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MINISTRY OF DECENTRALISATION & LOCAL DEVELOPMENT

BAMENDA CITY COUNCIL

DEPARTMENT OF TECHNICAL SERVICES
=====

**THE CITY MAYOR
BAMENDA CITY COUNCIL**

BAMENDA CITY COUNCIL INTERNAL TENDERS BOARD]

**Open National Invitation Tender File N°006/BCC/ITB/2026
of 26/03/2026 for the construction of three (03) boreholes
equipped with solar pumps and overhead water tanks in
Nitob IV Mankon, Asaba Nsongwa and Ntahfor in
Bamenda Municipality.**

FINANCING: BAMENDA CITY COUNCIL 2026 BUDGET

BUDGET HEAD: 23411

FINANCIAL YEAR 2026

MARCH 2026

DOCUMENT NO. 0:

LETTER OF INVITATION TO TENDER

(SUBJECT TO TENDERS)

DOCUMENT No. 1
TENDER NOTICE (AAO)

It may equally be consulted online on the COLEPS platform at the following addresses:
<http://www.inarchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website (www.armac.cm).

11. Acquisition of Tender File

The hard copy version of the file may be obtained from the SIGAMP Services of Bamenda City Council, Tel: 233 36 12 67 / 67785 03 32 as soon as this notice is published against payment of a non-refundable sum of eighty-two thousand one hundred and fifty (82,150) CFA Francs, payable at the Bamenda City Council Treasury under the budgetary head 712 101.

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

12. Submission of bids

- For submission online, the bid must be submitted by the bidder on the COLEPS platform latest on 24/04/2026 at 10am server time. A back-up copy of the tender recorded on a USB key or CD/DVD must be sent in a sealed envelope with the clear and legible indication "back-up copy", in addition to the above mentioned indication, within the deadline set.

File size and format

The maximum sizes of the documents that will transit on the platform and constitute the tenderer's offer are the following:

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

The following formats are accepted:

- PDF format for text documents;
- JPEG for images.
- A physical original copy of the administrative bids.

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

13. Admissibility of bids

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

For fear of being rejected, only scanned originals or certified true copies by the issuing services or Administrative Authorities must imperatively be produced in accordance with the Special Regulations of the invitation to tender.

They must obligatorily not be older than three (3) months preceding the date of submission of bids or may be established after the signature of the tender notice. Except the attestation issued by National Social Insurance (NSIF) Fund whose validity is one month Any bid not in compliance with the prescriptions of the Tender File shall be declared inadmissible. This refers especially but not limited to the absence of a bid bond accompanied by a CDEC receipt issued by a first-rate bank approved by the Minister in charge of Finance.

14. Opening of bids

The bids shall be opened in single phase and shall take place on 24/04/2026 at 11 am precisely by the Project Owner's Internal Tenders Board in the Bamenda City Council Internal Tenders Board conference hall located at Mulang.

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

For fear of being rejected, the required administrative documents must be submitted in originals or true copies certified by the issuing service or the relevant administrative authority, in accordance with the provisions of the Special Regulations Governing the Invitation to Tender. They shall not be older than 3 (three) months from the original deadline for the submission of tenders or must have been issued after the date of signature of the Tender Notice. Except NSIF attestation whose validity is (01) one month.

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

15. Evaluation criteria



MINISTRY OF DECENTRALISATION AND LOCAL DEVELOPMENT

BAMENDA CITY COUNCIL

INTERNAL TENDERS BOARD

AVIS D'APPEL D'OFFRES

Avis d'Appel d'Offres National Ouvert N°006/ AONO/CUB/CIPM/2026 du 26/03/2026 Pour la construction de trois (03) forages équipés de pompes solaires et de réservoirs d'eau surélevés à Nitob IV Mankon, Asaba Nsongwa et Ntahfor dans la municipalité de Bamenda.

1. Objet de l'Appel d'Offres

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

2. Consistance des travaux

Et les travaux comprennent les opérations suivantes : Installation de chantier, Forage de forage, Travaux en béton, Travaux métalliques, Travaux d'électricité et Travaux de finition et la formation du comité de direction.

3. Tranches/Allotissement

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

4. Coût prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de **soixante-quinze millions (75 000 000) de francs CFA** toutes taxes comprises.

5. Délai prévisionnel d'exécution

Le délai maximum prévu par le Maître d'Ouvrage ou le Maître d'Ouvrage Délégué pour la réalisation des travaux, objet du présent appel d'offres est de *trois (3) mois* calendaires. Ce délai court à compter de la date de notification de l'ordre de service de commencer les prestations.

