contract or a jobbing order in a manner prejudicial to the Project Owner shall be indulging in "fraudulent schemes. Fraudulent schemes" include in particular any agreement or collusive manoeuvre by bidders (before or after submission of the offer) aimed at artificially maintaining offer prices at levels which do not correspond to those that would result from free and open competition, and thus depriving the Project Owner of related advantages".</p>

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- The authority in charge of ordering payments shall be the City Mayor of Bamenda City Council;
- The authority in charge of the clearance of expenses shall be the Director of Technical Services in the Bamenda City;
- The body or official in charge of payment shall be the Municipal Revenue Collector in the Bamenda City Council;
- The official competent to provide information within the context of the execution of this contract shall be the Project Owner (his competent services).

Article 4: Language, applicable laws and regulations

4.1. The language to be used shall be *English or French*.

4.2. The contractor or contract holder undertakes to observe the laws and regulations in force in the Republic of Cameroon, both within his own organisation and in the execution of the contract.

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

Article 5: Standards

5.1. The works under this contract shall comply with the standards laid down in the Special Technical Clauses, and where no applicable standard is mentioned, with the authoritative standard applicable in Cameroon, which standard shall be the most recently approved by the competent authority.

5.2. The contracting partner shall study, carry out and guarantee the work under this contract, taking into consideration the best practice in Cameroon for operations involving similar technology.

Article 6: Constituent documents of the contract

The constituent contractual documents of this contract are complementary and are in order of priority. [To be adapted according to the nature of the work].

1. The tender or commitment letter;
2. The offer of the contracting partner and its appendices in all the provisions not contrary to the Special Administrative Clauses (SAC), the Special Technical Clauses (STC), or the technical clauses of the works, where applicable;
3. The Special Administrative Clauses (SAC);
4. The Special Technical Clauses (STC);
5. The estimate or the Detailed Quantity and Estimates (DQE);
6. The Schedule of Unit Prices (BPU);
7. The sub-detail of prices (SDP);
8. The General Administrative Clauses (GAC) to which it is specifically subject;

22. Order No. 168/A/MINMAP of August 11, 2021 setting the terms and conditions for the award and execution of design-build contracts;
23. Circular Letter No. 000010/LC/MINMAP/CAB of 22 September 2020, the clarifying the payment documents of the Administrative co-contractors to be submitted for visa prior to the Ministry in charge of Public Procurement
24. Order No. 001/CAB/PR of 19th June 2012 relating to the Award and Control of Execution of Public Contracts;
25. Letter No 00006/LC/PR/MINMAP/CAB of 17 August, 2021 clarifying the control of public procurement and specifying the procedures for its exercise to project owners and delegated project owner's circular.
26. Circular No 0001877/C/MINFI of 31/12/2025 on instructions relating to the execution of finance laws, the monitoring and control of the execution of the budget of the state and other public entities, for the 2026 financial year;
27. Circular No. 0001/PR/MINMAP/CAB of 25 April, 2022 relating to the application of the Public Procurement Code
28. The MINCOMMERCE Decree setting the Price List
29. Order No 402/A/MINMAP/CAP of 21 October 2019 setting the nature and threshold of markets reserved for craftsmen, small and medium-sized enterprises, grassroots communities and civil society organisations, and the modalities of their application;
30. Circular letter No. 00000002/LC/MINMAP/CAB of 12 May 2022 relating to the continuity of the public procurement service in the event of a sanction by a Project Owners or members of a commission public procurement in accordance with the provision of articles 195 of the code of public contracts.
31. Unified Technical Documents (DTU) for building works;
32. Applicable standards;
33. Other instruments specific to the domain concerned with the Contract;
34. Circular 000006/LC/MINMAP/CAB of 05/02/2025 guiding the obligation for categorization of enterprise in the building and construction and road works;
35. Decree No 2018/0002/PM of 05/01/2018 fixing the modalities and condition for awarding contracts electronically;
36. Decree No 333/A/MINMAP/CAB of 27/12/2024 outlining the calendar of migration toward the exclusive award of contracts electronically.

Article 8: Communication

Only communications in writing should be considered within the framework of this contract and the notifications sent to the following address:

a) If the contracting partner is the addressee: Dear Sir/Madam: [To be specified] _____

- P.O Box _____

- Telephone: _____

- Fax: _____

b) If the Project Owner is the addressee:

Dear Sir/Madam: [to be specified] _____

- P.O Box _____

- Telephone: _____

- Fax: _____

with a copy sent at the same time to the Contract Manager and to the Engineer.

- a) where an administrative order is likely to cause contract amount overrun, its signature is subject to proof of funding from the Project Owner;
- b) In case of contract amount overrun, changes can only be made through an amendment and additional services can be paid for only after the amendment has been signed by the Project Owner;
- c) Administrative orders for additional services may be signed by the Project Owner and regularised later through an amendment, as long as their financial incidence is less than ten percent (10) of the contract amount.

A copy of the administrative orders referred to above will be sent to the Contract Manager, the Contract Engineer, the Paying Body and the Project Manager if applicable.

- d) The Paying Body's prior visa may possibly be required before the signature of those having an incidence on the amount;
- e) In any case, any modification affecting the technical specifications or the special technical clauses shall be subject of prior study on the scope, cost and contract deadlines.

12.3 Administrative Orders of technical nature linked to the normal progress of the work shall be signed directly by the Contract Manager and notified to the Contractor by the Engineer or the Project Manager (if applicable) with a copy to the Minister in charge of Public Contracts, to the Regulatory Body and the Paying Body.

12.4 Administrative orders serving as formal notice shall be signed by the Project Owner or the Delegated Project Owner and notified to the Contractor by the Contract Manager, with a copy to the Minister in charge of Public Contracts, the Regulatory Body, the Contract Engineer and the Project Manager if applicable.

12.5 Administrative orders for the suspension and resumption of works due to bad weather or other cases of force majeure shall be signed by the Project Owner or Delegated Project notified by the Contract Manager to the Contractor, with a copy to the Minister in charge of Public Contracts, the body in charge of regulation, the Contract Engineer and the Project Manager, if applicable.

12.6 Administrative orders prescribing the works necessary to remedy any disorders not arising from the normal use that appears in the works during the guarantee period shall be signed by the Contract Manager, on the proposal of the Engineer and notified to the Contractor by the Engineer.

12.7 The Contractor has a period of fifteen (15) days to express reservations on any administrative order received. The fact that reservations are made does not exempt the Contractor from implementing the administrative orders received.

12.8 In the event of a group of enterprises, the service orders are sent to the representative, who alone has the right to submit reservations on behalf of the group that he represents.

12.9 The contract may include conditional tranches, the execution of which is subject, for each of them, to the possible lifting of the denunciation clause and to the Contractor being notified, by administrative order, of the Project Owner's decision to continue with the execution of the said tranches. If the Contractor has not been notified of this Administrative Order within the time limit set in Article 14 of this contract, the Project Owner and the Contractor shall be released from this obligation for this conditional phase on expiry of this time limit.

12.10 The administrative order to commence service on the conditional tranche can only be issued once the previous tranche has been completed and provisionally accepted. However, if the condition suspensive to the execution of the conditional tranche is the availability of funding, the notification of the administrative order to commence service shall be issued as soon as proof of the availability of funding is established.

Article 13- Roles and responsibilities of the administration's contracting partner

13.1 The contractor shall ensure the execution of the work under the supervision of the Engineer or the Project Manager (to be specified as appropriate) and fulfil his obligations diligently, efficiently and economically, as described in the Technical Specifications or Technical Clauses, under the supervision of the Engineer and in accordance with this contract, the rules and standards in force in Cameroon and the techniques and practices generally accepted in the field of activity

Key personnel for the execution the works:

Project Manager:.....[give name].....

Clerk of the works:.....[give name].....

Other key personnel:.....[give names].....

in addition, indicate the personnel to be recruited in the case of the labour-intensive approach (HIMO), if any, and the method of their remuneration.

15.2. Replacement of key personnel

Any modification, even partial, to the proposals in the technical offer will only be made after written approval by the Project Owner or the Contract Manager. In the event of a modification, the contractor will have him replaced by personnel of at least equal competence (qualifications and experience) or by equipment of similar performance and in good working order. In any event, the lists of supervisory personnel to be put in place must be submitted for the prior written approval of the Project Owner or the Engineer, as appropriate, within fifteen (15) days following notification of the administrative order to commence service. After this deadline, the lists will be deemed to have been approved.

The Project Owner or the Engineer, as appropriate, shall have five (5) days to notify his opinion in writing to the Contract Manager. The Project Owner reserves the right to refuse approval to a person proposed by the contractor whose qualifications are insufficient.

Any unilateral change made to the proposals for supervisory staff in the technical offer, before and during the works, is grounds for termination of the contract as referred to in Article 41 below or for the application of penalties [To be specified]. Any changes made shall be notified to the Project Owner for prior approval.

