

FC: 04663/26/17/1/ACI/001

AD

REPUBLIC OF CAMEROON

REPUBLIQUE DU CAMEROUN

Peace – Work – atherland

Paix-Travail-Patrie

MINISTRY OF DECENTRALIZATION AND LOCAL DEVELOPMENT



MINISTER DE LA DECENTRALIZATION ET DEVELOPMENT LOCAL

NORTH WEST REGION

REGION DU NORTH OUST

P.O BOX 21 TEZE

B.P 21 TEZE

NGIE SUB DIVISION

ARRONDISSEMENT DE NGIE

ANDEK COUNCIL INTERNAL TENDERS BOARD

COMMISSION INTERNE DE PASSATION DE MARCHES AUPRES DE LA COMMUNE D'ANDEK

# ANDEK COUNCIL INTERNAL TENDERS' BOARD

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**OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE N° 05 /ONIT/AC/ACITB/2026 OF 01/04/2026 FOR PAVEMENT OF SOME ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.**

**LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.**

**LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK TOWN.**

PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET

Exercice 2026

AUTHORIZATION N°:

IMPUTATION:

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file :
LOT 1	PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN	40 000 000F CFA	800 000F CFA	50 000F CFA
LOT 2	PAVEMENT OF ROAD TOWARDS MAIN MARKET IN ANDEK TOWN	50 000 000F CFA	1 000 000F CFA	80 000F CFA

## **SUMMARY CONTENT OF THE TENDER FILE**

PART N ° 01 TENDER NOTICE

PART N ° 02 GENERAL REGULATIONS FOR THE INVITATION TO TENDER (GRCB)

PART N ° 03 SPECIAL REGULATIONS FOR THE INVITATION TO TENDER (OMPP)

PART N ° 04 SPECIAL ADMINISTRATIVE CLAUSES (CCAP)

PART N ° 05 SPECIAL TECHNICAL CONDITIONS (CCTP)

PART N ° 06 UNIT PRICE LIST

PART N ° 07 BILL OF QUANTITIES

PART N ° 08 MODEL OF UNIT PRICE BREAKDOWN

### **ANNEXES**

PART N ° 09 TECHNICAL DRAWINGS (PLANS)

PART N ° 10 MODEL OF CONTRACT

PART N ° 11 MODEL OF UNDERTAKING BY BIDDER

PART N ° 12 MODEL TENDER LETTER

PART N ° 13 MODEL OF BID SECURITY

PART N ° 14 MODEL OF PERFORMANCE GUARANTEE

PART N ° 15 MODEL OF BANK GUARANTEE FOR ADVANCE PAYMENT

PART N ° 16 MODEL OF RETENTION GUARANTEE

PART N ° 17 FORMATS OF REFERENCES OF THE BIDDER

PART N ° 18 PRINCIPAL EQUIPMENT OF THE CONTRACTOR

PART N ° 19 MODEL FORMS OF QUALIFICATIONS AND EXPERIENCE OF THE KEY PERSONNEL

PART N ° 20 LIST OF BANKS OF FIRST ORDER APPROVED BY THE MINISTRY OF FINANCE

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**LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.  
LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK  
TOWN.**

**PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL**

**FUNDING: PUBLIC INVESTMENT BUDGET**

**Exercice 2026**

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**LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK  
TOWN.**

**PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL**

**FUNDING: PUBLIC INVESTMENT BUDGET**

**Exercise 2026**

**AUTHORIZATION N°:**

**IMPUTATION:**

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file :
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OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE  
N° 05 /ONIT/AC/ACITB/2026 OF 01/04/2026 FOR PAVEMENT OF SOME  
ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.

LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.  
LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK  
TOWN.

PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET

Exercice 2026

AUTHORIZATION N°:

IMPUTATION

# PART 01

## AVIS D'APPEL D'OFFRES/TENDER NOTICE

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## ANDEK COUNCIL INTERNAL TENDERS' BOARD

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*"Open National Invitation to Tender, in Emergency Procedure*

**N° 05 /ONIT/AC/ACITB/2026 OF 2026 FOR PAVEMENT OF SOME ROADS  
FUNDING : PIB 2026**

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file :
LOT 1	PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN	40 000 000F CFA	800 000F CFA	50 000F CFA
LOT 2	PAVEMENT OF ROAD TOWARDS MAIN MARKET IN ANDEK TOWN	50 000 000F CFA	1 000 000F CFA	80 000F CFA

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

The Mayor ANDEK Council, the Contracting Authority, on behalf of the Republic of Cameroon, hereby launches an open invitation to tender *in Emergency Procedure*, for PAVEMENT OF SOME ROADS

Lot 1: PAVEMENT of road from BRIGADE TOWARDS TEZE JUNCTION IN ANDEK TOWN

Lot 2: PAVEMENT of Road TOWARDS MAIN MARKET IN ANDEK TOWN

**NB: ALL THE LOT'S CAN BE AWARDED TO ONE BIDDER**

## **2. Work consistency**

The works include the following:

- Preparatory works ;
- Earth works;
- Concreting /pavement bricks works
- Drainage works;

## **3. Participation**

Participation is open under the same conditions to all Cameroonian companies and business concerned that have proven experience in the field of building construction and civil engineering in general.

## **4. Financing**

The works, subject of this invitation to tender, shall be financed by the Public Investments Budget 2026.

## **5 .Consultation of the tender file**

The tender file may be consulted at the ANDEK Council (General Secretariat) during working hours, as soon as this tender notice is published.

## **6 .Acquisition of the tender file**

The tender file may be acquired from the ANDEK Council upon presentation of a non-refundable treasury receipt of 50 000 FCFA 80 000 FCFA respectively. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

## **7 .Presentation of the tender file**

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

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

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

## **8 .Submission of the tender file**

Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a receipt at the ANDEK COUNCIL not later than 24/04/2026 at 10 a.m local time and should carry the inscription:

**N° 05 /ONIT/AC/ACITB/2026 OF 01/04/2026 for PAVEMENT OF SOME ROADS**

Lot 1: PAVEMENT of Road TOWARDS BRIGADE IN ANDEK TOWN

Lot 2: PAVEMENT of Road TOWARDS MAIN MARKET IN ANDEK TOWN

**IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.**

**«To be opened only during the bid opening session »**

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

**9. Admissibility of bids**

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

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

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

**10- Opening of bids**

The opening of the bids in one phase shall be done on 24/04/2026 at 11a.m in the Conference Hall of the ANDEK COUNCIL by the competent tender board.

Only bidders may attend or be duly represented by a person of their choice, who has full knowledge of the file and mandated in that capacity.

**11- Submission of bids timeframe**

Bidders have thirty (30) working days for the submission of their bids with effect from the date of publication of the tender notice.

**12. Execution deadline**

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

**13. Provisional Guarantee (Bid bond)**

Each bidder must include in his administrative documents a bid bond issued by a first rate bank approved by the Ministry in charge of Finance featuring in the annex of the tender file of the sum of 800 000 FCFA and 1,000,000 FCFA respectively.

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

**14. Evaluation of the bids**

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

- 1<sup>st</sup> step: Verification of the conformity of the administrative file;
- 2<sup>nd</sup> step: Evaluation of the technical file;
- 3<sup>rd</sup> step: Analysis of the financial file.

The criteria of evaluation are the following:

#### 14.1-Eliminatory criteria

- Absence or insufficient provisional guarantee;
- Absence of attestation of categorisation (D) in the domain of roads
- Any company having from 2022 -2024 project, notified to commence which has not yet been received within the municipality;
- Absence or nonconformity of a document in the administrative file which is not provided by the bidder within 48 hours after opening as requested by the tender's board;
- False declaration or falsified documents.
- Technical assessment mark lower than 70% of "Yes".
- Incomplete financial offer;
- Absence of caution backed by CEDEC receipt

#### Essential criteria:

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

S/N	Designation	MARKS
01	<b>General Presentation of the offer:</b> Document spirally bound, colour sheets separation, table of content, presentation of documents in the order given in this tender file, quality of document.	01
02	<b>Attestation of categorisation in the domain of roads</b> (Quality of Requested staff, technical equipment/material affected to the project and reference of the enterprise)	12
05	<b>Presence of the methodology of work execution</b>	03
06	<b>Presence of the prefinancing capacity</b>	01

The note of the technical offer will be gotten by addition of marks for every criterion. Only the technical offer having gotten an equal or superior note to 70% of YES will be kept for the financial evaluation.

#### 15. Award of the jobbing order

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

#### 16. Period of validity of bids

The bidders shall remain committed to their bids during a period of (one hundred and twenty) 120 days from the deadline set for the submission of bids.

