

RÉPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

**MINISTÈRE DE LA DÉCENTRALISATION ET DU
DEVELOPMENT LOCAL**

RÉGION DU NORD OUEST

DÉPARTEMENTALE DE MEZAM

COMMUNE DE BALI



**MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT**

NORTH WEST REGION

MEZAM DIVISION

BALI COUNCIL

BALI COUNCIL INTERNAL TENDERS BOARD

REQUEST FOR QUOTATION

TENDER FILE

**N° 01/RQ/NWR/MEZAM/BC/BCITB/2026 OF 13/03/2026
FOR THE REHABILITATION OF SPRING CATCHMENT AT
NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN
THE NORTH WEST REGION**

PROJECT OWNER: THE MAYOR OF BALI COUNCIL

FUNDING: MINEE - PUBLIC INVESTMENT BUDGET 2026

AUTHORIZATION N°: _____

IMPUTATION: _____

LOT:	NAME OF PROJECT	AMOUNT OF PROJECT	AMOUNT OF BID BOND	COST OF TENDER FILE :	FINANCIAL YEAR
SINGLE	FOR THE REHABILITATION OF NGWANDIKANG WATER CATCHMENT, BALI SUB DIVISION, MEZAM DIVISION OF THE NORTH-WEST REGION	15,000,000 FCFA	300,000 FCFA	35,000FCFA	2026

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PART 01
TENDER NOTICE

RÉPUBLIQUE DU CAMEROUN

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TENDER NOTICE

REQUEST FOR QUOTATION

N° 01/RQ/NWR/MEZAM/BC/BCITB/2026 OF 13/03/2026

FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB
DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION

FUNDING: MINEE - PUBLIC INVESTMENT BUDGET

Exercise 2026

1. Subject of the invitation to tender

Within the framework of the 2026 Public Investment Budget, the Mayor of BALI Council, Contracting Authority, on behalf of the Republic of Cameroon, hereby launches an Opened National Invitation to tender, FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION. It is a single lot.

2. Work consistency

The works include the following:

- 100 Sit Installation
- 200 Construction works ;
- 300 Rehabilitation work
- 400 Piping network
- 500 Environmental and mitigation measures
- 600 Project Sustainability;

3. Execution datelines. The execution dateline is three (03) calendar month

4. Lot

The work is in a unique lot: THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION.

5. Estimated cost

The estimated cost after preliminary studies is **fifteen million (15,000,000)FCFA.**

6. Participation

Participation is open under the same conditions to all Cameroonian enterprises that are in compliance with the Fiscal law and have the technical expertise in public works and construction

7. Financing

The works, subject of this invitation to tender, are financed by the Public Investments Budget **MINEE 2026** budget head N° _____

8. Consultation of the tender file

The tender file may be consulted at the SIGAMP service of Bali Council, during working hours, as soon as this tender notice is published.

8. Acquisition of the tender file

The tender file may be acquired from the SIGAMP Office of Bali Council, Contract Award Service upon presentation of a non-refundable treasury receipt of **thirty-five thousand (35,000) FCFA payable at the BALI Council Treasury representing the cost of the tender file**. Such a receipt shall identify the payer as representing the company that wants to participate in the tender with the amount of the bid bond

9. Submission of bids:

Each offer drafted in English or French in 07 (seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach the SIGAMP office not later than **07/04/2026 at 10:00 noon** local time and should carry the inscription:

**<< REQUEST FOR QUOTATION
N°___/RQ/NWR/MEZAM/BC/BCITB/2026 OF 13/03/2026
FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB
DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION >>**

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

- 10. Bid bond:** The said guarantee must be accompanied by a receipt by CDEC in accordance with Circular letter No. 00000/19/L/MINMAP/of 5 June 2024 relative to deposit. Each bidder must include in its administrative file a bid bond of 300,000 valid for 30 days

11. Admissibility of bids

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

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

Any bid not in compliance with the prescriptions of the Tender File shall be rejected. This refers especially to the absence of or insufficient bid bond issued by a first-rate bank approved by the Minister in charge of Finance, a certificate of categorisation under the competent sub sector and a valid copy of a CDEC receipt.

12. Opening of bids:

The bids shall be opened in a single phase. The opening of the administrative documents, the Technical and Financial offers will take place on the **07/04/2026 at 11:00 am** local time, in the conference hall of the BALI Council, by its competent Members. Only bidders may attend or be represented by duly mandated persons of their choice and having a good knowledge of their files.

13. Evaluation criteria

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

A. Eliminary criteria

1. Absence or insufficient bid bond in the administrative file;
2. Deadline for delivery higher than prescribed;
3. A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
4. Incomplete bids;
5. Change of quantity or unit in the financial file;
6. Non respect of **75%** of essential criteria;
7. Suspended by ARMP.

8. Absence of a certificate of categorisation under the competent sub sector;
9. False declaration or forged document
10. Absence of a CDEC receipt;
11. No respect of 48 hours given for the absence or non-conformity of any document in the administrative file

B. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit duly signed by honour of the bidder.
- 9- Special Technical Clauses initialed in all the pages;
- 10- Special Administrative Clauses completed and initialed in all the pages.

13. Award

This evaluation will be done in a binary way (**yes**) or (**no**) with an acceptable minimum of **37/43 (75%)** of the essential criteria taken in account.

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

14. Validity of bids

Bidders will remain committed to their offers for one hundred and eighty (180) days from the deadline set FOR THE submission of tenders.

15. Complementary information

Complementary technical information may be obtained during working hours from the SIGAMP SERVICE OF BALI Council.

BALI on _____

Copies:

- ARMP BAMENDA
- DD MINMAP MEZAM
- DD MINEE MEZAM
- Chairperson of TB
- The project owner
- Notice Board
- File/archive

**The Mayor of BALI Council
(Contracting Authority)**



Wandum Bunga Ernest
LORD MAYOR
BALI COUNCIL

RÉPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

MINISTÈRE DE LA DÉCENTRALISATION ET DU
DEVELOPPEMENT LOCAL

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DÉPARTEMENTALE DE MEZAM

COMMUNE DE BALI



REPUBLIC OF CAMEROON
Peace – Work – Fatherland

MINISTRY OF DECENTRALISATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION

MEZAM DIVISION

BALICOUNCIL

1.- Objet de l'Appel d'Offres

Le Maire de la commune de BALI, Autorité Contractante, lance pour le compte de la République du Cameroun, un appel d'offre national ouvert pour la fourniture des équipements et accessoires pour la maintenance d'un réseau d'eau purifiée dans l'Arrondissement de BALI, Département de la Mezam, Région du Nord-Ouest.

2.- Consistance des travaux

Les prestations comprennent les opérations suivantes :

- Installation du site;
- Travaux de rehabilitation ;
- Travaux des tuyauteries ;
- Mesurés environnementales et d'atténuation ;
- Soutenabilité du projet.

2. **Delai d'execution 3 mois**

3. **Allotissement** : Le travail est constitué d'un seul lot

4.- **Coût prévisionnel** : vingt millions (15,000,000)franc CFA.

5.- Participation

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais.

6.- Financement

Les travaux, objet du présent Appel d'Offres, sont financés par **Budget D'investissement Public MINEE, Exercice 2026, sur la ligne d'imputation budgétaire N°**_____.

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

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de SIGAMP de la Commune de BALI, dès publication du présent avis.

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

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de Secrétariat de la Commune de BALI, sur présentation d'une quittance de versement d'une somme non remboursable de **trente-cinq mille(35,000) francs CFA** au Trésorerie municipale de BALI. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

12. **Remise des offres**

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

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de Secrétariat de la Commune de BALLI, sur présentation d'une quittance de versement d'une somme non remboursable de **rente-cinq mille(35,000)** francs CFA au Trésorerie municipale de BALLI. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

12. Remises des offres

Chaque offre rédigée en français ou en anglais en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme telles, devra parvenir contre récépissé à la Secrétariat de la Commune de BALLI au plus tard le **07/04/2026 à 10h00**, heure locale et devra porter la mention suivante :
<< AVIS D'APPEL D'OFFRES NATIONAL OUVERT N° ___/AONO/RNO/MEZAM/CB/BCITB/2026 DU ___/___ 2026 POUR LA REHABILITATION DE CAPTAGE D'EAU DE NGWANDIKANG DEDANS L'ARRONDISSEMENT DE BALI, DEPARTEMENT DE LA MEZAM, REGION DU NORD-OUEST.
«A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT»

13. Recevabilité des offres

Sous peine de rejet, les pièces du dossier administratif requises doivent être reproduites en original ou en copies certifiées conformes par le service émetteur ou une autorité administrative (Préfet, Sous-préfet...), conformément aux stipulations du Règlement Particulier de l'Appel d'Offres. Elles doivent dater de moins de trois (03) mois précédant la date originale de dépôt des offres ou avoir été établies postérieurement à la date de signature de l'Avis d'Appel d'Offres.

Toute offre incomplète conformément aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par une banque de premier ordre agréée par le Ministère chargé des Finances ou un certificat de catégorisation de domaine concerné avec un reçu valable de CDEC.

14. Ouverture des plis

L'ouverture des plis se fera en un temps. L'ouverture des pièces administratives et des offres techniques et financières aura lieu le **07/04/2026 à 11h00**, heure locale, dans la salle de conférence de la Commune de BALLI, siégeant en présence des soumissionnaires ou de leurs représentants dûment mandatés et ayant une parfaite connaissance du dossier.