15.3 Withdrawal of personnel (if applicable)

After written approval from the Project Owner, the Contract Manager may, on the proposal of the Contract Engineer or the Project Manager, as appropriate, ask the contractor, after formal notice, to withdraw a member of his staff for serious misconduct duly established or for incompetence, giving the reasons for his request, the other party shall ensure that this person leaves the Site within fifteen (15) days and that he no longer has any connection with work under the Contract. In this case, the person shall be replaced in accordance with the provisions of Article 13.2 above.

15.4 Representative of the contractor

Upon notification of the contract, the contractor designates a natural person to represent him vis-à-vis the Administration in all matters relating to the execution of the project.

The person in charge of the works must have sufficient powers to take the necessary decisions without delay to ensure the smooth running of the project.

15.5 Labour legislation

The Contracting partner shall comply with labour legislation in force in Cameroon including legislation on recruitment, health, security, social protection, Labour intensive approach (HIMO), the quota of local resources to be mobilised.

The Contractor shall provide accommodation, medical assistance, food and sanitary facilities for the personnel living in the contractor's residential area, in compliance with the requirements of the Specifications relating to the Social and Sanitary Conditions of the workforce.

In his relations with his personnel and the personnel of his subcontractors, who will be employed or involved in the performance of the Contract, the Contractor shall observe national holidays, public holidays, holidays for religious events or other customs, and all applicable local laws and regulations relating to labour law.

Except otherwise provided for in the Contract, if the Contractor deems it necessary to carry out work at night or on public holidays in order to meet the Service Levels and Contract completion deadline, and if the Contractor seeks the consent of the Project Owner to do so (if such consent is required), the Project Owner shall not unreasonably refuse such consent.

c. The contractor shall indicate in this programme the materials and methods he intends to use and the number of personnel he intends to employ.

16.2 Execution project

a. Within a maximum period of twenty-one (21) days from the date of notification of the administrative order to commence works, the Contractor shall submit to the Engineer or the Project Manager, as the case may be, for approval, an execution project in four (04) copies including especially:

- the minutes specifying the tasks to be carried out;
- a record of deteriorations, if any;
- the itinerary diagram or the linear of the works to be carried out, if applicable;
- a description of the processes and methods of execution of the works envisaged, with estimates of the use of personnel, equipment and materials;
- the execution plans for the works/structures and the related calculation notes;
- supply plans;
- the graphic planning of the works;
- *the list of works that the contractor will have them carried out by subcontractors, if any.*

The updated and approved planning will become the contractual schedule. It should show the critical tasks. The contractor shall constantly keep up-to-date on the work site, a works updated planning which will take into account the actual progress of the works.

In case of failure to comply with the deadlines for approval of the above documents by the Administration, they shall be deemed to be approved.

Article 17: Provision of documents and site

The Project Owner shall make the works site and its access roads available to the Contractor in due course and as and when the works progress, in accordance with the execution programme.

The reproducible copy of the plans included in the Tender File will be provided by: [the Contract Manager or the Project Manager].

Article 18: Transport, insurance of structures and civil liability

18.1 Packaging for the transportation of equipment and materials

The supplier must take all necessary measures to ensure that the equipment or materials are protected by careful packaging suitable for transport by sea, air, rail or road. The supplier must make every effort to repair any damage caused during transport to the place of delivery.

18.2 Insurance

- a) As soon as the contract is notified, the contractor must take out an insurance policy with one or more approved insurance companies to cover the risks associated with the execution of the services covered by the contract.
- b) The following insurance policies are required under this Contract for the minimum amounts, deductibles, and other minimum conditions within fifteen (15) days of notification of the contract (To be specified according to the list below):

20.2 The necessary laboratory equipment and materials are: *[to be specified]*.

20.3 The modalities for the implementation of these trials are: *[to be specified]*.

The costs of these trials and controls shall be borne by the Contractor.

Article 21: Site logbook and meetings

21.1 Site logbook.

The contractor is bound to open a site logbook before the start of works. It is a single contradictory document. Its pages are numbered and initialled. No page should be removed. Parts that are crossed out or cancelled should be signalled in the margin for validation. Each day, the following information must be entered inside:

- the administrative operations relating to the execution and payment of the contract (notification, results of trials, job cost sheets);
- atmospheric conditions;
- reception of building materials and all types of approvals;
- incidents or details of all types which are of interest from the point of view of the future carriage structures or the actual duration of the works;
- Etc.

The contractor may enter incidents or observations likely to give rise to claims on his part.

This logbook shall be jointly signed by the Project Manager and the contractor's representative during each visit of the site.

For any possible claim by the contractor, he may not refer to other documents of the contract than the events or documents mentioned at the appropriate time in the site logbook.

21.2 Site meetings

In addition to regular site meetings at the behest of the Project Manager, periodic meetings shall hold in the presence of the Contract Manager and the Contract Engineer or their representative. *[Specify frequency]*.

Site meetings shall be marked by minutes and signed by all participants.

Article 22: Use of explosives

The use of explosives is forbidden

Article 23- Documents to be provided prior to technical acceptance

At least ten (10) days before the provisional acceptance of the subsequent contract, the contractor must provide the Project Owner with the following documents *[Specify specific provisions as appropriate]*:

1. Copy of the invoice or detailed account describing the work, indicating its quantities, price and total amount;
2. Notification of acceptance;
3. Copy of the final bond;
4. Copy of insurance, if applicable;
5. Other to be specified.

- **Observer:** The RD MINMAP – NWR or his representative;
- **Guest:** The Contractor;

The members of the Acceptance Committee are convened at least ten (10) days before the date of acceptance. The Contractor or the Service Provider is invited to the acceptance exercise by post at least ten (10) days before the date of the acceptance exercise. He must attend (or be represented). The absence of the Contractor or Service Provider is equivalent to acceptance without reservations of the conclusions of the Acceptance Committee.

24.4. Partial acceptances *[indicate if partial acceptances are provided].*

The contractor may, if the nature of the services so requires or in cases of force majeure, request partial acceptance. In this case, the committee responsible for partial acceptance shall be the same as that responsible for provisional acceptance. A report of partial acceptance shall be drawn up and signed by all the parties *[indicate if partial acceptance is planned].*

24.5. Start of the guarantee period: The guarantee period shall start from the date of provisional reception.

24.6 Taking possession of the works

Any possession taking of the structures must be preceded by a partial or provisional acceptance. However, if there is urgency, taking possession may occur before acceptance, subject to the establishment of a joint statement on the situation.

24.7- Rejection

When the Committee deems that the work has such reservations that it does not seem possible to pronounce either partial acceptance or acceptance with a reduction, the Contract Manager shall notify a reasoned rejection decision.

The Contractor has fifteen (15) days to submit his observations; after this period, he is deemed to have accepted the decision of the Contract Manager. If the Contractor submits observations, the Contract Manager then has fifteen (15) days to notify a new decision, after receiving the opinion of the Acceptance Committee, if applicable; failing such notification, the Contract Manager is deemed to have accepted the observations of the Contractor.

in the event of rejection, the Contractor is obliged to reimburse the advances and down payments already received.

Article 25- Documents to be provided after execution

The Contractor shall submit to the Contract Manager if applicable or to the Contract Engineer within the thirty days following the date of the provisional acceptance of all the works, the *as-built plan*.

25.1 Within 30 days after the provisional reception of all the work, the Contractor will submit a dossier of verification with a plan to 1/100e and a report describing the work done.

25.2. The bond of the good execution of works will be released only after the submission of the dossier of verification.

Article 26- Contractual guarantee / maintenance during the guarantee period

26.1 Guarantee period

The duration of the guarantee is one (01) year from the date of provisional acceptance of the works or partial acceptance where applicable (to be specified).

The Contractor guarantees that the equipment delivered (if applicable) in execution of the contract is new and that the work has been carried out conveniently and in accordance with the required standards.

26.2 Maintenance during the guarantee period

During the guarantee period, the contractor shall be bound to carry out, at his own costs and in due time, all the works and repairs necessary to maintain in good condition the structure, that is, ensure within the ten (10) days following the notification of the default by the administration and on the location of employment, the restoration of the structure for the consecutive defaults and repairs to remedy all the disorders caused by poor workmanship that may

Article 31- Guarantees and bonds

The contractor must provide guarantees from financial institutions approved by the Minister in charge of Finance or that have local correspondents approved by the said Minister.

The guarantees described below in favour of the Project Owner shall be required within the deadlines, for the amount and according to and under the model indicated below:

31.1 Final Bond

- a) It shall be constituted by the contract holder and sent to the Contract Manager within a maximum of twenty (20) calendar days from the date of notification of the contract and, in any case, before the first payment.
- b) The amount is set at 3% of the amount of the contract including VAT, increased, where applicable, by the amount of any amendments.
- c) The guarantee shall be expressed in the currency(ies) of the Contract, or in a freely convertible currency satisfactory to the Project Owner, and shall follow one of the models provided in the Tender File, as specified by the Project Owner in
- d) the SAC, or any other document satisfactory to the Project Owner.
- e) The substitution methods of the security are provided for in Article 140 of the Public Contracts Code.
- f) The final bond will be returned consecutively by the Project Owner within a period of one month following the date of provisional acceptance of the works, following a release order issued by the Project Owner at the request of the contractor.
- g) Small- and medium-size enterprises with national share capital and managed by nationals, as well as civil society organizations may, in lieu of security, provide a certified cheque, bank cheque, a legal mortgage or a bond issued by a banking institution or financial body authorized in accordance with the instruments in force

31.2 Start-up advance bond

The Start-up advance is set at a maximum 20% of the amount inclusive of all taxes of the contract guaranteed at 100% by a bank under Cameroonian law or a first-rate approved financial institution in accordance with the regulations in force) and the modalities to refund the guarantee.]