**17. Complementary information**

Complementary technical information may be obtained every day during working hours from the general secretariat of ANDEK Council. Tel

**ANDEK, the 01/04/2026**

*The Mayor ANDEK Council*



*Ubangoh Mbayi  
Mangelle Akoba  
Professeur des Lycées (Retraité)*

**Copies:**

- ARMP (for publication and archives);
- Chairperson of TB (for information);
- Notice boards (for information).
- MINMAP MOMO

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COMMISSION INTERNE DE PASSATION DE MARCHES AUPRES DE LA COMMUNE D'ANDEK

**Avis d'Appel d'Offres National Ouvert en Procédure d'urgence**

**NO 05. /AONO/CA/CIPMCA/2026 du 01/04/2026**

**FINANCEMENT : BIP 2026**

Lot:	Nom du Projet	Montant du Projet	Montant caution provisoire	Montant d'achat du DAO :
LOT 1	PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN	40 000 000F CFA	800 000F CFA	50 000F CFA
LOT 2	PAVEMENT OF ROAD TOWARDS MAIN MARKET IN ANDEK TOWN	50 000 000F CFA	1 000 000F CFA	80 000F CFA

**1.- Objet de l'Appel d'Offres**

Le Marie de la commune d'ANDEK, Autorité Contractante, lance pour le compte de la république du Cameroun, un appel d'offres national ouvert pour les travaux d'ouverture de routes, dans le Département de la Momo. C'est trios seul lot :

- **LOT 1** : travaux de PAVEE DE ROUTE AU BRIGADE DAN LA VILLE D'ANDEK
- **LOT 2** : travaux de PAVEE DE ROUTE AU MACHE DAN LA VILLE D'ANDEK

**NB: ALL THE LOT'S CAN BE AWARDED TO ONE BIDDER**

## **2.- Consistance des travaux**

Les prestations comprennent les opérations suivantes :

- Travaux préparatoires ;
- Terrassement ;
- PAVÉE/BETONS
- Drainage ;

## **3.- Participation**

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais ayant une expérience avérée dans le domaine des bâtiments et du génie civil en général.

## **4.- Financement**

Les travaux, objet du présent Appel d'Offres, sont financés par **BUDGET D'INVESTISSEMENT PUBLIC, Exercice 2026.**

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

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de la **COMMUNE D'ANDEK**, (secrétariat général) dès publication du présent avis.

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

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la **COMMUNE D'ANDEK**, sur présentation d'une quittance de versement d'une somme non remboursable de **50 000 FCFA et 80 000 FCFA**

au Trésor. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

## **7.- Présentation des offres**

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

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

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

## **8.- Remise des Offres**

Chaque offre rédigée en Français ou en Anglais, en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme telles, conformes aux prescriptions du Dossier d'Appel d'Offre, devra être déposée contre un récépissé sous plis fermé, dans les Commune d'ANDEK, au plus tard le 24/04/2026 à 10 heures, heure locale et devront porter la mention:

**Appel d'Offres National Ouvert en Procédure d'urgence**

**N° 05 /AONO/ CA/CIPMTBCA/2026 du 01/04/2026**

- **LOT 1** : travaux de PAVÉE DE ROUTE AU BRIGADE DAN LA VILLE D'ANDEK
  - **LOT 2** : travaux de PAVÉE DE ROUTE AU MACHE DAN LA VILLE D'ANDEK
- « A n'ouvrir qu'en séance de dépouillement. »**

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

## **9.- Recevabilité des offres**

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

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

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

## **10.- Ouverture des offres**

L'ouverture des offres aura lieu en un temps le 24/04/2026 à 11 heures précises dans la salle des Conférences de la Commune d'ANDEK, par la Commission Interne de Passation des marchés Compétente en présence des soumissionnaires.

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

## **11.- Délai de réponse des soumissionnaires**

Pour cet Appel d'Offres, le délai de réponse est fixé à trente (30) jours ouvrable aux entreprises désireuses d'y participer à compter de la date de publication de l'Avis d'Appel d'Offres.

## **12.- Délai d'exécution des travaux**

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

## **13.- Cautionnement Provisoire (Garantie de soumission)**

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie, selon le modèle indiqué dans le dossier d'Appel d'Offres, par une banque de premier ordre agréée par le Ministère des Finances et dont la liste figure en annexe d'un montant égal à **800 000 FCFA et 1,000,000 FCFA**

Le cautionnement provisoire sera libéré d'office au plus tard (30) jours après l'expiration de la validité des offres pour les soumissionnaires n'ayant pas été retenus. Dans le cas où le soumissionnaire est attributaire de la lettre commande, le cautionnement provisoire sera libéré après constitution du cautionnement définitif.

## **14.- Evaluation des Offres**

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

- 1<sup>ère</sup> étape : Vérification de la conformité du dossier administratif de chaque soumissionnaire ;
- 2<sup>ème</sup> étape : Evaluation des offres techniques ;
- 3<sup>ème</sup> étape : Analyse des offres financières.

Les critères d'évaluation des offres sont les suivants :

### **14.1-Critères éliminatoires**

- L'absence ou l'insuffisance de la caution provisoire de soumission.
- L'absence d'attestation de cartégorisation D au domain de route
- Toute entreprise disposant d'un projet de 2022-2024 notifié pour débiter et dont la réception provisoire n'a pas encore été prononcée à la localité;
- Absence d'une pièce administrative non fourni dans les quarante huit (48) heures suivant l'ouverture des plis.
- Fausse déclaration ou documents falsifiés.

- De façon systématique, toute offre n'ayant pas atteint ou dépassé après évaluation technique, la barre de **70 %** du **OUI** sera écartée et non éligible à l'analyse financière ;
- Offre financière incomplète ;
- Absence de caution avec de receipt CEDEC

#### Critères essentiels

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

N°	Désignation	Nombre de point
1	Présentation générale de l'offre : Reliure, Intercalaire de couleur et page de garde, Présentation de toutes les pièces dans l'ordre prescrit, Qualité du document.	01
2	Attestation de cartégorisation D au domian de route (Qualité du personnel, Moyens techniques et matériels affectés au projet et Références de l'entreprise)	12
3	La présence de la Méthodologie d'exécution des travaux	03
4	La présence de la Capacité de préfinancement	01

La note de l'offre technique sera obtenue par addition des points pour chaque critère. Seule l'offre technique ayant obtenue une note égale ou supérieure à **70% du OUI** sera à l'évaluation financière.

#### 15.- Attribution de la lettre commande

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

#### 16.- Délai de validité des offres

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

#### 17.- Renseignements complémentaires

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

**ANDEK, le 01/04/2026**

**Le Maire Commune ANDEK**

#### Ampliations :

- ARMP (pour publication et archivage) ;
- Président CPM (pour information) ;
- Affichage.
- MINMAP MOMO

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B.P 21 TEZE

ARRONDISSEMENT DE NGIE

COMMISSION INTERNE DE PASSATION DE  
MARCHES AUPRES DE LA COMMUNE  
D'ANDEK

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COMMISSION INTERNE DE PASSATION DE MARCHES AUPRES DE LA COMMUNE D'ANDEK

***Avis d'Appel d'Offres National Ouvert en Procédure d'urgence***

***NO 05. /AONO/CA/CIPMCA/2026 du 01/04/2026***

**FINANCEMENT : BIP 2026**

<b>Lot:</b>	<b>Nom du Projet</b>	<b>Montant du Projet</b>	<b>Montant caution provisoire</b>	<b>Montant d'achat du DAO :</b>
LOT 1	PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN	40 000 000F CFA	800 000F CFA	50 000F CFA
LOT 2	PAVEMENT OF ROAD TOWARDS MAIN MARKET IN ANDEK TOWN	50 000 000F CFA	1 000 000F CFA	80 000F CFA

**1.- Objet de l'Appel d'Offres**

Le Marie de la commune d'ANDEK, Autorité Contractante, lance pour le compte de la république du Cameroun, un appel d'offres national ouvert pour les travaux d'ouverture de routes, dans le Département de la Momo. C'est trios seul lot :

- ARMP (pour publication et archivage) ;
- Président CPM (pour information) ;
- Affichage.
- MINMAP MOMO

REPUBLIC OF CAMEROON  
Peace – Work – atherland

MINISTRY OF DECENTRALIZATION  
AND LOCAL DEVELOPMENT

NORTH WEST REGION

P.O BOX 21 TEZE

NGIE SUB DIVISION

ANDEK COUNCIL INTERNAL  
TENDERS BOARD



REPUBLIQUE DU CAMEROUN  
Paix-Travail-Patrie

MINISTER DE LA DECENTRALIZATION  
ET DEVELOPMENT LOCAL

REGION DU NORTH OUST

B.P 21 TEZE

ARRONDISSEMENT DE NGIE

COMMISSION INTERNE DE  
PASSATION DE MARCHES AUPRES DE  
LA COMMUNE D'ANDEK

## ANDEK COUNCIL INTERNAL TENDERS' BOARD

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OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE  
N° 05 /ONIT/AC/ACITB/2026 OF 16/01/2026 FOR PAVEMENT OF SOME  
ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.

LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.  
LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK  
TOWN.

Article 20: Bids out of time.....  
Article 21: Modification, substitution and withdrawal of bids.....