15. Critères d'évaluation

Les offres seront évaluées selon les principaux critères suivants :

A - Critères éliminatoires

Il s'agit notamment :

- 1- Absence ou insuffisance de la caution provisoire de soumission ;
- 2- Délai d'exécution supérieur à celui prescrit (supérieur à trois mois) ;
- 3- Fausses déclarations ou pièces falsifiées ;
- 4- Offres dont l'enveloppe extérieure porte des mentions permettant de reconnaître le Soumissionnaire ;
- 5- Offres financières incomplètes,
- 6- Le changement d'une unité ou d'une quantité dans l'offre financière ;
- 7- Le non-respect de **75%** des critères essentiels ;
- 8- suspendu par le ARMP en 2025
- 9- Absence de reçu de CDEC
- 10- Absence de certificat de catégorisation de domaine concerné
- 11- Absence de certaines pièces administratives après 48hrs
- 12- Fraude

B - Critères essentiels

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

- 1- Présentation générale de l'offre ;
- 2- Capacité financière ;
- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Qualité du personnel ;

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

16. Attribution

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

Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disant, conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à 100% des critères éliminatoires et au moins 75% des critères essentiels.

17. Durée de validité des offres

Les soumissionnaires restent engagés par leur offre pendant 180 jours à partir de la date limite fixée pour la remise des offres.

18. Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès de la SIGAMP Commune de BALI.

Fait à BALI, le _____

Le Maire de la Commune de BALI
(Autorité Contractante)

Copie :

- ✓ ARMP;
- ✓ DD MINMAP MEZAM
- ✓ DD MINEE MEZAM
- ✓ Maître d'Ouvrage
- ✓ Présidents BCITB;
- ✓ Affichage.
- ✓ Chrono/archive

The image shows a red circular official stamp of the Bali Council. The text around the stamp includes 'REPUBLIC OF INDONESIA', 'BALI DIVISION', and 'THE BALI COUNCIL'. In the center of the stamp is a logo featuring a figure. Overlaid on the stamp is a blue ink signature.

Wandum Bunga Ernest
LORD MAYOR
BALI COUNCIL

PART 02
GENERAL REGULATIONS FOR THE INVITATION TO
TENDER (GRIT)

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F. Attribution of Contract

Article 28: Award
Article 29: Right of the Contracting authority to declare an invitation to tender unfruitful (unsuccessful) or cancel a procedure
Article 30: Notification of the award of the contract
Article 31: Publication of the award decision and redress
Article 32: Signature of the Contract
Article 33: Guarantees

GENERAL RUGULATION FOR THE INVITATION TO TENDER

A.-GENERALITIES

Article 1: Scope of the bid

- 1.1. The Lord Mayor BALI hereinafter referred to as the Contracting Authority, launches an open national invitation to tender FOR THE execution of the work described in the special clauses of this call for tenders (RFP). It is referred as **"FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION "**.
- 1.2. The successful bidder or contractor must complete the work within the period indicated in the RFP, and which runs from the date of notification of the service order (SO) to start the work.
- 1.3. In this present invitation to tender (LPO), the term "day" refers to a calendar day.

Article 2: Funding

The above works, subject of the present invitation to tender, are financed **by the Public Investment Budget MINEE, Exercise 2026.**

Article 3: Fraud and corruption

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

- a. The following definitions are applicable:
 - I. Is guilty of "corruption" anyone who offers, gives, solicits or accepts any benefit to influence the action of a public official in the allocation or the execution of a contract.
 - II. Is engaged in "fraudulent practices" anyone who distorts or misrepresents facts in order to influence the award or execution of a contract.
 - III. "Collusive practices" are any form of agreement between two or more bidders (with the knowledge of the contracting Authority or not) to artificially maintain prices of the offers at a level not corresponding to those that would result from the competition.

qualification) requested from bidders, in the OMPP, to establish their qualification to run the contract.

The following information is required if applicable:

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

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

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

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

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

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

Article 5: The site visit

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

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

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

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

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

of the bid and the performance of the work. An attestation of site visit shall be signed by the bidder. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.

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

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

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

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

B. TENDER FILE

Article 7: Contents of tender file

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

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

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

Article 8: Clarification made to the tender file

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

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

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

C. PREPARATION OF BIDS

Article 10: Costs of submission

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

Article 11: Language of bid

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

Article 12: Composition of bid

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

a. Volume 1: Administrative documents

It includes:

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

b. Volume II: Technical File

It includes:

- I. Attestation of site visit and the site visit report;
- II. Personnel: the contractor will present the competent technical staff and workers he intends to hire before the beginning of the work (attach to each staff CV signed by the candidate, certified copy of technical diploma, attestation of presentation of original and the attestation of availability signed by the candidate);
- III. Site equipment: The contractor shall justify the ownership and the State of the equipment necessary FOR THE performance of the work (providing registration certificates, invoices and certificates of technical visit of rolling equipment);

- II. Bid bond(s) issued is in conformity with the provisions of article 15 of the present RGAO;
- III. A written confirmation authorizing the signatory of the bid to engage the bidder
- IV. The CCAP is duly initialed on each page and signed on the last page.
- V. Localization plan is duly signed by the authority concerned.

b. Volume II: Technical File

It includes:

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

c. Volume 3: Financial File

It includes:

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

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

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

Article 13: Amount of bid

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

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

Article 15: Validity of bids

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

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

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

Article 16: Guarantee of submission

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

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

16.3. Any bid not accompanied by an acceptable bid bond will be rejected by the tenders' board as no-compliant. The bid bond of a group must be established in the name of the agent mandated to submit the bid and each member of the grouping must be mentioned.

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

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

16.6. The bid bond may be seized:

- a. If the bidder withdraws his bid during the period of validity;
- b. If the bidder selected:
 - ✓ Fails to fulfill its obligation to accept the contract pursuant to the results of award of the contract, or
 - ✓ Fails to provide the performance guarantee pursuant to section 30 of the RGAO.

Article 17: Form and signature of the bid

17.1. The bidder will prepare an original of the constituent documents of the bid described in section 11 of the RGAO, in a volume bearing clearly the indication "**ORIGINAL**". In addition, the bidder

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

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

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

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

16.6. The bid bond may be seized:

- a. If the bidder withdraws his bid during the period of validity;
- b. If the bidder selected:
 - ✓ Fails to fulfill its obligation to accept the contract pursuant to the results of award of the contract, or
 - ✓ Fails to provide the performance guarantee pursuant to section 30 of the RGAO.

Article 17: Form and signature of the bid

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

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

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

D. SUBMISSION OF BIDS

Article 18: Sealing and marking of bids

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

18.2. The inner and outer envelopes

- a. Will be addressed to the Contracting authority as indicated in the OMPP;
- b. Will bear the name of the project, the number of the invitation to tender in the OMPP, and the mention "To be opened only during the bid opening session" and also specify the lots.

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

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

Article 19: Date and time limits to deposit bids

19.1. Bids must be received at the BALI Council at the **specific date and time indicated in the Special Regulation FOR THE Invitation to Tender.**

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

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

C. OPENING AND EVALUATION OF BIDS

Article 22: Opening of Bids

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

Article 23: Confidential nature of the procedure

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

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

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

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

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

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

Article 25: Determining the conformity of bids

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

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

Article 26: Correction of errors

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

- a. If there is a contradiction between the unit price and the total price obtained by multiplying the price by the amount, the unit price will govern and the total price will be corrected, unless, in the

submission is sought, offered or permitted, unless it is necessary to confirm the correction of arithmetic errors discovered by the Sub-Commission for analysis in the evaluation of bids.

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

Article 25: Determining the conformity of bids

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

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

Article 26: Correction of errors

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

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

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

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

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

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

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

- ✓ By correcting any possible error in accordance with the provisions of article 25 of the RGAO.
- ✓ Excluding provisional sums and, the provisions if any, for contingencies in the detail bill of quantities and summary, but by adding the amount of day work, when they are competitively priced as specified in the OMPP.

F. ATTRIBUTION OF CONTRACT

Article 31: Publication of the award decision and redress

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

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

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

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

In case of any petition, it must be addressed to the Minister in charge of Public Contracts, with copies to the organ in charge of the regulation of public contracts, the Contracting Authority as well as the chairperson of the tenders' board.

On risk of being declared null and void, any petition must be formulated within a maximum of five (5) working days after the publication of result.

Article 32: Signature of the Contract

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

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

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

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

Article 33: Guarantees

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

33.2. The final bond may not be less than two percent (2%) and more than five percent (05%) of the initial value of the contract.It may be replaced by a bank caution issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

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

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

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

Article 33: Guarantees

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

33.2. The final bond may not be less than two percent (2%) and more than five percent (05%) of the initial value of the contract. It may be replaced by a bank caution issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

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

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

**PART 03
SPECIAL REGULATION FOR THE INVITATION TO
TENDER(SRIT)**

1	<p>Definition of works: FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION. Name and address of the Contracting Authority: The Lord Mayor of BALI Council Reference of Invitation to Tender: N° ___/ONIT/NWR/MEZAM/BC/BCITB/2026 of ___/___/2026</p>
2	Execution deadline: ninety (90) days
3	<p>Source of financing Works which form the subject of this Request for Quotation shall be financed by the 2026 Public Investment Budget of the Ministry of MINEE</p>
4	List of pre-qualified candidates, not applicable
5	Origin of building materials, equipment, materials, supplies and equipment: The materials will generally be from natural sources in Cameroon.

6.1 Evaluation criteria

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

C. Eliminary criteria

1. Absence or insufficient bid bond bid bond in the administrative file;
2. Deadline for delivery higher than prescribed;
3. A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
4. Incomplete bids;
5. Change of quantity or unit in the financial file;
6. Non respect of 75% of essential criteria;
7. Suspended by ARMP.
8. Absence of a certificate of categorisation under the competent sub sector;
9. False declaration or forged document
10. Absence of a CDEC receipt;
11. No respect of 48hours given for the absence or non-conformity of any document in the administrative file

12. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit duly signed by the Bidder in his honour.
- 9- Special Technical Clauses initialed in all the pages and signed at the last page;
- 10- Special Administrative Clauses completed and initialed in all the pages and signed at the last page.

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

This evaluation will be done in a purely positive way (yes) or negative (no) with an acceptable minimum from at least 37/43 (75%) of the essential criteria taken in account.