31.3 Performance bond (in replacement of retention bond)

[Where the contract has a guarantee or maintenance period, the retention bond shall be set at [10%maximum] of the amount of the contract inclusive of all taxes (IAT), increased, as appropriate, by the amount of the contract amendments].

The retention bond shall be released or the performance bond refunded with effect from the final acceptance of the works after a release order issued by the Project Owner after the expiry of the guarantee period.

Upon expiry of 30 (thirty) calendar days, the bonds shall cease to have any effect; the competent body shall be bound to refund the bonds or release the retention or performance bond upon simple request of the administration's contracting partner; unless the Project Owner has duly notified the contracting partner's guarantor that he has not fulfilled all his obligations.

In this case, the bond commitment may cease to have effect only following a release order issued by the Project Owner

Article 32- Price variation

32.1 The prices are fixed and not revisable

Down payments made to the contractor as advances are not revisable.

32.2 Price updating conditions (not applicable).

payment on account once the total amount of work reaches 40% of the contract amount. The payment on account for the start-up advance shall take place after the deposits due have been put in place, in accordance with the provisions of the Public Contracts Code.

37.3 The total advance must be completely reimbursed not later than when the value of the basic price of the services executed shall have reached eighty per cent (80%) of the contract price.

37.4 As the advances are reimbursed, the Project Owner shall release the corresponding part of the guarantee, at the express request of the administration's contracting partner.

37.5. The administration's contracting partner shall use the start-up advance exclusively for the purchase of materials, equipment, materials and mobilisation expenses specially required for the execution of the Contract specified in his application.

Article 38- Payment of works

38.1 Ascertainment of works executed

Before the end of each month, the administration's contracting partner and the Engineer [or the Project Manager, if applicable] shall jointly establish a job cost sheet summarising and fixing the quantities realised and recorded for each item in the list during the month and that may give entitlement to payment.

38.2 Provisional detailed accounts

Provisional detailed accounts must be prepared in seven copies at a frequency of one (01) month.

The Project Manager or the Engineer has a period of five (05) days to transmit to the Contract Manager, the draft detailed account that he has approved.

The Contract Manager on his part has a period of ten (10) days to proceed with the liquidation and its transmission to the accounting officer in charge of payment with a copy to the body in charge of external control.

Copies of the provisional detailed accounts must be sent to the Ministry in charge of Public Contracts and to the body in charge of the regulation of Public Contracts.

The maximum period allowed to the relevant accounting officer for the payment of the advance payments is ninety (90) days from the date of receipt of the detailed accounts transmitted by the Contract Manager.

The amount of the down payment to be paid to the administration's contracting partner, exclusive of VAT, shall be mandated as follows:

- Exclusive of VAT- AIR or TSR] paid directly into the account of the administration's contracting partner;
- VAT at the rate in force;
- [AIR or TSR] paid to the Treasury for AIR or TSR owed by the contractor;

38.3 Final detailed account

After completion of the works and within a maximum of thirty (30) days after the date of provisional acceptance, the contractor shall prepare, on the basis of joint statements the draft final detailed account of the works actually carried out, which shall summarise the total amount of the sums to which he may be entitled as a result of the execution of the contract in full.

This draft final detailed account, once rectified by the Project Manager or the Engineer and accepted by the Contract Manager becomes final. It is used to prepare the down payment for the balance of the contract, established under the same conditions as those defined for preparing the monthly detailed accounts.

38.3.1 The Contract Manager has a maximum of ten (10) days to notify to the Project Manager the corrected and accepted

day.

40.2 For conditional phase contracts, the deadlines and amounts to be taken into account are those of the tranche considered.

B. Specific penalties [amount and method of calculation to be specified].

40.3 Irrespective of penalties for contractual time limit overrun, the Contractor shall be liable to the following specific penalties for non-compliance with the provisions of the contract, notably:

- Late submission of the final bond (amount or modalities to be defined);
- Late submission of insurance (amount or modalities to be defined);
- Late submission of the execution project provided that the delay is attributable to the administration's contracting partner (amount or modalities to be defined);
- Others, to be specified by the Project Owner (amount or modalities to be defined).

40.4 In any case, the cumulative amount of the penalties shall not exceed ten percent (10%) of the amount of the initial contract and its amendments, all taxes inclusive, when need be, under risk of termination.

The Project Owner shall decide the deferment of penalties only after the opinion of the body in charge of the regulation of public contracts.

Article 41- Payment in case of a group of enterprises and subcontracting

41.1. In case of several group of enterprises, payments shall be made into the account indicated in the tender either in the name of the group or in the name of the authorised representative [To be specified as appropriate].

In the case of a joint group, payments shall be done into the different accounts of the co-contractors in the following manner: [to be specified if applicable].

41.2. Any payment on account for services performed by subcontractors shall be subject to the execution of the services provided for in the contract, and accepted subject to proof of payment by the Administration's contracting partner to the subcontractors.

The main enterprise has a maximum deadline of thirty (30) working days from the date of payment of the executed and accepted services bill to make payment to the subcontractor.

In case of non-payment of a subcontractor for services already paid for by the Project Owner, the latter may take coercive measures against the contract holder, including the direct payment of the subcontractor.

Article 42- Tax and customs regulations

The contract shall be liable to the tax and customs regulations in force in the Republic of Cameroon. The contract shall be concluded all taxes inclusive, in accordance with Law No. 2025/012 of 17th December 2025 Finance Law of the Republic of Cameroon for the 2026 financial year and the General Tax Code which define the modalities for the implementation of the Public Contracts tax regime

The tax regime applicable to this contract notably comprises:

- Tax and duties relating to industrial and commercial benefits, including the AIR which constitutes a deduction on corporate tax;
- Registration fees calculated in accordance with the stipulations of the Tax Code;
- Dues and taxes attached to the execution of the services provided for by the contract:
 - Fees and taxes for entry in the Cameroon territory (customs duties, VAT, computer tax);
 - Council dues and taxes;

Article 45- Case of force majeure

The contract holder shall not be held responsible for delays caused by a case of force majeure. In such a case, the contract holder shall inform the Project Owner in writing, within ten (10) days of the existence of the force majeure and give the estimation of the resulting delays. Each time a case of force majeure will cause a delay, the contract holder shall be entitled to the extension of deadlines, if the Project Owner deems it is real.

Under this contract, "force majeure" refers to [see below].

Cases of force majeure shall be established in accordance with the provisions of the GAC. The Project Owner shall be the one to appraise the nature of the force majeure and the justifications provided

In case where the Contracting Partner may invoke the case of force majeure resulting from weather conditions, the thresholds below which no claim shall be admitted are the following:

- Rain: 200 millimetre in 24 hours;
- Wind: 40 metres per second;
- Flood: the flood of ten-year frequency.

Article 46- Disputes and litigation

Disputes or litigation arising from the execution of this contract may be settled amicably. Where no amicable solution is found for the dispute, it shall be brought before the competent Cameroon court.

Article 47- Production and dissemination of this contract

Drafting or arranging the contract constituent documents shall be done by the Project Owner. The reproduction cost of ten (10) copies of this contract to be subscribed by the contractor shall be borne by the Project Owner.

Article 48 and last: Validity and entry into force of the contract

This contract shall only become final after it has been signed by the Project Owner. It shall enter into force upon notification to the administration's contracting partner.

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component of a project to the Contracting Authority, while making sure that the overall cost of the project stays within the limits of the financial bid of the Contractor.

Any modification must be done in writing, with sufficient justification. For this purpose, a numbered page book (the project log book) shall be kept on site in which the Contract Engineer shall write his approved instructions. Both the Contractor, or his representative, and the Contract Engineer shall initial every page of the project logbook

It is therefore obligatory for the Contractor to execute the works in conformity with:

- The Bills of Quantities and Estimates,
- The Special Administrative Clauses
- The Special Technical Clauses stated herein,
- Any other special rules and regulations that may be applicable to his job,
- The work schedule,
- The detailed technical drawings,

Subject to any approved modifications indicated in the project log book by the Contract Engineer, the Contractor shall take note of any omission or discrepancies that may exist in the three documents mentioned in the preceding paragraph, which omission or discrepancies could fundamentally affect the technical or aesthetic quality of the works executed to his detriment, and call the attention of the Contract Engineer who shall remain at his disposal of the Contractor for necessary information and inquiries through the duration of the project.