PAVEMENT and evaluation of bids

Article 22: PAVEMENT of bids.....  
Article 23: Confidential nature of the procedure.....  
Article 24: Clarification on the bids and contact with the Contracting authority .....  
Article 25: Determining the conformity of bids .....  
Article 26: Correction of errors .....  
Article 27: Evaluation and comparison of the financial bid (offer).....

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 Mayor ANDEK Council hereinafter referred to as the Contracting Authority, launches an open national invitation to tender in emergency procedure for the execution of the work described in the special clauses of this call for tenders (RFP). It is referred as "the PAVEMENT OF SOME ROADS ".
- 1.2. The successful bidder or contractor must complete the work within the period indicated in the RFP, and which runs from the date of notification of the service order (SO) to start the work.
- 1.3. In this present invitation to tender (LPO), the term "day" refer to a calendar day.

Article 2: Funding

The above works, subject of the present invitation to tender, are financed by the Public Investment Budget, 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:

The following definitions are applicable:

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.

Is engaged in "fraudulent practices" anyone who distorts or misrepresents facts in order to influence the award or execution of a contract.

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

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

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

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

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

### 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 1<sup>st</sup> order approved by the Ministry in charge of finance;
- 17) Table of references of the bidder;
- 18) Table of key materials and equipment of the contractor;
- 19) Model of qualification and experience of the key personnel responsible for enforcement of the contract.

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

#### Article 8: Clarification made to the tender file

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

Attestation of site visit and the site visit report;

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);

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);

References of the company (the contractor will provide contracts or Jobbing orders for similar work carried out as well as related minutes of reception);

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;

The CCTP duly initialed on each page and signed on the last page;

Attestation of solvency of the contractor.

Commentaries (optional)

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

### c. Volume 3: Financial File

It includes:

The tender specimen form, in original drafted according to the model attached, stamped at the rate in force, signed and dated;

The unit price schedule duly completed, with an indication of the unit price excluding VAT in letters and figures;

Bill of estimates and quantities completed;

Sub-details of the different prices according to the model attached;

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

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

#### Article 13: Amount of bid

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

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

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

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

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

#### Article 14: Bid Currency and settlement

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

(a) Prices will be entirely denominated in CFA FRANCS. The bidder willing to spend money in other currencies for the execution of the work, will indicate in annex to the submission, the percentage of the amount of the offer required to cover needs in foreign currencies, without exceeding a maximum of three currencies of Member country of the institution financing the contract.

b. 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 PAVEMENT 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 Council Office at the specific date and time indicated in the Special Regulation for the Invitation to Tender.

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

#### Article 20: Bids out of time

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

#### Article 21: Modification, Substitution and withdrawal of bids

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

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

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

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

### PAVEMENT AND EVALUATION OF BIDS

#### Article 22: PAVEMENT 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.

## F. ATTRIBUTION OF CONTRACT

### Article 28: Award

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

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

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

### Article 30: Notification of the award of the contract

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

### Article 31: Publication of the award decision and redress

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

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

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

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

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

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

### Article 32: Signature of the Contract

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

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

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

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

### Article 33: Guarantees

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

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

LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK TOWN.

PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET  
Exercise 2026

AUTHORIZATION N°:  
IMPUTATION:

**PART 03**  
**SPECIAL REGULATION FOR THE INVITATION TO TENDER**

The following provisions, which are specific to the works being the subject of the invitation to tender, supplement or, if necessary, modify the provisions of the RGAO.

7.	<p>Site visit and preparatory meetings: 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 offer and the performance of the work. An attestation of site visit shall be signed by the bidder. The observation of the bidder will be recorded in the site visit report annexed to the technical offer.</p>
8.	<p>Bid language : French and /or English</p>
9.	<p>The bidder's bid will include documents detailed in the OMPP, duly completed and grouped in three volumes:  <i>(A) file of Administrative documents (in envelope A)</i></p> <p>It shall consist of the following documents stapled or place in the following order of enumeration.</p> <ol style="list-style-type: none"> <li>1. Undertaking by bidder stamped, signed and dated in conformity with the model attached</li> <li>2. Attestation of non-bankruptcy dating less than 3 months, issued by the Court of competent jurisdiction of the place of residence of the bidder.</li> <li>3. Attestation of domiciliation of Bank account of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance.</li> <li>4. Bank guarantee (of the same bank) on the list of banking institutions of the first order approved by the Ministry in charge of finance, for an amount in francs CFA of 600 000 FCFA treasury Receipt of purchase of the Tender File, as stipulated in the tender notice and lot.</li> </ol> <p>Attestation of C.N.P.S, valid and for the tender concerned.  A non-exclusion certificate attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP  An attestation of the bidder's fiscal obligations signed by the competent Taxation authority dated at most 3 months.  An attestation of non-indebtedness signed by the Director or the head of the tax centre.  A Certified copy of taxpayer card valid, dated at most 3 months.  A certified copy of business license valid, dated at most 3 months  Attestation of site visit signed by the Bidder  Plan and attestation of localization signed by the taxation authorities.  CCAP completed and initialed on all the pages.  In case of grouping each Member must submit complete administrative documents, the documents 3, 4, and 5) below can only be presented by the representative of the group.</p> <p><i>(B) Technical file (in the B envelope)</i></p> <ol style="list-style-type: none"> <li>1. Attestation of cartegorisation B  Technical notes on the methodology and the execution of works with photographs of site.  The bidder will produce a technical note dated and signed on the last page providing all the following informations: <ol style="list-style-type: none"> <li>i. The mode of execution of the works,</li> <li>ii The planning of intervention, the expected output</li> <li>iii. Supply of materials/ site equipment,</li> <li>iv. Measures of safety and protection of the environment;</li> <li>v. Administrative and technical organization of the enterprise. <ol style="list-style-type: none"> <li>vi. Measures of maintenance during the guarantee period.</li> </ol> </li> </ol> </li> <li>2. Self-financing capacity  Self-financing capacity:  An attestation of credibility issued by the same Bank that issued the bid bond.</li> <li>3. CCTP duly initialed on each page, signed by the enterprise and dated on the last page.</li> </ol> <p><i>(c) Financial documents (in envelope-C)</i></p> <p>It shall contain:</p> <ol style="list-style-type: none"> <li>1. The bid letter (tender form) itself, according to the model attached, stamped at the rate in force, signed and dated.</li> <li>2. The unit price schedule duly completed, with an indication of the unit price excluding VAT in words and in figure</li> <li>3. Detail quantities and cost estimated of work completed.</li> <li>4. The sub-details of prices according to the model attached.</li> </ol>

	<p><b>Opening of the bids</b>  The opening of the bids will be in one (1) stage. The opening of Administrative, technical and financial documents shall take place on the 13/02/2026 in the ANDEK Council hall by the competent tenders' board. Only bidders or their duly mandated representatives with a perfect knowledge of their offer shall attend this opening session.  Representatives of bidders will have to sign a form stating their presence at the opening of tenders.</p>
	<p><b>Clarification on the bids</b>  To better understand the bids, the tender's board has flexibility to seek for clarification from the bidders. The request for clarification and the response will be done in writing. No change of the offer price will be requested, proposed or authorized.</p>
	<p><b>Examination of bids</b>  The tenders' board shall examine the bids to determine if they are complete, if the required guarantees have been provided, if the documents were produced following the Tender File requirements, whether they contain calculation errors and if the bids are generally in good order. Any calculation errors will be corrected on the following bases:  If there is a calculation error, the total price will be corrected on the basis of the unit price.  If there is a contradiction between the price in words and the price in figures, the price in word will govern.  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.</p>
	<p><b>Evaluation and comparison of bids</b>  The technical subcommittee shall evaluate and compare the bids which were previously found substantially responsive to the conditions of the present invitation to tender. This evaluation will exclude and will not take into consideration any price variation clauses included in the submission.  The evaluation of the bids shall be done in three (03) steps:  1<sup>st</sup> step: Verification of the conformity of the administrative file;  2<sup>nd</sup> step: Evaluation of the technical file;  3<sup>rd</sup> step: Evaluation of the financial file.</p>

Only bids considered being substantial responsive after the technical evaluation shall be accepted for financial evaluation.