6. Participation et origine

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

7. Financement

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

8. Mode de soumission

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

9. Cautionnement de soumission

Chaque soumissionnaire doit joindre à ses pièces administratives un cautionnement de soumission, acquitté à la main, délivrée par un organisme ou une institution financière agréée par le Ministre chargé des finances pour émettre les cautions dans le domaines des marchés publics dont la liste figure dans la pièce 14 du DAO dont le montant s'élève **Un million cinq cent mille (1,500,000) francs CFA** et valable jusqu'à trente (30) jours au-delà de la date initiale de validité des offres. L'absence de la caution de soumission délivrée par une banque de premier ordre ou un organisme financier de première catégorie autorisé par le Ministère chargé des Finances à émettre des cautions dans le cadre des marchés publics, entraînera le rejet pur et simple de l'offre. Une caution de soumission produite mais n'ayant aucun rapport avec la consultation concernée est considérée comme absente. La caution de soumission présentée par un soumissionnaire au cours de la séance d'ouverture des plis est irrecevable. Une caution de soumission non timbrée fiscalement et non accompagnée d'un reçu du CDEC ne sera pas admissible.

10. Consultation du Dossier d'Appel d'Offres

Le dossier physique peut être consulté gratuitement dans les services du MO aux heures ouvrables au services de SIGAMP de la Communauté de Bamenda, Tel: 233 36 12 67 / 67785 03 32, dès publication du

15.1 Critères éliminatoires

Il s'agit notamment :

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

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

15.2. Critères essentiels

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

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

16. Attribution

Le contrat sera attribué au soumissionnaire dont l'offre est conforme pour l'essentiel aux dispositions du Dossier de Demande de Cotation, et qui a présenté l'offre évaluée la moins-disant et techniquement qualifiée, conformément à l'article 33 du Code des lettres commandes Publics.

17. Nombre maximum de lots :

Non applicable.

18. Durée de validité des offres

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

19. Renseignements complémentaires

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

20. Lutte contre la corruption et les mauvaises pratiques

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

Copies:

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

Bamenda, the **26 MARS 2026**
Le Maire de la ville, Communauté Urbaine de
Bamenda,
(Maire d'Ouvrage)
ACHOBONG TAMBENG PAUL



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vii. Whoever commits acts aimed at destroying, falsifying, altering or concealing evidence on which an investigation is based or any misrepresentation made to investigators, or any threat, harassment, or intimidation against a person for purposes of preventing him from revealing information relating to an investigation or the continuation thereof, shall be indulging in "obstructive practices".

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

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

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

Article 4: Candidates allowed to compete

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

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

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

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

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

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

the Project Owner in the execution of the contract;

e. In case of a several group, the co-contractors shall share the sums which are paid by the Project Owner into a single account. In case of a joint group, the tasks for each member must be specified and each enterprise shall be paid by the Project Owner into his own account.

6.3. Bidders should equally present sufficiently detailed proposals to demonstrate that they conform to the technical specifications and execution time-limits referred to in the SRIT.

6.4. Bidders seeking to benefit from a preference margin must provide all the information required to prove that they meet the eligibility criteria described in Article 33 of the GRIT.

Article 7: Visit of works site

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

7.2. The Project Owner shall be required to authorise the bidder and his employees or agents to enter the premises and the land for the said visit but only on the express condition that the bidder, his employees, and agents release the Project Owner, his employees and agents of any liability that may result from the visit.

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

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

B. TENDER FILE

Article 8: Content of Tender File

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

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

Appendix No. 1: Model of Declaration of Intention to Tender

a) to the Project Owner with a copy to the Authority in charge of Public Contracts and to the public contracts regulatory body;

b) it should reach the Project Owner no later than fourteen (14) working days before the bid opening date;

c) The Project Owner shall have five (5) days to respond. A copy of the response shall be forwarded to the Authority in charge of Public Contracts and to the body in charge of the regulation of public contracts.

d) in case of disagreement between the petitioner and the Project Owner, the petitioner shall refer the petition to the Petitions Review Committee.

e) the petition shall not be suspensive.

Article 10: Modification of the Tender File

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

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

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

C. PREPARATION OF OFFERS

Article 11: Tender fees

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

Article 12: Language of offer

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

Article 13: Constituent documents of the bid

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

a. Volume 1: Administrative file

It includes:

a. 1. All documents attesting that the bidder:

- has subscribed to all declarations provided for by the laws and regulations in force;
- paid all taxes, duties, contributions, fees, royalties or deductions of whatever nature;
- is not winding up or bankrupt;

Article 14: Offer price

14.1. Except otherwise stated in the Tender File, the amount of the contract shall cover all the works described in Article 1.1 of the General Regulations Governing the Invitation to Tender, based on the price schedule and the detailed quantity and cost estimates as well as the unit price sub detail and breakdown of all-in prices presented by the bidder, as appropriate.