In this regard, the Contractor shall not absolve himself of the responsibility for poor quality work by citing imprecision, omissions or discrepancies in the technical specifications or modifications thereof indicated in the project log book by the Contract Engineer.

Any works effected without regard for the foregoing instructions or provisions shall be demolished at the expense of the Contractor

Article 3 - Work plan

The Contractor shall execute the work within a deadline of five (05) calendar months as from the date of notification of the service order to start work.

CHAPTER 2: PIPELINE ANALYSIS AND DESIGN

Note: Observing this pipeline analysis table alongside the situation plans and hydraulic profile in the annex, will enhance the understanding of the project design.

CHAPTER 3: DESCRIPTION OF THE PLANNED PROJECT COMPONENTS.

The project components include:

- Construct two spring catchment, two inspection chambers and one collection chamber
- Construct one 65m³ reservoir tank
- Construct four 1m³ pressure break chambers
- Rehabilitate thirteen Public Standpipes
- Construct six new Public Standpipes
- Construct two Air Release and three washout valve chambers
- Lay 2.824km of pipeline network
- Train Caretaker and Water Management Committee
- Provide maintenance tools

3a) The spring water catchment and inspection chamber shall be carried out with the aim to enable water from the spring source to pass through the inspection chamber, which has been designed to also serve as a silt trap. The intake and dam walls shall be constructed of wet and dry stonemasonry, while the cover shall be of water proof reinforced concrete slab. Measures shall be taken such that water should not feedback into the catchment in future or the spring water flow should not be pressurized. The inspection chamber shall comprise of reinforced concrete raft foundation, walls and roof slab cover. Manhole with locking device shall be provided to facilitate inspection. The concrete mix proportion shall be PC 350kg/m³. Appropriate aggregate shall be used. See design drawing in section 13 for additional details.

3b) The catchment area protection shall involve demarcation of the area and protected zone by the construction of a dead fence with barbed wire and life fence of erythrina cuttings. The Catchment area already has friendly trees and grass that is providing a good vegetational cover for the water source.

3c) The new Water Storage Tanks shall have storage volume of 65m³, giving a total of 82m³ in available storage volume. This constitutes 4m³ for pressure break chambers and the existing 13m³ storage tank. The new tank shall comprise of reinforced concrete raft foundation, reinforced concrete walls and roof slab cover.. Finishes shall include water proof plastering of wall surfaces. The reinforced concrete mixes shall constitute PC 350kg/m³. Additives may be added to the mortar and concrete mixes. These mixes shall also apply for the other tanks, and chambers. See design drawing in section 13 for additional details.

3d) The Pressure Break Chambers shall have the same specifications with the storage tanks. The interior dimensions shall measure 1m squared and 1m high.

3e) The Valve chambers shall be made up of reinforced concrete raft foundation, walls and slab cover. See design drawing in section 13 for additional details.

3f) The pipeline shall have PVC pipes NP 10 and Galvanised Iron pipes. Galvanised Iron pipes shall be laid at stream, gutter or culvert crossings or where the pipe is exposed to the ground surface for some unavoidable reasons. The pipes shall be laid in trenches of at least 80cm deep and 150cm at road crossings.

CHAPTER 5: CONCRETE WORKS

5.1: Preparation of Concrete

Concrete works shall be of three (3) kinds:

- i) Mass concrete for foundations works; it shall be a mixture of 250kg of cement per m³ of sand and of appropriate thickness.
- ii) Re-enforced concrete for floor and roof slabs and slab covers for storage tanks, valve chambers and interruption chambers; it shall be a mixture of 350kg of cement per m³ of sand and shall be of appropriate thickness.
- iii) Mass concrete for catchment's works; it shall be a mixture of 400kg of cement per m³ of sand.

CHAPTER 6: METHOD OF EXECUTION

6.1 General Information

6.1.1 Security at the Work Site

The Contractor shall place at the entrance to work site signboards in bold letters indicating that work is underway and prohibiting the public and unauthorized persons from entering the work site. He shall be responsible for any accident that may occur on the work site or may be suffered by a third party, his staff and employees or officials of the Administration as a result of their presence on the work site. Organization of work and security on the work site shall therefore be the sole responsibility of the Contractor. Furthermore, the Contractor shall be bound by the labour legislation in Cameroon vis-a vis his workers and the Administration. Moreover, his insurance policy shall cover any damages he could cause to any one during the execution of the job.

6.1.2 Traffic

The Contractor shall be responsible for ensuring that traffic is not obstructed on the entire stretch of his work site throughout the period of work, right up till provisional reception. No obstruction of traffic shall be allowed for more than two hours. Maintenance of traffic flow shall be the responsibility of the Contractor. In case of any breach of contract in this matter, the Supervising Engineer may bring in a third party to correct any shortcomings that may be impeding the traffic flow, and related expenses shall be borne by the Contractor.

Where interference of the traffic flow for a given period is inevitable, the Supervising Engineer shall be informed of the situation at least 7 days in advance, so that he can seek the opinion of local Administrative authorities and get everything arranged beforehand.

In case a deviation has to be used, the contractor shall submit to the Supervising Engineer for approval after consultation with local administrative authorities, the deviation route and his plan for maintaining the deviation throughout the duration of the works that have necessitated the deviation.

6.2 Stone Masonry

Stone masonry shall be aesthetical and in accordance with structure type and civil engineering rules. Binding mortar shall be a mixture of 400kg of cement per m³ of sand, no grain of which shall have a dimension exceeding 4mm.

Mortar containing a mixture of 450kg of cement per m³ of sand shall be used for the finishing of the external joints of non-visible walls of stone masonry

Mortar consisting of a mixture of 500kg of cement per m³ of sand, to which shall be added a quantity of SIKA N° 1 recommended by the manufacturer and approved by the Supervising Engineer, shall be used for waterproofing the interior surfaces of water-retaining structures (storage tanks, interruption chambers, sedimentation basin, filters, etc).

i) Length

The tolerance for pipe lengths shall be $\pm 1\%$ ($\pm 6\text{cm}$). For every 100 pipes, if the number of pipes not respecting this tolerance is less than 3 i.e. 3%, then the whole lot shall be considered okay, otherwise the Supervising Engineer shall request that as many pipes as possible be tested in the lot.

ii) External Diameter

The tolerance shall be $\pm 0.3\text{mm}$ for pipes of external diameters between 25mm and 50mm, and $\pm 0.4\text{mm}$ for pipes between 63mm and 75mm in external diameter. Before reception, the Supervising Engineer shall verify the external diameters of 15 pipes for every 300 pipes. If 6 or more pipes fail to meet the tolerances prescribed above, he shall reserve the right to reject the whole lot. If 5 pipes fail to meet the tolerance stipulated above, 15 other pipes shall be selected at random from the same lot and verified. If the same results are obtained for 5 pipes, the whole lot shall be rejected.

iii) Thickness

Thickness verification should adhere to the specifications presented in table II below.

Table II: Thickness Verification

No. of pipes in the lot	No. of pipes randomly selected for verification	No of bad pipes X	
		Lot accepted if X max =	Lot rejected if Xmin=
100-199	10	2	3
200-299	15	3	4
300-499	20	3	4
500-899	25	5	6
899-1300	30	6	7
1300-3200	40	8	9

The Supervising Engineer shall carry out thickness verification in accordance with table II above

iv) Socket length

The socket length shall be verified according to agreed norms. The value obtained should have the theoretical value of the diameter of the tube plus 1.3mm. The tolerance shall be 0.6mm.

v) Shrinkage cracks

Shrinkage cracks tests should be carried out according to agreed methods by the Supervising Engineer on a 15-30cm long sample. No shrinkage cracks should occur if the pipe is at 90° to its horizontal axis. If this occurs for 15 samples representing a lot of 100 pipes, the lot shall be rejected.

vi) Internal Pressure

Pipe samples shall be subjected to 1.5 times the service pressure for duration of one hour. If one out of every five samples ruptures, another set of five shall be selected for retest. If the second set respects the specified relation with the service pressure, the set shall be considered satisfactory. Otherwise, either necessary adjustments shall be carried out to meet the required specifications, or the lot shall be rejected.

vii) Impact

This test shall be carried out on three samples, one from each extremity and the third, from the center, all three, one meter long. Perpendicular masses shall be dropped from a height of one meter onto the samples as shown in table III.