	<p><b>Financial evaluation</b></p> <p>The financial evaluation shall be based on the corrected amount of the bid. It shall consist of the analysis of the coherence of prices as well as the amounts of the totals.</p> <p>Only bids accepted, in conformity according to the provisions of section 25 of the RGAO, will be evaluated and compared by the Sub-Commission for analysis.</p> <p>By evaluating the bids, Sub-Commission for analysis will determine for each bid the evaluated amount by correcting the amount as follows:</p> <ul style="list-style-type: none"> <li>- By correcting any possible error in accordance with the provisions of article 26 of the RGAO.</li> <li>- 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.</li> </ul>
	<p><b>Award of contract</b></p> <p>Subject to the clause of article 6 of the present OMPP, the Contracting authority will award the contract to the bidder whose bid has been recognized substantially responsive to the requirement of the Tender File and has submitted the lowest feasible evaluated bid price.</p> <p>A 10% retention guarantee of the amount of the contract all taxes inclusive will be retained. This retention guarantee may be replaced by a bank caution equal to the amount issued by a first rate bank approved by the Ministry in charge of Finance featuring in the annex.</p>
	<p><b>Site Visit:</b>A site visit is recommended to participating companies in this Tender File</p>
	<p><b>Final bond:</b> Within fifteen (15) days from the date of notification of the contract, the contractor must provide a guarantee of three percent (2%) of the amount of the contract (all taxes inclusive), to ensure full implementation</p>

REPUBLIC OF CAMEROON  
Peace – Work – atherland

MINISTRY OF DECENTRALIZATION  
AND LOCAL DEVELOPMENT

NORTH WEST REGION

P.O BOX 21 TEZE



REPUBLIQUE DU CAMEROUN  
Paix-Travail-Patrie

MINISTER DE LA DECENTRALIZATION  
ET DEVELOPMENT LOCAL

REGION DU NORTH OUST

B.P 21 TEZE

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- 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
- 8- SERVICE ORDER
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- 13- MODE OF PAYMENT
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## CHAPTER I: GENERALITIES

### ARTICLE 1: Subject of the Jobbing order

The jobbing order has as subject the PAVEMENT of some roads in Ngie Sub Division, MOMO Division, 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).

#### General definitions

The Contracting authority is the Mayor ANDEK 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 ANDEK Council, 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 manager is the CDO ANDEK Council and is responsible to ensure the defense the interest 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 Public Works and DD MINDUH Momo respectively and is responsible for the follow-up of the execution of the contract.

The project manager is the Chief Technical Service DDTP is responsible to ensure the defense the interest at the definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order. The Contractor is .....

#### Security

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

The authority in charge of ordering payment shall be the the Mayor of ANDEK Council

The body or official in charge of payment shall be the Municipal Treasurers for ANDEK Council

The authority in charge of the clearance of expenditures shall be the Divisional Controller of financial –Momo;

The official competent to furnish information within the context of execution of this jobbing order shall be the Project owner, project manager, and 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;
- The special administrative Clauses (CCAP);
- The special Technical Clauses (CCTP);
- The unit price schedule;
- The bill of estimates and quantities;
- The unit price break down;
- The duly approved work plans;
- The Planning of the work (the work schedule).
- The bids of the contractor;
- The tender file;

### ARTICLE 6: General applicable texts

This jobbing order is subject to the following General texts of law  
The special General administrative Clauses (CCLS);

- 8.1. The different service orders will be established and notified. The administrative service order to start work will be signed by the Delegated Contracting Authority and notified to the contractor by the project owner with copies to the Delegated 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 or delay in the execution of the contract will be signed by the Delegated 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 Delegated 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 Delegated 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 Delegated 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 Delegated 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 30 days.

#### 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, the works foreman endowed with powers of representation and decision to manage the site. Any modification of the technical bid can only take place after a written approval to the contract engineer.

In case of any modification, the contractor shall replace any personnel with one having the same qualification, experience and competence or with appropriate performant equipment.

9.2. Replacement of a senior staff: The contractor's representative and the site foreman shall be approved by the contract manager. Their workers can be replaced or excluded from the site without a prior accord by the contract manager.

Any partial and total changes on the technical bid, shall take place only after a written approval by the contract manager. In case of any changes, the contractor shall replace any personnel with one having the same qualification, experience and competence. The list of personnel to be replaced will be transmitted to the project manager for approval.

The contract manager has the right to order for the replacement of any worker or laborer for reasons of misconduct, insubordination and incapacity. The contractor is responsible for all crimes and disorders committed by his workers. Any replacement of any senior staff shall have a lumpsum fine of Two hundred thousand (200 000) FCFA per person except for unforeseen circumstances. Any such replacement shall not interrupt the execution of the contract. The charges shall be born by the contractor. In case of any accident or illness, the contractor shall replace the worker in question without delay.

9.3. Any one sided decision to effect change of personnel of the technical bid before and during the execution of the contract constitute a justified reason for the cancellation or termination of the contract.

#### CHAPTER II: FINANCIAL PROVISIONS

#### ARTICLE 10: Guarantees (CCAG articles 29 and 41).

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.

#### ARTICLE 17: Valorisation of works executed (CCAG article 23)

This contract is lump sum. The contract shall be paid on the basis of approved plans by the contracting parties. Possible differences noticed, for each type of structure or each element of the structure, between the quantities effectively executed and the quantities in the cost estimates shall not lead to the modification of the said price. This applies to errors that the cost estimates may include.

#### ARTICLE 18: Valorisation of supplies (CCAG article 24)

If need be, each payment on account shall include a part corresponding to building materials bought for the execution of the works and are on site. The amount for these materials is obtained by taking into account the prices from the sub-details. Materials having been the subject of payment on account cannot be taken away from the site without a written authorization of the project owner or the contract engineer.

#### ARTICLE 19: Advances (CCAG article 28)

The contractor may, upon simple request addressed to the project owner and without any justification, and after providing the guarantees required in the Public Contracts Code, obtain a so-called "start-off" advance or advance "for purchase of building materials".

This advance whose amount shall not exceed twenty percent (20%), all taxes inclusive, of the initial contract price shall be guaranteed at one hundred percent (100%) by a banking establishment governed by Cameroon law or a first rate financial institution authorized according to the instruments in force.

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.

#### ARTICLE 20: Payment of works executed (CCAG articles 26, 27 and 30)

Works assessment: Before the 30th of each month, the contractor and the control engineer shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

No later than the fifth (5th) of the month following the month of the services, the contractor shall hand over to the control engineer two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other inclusive of taxes), according to the agreed model and establishing the total amount of the sums to which he may lay claim as a result of the execution of the contract since the start of the contract.

Only the detailed account exclusive of VAT shall be paid to the contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance

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 summary of the monthly payments on account.

The amount of the general payment is equal to the result of this last summary.

24.2 The general detailed account signed by the Contracting Authority must be notified to the contractor by an administrative service order. The contractor then has one (01) month from the date of this notification to return this general detailed account, with or without reservations, to make known the reasons for his refusal to sign the general detailed account.

24.3 If the final detailed account is signed without reservations, this acceptance definitely binds the two (02) parties, except in the case of interests on overdue payments; if there are any. The detailed account thus becomes the final general detailed account of the contract.

24.4 If the contractor does not return the general payment within the deadline referred to above, this general detailed account shall be considered as having been accepted by him and thus become final.

The detailed account shall become final once it is signed without reservations by the contractor, except in the case provided for in the preceding paragraph. The acceptance of a claim from the contractor shall be regularized by a rider to the general detailed account.

#### ARTICLE 25: Tax and customs regulations (CCAG article 36)

Decree No. 2003/651/PM of 16 April 2003 lays down the terms and conditions for implementing the tax regulations and customs procedures applicable to public contracts. The taxes applicable to this contract include notably:

Taxes and dues relating to industrial and commercial profits, including the IAR which is a deduction on company taxes;

Registration dues in accordance with the Tax Code;

Dues and taxes attached to the execution of services provided for in the contract;

Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);

Council dues and taxes;

Dues and taxes relating to the extraction of building materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes.

All taxes inclusive prices means VAT included.

#### ARTICLE 26: Stamp duty and registration (CCAG article 37)

Seven (07) original copies of the contract shall be stamped and registered by the contractor in the competent taxation unit within in accordance with the applicable regulations

### CHAPTER III: EXECUTION OF WORKS

#### ARTICLE 27: Work consistency

The works include the following:

Lot 100: SITE INSTALLATION

Lot 200: EARTH WORKS

Lot 300: CONCRETE/PAVEMENT BRICK WORKS

Lot 400: DRAINAGE

#### ARTICLE 28: The obligations of the Project owner

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

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)

Within a maximum period of fifteen (15) days from the date of notification of the service order to start work, the contractor shall submit to the contract engineer, the programme of execution, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan in six (6) copies. A duly signed copy of the execution programme must be deposited at the Mayor's Office latest 15 (fifteen days) from the date of notification of the Administrative Order to commence execution. This working document shall include the following:

General site installation;

Company localization plan;

Execution plans, drawings, calculations, detailed studies, quality control plan and work planning,

Exhaustive list of personnel with their certified true copies of their diplomas

Bill of estimate and quantities;

Detailed list of materials and equipment available on the site;

Detailed execution planning updated forecasts on the work progress in view of comparing the actual progress to the forecasts;

The annexes files if the contractor deems it necessary.

The site sign board

Two (2) copies of these documents will be returned to him within a deadline of fifteen (15) days from the date of reception with:

Either the indication "GOOD FOR EXECUTION";

Or the indication of their rejection including the reasons for the said rejection.