14.2. The bidder shall fill the unit prices and totals of all items on the price schedule and detailed quantities and estimates.

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

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

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

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

Article 15: Offer and settlement currencies

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

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

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

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

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

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

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

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

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

15.4. The Project Owner may request the bidders to explain the needs in national and foreign currencies and to justify that the amounts included in the unit and total prices and indicated in the appendix to the bids are

- ii. defaults in his obligation to provide the final bond in application of Article 39 of the General Regulations;
- iii. refuses to receive notification of the contract.

Article 18: Variant bidders' proposals

18.1. Where the works can be executed within variable provisional execution deadlines, the Special Regulations shall specify these deadlines and shall indicate the method retained for the evaluation of the completion deadline proposed by the bidder within the deadlines provided for. Offers that propose deadlines beyond those specified shall not be considered as not being in conformity.

18.2. Except in the case mentioned in Article 18.3 below, bidders wishing to offer technical variants must first give figures on the basic solution of the Project Owner as described in the Tender File and provide in addition all the information which the Project Owner needs for a complete evaluation of the proposed variant, including the plans, calculations, technical specifications, sub-details of prices and proposed construction methods and all other useful information. Where necessary, the Project Owner or Delegated Project Owner will examine only the technical variants of the bidder whose bid compliant with the basic solution has been evaluated as the lowest bid.

18.3. When according to the Special Regulations the bidders are authorised to directly submit the technical variants for certain parts of the works, these parts of the works must be described in the technical specifications. The Tender File should clearly specify how the variants shall be taken into account for the evaluation of bids.

Article 19: Preparatory meeting to the establishment of bids

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

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

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

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

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

Article 20: Form, format and signature of the offer

For offline submission,

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

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

Offer, Financial Offer).

At the same time as they are doing the electronic submission, tenderers must send to the Contracting Authority or to the PO/DPO within the same time limit, a soft back-up copy of their tender on an electronic physical support (CD, DVD, USB key, etc...) This copy shall be sent by post office or deposited with the Contracting Authority or the PO/DPO. This sealed envelope must be clearly and legibly marked "backup copy", as well as the consultation references.

21.6 *The constituent elements of the bidder's online or offline offer must be the same for a given consultation.*

Article 22: Date and time limit for submission of offers and method of submission

22.1- Date and time limit for the submission of offers

- a. *The offers must be received by the Project Owner through their internal public contracts administrative management entity at the address specified in Article 21(2) of the Special Regulations no later than the date and time stated in the SRIT.*
- b. *The date and time of receipt of online submissions are automatically recorded by the dematerialisation platform through a time-stamping mechanism. The date and time of COLEPS or any other electronic means of communication specified by the Project Owner shall be authentic.*
- c. *For time stamping, the reference time zone is local time (GMT/UTC + 1). This time is visible on the submission page.*
- d. *The Project Owner or Delegated Project Owner may, at his discretion, postpone the deadline set for the submission of bids by publishing an addendum in accordance with the provisions of Article 10 of the General Regulations. In this case, all the rights and obligations of the Project Owner or Delegated Project Owner and bidders previously governed by the initial date will henceforth be governed by the new deadline.*
- e. *Offers submitted electronically shall be acknowledged by a receipt stating the date and time of receipt and the reference of the consultation.*

22.2: Submission method

There are three possible ways to submit a bid:

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

The method of submission chosen is specified in the SRIT.

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

Article 23: Late offers

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

opened and announced to the hearing of everyone during the opening of bids shall then be evaluated.

25.3. All envelopes shall be opened successively, and the name of the bidder announced aloud as well as the *possible modification mentioned, the price offered, including any rebates and any variant, where necessary*, the existence of a guarantee of the bid if it is required and any other details which the relevant Tenders Board may deem useful to be mentioned. Only rebates and variants of bids announced to the hearing of everyone during the opening of bids shall be submitted for evaluation.

25.4. Since a bid or a back-up copy that has not been opened and read to the hearing of everyone during the bid opening session cannot be submitted for evaluation, the Board shall systematically ensure that all bids received have really been examined.