5. Change of quantity or unit in the financial file;
6. Non respect of **75%** of essential criteria;
7. Suspended by ARMP.
8. Absence of a certificate of categorisation under the competent sub sector;
9. False declaration or forged document
10. Absence of a CDEC receipt;
11. No respect of 48hours given for the absence or non-conformity of any document in the administrative file

12. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation of site visit duly signed by the Bidder in his honour.
- 9- Special Technical Clauses initialed in all the pages and signed at the last page;
- 10- Special Administrative Clauses completed and initialed in all the pages and signed at the last page.

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

This evaluation will be done in a purely positive way (*yes*) or negative (*no*) with an acceptable minimum from at least 37/43 (75%) of the essential criteria taken in account.

The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to **100%** of the eliminatory criteria and at least **37/43 (75%)** of the essential criteria.

ARTICLE 6: Language of the bids:

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

PRESENTATION OF THE TENDER.

The bids prepared in English or French and in seven (07) copies with one (01) original and six (06) copies marked thus, shall be presented in three (03) volumes as follows:

- A) Administrative Documents**
- B) Technical Documents**
- C) Financial Documents**

5.1 Externalenvelope.

Each bidder shall seal these three (03) envelopes (A, B and C) in one common envelope on which shall be written.

<< REQUEST FOR QUOTATION
No ___/RQ/NWR/MEZAM/BC/BCITB/2026 of ___/___/2026

A.7	An attestation of non-exclusion from Public Contracts issued by the Public Contracts Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	A Clearance Certificate signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.
A.10	Certified Copy of a valid taxpayers card, delivered by the chief of center of Taxes.
A.11	Plan and attestation of location of the Company signed by the Chief of Taxation
A.12	Power of attorney if necessary
A.13	Special Technical Clauses initialed in all the pages and signed at the last page
A.14	Special Administrative Clauses completed and initialed in all the pages and signed at the last page Absence of insufficient bid bond Valid CDEC receipt Copy of categorization certificate signed by the competent authority The non respect of 48 hours for non conformity of administrative document

The absence of the one of these documents will result to the elimination of the offer

The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

MARKING GRID				
N°	CRITERIA	CONFORMITY		OBSERVATIONS
		YES	NO	
GENERAL PRESENTATION OF THE BIDS				
	<i>Presence of all the documents</i>			
1	<i>Properly bind</i>			
2	<i>Table of content</i>			
3	<i>Page separators in colour apart from white</i>			
4	<i>Order prescriptions respected</i>			
5	<i>Clearness of the documents</i>			
6	<i>Presence of all the documents</i>			
REFERENCES OF THE COMPANY IN THE DOMAIN OF WATER SUPPLY				
7	<i>Minimum two (02) registered contract (1st and last pages) certified by a competent authority</i>			
8	<i>Minimum two (02) PV of reception corresponding to the-joint contracts certified by a competent authority</i>			
PERMANENT OR MOBILIZABLE MATERIAL MEANS				
9	<i>Proof of a vibrator in good operating condition</i>			
10	<i>Proof of a vehicle (Pick up 4 x 4 or van) (own or hire)</i>			
11	<i>Proof of head pans, rubber buckets, spades, shovels, dig axes, hammers, etc</i>			
QUALIFICATION OF SITE PERSONNEL				
12	<i>Organizational Chart of the company</i>			
13	<i>Organizational Chart of site with comments</i>			
14	<i>Works Director (Civil or Rural Engineer with at least 03 years of experience in similar works)</i>			
	<i>Certified copy of National identity card signed three times by the bearer not more than three months old</i>			

N°	CRITERIA	CONFORMITY		OBSERVATIONS
		YES	NO	
GENERAL PRESENTATION OF THE BIDS				
	Presence of all the documents			
1	Properly bind			
2	Table of content			
3	Page separators in colour apart from white			
4	Order prescriptions respected			
5	Clearness of the documents			
6	Presence of all the documents			
REFERENCES OF THE COMPANY IN THE DOMAIN OF WATER SUPPLY				
7	Minimum two (02) registered contract (1st and last pages) certified by a competent authority			
8	Minimum two (02) PV of reception corresponding to the-joint contracts certified by a competent authority			
PERMANENT OR MOBILIZABLE MATERIAL MEANS				
9	Proof of a vibrator in good operating condition			
10	Proof of a vehicle (Pick up 4 x 4 or van) (own or hire)			
11	Proof of head pans, rubber buckets, spades, shovels, dig axes, hammers, etc			
QUALIFICATION OF SITE PERSONNEL				
12	Organizational Chart of the company			
13	Organizational Chart of site with comments			
14	Works Director (Civil or Rural Engineer with at least 03 years of experience in similar works)			
	Certified copy of National identity card signed three times by the bearer not more than three months old			
15	Certified copy of the Diploma of Work Director signed by the SDO or the Governor			
16	CV signed and dated by the works Director			
17	Attestation of availability			
19	Site foreman (at least Higher Technician in Civil or Rural Engineering with at least 03 years of experience in similar works)			
20	Certified copy of certificate of Foreman			
	Certified copy of National identity card signed three times by the bearer not more than three months old			
21	CV signed and dated by the site foreman			
22	certificate of availability signed times by the owner			
24	Assistant site foreman (at least a technician in civil or Rural Engineering with at least three 03 years of experience			
25	Certified copy of certificate of Foreman			
	Certified copy of National identity card signed three times by the bearer not more than three months old			
26	CV signed and dated by the site foreman			
27	certificate of availability signed times by the owner			
METHODOLOGY OF INTERVENTION AND EXECUTION OF THE WORKS				
29	Attestation of site Visit			
30	Site Visit report			
31	Detailed technical note concerning the organisation and the			

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

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

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

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

ARTICLE 9:Transport and delivery

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

ARTICLE 10:Guarantee and retention guarantee

10.1 Provisional guarantee

The amount of the provisional guarantee or guarantee of tender is fixed at **three hundred thousand (300,000) FCFA**

The time of validity of this guarantee is ninety (90) days as from the date of depositing of the offers.

10.2 Final Bond

The final Bond is fixed at two percent (2%) of the initial amount of the services envisaged in the country. It could be replaced by a guarantee personal and interdependent of a banking house approved by the Ministry of Finances following COBAC conditions.

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

10.3 GuaranteeRetention

Guarantee Retention of ten percent (10%) will be operated on amount including all taxes of the Contract. The corresponding sum will be paid or the released guarantee, with the final acceptance of work.

ARTICLE 11: Period of validity of the offers

The bidder will remain committed to his offer for sixty (60) days as from the handover date of the offers. If at the end of this period, the Contract were not notified to him, the bidder will be able, either to cancel his offer, or to ask for a new negotiation of the unit prices.

ARTICLE 12: A number of copies of the offer which must be filled and sent

The tender, as all the parts accompanying it will have to be given in seven (07) copies, including one (01) original and six (06) copies. The bidder will present his dossier inside a sealed outer jacket being marked:

**<< OPENED NATIONAL INVITATION TO TENDER
N° ___/ONIT/NWR/MEZAM/BC/BCITB/2026 of ___/___/2026
FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB
DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION >>.
TO BE OPENEDED ONLY DURING THE OPENING SESSION**

ARTICLE 13: Date and latest time of deposit of offers

10.2 Final Bond

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

It could be replaced by a guarantee personal and interdependent of a banking house approved by the Ministry of Finances following COBAC conditions.

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

10.3 Guarantee Retention

Guarantee Retention of ten percent (10%) will be operated on amount including all taxes of the Contract. The corresponding sum will be paid or the released guarantee, with the final acceptance of work.

ARTICLE 11: Period of validity of the offers

The bidder will remain committed to his offer for sixty (60) days as from the handover date of the offers.

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

ARTICLE 12: A number of copies of the offer which must be filled and sent

The tender, as all the parts accompanying it will have to be given in seven (07) copies, including one (01) original and six (06) copies. The bidder will present his dossier inside a sealed outer jacket being marked:

**<< OPENED NATIONAL INVITATION TO TENDER
N° ___/ONIT/NWR/MEZAM/BC/BCITB/2026 of ___/___/2026
FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB
DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION >>.
TO BE OPENEDED ONLY DURING THE OPENING SESSION**

ARTICLE 13: Date and latest time of deposit of offers

The offers will have to arrive under closed fold and seal latest ___/___/2024 at 10:00am, by mail registered with acknowledgement of delivery or by deposit against receipt to the following address:

THE SERVICE OF THE CONTRACTING AUTHORITY, THE SECRETARIAT OF THE BALI COUNCIL

Beyond this time no offer will be received nor accepted.

ARTICLE 14: Opening of the tenders

The opening of the folds will be carried out in the conference room of the BALI Council on ___/___/2026 as from 11:00am, by the BALI Council Tender Board sitting in the presence of the duly elected bidders or their representatives and having a good knowledge of the file.

AWARD OF THE CONTRACT

ARTICLE 15: Award of the Contract

PART 04
SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)

SUMMARY

CHAPTER I: GENERALITIES

ARTICLE:

- 1- SUBJECT OF THE JOBBING ORDER
- 2- PROCEDURE OF THE AWARD OF THE JOBBING ORDER
- 3- DEFINITIONS AND ATTRIBUTIONS
- 4- LANGUAGE, LAW AND REGULATION
- 5- CONSTITUENT PARTS OF THE JOBBING ORDER
- 6- GENERAL APPLICABLE TEXTS
- 7- COMMUNICATION

PART 04
SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)

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- 5- CONSTITUENT PARTS OF THE JOBBING ORDER

CHAPTER I: GENERALITIES

ARTICLE 1: Subject of the Jobbing order

The jobbing order has as subject: FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION

ARTICLE 2: Procedure of the award of the jobbing order

The present jobbing order is awarded after an Open National Invitation to tender, following procedures laid down FOR THE award of public contracts in Cameroon.

ARTICLE 3: Definitions and attributions (CCAG article 2).