ELBOW 2"
ELBOW 2 1/2"
FLOAT VALVE 63
G.I PIPE 0 3/4"
G.I PIPE 1"
G.I PIPE 1 1/4"
G.I PIPE 1 1/2"
G.I PIPE 2"
G.I PIPE 2 1/2"
G.I SOCKET 0 3/4"
G.I SOCKET 1 1/4"
G.I SOCKET 1 1/2"
G.I SOCKET 2"
G.I TEE 1"
G.I TEE 1 1/4"
G.I TEE 1 1/2"
G.I TEE 2"
G.I TEE 2 1/2"
NIPPLE 0 3/4"
NIPPLE 1"
NIPPLE 1 1/4"
NIPPLE 1 1/2"

PVC VALVE 75
REDUCER G.I. 1"-3/4"
PVC RED SOCKET 75-63
SADLE PIECE 32-1"
SADLE PIECE 40-1
SADLE PIECE 50
SADLE PIECE 50-1"
SADLE PIECE 63
SADLE PIECE 63-1"
SADLE PIECE 75-1"
TAP 0 3/4"
UNION 0 3/4"
UNION 1"
UNION 1 1/4"
UNION 1 1/2"
UNION 2 "
UNION 2 1/2"
NON RETURN VALVE 2"
GEBAJOINT
GLUE 1 kg
HERM (ROLL)
SAND PAPER (mf)

6.5: Piping

6.5.1 Description

This item shall consist of the supply and lying of all pipes, including the installation of accessories like couplings, tees, reducers, etc. etc. to entirely complete this item as per these specifications and plans provided.

6.5.2 Care/Laying of Pipes

The soil in the bottom of the trench shall be lightly scarified before laying the pipes or other hydraulic elements.

During transport, storage, and assembling of piping element care shall be taken to avoid soil and other contamination from entering the system.

Lying of pipes, assembling of pipes and all other works directly related to piping works, shall only be executed during dry weather conditions.

Pipe elements and connecting accessories shall be assembled in such a way that no tension can occur in the separate elements.

Only skilled plumbers shall be employed on any plumbing work.

Pipe joints, reducers, tees, etc shall be connected in conformity with the manufacturer's prescriptions

6.5.3 Method of Determining Quantity of G.I and PVC Piping Laid

The quantity of PVC and G.I piping laid shall be measured per linear meter of laid pipe. Measurements shall be made for each class of pipe and each diameter of pipe separately.

6.5.4 Pipeline Indicators

Concrete indicators shall be implanted along the pipeline at an interval of 50m so as to locate the passage of the one meter (1m) buried pipes.

CHAPTER 7: CONSTRUCTION METHODS

7.1 Setting out of Works

The Contractor shall be responsible for the setting out of all pertinent lines, works, grades, reference points and levels that may be required for the proper and accurate positioning of all the structures on

DOCUMENT No. 6
UNIT PRICE SCHEDULE FRAMEWORK

302.1	Site clearing & setting out	m2		
302.2	Excavation and backfilling	m3		
302.3	Reinforced concrete raft foundation and roof slab	m3		
302.4	Reinforce concrete chamber walls	m3		
302.5	Formwork / Scaffold	units		
302.6	Plumbing works	units		
303	Fence storage tank and break pressure chamber sites with 60x60mm angle bar posts and barbed wires, spaced at 1.5m and embedded in concrete 200kg/m3.(Dimension of area- 20x20m).	ml		
304	Rehabilitate Public Standpipes with soak-away pits and install plumbing fittings	Units		
305	Construct New Public Standpipes with soak-away pits and install plumbing fittings/ locking devices	Units		
306	Construct air release and washout valve chambers, install plumbing fittings and locking devices	Units		
307	Pipeline Network			
307.1	Supply and laying PVC pipes Ø56.6 x 63mm NP10	ml		
307.2	Supply and laying PVC pipes Ø43.6 x 50mm NP10	ml		
307.3	Supply and laying G.I pipes Ø 1 3/4"	ml		
307.4	Excavation and backfilling 40 x 80cm	ml		
307.5	Pipeline indication pillars	no		
400	Catchment Protection			
401	Fence 50m radius of the intake area from intake structure with wooden posts spaced at 1.5m. Fencing tree species shall be planted along the wooden fence	ml		
500	Train and equipped management committee			
501	Train Water Management Committee and Caretaker	days		
502	Purchase didactic materials	Lump sum		
503	Prepare users guides	Lump sum		
504	Supply maintenance tools	Lump sum		

Bill of quantities and cost estimates for the rehabilitation of the Ndzah Water Supply Scheme in Bamenda III Sub Division					
No	Description	Unit	Q'ty	Unit Price	Amount
100	Site Installation and Mobilization				
101	Bring and withdrawal personnel and equipment from the project site	LS	1		
102	Install project sign board	LS	1		
103	Acquire site office, store and lodging place for personnel	LS	1		
104	Implant and demolish temporal structures	LS	1		
Total - 100					
200	Construct two spring intakes, two inspection and one collection chambers				
201	Bacteriological analysis	Water sources	2		
202	Construct two catchments/ inspection chambers, one collection chamber and install fittings/ locking devices				
202.1	Excavate of trenches	m3	298.5		
202.2	Place dry stonemasonry/gravel filter pack	m3	41.9		
202.3	Gravel filter pack	m3	10.8		
202.4	Reinforced concrete intake channel cover	m3	27.9		
202.5	Mass concrete dam wall	m3	58.1		
202.6	Reinforced concrete intake inspection chamber	m3	143.1		
202.7	Formwork	U	2		
202.8	Plumbing fittings/accessories	U	2		
Sub-Total					
203	Fence 20m x 20m area with 60x60mm angle bar posts and barbed wires, spaced at 1.5m and embedded in concrete 200kg/m3.	m	80		
Total - 200					
300	Distribution network				
301	Construct two 65m3 storage tank of reinforced concrete with a control room of block walls				
301.1	Excavation and backfilling	m3	192		
301.2	Reinforced concrete raft foundation/ roof slab	m3	113.4		
301.3	Reinforced concrete tank walls	m3	140.3		
301.4	Sand/ Cement block wall control chamber	m2	46.7		
301.5	Install metal door	U	2		
301.6	Install plumbing fittings	U	2		
301.7	Supply stainless steel ladder	U	2		
Sub-Total					
302	Construct four Break Pressure Chambers (1m3) of reinforced concrete with a control chamber (60cm2 and 60cm high) and install plumbing fittings / locking devices				
302.1	Site clearing & setting out	m2	108.8		

№	Наименование	Единица измерения	Цена	Примечание
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DOCUMENT No. 8

FRAMEWORK OF SUB-DETAIL OF PRICES

DOCUMENT No. 9

CONTRACT MODEL

Between:

The Cameroon administration, represented by the City Mayor of Bamenda City Council hereinafter referred to as "the Project Owner"

On the one hand,

And

The company

P.O. Box _____ Tel _____ Fax: _____

Trade Register No. : _____ Taxpayer's No.: _____

Represented by Mr/Mrs _____, its Managing Director or his/her representative,
Hereinafter named "the contracting partner".

On the other hand,

It has been agreed and approved as follows:

Page..... and Last of the Contract No. _____ /C /BCC223/SG/DTS/SIGAMP/2026 awarded through Open National Invitation to Tender No 007/ONIT/BCC/ITB/2026 of 26/03/2026 for the execution of works of the rehabilitation of the Ndzah Water Supply Scheme in Bamenda III Sub Division.

EXECUTION DEADLINE: Five (05) calendar months

AMOUNT OF CONTRACT IN FCFA:

Total exclusive of all taxes	
VAT (19.25%)	
I.R (2.2%)	
TOTAL inclusive of all taxes	
Net Payment (Total – IR)	

VISA AND SIGNATURES

Read and accepted by the Contractor

Bamenda, the.....

Signed by the City Mayor of Bamenda City Council
(Contracting Authority)

Bamenda, the.....

REGISTRATION

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Appendix No. 2: Tender model

I, the undersigned *[indicate the name and the capacity of the signatory]* representing the enterprise or group of enterprises
(8) with Head office
at registered in the Trade Register
of under No.

Having taken cognisance of all the documents contained or mentioned in the Tender File including the addenda,

No. *[Recall the subject of the invitation to tender]*

- Submit and commit myself to deliver the supplies or execute the services in accordance with the Tender File, in return for the prices that I have established myself based on the price and quantity schedules, which prices give the amount of the offer at:

- *[in figures and words]* CFA francs exclusive of VAT, and at

..... CFA francs all taxes inclusive. *[in figures and words]*

- I undertake to execute the services within a deadline of months

- I further pledge to maintain my offer within the period of days *[indicate the validity period, in principle 90 days]* as from the deadline for the submission of offers.

- I entirely adhere to the integrity charter and the commitment statement to comply with environmental and social clauses attached to this TF.

The rebates offered and the application modalities of the said rebates are as follows:

.....
.....
.....
.....

The Project Owner will pay the sums owed under this contract by crediting account number No.

..... opened in the name of in Bank

..... Branch

Appendix No. 3: Bid bond model

Financial body:

Bond reference: No.....

Addressed to *The City Mayor of Bamenda City Council*, hereinafter referred to as "the Project Owner"

Whereas the Service Provider, hereinafter referred to as "the bidder", submitted his offer on the.....for..... [recall the subject of the Invitation to tender], hereinafter referred to as "the offer", and to which shall be attached a provisional bond equivalent to [indicate the amount] in CFA francs.

We..... [name and address of the financial body], represented by..... [names of signatories], hereinafter referred to as "the financial body", declare to guarantee payment to the Project Owner of the maximum sum of [indicate the amount] CFA Francs, that the financial body pledges to pay in full to the Project Owner, binding himself, his successors and assignees.