The contractor has eight (8) days to present a new draft. The Contract Engineer then has a deadline of five (5) days to give his approval or possibly make comments. Delay in approving the draft execution schedule shall stay the execution deadline.

The approval given by the Contract Engineer does not in any way release the contractor of his responsibilities. Meanwhile, works executed before the approval of the programme shall neither be ascertained nor paid for. The updated and approved schedule will become the contractual schedule.

The contractor shall constantly update on site, a schedule that will take account of real progress of the site. Significant modifications may only be made on the contractual programme upon receiving the approval of the contract engineer. After approval of the execution schedule by the Contract Engineer, the latter shall transmit it within five (5) days to the Delegated Contracting Authority without staying its execution. However, if important modifications alter the objective of the contract or the nature of the works, the Delegated Contracting Authority shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

The Environment Management Plan should bring out notably the choice technical conditions of the site and basic life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites.

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 ceiling of the percentage of the works to be sub-contracted shall be set at thirty (30) % of the total amount of the contract.

#### 34.6 Site laboratory:

The contractor shall have his own laboratory on the site to enable him carry out all tests and studies on building materials defined in the Special Technical Clauses. The personnel and the equipment must be approved by the Contract Engineer.

#### 34.7 Security Measures:

The contractor shall provide and maintain at his expense all lighting, protection, closing and guarding devices that will be necessary for the proper execution of the work or that will be required by the engineer.

The contractor shall be responsible for all the consequences directly or indirectly of deficiency of signaling during the work.

The Contracting authority reserves the right, at the request of the engineer, without prior notice and at the expense of the contractor, to take all necessary measures engaging the responsibility of the contractor.

### CHAPTER IV: ACCEPTANCE OF WORKS

#### ARTICLE 35: Provisional acceptance (CCAG article 67)

Before the provisional acceptance, the contractor shall apply to the Project Owner with copies to the Delegated Contracting Authority and the Contract Engineer for a pre-technical acceptance. This pre-technical acceptance shall notably involve a proper evaluation of the works executed as per stipulation of the contract. The minutes of this evaluation is drawn on the spot by the contract engineer and signed by the contractor or his representative.

The provisional acceptance commission shall be composed of the following members:

- The project owner..... President
- Contracting authority or his representative..... Member,
- The Contract manager or his representative .....Member,
- The project manager or his representative .....Member,
- The contract engineer.....Secretary,
- The CDO ANDEK Council.....Member,
- The store accountant of the council.....Member,
- The DDMINMAP OR REP .....Observer,
- 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.

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 i.e plan de recollement. (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 Delegated 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 180 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:

## ANDEK COUNCIL INTERNAL TENDERS' BOARD

\*\*\*\*\*

OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE  
N° 05 /ONIT/AC/ACITB/2026 OF 16/01/2026 FOR PAVEMENT OF SOME  
ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.

LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.  
LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK  
TOWN.

PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET  
Exercise 2026

AUTHORIZATION N°:  
IMPUTATION:

**PART 05**

**SPECIAL TECHNICAL CONDITION (C.C.T.P)**

Choosing suppliers and purchasing materials

Quality and conformity to the specifications should be the primary consideration and not the cheapest price when choosing suppliers and materials. Whenever and whatever the contractor aims to purchase, s/he should aim to buy:

the right quality

at the right time

the right quantity

from the right source

at the right price

Building Site Installations

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.).

CONNECTION TO UTILITY NETWORKS

Water:

Connect to the Community water network, where possible or any other solution acceptable to the supervisor, where the Community water network is not available. The Contractor shall be responsible for the constant supply of sufficient water to the project site. He shall not, under any circumstance, use the excuse that those supplying him with water or that Community water network have failed in its supplies to justify delays in the execution of the contract. The water used must be of an acceptable quality for the works.

Sanitation

The contractor shall ensure the availability and use of toilet facilities at the works site.

WORKS TO BE EXECUTED

Site preparation

This involves:

Clearing the surface of grass and other vegetable matter as well as roofs of all, felled and fallen trees, plants etc. that come within the area of the proposed building/s;

Removal of the topsoil at the site and stockpiled (in a suitable place) the removed topsoil for later reuse in the garden surrounding the proposed building;

Ensuring that the area for the proposed building is properly drained of surface water so as to prevent the collection of water within or very near the proposed building area during and after construction is completed.

Locating of services on site

The contractor shall locate on site – the following?

Area for storage of cement, aggregate, sand, timber, steel, bricks, stones;

Concrete mixer and concrete mixing platform;

Lock-up store for equipment and tools with necessary racks, bins etc;

Steel bending bench;

Temporary toilet/s for workers (if no off site toilet is available);

A place where a First Aid kit can be accessible to all workers on site;

A site office with racks for documents and basic furniture;

Reinforced concrete

Reinforced concrete is concrete in which reinforcement bars ("rebars"), reinforcement grids, plates or fibers have been incorporated to strengthen the concrete in tension. Concrete is strong in compression, but weak in tension, thus adding reinforcement increases the strength in tension. In addition, the failure strain of concrete in

Excess oil in the moulds must be drained before concreting. The oils used should be special stripping oils. The oil used must not touch the reinforcement rods.

#### Maintenance

If the moulds are to be used more than once they should be properly cleaned, and if necessary, repaired before being used again.

#### Safety of Workers and Others

Nails, bolts or projections should immediately be removed from used forms if they are to be used again. Otherwise, the forms should be burnt immediately or stored at a distance from the building site, in a place that is not accessible to the public.

### CONSTITUENT MATERIALS OF CONCRETE

#### Crushed Aggregate

All crushed aggregate on the building site should be stored in the compartments intended for this purpose. The only aggregate authorized on the building site is the following:

Crushed 0/5 gravel (river sand)

Crushed 5/15 fine gravel

Crushed 15/25 coarse gravel

Natural or crushed sand 0/5 (the quantity retained on a 5 mm sieve must be less than 10 %).

Crushed aggregate to the site shall be subject to prior approval of the supervisor. The latter must approve the origin of the aggregate. The aggregate should come from rivers, quarries or crushed stable rocks, free of foreign bodies, organic material, dust, mud and clay, whether it sticks to grit or not.

With respect to particle distribution, the following shall apply:

#### Sand (Fine Aggregate)

Sand shall have the characteristics specified in the tables of approved tests. Sand must be fine, clean, hard, and sharp and must not stick to the hand. It must be free of any soil or limestone, wastes, debris and wood.

It should, if need be, be sieved and washed. The sand must come from approved quarries or from rivers. It must not contain more than 5% weight of grit passing through a sieve with 900 meshes per cm<sup>2</sup> and must not contain particles, whose biggest dimensions exceed the following limits:

For mortar 0/2 mm

For reinforced concrete 0/5 mm

For non-reinforced concrete 10/5 mm

Cleanness: The sand must have sand equivalent (SE) higher than 75.

#### Cement

Cement shall be true Portland of standard brand and manufacture, i.e. CPA 45 or CPJ 35 type or equivalent. The cement used should be artificial Portland cement 215.325 P.15.302 Standard. It should be supplied to the building site in six ply paper bags. Any humid cement shall be rejected and immediately removed from the building site.

The Contractor must inform the supervisor that he has received his supplies.

Random samples could be taken from each lot and tested in an approved laboratory using the AFNOR P.15.301 Standard, at the contractor's expense.

The lots that do not meet the standards must be removed from the stock and taken away from the building site. The bags must be in good shape, at the time they reach the site, and should be stored in a covered and completely dry place, and on a raised plank surface that is at least 10 cm above the ground.

#### Reinforcements

control for approval, a composition of all concrete and mortars to be implemented, taking account of the materials delivered to the site.

All concrete used in the foundations (lean concrete, mass concrete, stressed and pre-stressed....) will be executed with the CPJ 35 cement. The composition of concrete implementation will be defined by an analysis of composition of FAURY, VALLETTA, DE DREUX or BOLOMAY methods, carried out by the National Laboratory of Civil Engineering. The contractor shall bear the costs of new composition in laboratory studies. All concrete for reinforced concrete must meet the conditions of required resistance. The requirements are the following.

-Characteristic of 28 days compressive strength; 20 bars

-Resistance to traction at 28 days; 22 bars.

In case these values are not obtained, the company will produce a supporting calculation note of security works concerned in accordance with the rules BAEL. 91. Otherwise, it will request the demolition of the concerned works or their strengthening.

#### *Manufacture of concrete and mortar.*

The manufacture of concrete will be conducted by a central concrete to weight determination. Whatever the manufacturing process used, the products obtained shall be homogeneous and perfectly coated aggregates of binders. The duration of mixing to be sufficient to achieve the result intended; once this is achieved, the mixing should not be extended.

The contractor will have any, realize a liquid concrete, given the decrease in resistance caused by excess water. The implementation of dry concrete will be facilitated by the compulsory use of the vibrator.

A sample of concrete taken directly in a waste will have to form a regular ball after quick reciprocating in the palm of the hand and detach easily from the latter without dirt. Testing the cone may be imposed. The water/cement ratio will be determined by the moisture of aggregates.