1- General definitions

- The Contracting Authority is **the Lord Mayor BALI Council** He is responsible FOR THE conservation of the originals of the jobbing order and the transmission of copies to ARMP through the focal point designated to that effect.
- The Project owner is **the Mayor of BALI Council (Authorising Officer)** responsible FOR THE general administrative, financial and technical assistance at the definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order.
- The contract engineer is **the Divisional Delegate of MINEE for Mezam** and is responsible FOR THE follow-up of the execution of the contract.
- The project manager is the **BALI Council Development Officer(CDO)** In this capacity, he is responsible to defense of project at definition,preparation,execution and acceptance stages of the services forming the subject of the jobbing order
- The beneficiary is **the company**.
- The competent authority incharge of regular control to ensure the competence of the wood used shall be the Divisional Delegate of Forestry

2- Security

In view of the application of the law on collateral prescribed in the Decree N° 2018/366 of 20th June 2018, the following are designated:

- The authority in charge of ordering payment shall be the **Mayor of BALI Council**.
- The body or official in charge of payment shall be the Municipal Treasury of **BALI Council**;
- The authority in charge of the clearance of expenditures shall be the **Divisional Controller of finance –Mezam**;
- The official competent to furnish information within the context of execution of this jobbing order shall be the Project owner, DDMINMAP and the contract engineer.

ARTICLE 4: Language, law, and regulation

4.1. The language used during the submission is either English or French,

4.2. The laws and regulations are the laws and regulations in force in Cameroon;

4.3. The Contractor undertakes to observe laws, regulations, and order in force in the Republic of Cameroon, and as well in its own organization in the implementation of the contract.

If in Cameroon, these laws, regulations, administrative and fiscal obligations in force are changed after the signature of the contract, the eventual costs will be borne by the contracting parties.

ARTICLE 5: Constituent Parts of the Jobbing order (CCAG article 4).

The constituent parts of this contract are in order of priority:

- The letter of undertaking;
- The letter of submission corrected eventually;

CHAPTER I: GENERALITIES

ARTICLE 1: Subject of the Jobbing order

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ARTICLE 5: Constituent Parts of the Jobbing order (CCAG article 4).

The constituent parts of this contract are in order of priority:

- The letter of undertaking;
- The letter of submission corrected eventually;

ARTICLE 7: Communication (CCAG article 2 and 10).

7.1. All communications within the framework of this contract shall be written and notifications sent to the following address:

- a) In the case where the contractor is the addressee: Sir/Madam.....
Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his domicile known to the Project Owner and Contract Manager, correspondences shall be validly addressed to the [to the specified] council, chief town of the region in which the work was done;
- b) In the case where the Project Owner is the addressee:
Sir/Madam _____ [to be specified] with a copy addressed to the Contracting Authority, Contract Manager, Contract Engineer, Project Manager and where need be, within the same deadline.
- c) In the case where the Contracting Authority is:
Sir/Madam [to be specified] with a copy addressed within the same deadline to the Project Owner, Contract Manager, Contract Engineer and Project Manager, where applicable

7.2. The contractor shall address all written notifications or correspondences to the Project Manager with a copy to the Contract Manager and the contract Engineer.

ARTICLE 8: Service Order (CCAG article 8).

8.1. The different service orders will be established and notified. The administrative service order to start work will be signed by the Contracting Authority and notified to the contractor by the project owner with copies to the Contracting Authority, the Contract Manager, and the Contract Engineer.

8.2. On the proposal of the project owner, service orders having an incidence on the subject, the amount ou delay in the execution of the contract will be signed by the Contracting Authority and notified by the project owner to the contractor with copies to the contract manager and the contract engineer.

8.3. Technical service orders on technical issues concerning the execution of the contract will be signed by the contract manager and notified to the contractor by the contract engineer with copies to the Contracting Authority.

8.4. Service orders on warning notices will be signed by the project owner and notified by his services to the contractor with copies to the Contracting Authority and the Contract Engineer.

8.5. Service orders on suspension and restart of works because of unforeseen circumstances will be signed by the Contracting Authority and notified by his services to the contractor with copies to the Contract Manager and the Contract Engineer.

8.6. Service orders concerning remedial actions during the guarantee period will be signed by the Contract Manager on the proposal of the Contract Engineer and notified to the contractor by the Contract Engineer.

8.7. The contractor has fifteen (15) days to issue reservations on any service order received. The fact of issuing reservations does not prevent the contractor to execute the service orders received.

8.8. The Contracting Authority has the right to notify service orders signed by him that are to be notified by the project owner in case this is done within 30days.

ARTICLE 9: Contractor's Equipment and Personnel (CCAG article 15).

9.1. Personnel: In his bid the contractor engaged to mobilize human and material resources necessary FOR THE proper execution of the works in conformity with the standards and norms in force in Cameroon, and according to the stipulations of the CCAP/CCTP. All these personnel should be effectively present on site up to the end of works. The contract was awarded on the basis of an elaborated list of equipment and personnel requested by the contracting authority

Within fifteen (15) days following the notification of the administrative service order to commence works, the contractor should obligatorily designate on the approval of the contract engineer the works director,

7.1. All communications within the framework of this contract shall be written and notifications sent to the following address:

- a) In the case where the contractor is the addressee: Sir/Madam.....
Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his domicile known to the Project Owner and Contract Manager, correspondences shall be validly addressed to the [to the specified] council, chief town of the region in which the work was done;
- b) In the case where the Project Owner is the addressee:
Sir/Madam_____ [to be specified] with a copy addressed to the Contracting Authority, Contract Manager, Contract Engineer, Project Manager and where need be, within the same deadline.
- c) In the case where the Contracting Authority is:
Sir/Madam [to be specified] with a copy addressed within the same deadline to the Project Owner, Contract Manager, Contract Engineer and Project Manager, where applicable

7.2. The contractor shall address all written notifications or correspondences to the Project Manger with a copy to the Contract Manager and the contract Engineer.

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8.3. Technical service orders on technical issues concerning the execution of the contract will be signed by the contract manager and notified to the contractor by the contract engineer with copies to the Contracting Authority.

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Within fifteen (15) days following the notification of the administrative service order to commence works, the contractor should obligatorily designate on the approval of the contract engineer the works

This advance must be guaranteed at one hundred percent (100%) by a first class Bank approved by the Ministry in charge of finance. This advance may be released after the notification of the Service order to start the work.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract. The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (80%) of the price of the contract. Following of the rate of reimbursement of the advance, the Contracting authority will authorize the payment of the corresponding part of the contractor upon written request.

ARTICLE 11: The Amount of the Contract (CCAG articles 18 and 19).

The amount of this contract, from the detailed quantitative cost estimates here attached stands at the sum of _____ (_____) FCFA. i.e.

- Amount (EVAT): _____ (_____) francs CFA;
- Amount VAT : _____ (_____) francs CFA;
- Amount net to be paid: _____ (_____) francs CFA;

The amount of the contract is calculated using conditions stipulated in article 19 of the General Administrative Clauses (CCAG),

ARTICLE 12: Payment Modalities

The contractor may obtain periodic payments on account. These periodic payments may be spread out during the term of the contract in several periodic installments. The contractor shall be bound to submit to the project owner, before the sixth day of each month, a detailed account, accompanied by a justificatory calculations and job cost sheet establishing the total amount spent at the end of the period under consideration, sums he may be entitled approved by the contract engineer and the contracting authority. The bills must correspond to the amount of work done, obtained from the amount of work actually executed under the conditions of the contract and the unit price, as contained in the schedule of unit price, quantity and estimated specifications and the unit price Sub-Details and the amount of deductions.

The payment of an account to the contractor shall be determined from the corresponding provisional detailed account established simultaneously, from which is deducted the amount of the balance due. Payments on account are not considered to be the final payment. The contractor is debited with such payments until the final settlement of the contract.

Works executed by the contractor and entered into the job cost sheet give entitlement to payment on account.

At the end of the work, a final account of the work is established.

ARTICLE 13: Mode of Payment

The payment of an account to the contractor shall be effected in accordance with the conditions specified in this contract and made base on justifying documentation required to credit of account:

1. Open: _____ agency;
2. Account number: _____

ARTICLE 14: Price variation

The prices are definite (fixed) and not to be changed. The contractor before submitting his bids or signing his contract must have had perfect knowledge about the local conditions under which he has to execute the contract.

ARTICLE 15: Price revision

The prices are not to be revised. Hence there is no price revision formula.

ARTICLE 16: Work using local direct labour (CCAG article 22)

Not required or necessary.

A startup advance that is at most equal to twenty percent (20%) of the amount of the contract all taxes inclusive(ATI) may be granted to the contractor on express request and without justification on his part. This advance must be guaranteed at one hundred percent (100%) by a first class Bank approved by the Ministry in charge of finance. This advance may be released after the notification of the Service order to start the work.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract. The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (80%) of the price of the contract.

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The prices are not to be revised. Hence there is no price revision formula.

ARTICLE 21: Interests on overdue payments (CCAG article 31)

Where the delay in payment fixed in the special administrative clauses is attributed to the Contracting Authority or accounting officer, the contract holder shall be fully entitled to interest on overdue payments calculated from the day following the expiry of the said deadline up to the day of issue of the payment voucher by the accounting officer.

Possible interests on overdue payments are paid by statement of sums due in accordance with article 88 of Decree N°. 2018/366 of 20th June 2018 to institute the Public Contracts Code.

ARTICLE 22: Penalties (CCAG article 32)

A. Penalties for lateness.

In case of overrun of the contractual deadlines set in the contract, the contractor shall be liable to penalties after a formal prior notice.

In the event of force majeure, the contractor must file a comprehensive request for an extension of time. The Contracting authority after consideration of the relevance of the request shall notify a new time frame. After this new time frame, the penalties for delay will be applied entirely without further notification. Except by waivers provided for in the contract, the amount of penalties for time-limit overrun shall be set as follows:

- a. One two thousandth (1/2000th) of the amount ATI of the contract per calendar day overrun from the first to the thirtieth (30) day beyond the contractual time-limit provided for in the contract;
- (b). One thousandth (1/1000th) of the amount ATI of the contract, per calendar day overrun beyond the thirtieth day;
- (c). The cumulative amount of penalties is limited to ten per cent (10%) of the amount ATI of the contract under pain of termination.