The conditions of this commitment are as follows:

If the bidder withdraws his offer during the validity period specified for in the Tender File;

or

If the bidder, having been notified of the award of the contract by the Project Owner during the period of validity:

- fails to sign or refuses to sign the contract, even though required to do so;
- fails or refuses to provide the final bond for the contract, as provided therein.

We commit ourselves to pay to the Project Owner an amount up to the maximum of the sum stipulated above, upon receipt of his first written request, without the Project Owner being required to justify his request, given, however, that in his request the Project Owner shall note that he is due the amount he is claiming because one or the other of the conditions above, or both, has/have been met, and that he shall specify which condition(s) took effect.

This bond shall come into force from the date of signature and from the deadline set by the Project Owner for the submission of offers. It shall remain valid up till the thirtieth day inclusive following the deadline for the validity of offers. Any request from the Project Owner to cause it to take effect shall reach the bank by registered mail with acknowledgment of receipt before the end of this validity period.

This bond shall, for the purpose of its interpretation and execution be subject to Cameroon Law. Cameroon courts shall be the sole jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the financial body

at.....,on.....

[signature of the financial body]

Appendix No. 4: Start-up advance bond model

Financial body:

Bond reference: No.

Addressed to *[Indicate the Project Owner]*

[Address of the Project Owner]

Hereinafter referred to as "the Project Owner"

We, the undersigned (financing body, address), hereby declare, to guarantee, on behalf of:
..... *[the contract holder]*,

Project Owner *[Address of the Project Owner]* ("the beneficiary")

The payment without contest and upon receipt of the first written request by the beneficiary, declaring that
..... *[the holder]* did not fulfil his obligations relating to the reimbursement of the start-off advance
in accordance with the terms of Contract of relating to the
supplies and ancillary services *[indicate the invitation to tender subject and references and the lot, if possible]*, of the
maximum total sum corresponding to the advance of 20% of the amount all taxes inclusive of Contract No.
....., payable upon notification of the corresponding Administrative Order, that
is:..... CFA francs

This bond shall enter into force and take effect upon reception of the respective parts of this advance on the accounts of
.....*[the contract holder]* open in the bank..... under No.
.....

It shall remain in force up to the reimbursement of the advance in accordance with the procedure set in the Special
Administrative Conditions. However, the amount of the bond shall be reduced proportionally to the reimbursement of the
advance and as it is reimbursed.

The law and jurisdiction applicable on the guarantee shall be those of the Republic of Cameroon.

Signed and authenticated by the financial body

at....., on.....

[signature of the financial body]

Appendix No. 7: Tender letter for technical proposal

[Place, date]

To: [Name and address of the Project Owner]

Sir/Madam,

We, the undersigned, [function to be specified], are pleased, in accordance with your TF No. of on, wish to submit here attached, our technical proposal for the supply subject of the said TF.

In case this proposal is selected, we are entirely ready, based on the personnel proposed, to begin negotiations for the smooth execution of the project.

We therefore commit ourselves to firmly comply with the content of the said technical proposal, subject to possible amendments that may stem from the negotiations of the contract.

Yours Faithfully,

Signature of the authorised representative

Name and function of the signatory:

Candidate's name:

Address:

	and 60cm high) and install plumbing fittings / locking devices									
302.1	Site clearing & setting out	m2	108.8							
302.2	Excavation and backfilling	m3	181.2							
302.3	Reinforced concrete raft foundation and roof slab	m3	43.2							
302.4	Reinforce concrete chamber walls	m3	85.6							
302.5	Formwork / Scaffold	LS	1							
302.6	Plumbing works	LS	1							
303	Fence storage tank and break pressure chamber sites with 60x60mm angle bar posts and barbed wires, spaced at 1.5m and embedded in concrete 200kg/m3 (Dimension of area-20x20m).	m	240							
304	Rehabilitate Public Standpipes with soak-away pits and install plumbing fittings	U	13							
305	Construct New Public Standpipes with soak-away pits and install plumbing fittings/locking devices	U	6							
306	Construct air release and washout valve chambers, install plumbing fittings and locking devices	U	5							
307	Pipeline Network									
307.1	Supply and laying PVC pipes Ø56.6 x 63mm NP10	m	810							
307.2	Supply and laying PVC pipes Ø43.6 x 50mm NP10	m	214							
307.3	Supply and laying G.I pipes Ø 1 3/4"	m	24							
307.4	Excavation and backfilling 40 x 80cm	m	500							
307.5	Pipeline indication pillars	U	10							
400	Catchment Protection									
401	Fence 50m radius of the intake area from intake structure with wooden posts spaced at 1.5m. Fencing tree species shall be planted along the wooden fence	m	289							
500	Train and equipped management committee									
501	Train Water Management Committee and Caretaker	days	2							
502	Purchase didactic materials	LS	1							
503	Prepare users guides	LS	1							
504	Supply maintenance tools	LS	1							

APPENDIX No.9: MODEL LIST OF THE STAFF TO BE MOBILISED

1. Key technical/management personnel

Name	Proposed function	Minimum qualification	Years of General experience	Years of specific experience in terms of similar projects executed	Position or function occupied for each project

2. Support staff (head office and local)

Name	Specialisation	Position	Year of experience	Duties

**APPENDIX No.11: CURRICULUM VITAE (CV) MODEL FOR
PROPOSED SPECIALISED PERSONNEL**

Position:

..... Candidate's name:

Employee's name:

..... Profession:

..... Certificates:

..... Date of birth:

..... Number of years of

employment by the candidate : Nationality: Affiliation

to associations / professional groups :

.....

.....

Specific duties:

.....

.....

.....

Main qualifications:

[In about half page, give an overview of the employee's training aspects and experience most useful to his duties within the framework of the mission. Indicate the level of responsibilities he/she executed during the previous missions, by specifying the date and place .]

.....

.....

Training:

.....
Date :

[Signature of the employee and of the consultant's authorised representative]

Day/month/year

Name of employee:

Name of the authorised representative:

APPENDIX No.13. DESCRIPTION OF THE PROPOSED METHODOLOGY AND WORK PLAN FOR ACCOMPLISHING THE MISSION

The technical design, the methodology and the work plan are key elements of the technical proposal. It is suggested to present the technical proposal (10 pages maximum, including tables and diagrams) divided into three chapters:

- a) *Technical design and methodology,*
- b) *Work plan, and*
- c) *Organisation and personnel*

a) Technical design and methodology. In this chapter, it suggest that you should explain how you envisage the objectives of the mission, the design of the services, the methodology to carry out the activities and to obtain the results expected and the related detail. You should highlight the problems to be solved and their importance and explain the technical design you will adopt to this effect. In addition, you should explain the methodology you intend to adopt and its compatibility with the design proposed.

b) Work plan. In this chapter, you should propose the main activities that the mission includes, their nature and duration, spreading out and interrelations, the markers (including intermediary approvals of the contracting authority) and the dates for the presentation of reports. The work plan proposed should be compatible with the technical design and the methodology, show that the Terms of Reference were understood and can be materialised into a practical work plan. A list of final documents, including reports, sketches and tables that constitute the final product should be included in this chapter. The personnel schedule (4G) should be compatible with the work programme (4H)

c) Organisation and personnel. In this chapter, you should propose a structure and the composition of your team. You shall give the list of the main disciplines represented, the name of the official expert and a list of the proposed key and support staff.

APPENDIX No.15: MODEL OF SITE VISIT SWORN STATEMENT

I, the undersigned Mr. _____

Representative of _____ Enterprise

Acknowledge that I visited this day _____ of the month of _____ of the year _____

Accompanied by Mr. _____

Acting in the name and on behalf of the User, the site of the Project _____

For which my enterprise intends to bid.

Having been to the site, the following observations were recorded:

.....
.....
.....
.....
.....

N.B: The service provider shall submit for each project site a statement of site visit.

Done at, on

The bidder
(Name, first name, signature and stamp)

INTEGRITY CHARTER

TITLE OF THE INVITATION TO TENDER: _____

[to be specified when preparing the TF]

THE "BIDDER" undertakes to respect the terms of this integrity charter

TO

THE "PROJECT OWNER"

- 1 We acknowledge and testify that we are not, and that none of our group members and subcontractors are, in any of the following cases:
 - 1.1) be in a state of or have been the subject of bankruptcy, liquidation, judicial settlement, cessation of activity or any similar situation resulting from a procedure of the same nature;
 - 1.2) be included in the lists of financial sanctions adopted by the United Nations and any other Technical and Financial Partner, in connection with the award or execution of a contract;
 - 1.3) having produced false information or provided forged documents required in the context of this consultation.