25.5. Bid-opening minutes are recorded on the spot mentioning the admissibility of bids, their administrative regularity, prices, rebates and time limits as well as the composition of the Evaluation sub-committee. However, the information on the composition of the committee remains internal to the Board. An extract of the said minutes to which is attached the attendance sheet signed by all the participants is handed over to each bidder on his request. Finally, only the financial bids of those bidders who have achieved the minimum technical score required are opened in the presence of the bidders concerned

25.6. At the end of each bid-opening session, the chairperson of the Tenders Board immediately hands over to the focal point designated by the body in charge of the regulation of public contracts a copy of the bids presented by each bidder and that the chairperson he initialled.

25.7. In case of petition, the bidder shall send it to the Petitions Review Committee, with copy to the Project Owner or Delegated Project Owner, as the case may be, to the chairperson of the Tenders Board concerned, to the body in charge of the regulation of public contracts and to the Authority in charge of Public Contracts.

It must reach within a maximum deadline of three (3) working days after the opening of bids in the form of a letter to which is obligatorily attached a sheet of the petition form duly signed by the petitioner.

This petition, which shall relate only to the implementation of this stage, especially compliance with procedures and the regularity of the documents checked, shall not be suspensive.

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

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

Article 26: Confidential nature of the procedure

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

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

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

Article 29: Evaluation criteria and qualification of the bidder

The Evaluation subcommittee shall ensure that the bidder retained for having submitted a bid substantially in compliance with the provisions of the Tender File, meets the qualification criteria stipulated in the Special Regulations. It is essential to avoid any arbitrariness in determining these criteria.

Article 30: Correction of errors

30.1. The Evaluation subcommittee shall verify bids considered essentially in conformity with the Tender File to correct the possible calculation errors. The Evaluation subcommittee shall correct the errors in the following manner:

- a. if there is a contradiction between the unit price and the total obtained by multiplying the unit price by the quantities, the unit price shall be authentic and the total price shall be corrected, unless, according to the Evaluation subcommittee, the decimal point of the unit price is manifestly badly placed, in which case the total price indicated shall prevail and the unit price corrected.
- b. if the total obtained by addition or subtraction of the totals is not exact, the sub totals shall be authentic and the total corrected.
- c. if there is a discrepancy between the prices indicated in figures and in words, the amount in words shall be authentic

30.2. The amount featuring in the offer shall be corrected by the Evaluation subcommittee, in accordance with the error correction procedure referred to above and, with the confirmation of the bidder, the said amount shall be deemed to commit him.

30.3. If the bidder who presented the bid evaluated as being the lowest bid does not accept the corrections, his bid shall be rejected and his bid bond seized.

Article 31: Conversion into a single currency

31.1. To facilitate the evaluation and comparison of bids, the Evaluation subcommittee shall convert the prices of offers expressed in various currencies into an amount in which the bid is payable in CFA francs.

31.2. The conversion shall be done using the current exchange rate by the Bank of Central African States (BEAC) under the conditions set in the Special Regulations.

Article 32: Evaluation and comparison of financial bids

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

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

- a. By correcting any possible error in accordance with the provisions of Article 30.2 of the General Regulations;
- b. By excluding provisional sums and, where necessary, provisions for unforeseen contingent accounts featuring in the summary of the detailed quantities and estimates but by adding the amount of works done under State supervision where they are costed in a competitive manner as specified in the Special Regulations.
- c. By converting into a single currency the amount resulting from the rectifications (a) and (b) above, in accordance with the provisions of article 31.2 of the General Regulations;
- d. By conveniently adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.
- e. By taking into consideration the various execution time limits proposed by the bidders, if they are authorised by the Special Regulations;

Any public contract award decision by the Project Owner shall be published, with an indication of price and deadline, in the public contracts journal published by the public contracts regulatory body or in any other authorised publication, in particular in COLEPS or on any other electronic communication medium indicated by the Project Owner.

Article 35: Right of the Project Owner to declare an invitation to tender unsuccessful or cancel a procedure

35.1 The Project Owner reserves the right to cancel an invitation to tender or to declare a call for tenders *unsuccessful after the advice of the competent Board, without any claims being entertained.*

However, where tenders have already been opened, cancellation shall be subject to the authorisation of the Authority in charge of Public Contracts.

35.2 The Project Owner shall notify the decision to cancel or declare the tender unsuccessful to the Chairperson of the Tenders Board, with copy to the public contracts regulatory body.

35.3 *In case of allotment, the provisions of the above paragraphs shall be applicable to each of the lots.*

Article 36: Notification of the award of the contract

36.1 The award of any contract shall be materialised by a decision of the Project Owner or Delegated Project Owner and notified to the successful tenderer within a maximum period of seventy-two (72) hours from its signature.