B. Specific penalties.

23.1 Apart from penalties of overrun of the contractual deadlines, the contractor is liable to the following special penalties FOR THE non-respect of the provisions of the contract. Notably:

- Late submission of final bond;
- Late submission of insurances;
- Late submission of the draft execution programme if the lateness is caused by the contractor.

ARTICLE 23: Final detailed account (CCAG article 34)

23.1 After completion of the works, and within fifteen (15) days after the provisional acceptance, the contractor shall draw up the draft final detailed account from the joint sheets to which he may be entitled as a result of the integral execution of the contract.

23.2 The Contract Engineer has twenty (20) days to notify the corrected final detailed account.

23.3 The Contractor must within ten (10) days following the date of this notification, send back the final detailed account with his signature, with or without reservations, or make known the reasons for which he refuses to sign it.

ARTICLE 24: Final detailed General Payment (CCAG article 35)

24.1 Within a deadline of one (01) month after the final acceptance, the Contract Engineer shall draw up the detailed final payment.

At the end of the guarantee period leading to the final acceptance, the Contract Engineer shall draw up the detailed final payment sign by the contractor and the Contracting authority, which includes:

- The final detailed account;
- The balance;

The Contract Engineer has a maximum time-limit of twenty-one (21) days to forward the detailed accounts he approved such that they are in his possession not later than the twelfth of the month. The Contract Manager has a deadline of fourteen (14) days maximum to sign the detailed accounts.

Payments shall be done by _____ within a maximum deadline of _____ calendar days from the date of submission of the approved detailed accounts.

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Where the delay in payment fixed in the special administrative clauses is attributed to the Contracting Authority or accounting officer, the contract holder shall be fully entitled to interest on overdue payments calculated from the day following the expiry of the said deadline up to the day of issue of the payment voucher by the accounting officer.

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23.3 The Contractor must within ten (10) days following the date of this notification, send back the final detailed account with his signature, with or without reservations, or make known the reasons for which he refuses to sign it.

29.1 The execution time frame FOR THE execution of this contract shall be three (04) months. This shall include the completion of the works provided incumbent on the contractor, the folding up of installations and restoring the sites and lands.

29.2 The execution time frame FOR THE execution of this contract shall run from the date of notification of the administrative service order to start execution. It shall end upon provisional acceptance of the works.

RTICLE 30: Roles and responsibilities of the contractor (CCAG article 40)

The contractor shall have as mission to ensure the proper execution of the works that he has been selected to carry out. For that reason the works shall be executed under the supervision of the contract engineer and in accordance to the applicable rules and standards. Hence the works shall be executed according to the notified drawings, technical specifications and service orders from the competent authorities.

The contractor shall submit FOR THE prior approval of the contract engineer, the local organization of the work, the work planning schedule, all structural calculations, trials and soil tests, list of skilled and unskilled workers.

The contractor shall be responsible FOR THE implantation of the structures in relation to the original reference landmarks, lines and levels furnished by the project owner.

The contractor is responsible FOR THE entire site, including interventions of certified subcontractors. He shall therefore:

- Put in place all the necessary conditions to enable his suppliers and sub-contractors, who are working with him to intervene in a timely manner and in accordance with the schedule of execution and under his leadership, and
- Ensure the proper execution of the service orders from competent authorities.

The contractor shall constantly keep a general and updated detailed schedule of the progress of the works and make available four (4) copies to the contract engineer at the beginning of each month.

To this end, the contractor shall take all measures and provide all necessary means, determine, choose and purchase all materials, equipment and supplies and hire any specialized staff if necessary.

ARTICLE 31: Provision of documents and site (CCAG article 42)

Within twenty (20) days after the notification of the contract, a reproducible copy of plans featuring in the tender file of the contract will be made available to the contractor by the project owner as well as the work site and its access

The contractor shall preserve in good state the site plan put at his disposal during the execution of the contract. He shall hand it back, at the request of the project owner in their initial state after the execution of the contract, with due consideration of its normal wear and tear.

ARTICLE 32: Insurance of structures and civil liability (CCAG article 45)

The following insurance policies are necessary FOR THE execution of this contract within fifteen (15) days after the notification of the contract, and before the commencement of work guaranteeing against any loss or damage occurring on the structures and third parties up till the provisional acceptance:

Civil liability insurance and all construction risk.

The Contractor shall justify that he holds an insurance policy of civil liability for damage caused to third parties of all kinds:

- (a) By its current salarized personnels.
- (b) By the equipment in use.
- (c) As a result of the work.

Comprehensive insurance coverage

The working site must be covered for all the works by a construction site comprehensive insurance coverage issued by a company approved by the competent authority. The cost of this insurance is the responsibility of the contractor.

28.2 The Project Owner shall ensure the contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

ARTICLE 29: Execution Time Frame (CCAG article 38)

29.1 The execution time frame FOR THE execution of this contract shall be three (04) months. This shall include the completion of the works provided incumbent on the contractor, the folding up of installations and restoring the sites and lands.

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Civil liability insurance and all construction risk.

The Contractor shall justify that he holds an insurance policy of civil liability for damage caused to third parties of all kinds:

- (a) By its current salarized personnels.
- (b) By the equipment in use.
- (c) As a result of the work.

- The approval granted by the Contract Manager or Project Manager shall in no way diminish the responsibility of the contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the contract.

ARTICLE 34: Organisation and security of the construction sites (CCAG article 50)

34.1 The sign boards:

The contractor will be responsible to ensure day and night signaling of working site close to the main road in accordance with instructions given by the control engineer. Two (2) signs board are required per construction site and should be in conformity with the regulatory provisions such as:

- The title of the project;
- The Project Owner;
- The Contracting Authority;
- The Contract Engineer;
- The project manager;
- The Contractor;
- The funding;
- The execution time-frame;
- The date of notification of the Service order to start work.

The signboard shall have the dimensions of 2,00 x 3,00 m.

34.2 The site installation plan:

The site installation plan shall be done considering the following:

- Particular access roads;
- Vegetation to be protected;
- Temporal fence of the site;

34.2 The fencing of the construction site:

The construction site shall have a fence of 2m high.

34.3 The building site installation:

The contractor shall set up temporary constructions and facilities needed to execute the works, such as:

- Offices of the Contractor equipped with tables, chairs and lock-up cupboards.
- Building site toilet facility(if it does not exist)
- Storehouse for materials
- Removal of temporary work (fences, field office, sheds, signs, etc.).

34.4 The site logbook:

A site log book shall be kept by the contractor at the construction site before site installation.

It is a unique non contradictory document. Its pages are numbered and sign. No page should be removed. Strikeout or rescinded parts are reported in the margin for validation.

The following informationis recorded in it:

- Atmospheric conditions;
- The daily executed tasks, personnel and equipment used;
- The progress of the work;
- The requirements imposed;
- The detailed work quantities;
- The work carried out by subcontractors;
- The receptions of building materials;
- The incidents, accidents or events on the construction site;
- Nonconformities;
- The official visits;
- The administrative operations;

- The contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.
- The approval granted by the Contract Manager or Project Manager shall in no way diminish the responsibility of the contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the contract.

ARTICLE 34: Organisation and security of the construction sites (CCAG article 50)

34.1 The sign boards:

The contractor will be responsible to ensure day and night signaling of working site close to the main road in accordance with instructions given by the control engineer. Two (2) signs board are required per construction site and should be in conformity with the regulatory provisions such as:

- The title of the project;
- The Project Owner;
- The Contracting Authority;
- The Contract Engineer;
- The project manager;
- The Contractor;
- The funding;
- The execution time-frame;
- The date of notification of the Service order to start work.

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The site installation plan shall be done considering the following:

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- The progress of the work;
- The requirements imposed;
- The detailed work quantities;
- The work carried out by subcontractors;
- The receptions of building materials;
- The incidents, accidents or events on the construction site;

The contractor is convened at the reception as observer. He is required to attend or to be represented.

The Commission after site visit, reviews the minutes of the pre-technical acceptance and proceed to the provisional acceptance.

The provisional acceptance site visit will be concluded with minutes of provisional acceptance signed on the field by all members of the Commission. Minutes of provisional acceptance shall precise or specify the date of completion of the work from which the guarantee period shall run.

ARTICLE 36: Documents to be submitted after execution (CCAG article 68)

During the execution of the works the contractor shall update all the modifications on the contractual plans. At the end of the works he shall then reproduce the modified, updated and validated drawings and submit them to the contract engineer, the contracting authority and the project owner.

The non-submission shall attract a penalty of 20% from the retention guarantee.

ARTICLE 37: The guarantee period (CCAG article 70)

The guarantee period is twelve (12) months from the date of the provisional acceptance.

ARTICLE 38: Final acceptance (CCAG article 72)

Final acceptance shall take place fifteen (15) days from the date of the expiry of the guarantee period.

The final acceptance commission shall be the same as that of provisional acceptance and shall meet in the presence of the contractor.

The final acceptance procedure shall be the same as that of provisional acceptance and under the same conditions. Before pronouncing the final acceptance, the commission shall verify by all means put at their disposal that all the contractual provisions were fully respected by the contractor during the guarantee period.

The minutes of the final acceptance shall be drawn on the spot and signed by all the members.

CHAPTER V: MISCELLANEOUS PROVISIONS

ARTICLE 39: Termination of the contract (CCAG article 74)

The contract may be terminated as provided for in Article 100 of the Decree 2018/366 of 20/06/2018 of the Public Contracts code and equally under conditions stipulated in articles 74, 75 and 76 of the CCAG, notably:

- Delay for more than fifteen (15) calendar days in the execution of a Service order or unjustified stoppage of work for more than seven (7) calendar days;
- Delay in the execution of work resulting to penalties above 10% of the amount of the contract;
- Default of the contractor;
- Refusal to repeat poorly executed works;
- Persistent non respect of payments on account.