- 2 We testify that we are not, and that none of the members of our consortium and our subcontractors are, in any of the following conflict of interest situations:
 - 2.1) Shareholder controlling the Project Owner or subsidiary controlled by the Project Owner, unless the resulting dispute has been brought to the attention of the Authority in charge of public contracts and resolved to his satisfaction;
 - 2.2) have a business or family relationship with a member of the Project Owner's services involved in the contract award process or in the control of the resulting contract, unless the resulting conflict has been brought to the attention of the Authority in charge of public contracts and resolved to his satisfaction;
 - 2.3) control or be controlled by another bidder, be under the control of the same company as another bidder, receive from another bidder or award to another bidder directly or indirectly any subsidies, have the same legal representative as another bidder, have direct or indirect contacts with another bidder that enable us to have and give access to information contained in our respective bids, to influence them, or to influence the decisions of the Project Owner;
 - 2.4) be engaged for an advice assignment which, by its nature, may be incompatible with our obligations vis-à-vis the Project Owner;
 - 2.5) in the case of a procedure for the award of a works or supply contract:

5.6) We have not promised, offered or granted, and will not promise, to the Project Owner, his staff, or the Chairpersons and members of Tenders and Control Boards and bid evaluation sub-Committees, any undue advantage of any kind that might influence the contract award process.

5.7) We shall refrain from, and we promise to refrain from, any collusive and anti-competitive action or practice the object or effect of which is to prevent, restrict or distort competition, including by tending to maintain bid prices artificially at levels not corresponding to those which would result from competition, or to restrict access to the Contract or the free exercise of competition by other enterprises.

6 Ourselves, the members of our group and our subcontractors authorise the Project Owner and the Tenders and Control Boards to examine the documents and accounting documents relating to the award and execution of the *Contract and to submit them for verification by ARMP or any other State control body.*

7 If we fail to comply with the rules governing this charter, we acknowledge that we are liable to the sanctions provided for by the laws and regulations in force.

Name: _____

Signature:

Duly authorised to sign the offer for and on behalf of: _____

Dated _____

Commitment statement to comply with environmental and social clauses

TITLE OF THE INVITATION TO TENDER: _____

[to be specified when preparing the TF]

THE "BIDDER" undertakes to comply with the terms of this Environmental and Social Commitment Statement

TO

THE "PROJECT OWNER"

In the context of the award and execution of the Contract:

- 1) We undertake to respect and ensure that the members of our group and all of our subcontractors comply with the social standards applicable in Cameroon including ratified international conventions notably: (i) the respect of the minimum salary provided for by the Labour Code and various collective conventions, (ii) forbidding the recruitment of children of less than 14 years, (iii) respect the nature of works respectively prohibited to women and pregnant women , (iv) respect the compulsory weekly rest, (v) respect holidays entitlement, (vi) respect the working conditions in the night, (vii) hygiene and safety conditions at the working place, (viii) compulsory wearing of individual safety equipment.
- 2) In addition, we also commit ourselves to implement environmental and social risk mitigation measures, in the environmental and social impact notice provided, if necessary, by the Project Owner. In any case, we commit ourselves to respect and ensure that the members of our group, and all our subcontractors each time it is possible, the guidelines recommending the use of devices with low impact on the environment.
- 3) Ourselves, the members of our group and our subcontractors authorize the Project Owner and the Tenders/Control Boards to examine the documents and accounting documents relating to the award and execution of the Contract and to submit them for verification to ARMP or any other State control body.
- 4) Failure by us, by a member of our group and our subcontractors, to comply with the rules governing this charter, we acknowledge that we are liable to sanctions provided for by the laws and regulations in force.

Name: _____

Signature: _____

Duly authorised to sign the offer for and on behalf of: _____

Dated _____

Document No. 13
Visa of maturity or
proof of preliminary studies

1. Find attached the feasibility.

2. some information on the studies:

2.1. Done on the 31st July 2025

2.2. By Mr Yuungsi Emmanuel, Individual Consultant;

2.3. Tel. 672 64 50 88; email: ewayun@yahoo.com ;

2.4. interview, None;

2.5 Description of the studies: Feasibility studies for the rehabilitation of the Ndzah Water Supply Scheme in Bamenda III Sub Division.

I- BANKS:

1. Afriland First Bank;
2. Banque Atlantique;
3. Banque Gabonaise pour le Financement International (BGF I BANK);
4. Banque Internationale du Cameroun pour l'Epargne et le Crédit;
5. CITI Bank;
6. Commercial Bank of Cameroon;
7. Ecobank;
8. National Financial Credit Bank;
9. Société Camerounaise de Banque au Cameroun;
10. Société Générale de Banque au Cameroun;
11. Standard Chartered Bank Cameroon;
12. Union Bank of Cameroon;
13. United Bank for Africa;
14. Banque Camerounaise des Petites et Moyennes Entreprises (BC-PME), P.O. Box: 12962 Yaoundé;
15. Bank Of Africa Cameroon (BOA Cameroon), P.O. Box: 4593 Douala;
16. Crédit Communautaire d'Afrique- (CCA-Bank) P O Box 30 338 Yaounde;
17. Credit Communautaire d'Afrique – Bank (CCA – Bank), P.O.Box :30 388, Yaoundé;
18. La regionale Bank, P.O.Box : 30 145 Yaoundé, Tél : (+237) 222 22 02 39.

II- Insurance companies:

1. Chanas assurances;
2. Activa Assurances
3. Atlantique Assurances S .A., .P O Box. 2933 Douala ;
4. Zénithe Insurance S.A. ;
5. Pro-Assur S.A ;
6. Aréa Assurances S.A, P.O.Box . 1531 Douala ;
7. Bénéficial General Insurance S .A., P.O. Box. 2328 Douala ;
8. CPA S.A., P.O.Box. 54Douala ;
9. NSIA Assurances S.A., .P.O.Box 2759 Douala ;
10. SAAR S.A., .P.O. Box 1011 Douala ;
11. Saham Assurances S.A., .P. O.Box 11315 Douala

N.B.: Since this list changes; the Project Owner shall ensure that, when preparing the TF that it is the latest list from the Minister of Finance.



ONLINE SUBMISSION PROCEDURE

To submit an online tender, the service provider must follow the four steps below:

Step 1: Company registration on the COLEPS platform

- Log on to COLEPS at <https://www.marchespublics.cm> or <https://www.publicscontratcs.cm>;
- Go to the "Bidders Registration" tab and complete the application form in detail;
- Print the completed application form generated by the system;
- Have the application form signed by the Head of Structure and stamped with the company stamp;
- Submit the duly completed and formalised form to MINMAP together with the following documents:
 - i) Photocopy of an Attestation of Non-Bankruptcy (less than 3 months old);
 - ii) Photocopy of the Trade Register;
 - iii) Photocopy of the Bank Domiciliation;
 - iv) Photocopy of the Certificate of Tax Compliance (less than 3 months old).

Step 2: Acquiring the Electronic Certificate

- Collect the Certificate Request form available from MINMAP or download it from ANTIC website at <http://www.camgovca.cm> under the heading "Requesting Certificates (Company)" section;
- Complete the form and submit it to MINMAP together with the following documents:
 - i) Receipt for payment of the Electronic Certificate acquisition fees in the amount of 50,000 FCFA to be paid into the ANTIC account with SCB Cameroun under number 10002 00031 12493593150 94;
 - ii) A Photocopy of the certificate applicant's identity card.
- Register with the MINMAP operator and obtain the certificate application receipt;
- Connect to the address <http://www.camgovca.cm/fr/operations-certificats.html> and download the Electronic Certificate onto a removable medium (blank) using the information (reference number and authorisation code) contained in the receipt.

(Remember to keep the password for connections to COLEPS).