#### *Concrete:*

Concrete works shall be of 4 types:

Lean concrete for foundation works where indicated shall be PC 150kg/m<sup>3</sup> and 75mm thick.

Mass concrete for floor works; All concrete in floor construction shall be 80mm/150mm thick and dosage of PC300kg/m<sup>3</sup>

Reinforced concrete for works above ground level and not submerged for beams, slabs, lintel, columns and pillar works shall be PC350kg/m<sup>3</sup> with thickness as shown on the construction drawings.

Reinforced concrete for underground and submerged structure works including; beams, slabs and pillar works:

All reinforced concrete work dosage in these locations shall be PC400kg/m<sup>3</sup>

Underground concrete works shall be mixed with waterproof additives (Super Zaikalite-1kg powder imported) in recommended manufacturer's dosage.

#### *Mortar:*

Mortar shall be a mixture of 250 (two hundred and fifty) kilogrammes of cement per cubic metre of dry sand.

If the M250 mortar is more than 20 (twenty) millimeters thick, micro-concrete mixed with 300 (three hundred) kilogrammes of cement whose composition shall first of all be submitted for the Supervisor's approval shall be used. (Use mortar mixes for various structural components works as specified in project consulting documents).

#### *Implementation of concrete.*

Concrete will be implemented as their manufacture; storage in containers requiring an addition of water at the time of employment is strictly prohibited concrete will be always carefully vibrated by cylindrical needles.

Reinforcement nodes will be willing to allow a good implementation of the concrete on the height of the considered work. The company will take all provisions to ensure an altimeter and a correct fixation of the steel

Before concreting construction joints, the old concrete must be thoroughly cleaned of any rubble using compressed air, and repeated to reveal gravel and eliminate deposits of dirt; this surface should then be washed and scrubbed with an iron brush and thoroughly soaked.

If necessary, admixtures for construction joints can be used, but these must comply with producers' instructions. Concreting of construction joints should not be done on the visible parts of structures. The formwork should be removed only after the concrete has acquired enough strength.

#### Masonry work

The foundation walls shall be done in black stone shaped or unshaped where need be or cement hollow block of 20x20x40cm filled with concrete mixed 150kg/m<sup>3</sup> and cement mortar while the partition walls shall be erected in cement hollow blocks of 15x20x40cm and 10x20x20cm for toilet walls as shown in the working diagrams. The locally produced blocks must be laid using cement mortar as specified.

#### Types of preservatives that are used

There are three basic types: Insecticide, fungicide, and a combination of the two.

T. O. (Tar oils) of which the best known is creosote

O. S. (Organic Solvent), with dissolved chemicals

W. B. (Water Borne), which consists of salts dissolved in water, giving it a toxic solution free of deposit.

Organic solvent types are very effective for the treatment of decay and insect attack, having good penetrating properties. Water borne types are often used for pressure treatment of timber and this type can be used internally and externally, although some tend to leach away when soaked with water.

#### The contractor's work

In addition to supplying and fitting the various types of ceiling panels, the contractor shall:

Provide all shop drawings for the equipment and the details needed to manufacture them, in conjunction with other trades;

The mechanisms needed to mount and fix them, using methods approved by the Project Manager;

Holes, masonry anchors where these shall be needed to fix the equipment into the masonry;

Profiles to seal off the edges of the ceiling where necessary;

Reinforcement of frames that should hold lighting fixtures and their cables where need be;

Special panels and plates for the embedding of lighting fixtures or light hangers;

Cut-outs for pipes and other works passing through the ceiling;

Repairs following work done by other trades, so that the work should have a net "finish" and be clean.

#### SPECIAL PRESCRIPTIONS

##### Tolerances

Because of aesthetic requirements, acceptable tolerances shall be as follows:

The flatness of the surface will be such that a 2 m ruler placed in all directions does not have a flitch or dent showing a deflection or counter deflection above 1 mm;

Under the same conditions, a 5 m tight cord must not have a deflection, counter deflection or slope above 3 mm;

For facing boards, the above-mentioned tolerances should be 2 mm for the 2 m rule and 3 mm for a 15 m cord;

In all cases, the joints of the elements will be aligned in such a way that no defects should be visible to the naked eye.

##### State of Finishing

The contractor must deliver his structures in a perfect state of finish. To this end, he must carry out all repair work on surfaces, including replacement of defective parts and repairs on areas damaged as a result of work done by other contractors.

### Recruitment of the site workers, health and safety

The contractor is expected to make use of in the most possible way local labour in the area or zone where work is to be realized or executed. Failing to find the qualified personnel on the spot, he is authorized to recruit labour in the wider working area.

Apart from the training and information for the personnel on the aspects mentioned above (point 1), the contractor must provide his workmen with the necessary safety and adequate equipment, according to the duty post – anti-dust to prevent dust particles, anti-noise helmet, safety shoes, boots, glove, glasses etc.

During the works, mobile and fixed signs or notice will be put in place in order to ensure the safety of the staff and resident population. The company or enterprise will carry out routine watering of the site in order to limit dust particles. He will also take care of the speed limits of the various vehicles and machines (less than 40 Km/h). In the same way, he will have to take care that all the temporary deviations are identified in collaboration with the resident population, and the deviations do not affect the sensitive zones.

### PAVEMENT up and exploitation of quarries and borrowed zones

#### a) PAVEMENT up and exploitation:

The quarries exploited on the public lands are subjected to authorization.

The quarries exploited on private lands are subjected to declaration.

The contractor will have to ask the authorizations envisaged by the texts and for payments in force and will take responsibility for all his related expenses, including the expenses for an eventual compensation of the owner or proprietor.

The contractor will have to present a programme (Plan) for exploitation of the quarry according to the volume to be extracted for works and the reserves.

If the exploitation of the quarry requires noise (*sound, blast*), the residents should consult the exploitation schedules, and the generated noise will not have to exceed 90 decibels at the level of the residents.

The spot for quarry deposits will have to be selected so as not to obstruct the run-off water and will have to be protected from erosion. The contractor will have to obtain controller's approval for the quarry deposits spot.

#### **b) Bringing back the site to initial or original state (Restoration of the site) & withdrawal from the site**

At the end of works, the site will have to be brought back to its initial or original state. In this regard, installations necessary hereafter will have to be carried out:

- The adjusting of PAVEMENT materials, then the leveling of the site and in particular leveling of the top soils in order to facilitate the infiltration of water, re-planting of grass and trees as the case may be,
- Restoration of the former natural flows,
- Removal of the dilapidated aspect of the site,
- Fitting up (either through re-filling) of pits in order to avoid the erosion of the degraded soil,
- Restoration of the pit and recuperation of surface waters and conservation of the slope, if the quarry or the borrowed zone can be used for other uses - livestock, playgrounds for the inhabitants, etc.

As regards the working site, the contractor will complete all necessary work to restore the site (bringing the site to its original state). The contractor will have to take away all his material & machines. He is not supposed to abandon any equipment nor materials on the site, or at the surroundings, without prior notice of the controller. This restoration of the site relates to all its deviations and contours (e.g. foot paths etc) set up during the works. It is desirable that the sites should be restored in a progressive way.

#### Clearing of undergrowth and pruning

Clearing of undergrowth and pruning of the immediate surroundings of the work in order to improve on the exposure of sunlight and to improve on the visibility.

As regards pruning, all the branches overhanging the platform will be cut vertically passing by the clearing limit. All the trees will be cut down overhanging the immediate surroundings and threatening to fall on the work or to impede circulation after a tornado.

The physical well being and safety of workers on site as well as safety of visitors to the site should be of primary concern to the contractor and implementation of a project. An accident prevention programme should be established to minimize the number of accidents that can happen on a building site. All workers should be briefed on safety standards and measures to be taken to handle accidents. 'Good housekeeping' on a construction site is very important if accidents are to be avoided. Good housekeeping on a construction site includes the following:

1. Keeping the site tidy;
2. Quickly clearing away debris that can be hazardous to persons moving around the site;
3. Removing nails from used timbers;
4. Making sure that nails, broken glass and other harmful objects are not left lying around;
5. Making sure that each worker is personally responsible to clean-up as well as make good whenever needed after an item of work is completed.
6. Making sure that live power lines with unprotected joints and exposed wires are not allowed to be used or left exposed in a way that may cause harm to persons
7. Making sure that materials are stacked in a manner that would not cause harm to persons
8. Making sure that any live flames are not left untended if they are used at all for a purpose
9. Making sure that pits or excavations are clearly identified and protected so as not to cause injury to people by using marking tape, danger signs or red flags as appropriate
10. Making sure that plastic or polythene sheets are not used as temporary floor covering in locations especially where ladders are used because such coverings are too slippery and dangerous
11. Making sure edges of covering material on the floor are well tucked in so as not to cause persons to trip
12. Making sure that floor surfaces on which water has spilled are quickly mopped and made sufficiently dry to prevent injury due to persons slipping.
13. Making sure that animals and children are kept out of working areas and all materials and tools and paint are kept out of their reach
14. Making sure that workers at the building site tie back long hair or tuck their hair into a hat
15. Making sure when painting to keep the room well ventilated and not allow eating or smoking while painting or using equipment
16. Making sure that the right tools and equipment are used for the job at hand; never just improvising with whatever is on hand that is not suited to the work
17. Making sure that all workers who may have paint splashed on their skin, use only proprietary cleaners to remove it, never solvents or other chemicals
18. Making sure that rubbish is disposed of carefully, never throwing chemicals down drains, but follow pack instructions
19. Making sure those flammable items – gloss paint, undercoat, primer and white spirit – are stored well away from any source of ignition
20. Making sure that suitable measures are taken to ensure that the base of any ladder in use does not slip
21. Making sure that raised working platforms are stable and of adequate size and can hold the weight of persons and materials on them.