ARTICLE 40: Case of force majeure (CCAG article 75)

40.1 No party to the contract shall be considered as having contravened his contractual obligations if he is prevented from doing so by a force majeure.

40.2 No claims shall be made against the contractor if he fails or delays in the execution of his contract due to cases of force majeure such as:

- Rains : 200 millimetres in 24 hours ;
- Winds : 40 metres per second ;
- Floods: frequent floods.

ARTICLE 41: Disagreements and disputes (CCAG article 75)

- The contractor or his representative.....Observer.

The contractor is convened at the reception as observer. He is required to attend or to be represented.

The Commission after site visit, reviews the minutes of the pre-technical acceptance and proceed to the provisional acceptance.

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- Winds : 40 metres per second ;

PART 05
SPECIAL TECHNICAL CONDITION (C.C.T.P)

PART 05
SPECIAL TECHNICAL CONDITION (C.C.T.P)

Article 5: SAND

The nature and origin of sand remains subject to the Supervisor's approval. It shall be obtained from rivers or through crushing. The sand component should be more than 80% and the very fine constituents eliminated by settling should be less than 4%. The sand should be of high quality and must be free from dirt, clay or any organic matter and if deemed necessary, it should be washed before being used.

Article 6: GRAVEL

They shall be obtained from deposits or quarries chosen by the Contractor, and approved by the Supervisor. They should be clean (constituents eliminated through settling should be less than 2%) and their grading suited to their use. If deemed necessary, it shall be washed before being used.

Article 7: STONES

They shall be obtained from a quarry or deposit approved by the Supervisor and none should be smaller than 20cm. basalt stones commonly called black stone are recommended FOR THE project or stones of other quality duly tested and approved by the supervising engineer.

Article 8: CEMENT

They should be of CPA 325 class and be obtained from an approved factory.

Article 9: CONCRETE WORKS

Concrete Works shall be of 4 kinds:-

- Lean concrete for foundation works where indicated shall be of PC 150kg/m³ and 10cm thick.
- Mass concrete for foundations shall be PC 250kg/m³ and thickness as shown on the plans
- Reinforced concrete for floor and roof slabs, covers foundations shall PC 350kg/m³ and thickness as shown on the plans
- Mass concrete for catchment works: All concrete in catchment construction shall be PC400KG/m³

Article 10: PIPES AND FITTINGS

Generally pipes used in water supply must meet any of the standards mentioned below or their equivalence: the American Water Works Association (AWWA) or the American National Standards Institute (ANSI) or the American Society for Testing and Materials (ASTM) standards N°D 1785 and D 2241 or ISO standards N°527 and 845.

Table A: NFT 54 – 016 Physical Characteristics of Pipes

External Diameter		Thickness		Service Pressure	Test Pressure 1h at 20°C MPa	Tensile test 10h at 60°C MPa	
0	Tolerance	Average	Nominal	Max.			
25	0.5	0.3	1.9 2.8	2.3 3.3	1.6 2.5	6.5 10.3	13.7
32	0.5	0.3	2.4 3.6	2.9 4.2	1.6 2.5	6.5 10.3	13.7
40	0.5	0.3	3 4.5	3.5 5.2	1.6 2.5	6.5 10.3	13.7
50	0.5	0.3	3.7 5.6	4.3 6.4	1.6 2.5	6.5 10.3	13.7
63	0.8	0.3	3 4.7 7.1	3.5 5.4 8.1	10 6.3 4	4 6.5 10.3	13.7

concerning materials in his bid. He shall be required to include transport cost of these materials to the various locations of the structures in the community.

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			2.8	3.3	2.5	10.3
32	0.5	0.3	2.4	2.9	1.6	6.5
			3.6	4.2	2.5	10.3
40	0.5	0.3	3	3.5	1.6	6.5
			4.5	5.2	2.5	10.3
50	0.5	0.3	3.7	4.3	1.6	6.5
			5.6	6.4	2.5	10.3

relation with the service pressure, the set is considered satisfactory. Otherwise, necessary adjustments are carried out to meet the required specification, or the lot is rejected.

g) Impact

This test is carried out on three samples, one from each extremities and the third from the centre, all three, one meter long. Perpendicular masses are dropped from a height of one meter onto the samples as in table C.

Table C: Impact test schedule

Pipe diameter	Mass (kg)
25	1
32	1
40	1
50	3.5
63	5
75	7.5
90	7.5

The pipes are accepted if the percentage of broken pipes in the tested samples does not exceed 20%. The contractor is requested to furnish the supervisor with all information (name, address, phone etc) on the factory being used to procure pipes for his project.

When the pipes are checked and tested the contractor shall present to the supervisor a quality certificate from the manufacturer ascertaining that the pipes meet the required standards as described in the sections above. The contractor shall arrange for free access to the factory FOR THE supervisor to enable him request as required for all factory tests described in the sections above to be carried out by the manufacturer.

The performance guarantee of works shall cover all defects in pipes, handling and workmanship.

10.2 Fittings specifications

Contractors are required to strictly respect standards and specifications.

All fittings FOR THE REHABILITATIONS must resist a pressure of above 16 Bars

All fittings have to be approved by the supervisor before being used. All fittings not conforming to those standards and specifications shall be rejected. The performance guarantee of works shall cover all defects on fittings, their handling and workmanship.

CHAPTER III – METHOD OF EXECUTION

Article 11 GENERAL INFORMATION

11.1 Safety Measures

The Contractor shall be required to place at the entrance to the works site and in its vicinity, signboards indicating that works is underway and he shall be responsible for any accident that occurs on the works site and / or suffered by a third party, his staff and employees and officials of the Administration as a result of their presence on the works site. Organisation of work and security on the works site shall be the responsibility of the Contractor.

11.2 Traffic

The Contractor shall be responsible for ensuring that traffic is not obstructed on the entire stretch of his works site throughout the period of work up till provisional acceptance. No obstruction of traffic shall be allowed for more than two hours. Maintenance of traffic flow shall be the responsibility and at the expense of the Contractor and in case of any breach of contract by the latter, the Supervisor may bring in a third party to correct any faults. All related expenses shall be borne by the Contractor. Where interference with traffic is inevitable, the opinion of local administrative authorities shall be required for any obstruction for a given period.

Article 12 STONE MASONRY

Shrinkage crack tests should be carried out according to agreed methods by the supervisor 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.

f) Internal pressure

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

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The Contractor shall be responsible for ensuring that traffic is not obstructed on the entire stretch of his works site throughout the period of work up till provisional acceptance. No obstruction of traffic shall be

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

Basis of payment

Payments shall be made at the contract's unit price. This unit price shall be full compensation for the provision, transportation, installation and testing of all piping material including the installation of all accessories like coupling, tees, reducers, etc. etc.

Article 16:EXCAVATIONS OF TRENCHES

The trench for pipes up to 110mm shall be excavated to a depth of at least 80cm deep and 40cm wide or other such depths and widths as directed by the supervisor and shown on the plan.

The trench for pipes above 110mm shall be excavated to a depth of at least 100cm deep and 40cm wide or other such depths and widths as directed by the supervisor and shown on the plan.

Article 17 :NOMENCLATURE OF WORK

17.1 Setting out of works

The contractor shall be responsible FOR THE setting out of all pertinent lines, works, grades and levels as required FOR THE proper and accurate positioning of the structures on the site.

17.2 Earth Works

17.2.1 Description

This item shall consist of all excavation and backfill works in accordance with these specifications and in conformity with the lines shown on the plans or as indicated by the supervisor.

17.2.2 Construction methods

Excavation

Excavation works FOR THE piping system shall be performed by the contractor. The bottom of the trench shall be free of any stones or other materials which could incur damage to the pipes. *Excavations for intakes, reservoir tanks, wash – out chambers, valve boxes, break – pressure tanks and public tap – stand shall be performed by the contractor*

Backfill

Backfill of the pipeline shall be performed by the contractor. No backfill operations shall be allowed before the approval from the supervisor has been granted.

The compaction requirement for backfill shall be at least 90% of the dry modified optimum proctor density.

Maintenance of excavations.

The contractor shall carry the risk of collapse of excavated faces whether or not he takes any precautions, the nature of the precautions shall be entirely at his own discretion.

No water shall be allowed to accumulate in any portion of the excavations.

The excavations shall be protected against flooding, and any water entering them whether by any means.

Laying of the pipes, assembling of pipes and all other works, directly related to the 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 manufacture's prescriptions.

Method of measurement

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

Basis of payment

Payments shall be made at the contract's unit price. This unit price shall be full compensation for the provision, transportation, installation and testing of all piping material including the installation of all accessories like coupling, tees, reducers, etc. etc.

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MAINTENANCE

- 0 :others
- 1 : Artisanrepairer
- 2 : Réparateur villager
- 3 : Privateoperator
- 4 :Administration
- 5 : other information:.....

NUMBER OF CONSUMMERS

- 0_200
- 201_350
- 351_500
- 501_700
- More than701
- Imprecise

PRINCIPAL USAGES

- Domestic
- AnimaLS
- Irrigation
- Institutions (schools, hospitaletc)
- Industries
- others :.....

Enough water quantity ?

yes no

Observation :.....
.....

WATER QUALITY

Physico-chemical parameters

- Ph**
- Acidic
 - Basic

CONDUCTIVITY

Organoleptic Parameter

- Color**
- bright
 - Disorder

- Taste**
- Acceptable
 - bad
 - dirty
 - others :

- Odeur**
- Acceptable
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- Odeur**
- Acceptable
 - Bad

In a radius of 3 km :

- presence water supply point yes no
- if yes, indicate the name :

Registered/Declaration of collected samples:

- availability of carnet management samples yes no
- is water collected declared annually at:
 - Council water service yes no
 - Other organs yes no

Are they refugiesaround the structures? yes no

Development

Exhaure.....?

- Submergedpump/surface
 - With a rope
 - Taps
 - Generatorpumping
 - Solar

Base.....?