Step 3: Registering the Electronic Certificate on COLEPS

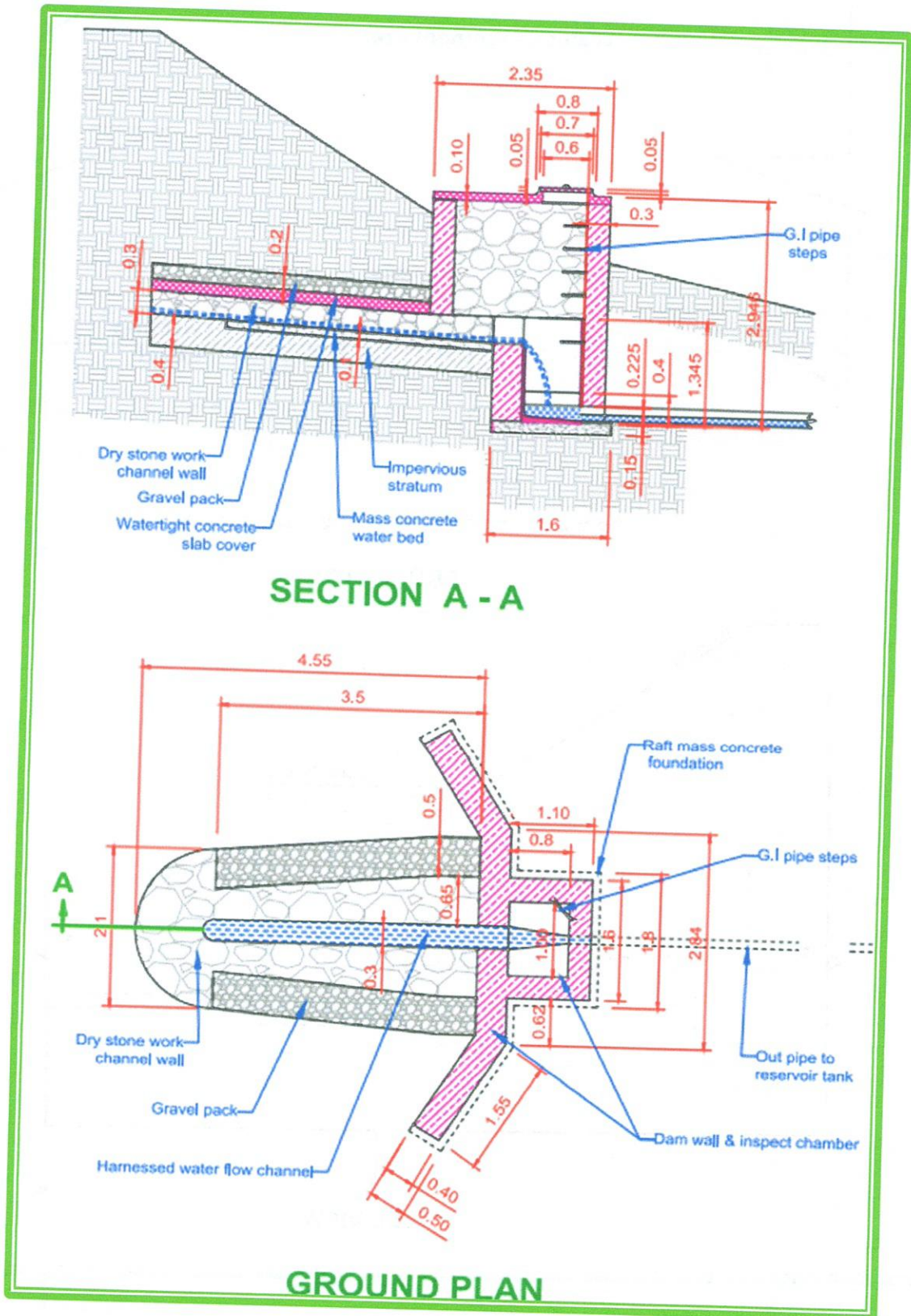
- Log on to COLEPS at <https://www.marchespublics.cm> or <https://www.publicscontratcs.cm>;
- Go to the "Bidders Registration" tab, then the "New Registration / Additional Certificate" section.; identify the company using the trade register, then add the certificate after filling in the form carefully.

Technical assistance

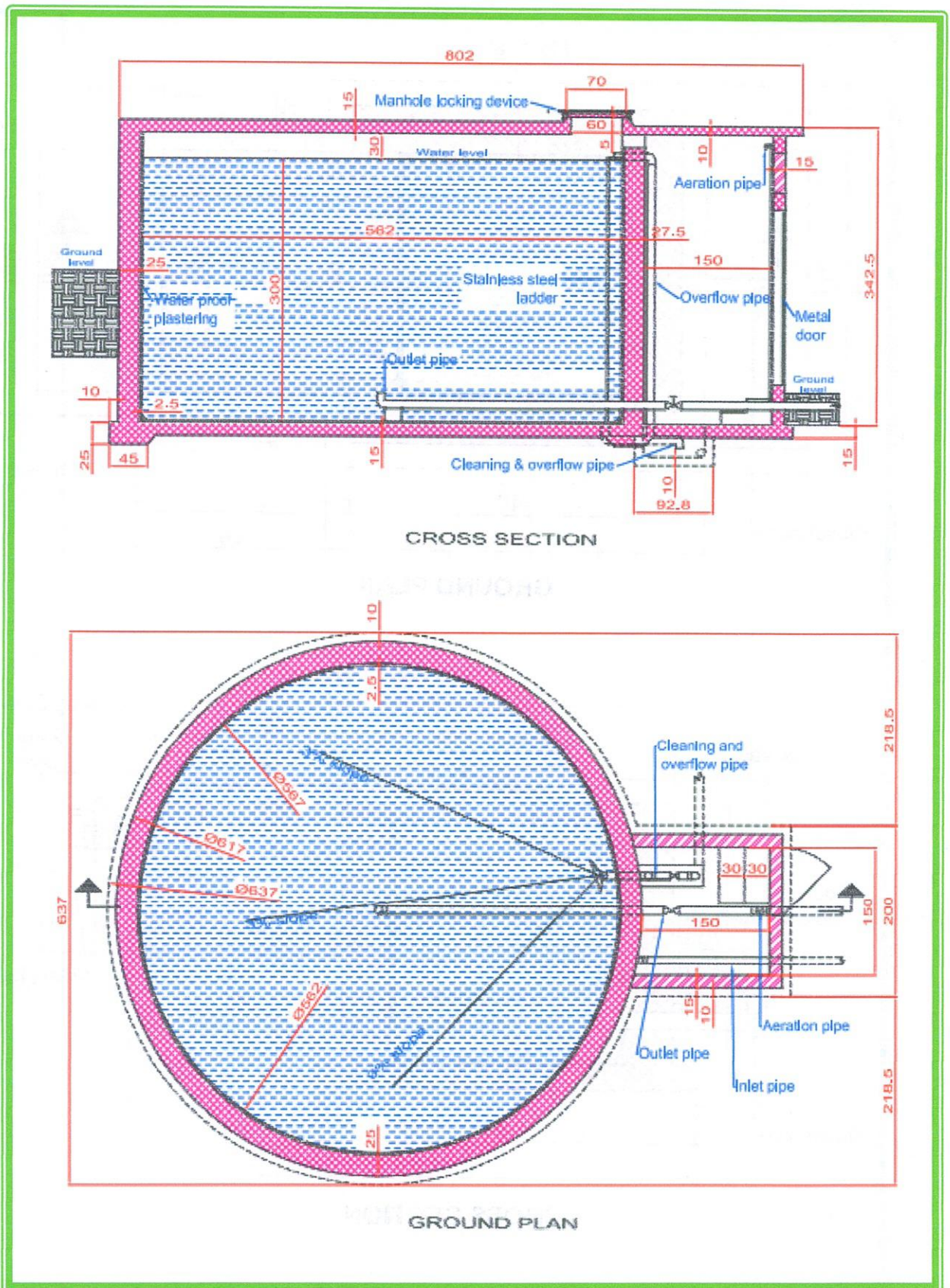
For technical assistance, in the event of a problem occurred while using the platform, please call (+237) 222 238 155 / 222 237 084/677 006 110 or send an e-mail to dsi@minmap.cm.

3. Design Drawings

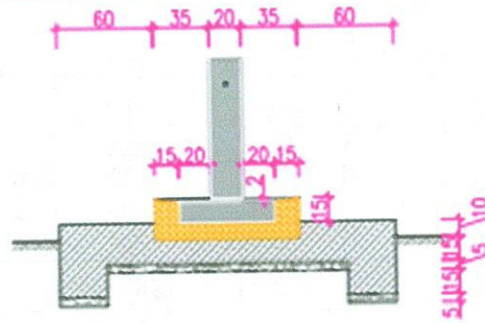
3.1. Water Catchment Structure



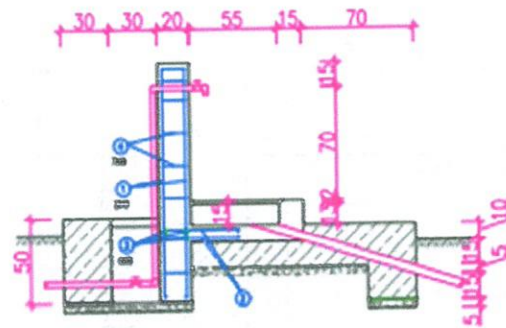
3.2. 65m³ Reservoir Tank



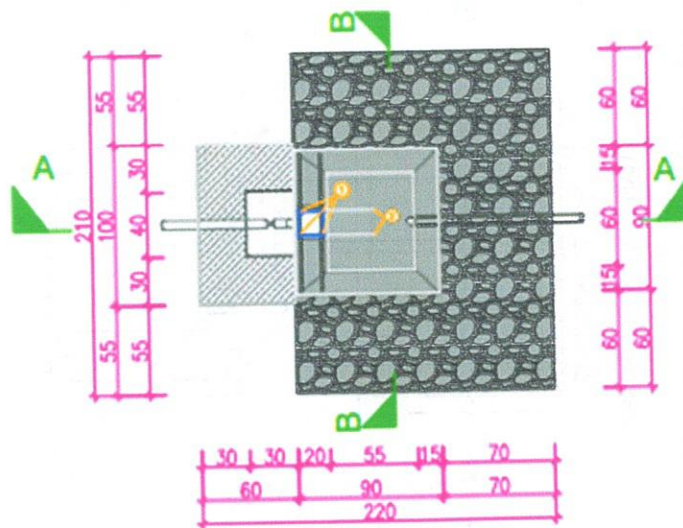
3.4. Public Standpipe



SECTION B-B



SECTION A-A



PLAN