Other protective and preventive measures are:

Make sure that protective gear and equipment are used – such as gloves, eye shields for welders, safety helmets, safety belts, face masks etc.

Make certain that workers at site are given clear and specific instructions on proper posture when lifting heavy items and methods of moving and handling materials.

## Technical specification

manually to remove all solid obstacles while providing a freeflow slope of at least 5% in the ditches for water evacuation.

#### CREATION OF ROAD SIDE DITCHES AND OUTLETS:

This task shall consist of creating road side ordinary or earth ditches into existing ditches or into existing road side structures and creating outlets from ditches to about 20m long into the verges of the road. This task shall be realized mechanically or manually depending on the area of work and outlets should be created at least at every 100m with a slope of atleast 5% provided.

#### CONCRETE CULVERTS:

The installation of the tube will be carried out in the following way:

Establishment of concrete culvert rings;

Excavate with the a loader or manually with shovels, spades and pick axes;

Adjustment and compaction of the trench bottom;

Provisioning, installation, adjustment and compaction of materials of the pipe bed;

Pose tube assembled beforehand and having received a coat of bituminous paint cold on the two faces interior and external;

Fill of the technical block by successive layers of 15 cm carefully compacted with the hand roller;

Fill of cover above the generator higher by successive layers of 20 cm carefully compacted than the hand roller;

Opening of the discharge system and general cleaning.

#### HEAD/CHAMBERS OF CULVERTS IN MASONRY:

This price remunerates the execution of head in masonry for culvert in accordance with the standard plan of the tender documents, with the file of execution and the specifications of this CCTP.

It includes in particular:

supply of materials including the extraction, the manufacture and the selection of the hardcores, their transport on-site,

execution of the excavations, whatever the nature of the ground, the loading, the transport of surplus spoil whatever the distance, the unloading instead of re-employment or of final deposit approved by the Project supervisor,

the manufacture of the mortar proportioned to 400 kg of cement per cubic meter and implementation the neat of masonry including the chock, adjustment, humidification of the hardcores, the shaping of the joints by rejoining,

all subjections in particular related to the environmental regulations.

These prices apply to the UNIT (U) really carried out and noted satisfactory.

#### CLEANING OUT OF THE EXISTING STRUCTURES:

It will consist with the release of any vegetable remains, sand, ground deposit and any other object encumbering these works on a distance of the 10 m;

Work will be carried out with the hand and the materials coming from the clearings out will be evacuated out of the influence of the work in sites agreed by the work supervisor;

#### REMOVABLE SLAB OF THICKNESS 15CM

This price remunerates the construction of concrete slabs reinforced with dimensions 130x50, in accordance with the standard plan of the tender documents, with the file of execution and the specifications of this CCTP.

It includes in particular:

preparation of the ground and establishment,

clothes industry of the moulds,

operations of setting to the gauge, and adjustment,

supply on-site of materials, the formwork and the reinforcements,

35	2,5	70-90
32	1,25	45-80
29	0,63	28-35
26	0,315	10-30
23	1,16	2-10

The aggregates should come from a recognized quarry in Bamenda

The mixing water should be from clean source

The cement should be of class CPJ 35 (CEMENCAM) or more.

The reinforcement used shall be of high adherence, of class at least Fe 400 bought in a recognized warehouse in Bamenda.

**NB: Reinforcement Schedule**

No	Structure	Main Rods Ø	Secondary Rods Ø	SPACING	DOSAGE	TYPE
1	Main lanes	HA 8mm	6mm	25cm	350kg/m <sup>3</sup>	Fe-E- 500

The fabric mesh used shall conform to norms NF A35-015 and NF A35-022.

**CONCRETE AND MORTAR**

Concrete for footing pillars, ground beams, paving, lintels and beams:

$F_{c28} = 25$  Mpa at least (compressive resistances at 38<sup>th</sup> day of age)

Dosage:

Concrete for footing: 350kg/m<sup>3</sup>

Concrete to bind masonry with plastering: 350kg/m<sup>3</sup>

Lean concrete 150/m<sup>3</sup>

Mortar for screed, plastering and elevation: 400kg/m<sup>3</sup>

**(ii) WOOD**

Wood for formwork: type white wood or equivalent

Exercise 2026

AUTHORIZATION N°:  
IMPUTATION:

PART 06

UNIT PRICE LIST

UPS LOT 1

UPS FOR THE CONCRETING OF ROAD TOWARDS BRIGADE IN ANDEK TOWN, NGIE SUB DIVISION, MOMO DIVISION.					
No	DESIGNATION	UNIT	QTY	U.P in figures	U.P in words
LOT 100: INSTALLATION					
TM001	Site Installation	ls	1		
TM002	Bringing and folding up of equipment	ls	1		
	SUB TOTAL LOT 100				
LOT 200: CLEARING/SURFACE WORKS					
TM101	Bush Clearing	m <sup>2</sup>	5000		
TM108a	Filling from borrow pit	m <sup>3</sup>	750		
TM110	Road camber	m <sup>2</sup>	6000		
TM423e	Concreting of road carriage-way with reinforced concrete dosed at 350kg/m <sup>3</sup> of some portions	m <sup>3</sup>	90		
	SUB TOTAL LOT 200				
LOT 300: DRAINAGE WORKS					
TM301	Cleaning of existing culvert	U	2		
TM307a	Metallic Culvert Ø 800m	ml	7.3		
TM308a	Collection chamber in stone masonry for ring culvert Ø 800mm	u	1		
TM310a	Culvert heads in stone masonry for ring culvert Ø 800mm	u	1		
TM313	Stone masonry gutter	ml	180		
	SUB TOTAL LOT 300				

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NORTH WEST REGION

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## ANDEK COUNCIL INTERNAL TENDERS' BOARD

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OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE  
N° 05 /ONIT/AC/ACITB/2026 OF 16/01/2026 FOR PAVEMENT OF SOME  
ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.  
LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.  
LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK  
TOWN.

PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

	SUB TOTAL LOT 300				
	TOTAL HT				
	TVA 19.25%				
	AIR 2.2%				
	TOTAL TTC				
	NET A MANDATER				
THE PRESENT ESTIMATE STANDS AT:					

## BOQ LOT 2

BILL OF QUANTITIES AND COST ESTIMATES FOR CONCRETE PAVEMENT TOWARDS MAIN MARKET IN ANDEK TOWN, NGIE SUB DIVISION, MOMO DIVISION.					
No	DESIGNATION	UNIT	QTY	P.U	AMOUNT
LOT 100: INSTALLATION					
TM001	Site Installation	ls	1		
TM002	Bringing and folding up of equipment	ls	1		
	SUB TOTAL LOT 100				
LOT 200: CLEARING/SURFACE WORKS					
TM101	Bush Clearing	m <sup>2</sup>	5000		
TM108a	Filling from borrow pit	m <sup>3</sup>	800		
TM110	Road camber	m <sup>2</sup>	6000		
TM423e	Concreting of road carriage-way with reinforced concrete dosed at 350kg/m <sup>3</sup> of some portions	m <sup>3</sup>	150		
	SUB TOTAL LOT 200				
LOT 300: DRAINAGE WORKS					
TM301	Cleaning of existing culvert	U	1		
TM313	Stone masonry gutter	ml	200		
	SUB TOTAL LOT 300				

N° 05 /ONIT/AC/ACITB/2026 OF 16/01/2026 FOR PAVEMENT OF SOME ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.  
 LOT 1: PAVEMENT OF ROAD TOWARDS BRIGADE IN ANDEK TOWN.  
 LOT 2: PAVEMENT OF ROAD TOWARDS THE MAIN MARKET IN ANDEK TOWN.

PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET  
 Exercise 2026

AUTHORIZATION N°:  
 IMPUTATION:

**PART 08**

**UNIT PRICE BREAKDOWN**

ot:					
UB-DETAIL OF PRICE N°:					101
DESCRIPTION OF ACTIVITY					
Price N°:	Daily output		Total Quantity:	Unit:	Duration of activity (Days):
	CATEGORY	NUMBER	Daily Salary	Paid Man-day	Amount
PERSONNEL					
A -	TOTAL A				
	TYPE	NOMBER	Daily rate	Days billed	Amount

# ANDEK COUNCIL INTERNAL TENDERS' BOARD

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OPEN NATIONAL INVITATION TO TENDER, IN EMERGENCY PROCEDURE N° 05 /ONIT/AC/ACITB/2026 OF 16/01/2026 FOR PAVEMENT OF SOME ROADS IN NGIE SUB DIVISION, MOMO DIVISION, NORTH-WEST REGION.  
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PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET  
Exercise 2026

AUTHORIZATION N°:  
IMPUTATION:

## PART 09 ANNEXES

### UNDERTAKING BY THE BIDDER

I the undersigned (name and first name of the signatory) \_\_\_\_\_ acting as \_\_\_\_\_ (quality of the signatory with respect to the company), of Nationality \_\_\_\_\_, and residence in \_\_\_\_\_.

After having read and taken note of all the parts of the Open National Invitation to Tender, in Emergency Procedure N°.../ONIT/AC/ACITB/2026 OF .....

FOR PAVEMENT OF SOME ROADS, IN ANDEK SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.

LOT 1.....

LOT 2 .....

I submit and commit myself to carry out the aforementioned Contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, in particular the quantitative and qualitative confirmation of work, the respect of the deadlines, the guarantees and the insurance.

I commit myself moreover to ensure the registration and paying the forwarding costs of the contractual parts.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

on or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the contracting authority for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the contracting authority to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law.

Signature and stamp of the Guarantors

Date \_\_\_\_\_

Address \_\_\_\_\_

#### MODEL FINAL BOND

Bank:

Reference of the bond: No \_\_\_\_\_

Addressed to [Indicate the Project Owner and his address] Cameroon, hereinafter referred to as the "Project Owner"

Whereas \_\_\_\_\_ [name and address of Contractor], hereafter referred to as "the Contractor", has committed himself, in execution of the contract referred to as "the contract", to carry out [indicate the nature of the works].

Whereas it is stated in the contract that the Contractor shall entrust to the Project Owner a final bond of an amount equal to [2%] of the amount of the corresponding portion of the contract, as guarantee of the execution of his full obligations in accordance with the terms of the contract,

Whereas we have agreed to issue the Contractor this guarantee,

We, \_\_\_\_\_ [name and address of bank] represented by \_\_\_\_\_ [name of signatories], hereinafter referred to as "the bank", commit ourselves to pay the Project Owner, within a maximum deadline of eight (8) weeks, upon the simple written request declaring that the Contractor has not satisfied his contractual commitments within the meaning of the contract, without being able to defer the payment nor raise any contests for whatever reason, any sum up to the sum of \_\_\_\_\_ [in figures and words] .

We agree that no change or addendum or any other amendment to the contract shall free us of any obligation incumbent on us by virtue of this final bond and we hereby incline to any notification, addendum or change.



I undersigned \_\_\_\_\_ acting as \_\_\_\_\_, of Nationality CAMEROONIAN, and residence in \_\_\_\_\_.

After having read and taken note of all the parts of the Open National Invitation to Tender in emergency procedure N°05 /ONIT/AC/ACITB/2026 OF 16/01/2026

FOR PAVEMENT OF SOME ROADS, IN ANDEK SUB DIVISION, MOMO DIVISION, NORTH WEST REGION.

LOT 1.....

LOT 2 .....

In the case where our offer would be accepted, I subject myself and engaged to:  
 Carry out the aforementioned contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, at the prices indicated in the schedule of Unit Prices, quantitative estimate, for the total amounts of the bid in francs CFA :  
 In Letter and figure (including all taxes): \_\_\_\_\_

In Letter and figure (VAT 19, 25%): \_\_\_\_\_

In Letter and figure (HT): \_\_\_\_\_

To pay the forwarding costs of the contractual parts;  
 Begin work in seven (7) days maximum and to carry out the contract in three (3) months as from the date of notification of service order to start work.

The contracting authority shall pay the sums due for this contract by crediting account n° \_\_\_\_\_ opened in \_\_\_\_\_ branch.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.  
 I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialled copy of the aforesaid document to my offer.  
 I declare moreover that I remained committed by the present tender during a ninety (90) days deadline as from the date of PAVEMENT of the bids.

Done in.....on the .....

The CONTRACTOR (Signature and seal)

PLANNING OF WORK EXECUTION  
OPEN NATIONAL INVITATION TO TENDER:  
 N°.../ONIT/AC/ACITB/2026 of .....

N°	DESCRIPTION	Duration	FIRST MONTH					SECOND MONTH					THIRD MONTH			
			1	2	3	4	5	6	7	8	9	10	11	12	13	14

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PROJECT OWNER: THE MAYOR OF ANDEK COUNCIL

FUNDING: PUBLIC INVESTMENT BUDGET  
Exercice 2026

AUTHORIZATION N°:  
IMPUTATION:

*OTHER DOCUMENTS*

GRADING SCHEME – TECHNICAL FILE

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
1-	Attestation of cartegorisation B			
			12YES	

ENTERPRISE:

IV – METHODOLOGY OF INTERVENTION AND WORK EXECUTION

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
1-	ACKNOWLEDGEMENT OF SITE AND PRESENTATION OF THE COMPANY			
	Attestation of site visit and site visit report with relevant images			
	Organizational chart of the enterprise with comments			
	Organizational chart of the building construction site with comments <sup>4</sup>			
2-	ACKNOWLEDGEMENT OF TECHNICAL SPECIFICATIONS AND PLANNING OF WORKS AND EXECUTION DATE LINE			
	A copy of CCTP (Special Technical Specification). duly initialed on each page, signed by the enterprise and dated on the last page.			
	Planning of work execution with comments <sup>5</sup>			
	Description of deployment of team			
3-	BUILDING CONSTRUCTION MATERIAL TESTS & METHODOLOGY OF EXECUTION OF WORKS			
	Description of tests on sand, gravel, cement and reinforcement. (Steel rods)			
	Description of tests on mortar, blind concrete and reinforced concrete			
	Proper description of the methodology of execution of works <sup>6</sup>			
	Description of health /safety /socio-economic and environmental measures at the building site			
	Description of the application of the HIMO approach			
	Description of maintenance measures during the guarantee period			
	TOTAL		/ 03YES	

NB: point is validated once 70% or more of requirement is fulfilled

V- SELF FINANCING CAPACITY

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
1	An attestation of financial credibility issued by the same Bank as for the bid bond (access to a credit or of other financial facilities to ensure the gross margin of self-financing necessary for the duration of the contract.) The available amount must be at least equal to 25% of the projected amount of the project.			
	TOTAL		/ 0 1YES	

## MODEL ATTESTATION SITE VISIT

After having read and taken note of all the parts of the Open National Invitation to Tender in emergency procedure N° ...../ONIT/AC/ACITB/2026 OF .....

LOT 1.....

LOT 2.....

LOT 3 .....

I visited, inspected and gathered all relevant information concerning the project site, declare to have appreciated and under my responsibility, the project site configuration, the various difficulties related to the execution of the works.

I undertake and engage to execute the works on the site indicated/inspected without any claims as concern the site configuration in conformity to contractual clauses and construction norms/techniques and further technical instructions that shall be given for the quality physical execution of the works of which I present my offer.

En foi de quoi, la présente attestation de visite de site est établi pour valoir et servir ce que de droit.

IN TESTIMONY WHEREOF, this present site visit attestation is established by the enterprise to serve wherever and whenever necessary.

Date

Signature

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JOBGING ORDER N° \_\_\_\_\_/JO/AC/ACITB/2023

AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER

N°05/ONIT/AC/ACITB/2026 OF 16/01/2026 FOR PAVEMENT OF SOME ROADS IN ANDEK SUB  
DIVISION, MOMO DIVISION, NORTH-WEST REGION.

LOT 1.....

LOT 2.....

ON THE OTHER PART

IT IS HEREBY AGREED AND ORDERED AS FOLLOWS:

Page ..... And the last of the jobbing order .

JOBGING ORDER N° \_\_\_\_\_/JO/AC/ACITB/2026  
AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER  
N°05 /ONIT/AC/ACITB/2026 OF 16/01/2025 FOR PAVEMENT OF SOME ROADS IN ANDEK SUB  
DIVISION, MOMO DIVISION, NORTH-WEST REGION.

LOT 1.....

LOT 2.....

CONTRACTOR:.....

EXECUTION DEADLINE: Four (04) Months

AMOUNT:

MONTANT FCFA	MONTANT TOTAL
TTC	
HTVA	
TVA (19,25%)	
A.I.R (5,5% or 2,2%)	

Activa Assurances S.A. BP 12970/Douala ;  
Zenithe Insurance S.A. BP 1540/Doual.

N.B: la liste ci-dessus est egalement disponible sur le site web :[www.arnp.cm](http://www.arnp.cm)

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