- Reinforcedconcrete
 - None reinforcedconcrete

Margelle.....?

- Reinforcedconcrete
 - None reinforcedconcrete

Cover.....?

- Reinforcedconcrete
 - None reinforcedconcrete
 - Enrochechement

Water outlet.....?

Supply.....?

Spare parts.....? yes no

Name and signature of constructor At..... the	Name and signature of beneficiary At..... the	Name and signature of Project engineer At..... the
--	--	---

In a radius of 3 km :

- presence water supply point yes no
- if yes, indicate the name :.....

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Water outlet.....?

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SCHEDULE OF UNIT PRICES FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION

SCHEDULE OF UNIT PRICES FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION					
ITEM	DESCRIPTION OF WORKS	UNIT	QT Y	U. PRICE IN FIGURES	U. PRICE IN WORDS
100	Site installation				
101	Site installation (installation of project signboard, acquisition of the site office, store and lodging places for personnel, transportation of personnel too/from project site, general site cleaning and implementation, demolition and reconstruction of temporary structures)	LS	1		
102	Mobilisation of materials and personnels	LS	1		
103	Preparation of execution program	U	6		
	SUBTOTAL LOT 100				
Lot 200	CONSTRUCTION WORKS				
201	5m ³ storage tank reinforced concrete with an internal control room equipped with an iron door . Purchase of metallic ladder (Aluminum ladder 3m height for access in and out of the storage tank plumbing accessories inclusive)	U	1		
202	Control valve chamber (80x80x100cm) equipped with locking device	U	2		
203	High points chambers with stone mansory (80x80x100cm) equipped with locking device and installation an automatic air release valve at point "I"	U	2		
204	Low points chambers with stone mansory (80x80x100cm equipped with locking device and installation of washout valve at point "C"	U	1		
205	Stand tap with the soakaway pit	U	2		
206	Pillars for stream crossing in reinforced concrete (15x15x120cm)	U	4		
	SUBTOTAL 200				
Lot 300	REHABILITATION WORKS				
301	Rehabilitation of a spring catchment and a collection chamber	U	1		
	SUBTOTAL 300				

**SCHEDULE OF UNIT PRICES FOR THE REHABILITATION OF SPRING CATCHMENT AT
NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST
REGION**

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	SUBTOTAL LOT 100				
Lot 200	CONSTRUCTION WORKS				
201	5m3 storage tank reinforced concrete with an internal control room equipped with an iron door . Purchase of metallic ladder (Aluminum ladder 3m height for access in and out of the storage tank plumbing accessories inclusive)	U	1		
202	Control valve chamber (80x80x100cm) equipped with locking device	U	2		
203	High points chambers with stone mansory (80x80x100cm) equipped with locking device and installation an automatic air release valve at point "I"	U	2		
204	Low points chambers with stone mansory (80x80x100cm) equipped with locking device and installation of washout valve at point "C"	U	1		
205	Stand tap with the soakaway pit	U	2		
206	Pillars for stream crossing in reinforced concrete (15x15x120cm)	U	4		
	SUBTOTAL 200				
Lot 300	REHABILITATION WORKS				
301	Rehabilitation of a spring catchment and a collection chamber	U	1		
	SUBTOTAL 300				

PART 07
DETAILED BILL OF QUANTITIES

PART 07
DETAILED BILL OF QUANTITIES

403	Supply and laying of Dia. 25NP12.5 (connection to all stand taps)	Ml	12		
404	Supply and installation of GI 2"	U	2		
405	Plumbing accessory	Is	1		
	SUB TOTAL 400				
Lot 500	Environmental and Mitigation measures				
501	Environmental Impact assessment	LS	1		
502	Cleaning and disinfection of pipeline	Ls	1		
	SUB TOTAL 400				
Lot 600	PROJECT SUSTAINABILITY				
601	Formation and training of Water Management Committee (WMC) with two (02) caretakers, formulation of internal rules and regulations (I&R) together with the beneficiary community that shall govern the management of the water supply scheme after post construction. I&R shall be co-signed by the D.O of Santa Sub Division, DD MINEE mezam, Development Association president or his representative and the chairman water management committee (wmc), Indicator, signed list of elected members of WMC with ID card and telephone numbers, WMC training report and six (06) signed copies of I&R	session	2		
602	Sampling of bacteriological and physico-chemical analysis of water from the two catchments	no	1		
603	Final report of completed works and drawing	no	6		
	SUBTOTAL 600				
	TOTAL WITHOUT TAXES				
	AIR (19.25 %)				
	AIR (2.2%)				
	TOTAL WITH ALL TAXES				
	NET AMOUNT PAYABLE				

403	Supply and laying of Dia. 25NP12.5 (connection to all stand taps)	MI	12		
404	Supply and installation of GI 2"	U	2		
405	Plumbing accessory	Is	1		
	SUB TOTAL 400				
Lot 500	Environmental and Mitigation measures				
501	Environmental Impact assessment	LS	1		
502	Cleaning and disinfection of pipeline	Ls	1		
	SUB TOTAL 400				
Lot 600	PROJECT SUSTAINABILITY				
601	Formation and training of Water Management Committee (WMC) with two (02) caretakers, formulation of internal rules and regulations (I&R) together with the beneficiary community that shall govern the management of the water supply scheme after post construction. I&R shall be co-signed by the D.O of Santa Sub Division, DD MINEE mezam, Development Association president or his representative and the chairman water management committee (wmc), Indicator, signed list of elected members of WMC with ID card and telephone numbers, WMC training report and six (06) signed copies of I&R	session	2		
602	Sampling of bacteriological and physico-chemical analysis of water from the two catchments	no	1		
603	Final report of completed works and drawing	no	6		
	SUBTOTAL 600				
	TOTAL WITHOUT TAXES				
	AIR (19.25 %)				
	AIR (2.2%)				
	TOTAL WITH ALL TAXES				
	NET AMOUNT PAYABLE				

Lot :					
SUB-DETAIL OF PRICE N°:					101
DESCRIPTION OF ACTIVITY ON					
Prix N°:	Daily output		Total Quantity:	Unit:	Duration of activity (Days):
	CATEGORY	NUMBER	Daily Salary	Paid Man-day	Amount
A - PERSONNEL					
TOTAL A					
	TYPE	NUMBER	Daily rate	Daysbilled	Amount
B - EQUIPMENT					
TOTAL B					
	TYPE	UNIT	Unit price	Consumption	Amount
C - MATÉRIALS					
TOTAL C					
D	TOTAL DIRECT COST		A+B+C		
E	GENERAL SITE EXPENSES		10%	D x 10%	
F	GENERAL HEAD OFFICE EXPENSES		5%	D x 5%	
G	COST PRICE		(D+E+F)		
H	RISK + PROFIT		10%	G x 10%	
I	BID PRICE EXCLUDING TAXES		(G+H)		
J	UNIT PRICE EXCLUDING TAXES		(I/Qty)		

Lot :					
SUB-DETAIL OF PRICE N°:					101
DESCRIPTION OF ACTIVITY ON					
Prix N°:	Daily output		Total Quantity:	Unit:	Duration of activity (Days):
	CATEGORY	NUMBER	Daily Salary	Paid Man-day	Amount
A - PERSONNEL					
		TOTAL A			
	TYPE	NUMBER	Daily rate	Daysbilled	Amount
B - EQUIPMENT					
	TOTAL B				
	TYPE	UNIT	Unit price	Consumption	Amount
C - MATÉRIALS					
	TOTAL C				
D	TOTAL DIRECT COST		A+B+C		
E	GENERAL SITE EXPENSES		10%	D x 10%	
F	GENERAL HEAD OFFICE EXPENSES		5%	D x 5%	
G	COST PRICE		(D+E+F)		
H	RISK + PROFIT		10%	G x 10%	
I	BID PRICE EXCLUDING TAXES		(G+H)		
J	UNIT PRICE EXCLUDING TAXES		(I/Qty)		

PART 09
MODEL OF CONTRACT

PART 09
MODEL OF CONTRACT

The Government of the Republic of Cameroon, represented by **The Mayor BALI Council** hereinafter referred to the "Contracting Authority"

On the one hand,

And

_____ (enterprise)
P.O. Box _____ Tel: _____ Fax: _____
Business Registry No. _____
Taxpayer's No. _____

Represented by M _____, its General Manager, hereinafter referred to as the "Contractor"

On the other hand,

Agree on the following:

The Government of the Republic of Cameroon, represented by **The Mayor BALI Council** hereinafter referred to the "Contracting Authority"

On the one hand,

And

_____ **(enterprise)**
P.O. Box _____ Tel: _____ Fax: _____
Business Registry No. _____
Taxpayer's No. _____

Represented by M _____, its General Manager, hereinafter referred to as the "Contractor"

On the other hand,

Agree on the following:

Page _____ and last of JobbingN° Jo/NWR/MEZAM/BC/BCITB/2026 of __/__/2026
Awarded after Open National Invitation To Tender No ___/ONIT/NWR/MEZAM/BC/BCITB/2026
of __/__/2026

FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION,
MEZAM DIVISION IN THE NORTH WEST REGION.

With _____,

FOR THE execution of _____ works

EXECUTION DEADLINE _____ (__03__) months

Amount of Contract in CFA F:

IAT	
EVAT	
VAT (19.25)	
AIR (2.2 or 5.5%)	
Net to be paid	

Read and accepted by the Contractor

(place of signature) _____ (date)

Signature of Contracting Authority

(place of signature) _____ (date)

Registration

Page _____ and last of JobbingN° Jo/NWR/MEZAM/BC/BCITB/2026 of ___/___/2026
 Awarded after Open National Invitation To Tender No ___/ONIT/NWR/MEZAM/BC/BCITB/2026
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With _____,

FOR THE execution of _____ works

EXECUTION DEADLINE _____ (03) months

Amount of Contract in CFA F:

IAT	
EVAT	
VAT (19.25)	
AIR (2.2 or 5.5%)	
Net to be paid	

<p>Read and accepted by the Contractor</p> <p style="text-align: center;">(place of signature) _____ (date)</p>
<p>Signature of Contracting Authority</p> <p style="text-align: center;">(place of signature) _____ (date)</p>
<p>Registration</p>

A- MODEL OF UNDERTAKING BY BIDDER

A- MODEL OF UNDERTAKING BY BIDDER

B- **MODEL OF TENDER LETTER**

B- MODEL OF TENDER LETTER

C-

MODEL BID BOND

C-

MODEL BID BOND

D-

MODEL PERFORMANCE GUARANTEE

D-

MODEL PERFORMANCE GUARANTEE

E- MODEL OF BANK GUARANTEE FOR ADVANCE PAYMENT

E- MODEL OF BANK GUARANTEE FOR ADVANCE PAYMENT

F- MODEL OF RETENTION GAURANTEE

F- MODEL OF RETENTION GAURANTEE

G- FORMATS OF REFERENCES OF BIDDER

G- FORMATS OF REFERENCES OF BIDDER

H- PRINCIPAL EQUIPMENT OF CONTRACTOR

H- PRINCIPAL EQUIPMENT OF CONTRACTOR

I- MODEL FORM OF QUALIFICATIONS AND EXPERIENCE OF KEY PERSONNEL

I- MODEL FORM OF QUALIFICATIONS AND EXPERIENCE OF KEY PERSONNEL

J- MODEL OF SITE VISIT AND SITE VISIT REPORT

J- MODEL OF SITE VISIT AND SITE VISIT REPORT

MODEL SITE VISIT REPORT

I) INTRODUCTION

II) NAME OF THE ENTERPRISE:

DATE:

III) COMMENTARY

1- Nature of the project site:

2- Accessibility to the project site:

3- Vegetation:

4- Topography of the site:

IV) AVAILABILITY OF SERVICES

V) AVAILABILITY OF MATERIALS

VI) DIFFICULTIES

VII) CONCLUSION

Signature of the contractors' engineer

MODEL SITE VISIT REPORT

I) INTRODUCTION

II) NAME OF THE ENTERPRISE:

DATE:

III) COMMENTARY

1- Nature of the project site:

2- Accessibility to the project site:

3- Vegetation:

4- Topography of the site:

IV) AVAILABILITY OF SERVICES

V) AVAILABILITY OF MATERIALS

VI) DIFFICULTIES

VII) CONCLUSION

Signature of the contractors' engineer

Note on preliminary studies

In accordance with the Public Contracts Code, the Project Owner or Contracting Authority must, prior to commencing the procedure to award Contracts or refer to the competent Tenders Board, ensure that draft Tender Files are prepared based on preliminary studies.

These studies must be required during the examination of the Tender File (TF) by the Tenders Board.

The Project Owner is bound to fill the questionnaire in annex 1 accompanied by justifications of the said studies.

Annex N°. 7: Justification of preliminary studies

1. Attach the preliminary studies.
2. Indicate
 - 2.1. The date studies were carried out;
 - 2.2. The name of the Public or private Project Manager
 - 2.3. References of the Contract, if Private Manager carried it out;
 - 2.4. If maintenance works
 - 1.4.1 Description of the studies;
 - 1.4.2 Attach the outline of the itinerary bringing out readings of degradations as well as the approved programming documents.
- 1.5 Rehabilitation or new works
 - 1.5.1 Are quantities in the quotations the same as those of the studies?
 - 1.5.2 Description of studies: Draft Preliminary Study, Detailed Preliminary Study;
 - 1.5.3 Attach the said studies.

N.B. For services of less scope, the Project Owner may furnish a justification of calculation of quantities of the Tender File.

- *The chairperson of the Tenders Board may, before taking a decision, seek expert advice on the quality of the studies.*

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PLANNING OF WORK EXECUTION

OPEN NATIONAL INVITATION TO TENDER:

N° ___/ONIT/NWR/MEZAM/BC/BCITB/2026 OF ___/___/2026

N°	DESCRIPTION	Duration	FIRST MONTH				SECOND MONTH					THIRD MONTHetc				
			1	2	3	4	5	6	7	8	9	10	11	12	13	14
Lot 100	PREPARATORY WORKS															
101																
102																

Lot 200	CONSTRUCTION WORKS															
201																
202																
203																
Lot 300	PIPING NETWORK															
301																

PLANNING OF WORK EXECUTION

OPEN NATIONAL INVITATION TO TENDER:

N° ___/ONIT/NWR/MEZAM/BC/BCITB/2026 OF ___/___/2026

N°	DESCRIPTION	Duration	FIRST MONTH				SECOND MONTH					THIRD MONTHetc				
			1	2	3	4	5	6	7	8	9	10	11	12	13	14
Lot 100	PREPARATORY WORKS															
101																
102																
Lot 200	CONSTRUCTION WORKS															
201																
202																
203																
Lot 300	PIPING NETWORK															
301																

I- BANKS

1. Afriland First Bank
2. BanqueAtlantique
3. Banque Gabonaise pour le Financement International (BGFI BANK)
4. Banque International du Cameroun pour l'Épargne et le Crédit (BICEC)
5. CITI Bank
6. Commercial Bank of Cameroon (CBC)
7. Ecobank
8. National Financial Credit Bank
9. Société Camerounaise de Banque au Cameroun
10. Société Générale Cameroun
11. StandardCharteredBank Cameroon
12. Union Bank of Cameroon
13. United Bank for Africa.

II- Insurancecompanies

14. ChanasInsurance
15. Activa Insurance
16. ZenithInsurance SA BP Douala

I- BANKS

1. Afriland First Bank
2. BanqueAtlantique
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EVALUATION GRID

Open National Invitation to Tender No ___/ONIT/NWR/MEZAM/BC/BCITB/2026 of ___/___/2026 FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION

ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Certified Copy of the Business Registration, not more than three months old.
A.2	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a fiscal stamp.
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance or by a foreign bank the first order not more than three months.
A.5	Purchase receipt of Tender File of thirty five thousand(35,000) CFAF issued by Public treasury
A.6	A bid bond of three hundred thousand (300,000) CFAF issued by a first rate-financial institution approved by the Ministry in charge of Finance in conformity with COBAC conditions
A.7	An attestation of non-exclusion from Public Contracts issued by the Public Contracts Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	A Clearance Certificate signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.
A.10	Certified Copy of a valid taxpayers card, delivered by the chief of center of Taxes.
A.11	Plan and attestation of location of the Company signed by the Chief of Taxation
A.12	Power of attorney if necessary
A.13	Special Technical Clauses initialed in all the pages and signed at the last page
A.14	Special Administrative Clauses completed and initialed in all the pages and signed at the last page

The absence or the nonconformity of the one of these documents will result to the elimination of the offer

The second Internal Envelope shall be labeled <<ENVELOPE B: TECHNICAL DOCUMENT>> and shall contain the following:

MARKING GRID				
N°	CRITERIA	CONFORMITY		OBSERVATIONS
		YES	NO	
GENERAL PRESENTATION OF THE BIDS				
	<i>Presence of all the documents</i>			
1	<i>Properly bind</i>			
2	<i>Table of content</i>			
3	<i>Page separators in colour apart from white</i>			
4	<i>Order prescribed respected</i>			
5	<i>Clearness of the documents</i>			
6	<i>Presence of all the documents</i>			

EVALUATION GRID

Open National Invitation to Tender No ___/ONIT/NWR/MEZAM/BC/BCITB/2026
of ___/___/2026 FOR THE REHABILITATION OF SPRING CATCHMENT AT NGWANDIKANG
IN BALI SUB DIVISION, MEZAM DIVISION IN THE NORTH WEST REGION

ADMINISTRATIVE DOCUMENTS.

DOCUMENT N°	DESCRIPTION
A.1	Certified Copy of the Business Registration, not more than three months old.
A.2	Declaration of intention to tender stamped with the tariff in force (written by the bidder) with a fiscal stamp.
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance or by a foreign bank the first order not more than three months.
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A.6	A bid bond of three hundred thousand (300,000) CFAF issued by a first rate-financial institution approved by the Ministry in charge of Finance in conformity with COBAC conditions
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A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
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MARKING GRID				
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		YES	NO	
GENERAL PRESENTATION OF THE BIDS				
	<i>Presence of all the documents</i>			
1	<i>Properly bind</i>			
2	<i>Table of content</i>			
3	<i>Page separators in colour apart from white</i>			
4	<i>Order prescribed respected</i>			
5	<i>Clearness of the documents</i>			
6	<i>Presence of all the documents</i>			

ENVELOPE C- FINANCIAL FILE

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

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

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

A. Eliminatory criteria

- 1- Absence of bid bond in the administrative file;
- 2- Deadline for delivery higher than prescribed;
- 3- False declaration or falsified documents;
- 4- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder;
- 5- Incomplete financial file.
- 6- Non respect of 75% of essential criteria
- 7- Change of quantity or unit
- 8- Suspended by MINMAP in 2020.

B. Essential criteria

- 1- General presentation of the Tender Files;
- 2- Financial capacity;
- 3- References of the company in similar achievements;
- 4- Quality of the personnel ;
- 5- Technical organization of the works;
- 6- Safety measures on the site;
- 7- Logistics;
- 8- Attestation and report of site visit;
- 9- Special Technical Clauses initialed in all the pages;
- 10-Special Administrative Clauses completed and initialed in all the pages.

11. Main qualification criteria

The criteria relating to the qualification of candidates could be indicative on the following:

The essential criteria are subjected to minima whose detail is given in the Special Tender Regulation (RPAO).

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

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

ENVELOPE C- FINANCIAL FILE

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

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

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

A. Eliminatory criteria

- 1- Absence of bid bond in the administrative file;
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The Contract will be awarded to the bidder who would have proposed the offer with the lowest amount, in conformity with the regulations of the Tender Documents and having satisfied to 100% of the eliminatory criteria and at least 75% of the essential criteria.