36.2. Before the expiry of the validity of the offers set in the Special Regulations, the Project Owner shall notify the successful bidder by telecopy confirmed by registered mail or by any other means that his bid was retained. This letter shall indicate the amount the Project Owner will pay the administration's contracting partner to execute the works and the execution time limit.

Article 37: Publication of contract award results and petitions

37.1. The Project Owner shall have five (5) working days to sign the award decision and publish the results from the date of receipt of the final award proposal from the relevant Board, unless the procedure is suspended.

37.2. Any decision to award a public contract by the Project Owner shall be published in the public contracts journal published by the body in charge of regulating public contracts, or in any other authorised newspaper, with indication of the amount of the successful tender's offer and the deadline.

Upon publication of the results of award, the Project Owner will send to each bidder who so requests, an excerpt of the bid evaluation report concerning him.

37.4. After publication of the award results, offers that are not withdrawn within fifteen (15) days shall be destroyed, without any claim for compensation being entertained. Only the copy intended for the body in charge of the regulation of public contracts shall be kept if it was not collected on the spot.

37.5. In case of petition, it should be addressed to the Petitions Review Committee, with copies to the Project Owner, the Chairperson of the Tenders Board concerned, to the body in charge of regulating public contracts and to the Authority in charge of public contracts.

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

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

Article 38: Signing of the contract

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

38.2. The successful tenderer shall have a period of fifteen (15) working days from receipt to subscribe the

**DOCUMENT No.3
SPECIAL REGULATIONS
GOVERNING THE INVITATION
TO TENDER (SRIT)**

References of the GRIT regulations	Description of the provision of the SRIT
	<ul style="list-style-type: none"> dated and signed commitment statement to comply with environmental and social studies.
7.3.	<p>For the purpose of the works site visit to be organised no later than 30/04/2026 after publication of the tender notice, the Project Owner's service to be contacted is the Department of Technical Services:</p> <ul style="list-style-type: none"> - P.O Box 495 Mankon Bamenda - Tel: 233 36 12 67 - Fax: (+237)233 36 12 67 - Email: info@bamendacity.com <p>Each tenderer is advised to visit and inspect the works site and its surroundings and to obtain by himself, and under his own responsibility, all information that may be necessary for the preparation of the offer and the execution of the studies and works. The costs associated with the site visit shall be borne by the Tenderer.</p>
9	<p>Additional information may be obtained during working hours from the <i>SIGAMP Service of Bamenda City Council</i>, Telephone: 233 36 12 67 / 67785 03 32, or online on COLEPS platform via http://www.marchespublics.cm and http://www.publiccontracts.cm.</p> <p>Clarifications may be requested not later than fourteen (14) days before the offers submission date.</p> <p>Requests for clarification must state the full name and address of the applicant and be sent to the following address:</p> <ul style="list-style-type: none"> ➤ SIGAMP Service Bamenda City Council, ➤ Tel/Fax (+237) 233 36 12 67; P.O. Box 495 Mankon Bamenda; E-mail: info@bamendacity.com
C- PREPARATION OF BIDS	
12.	The language of offer is English or French
13.1	<p>The tenderer should produce a three-volume offer, presented as follows:</p> <p>A-Volume I: Administrative documents</p> <p>The documents shall include notably:</p> <ul style="list-style-type: none"> a) The stamped declaration of intention to tender signed by the legal representative or duly appointed agent; b) The bid bond (following the model attached) of an amount of One million five hundred thousand (1,500,000) CFA francs and of a validity period of four (4) months, established by a first-rate bank or first category financial institution authorised by the Cameroon Minister in charge of Finance to issue bonds for public contracts or any other form provided for by the regulation in force (certified

References of the GRIT regulations	Description of the provision of the SRIT
	<p>acceptance). by the tenderer as main contractor (or subcontractor) during the last five (5) years.</p> <p>These references must be accompanied by supporting documents, in this case:</p> <ul style="list-style-type: none"> • Copies of the first, second and last pages of the contract; • Final or provisional acceptance minutes or performance certificate; <p>These references must be accompanied by supporting documents, in this case:</p> <ol style="list-style-type: none"> a) CV; b) Labour contracts; c) Various acts of promotion during the career; <p>b.1.3 Personnel</p> <ul style="list-style-type: none"> • A list of key personnel qualified to carry out the work according to the model attached to the TF. <p><u>NB: Attach a copy of the diploma and proof of experience for the proposed staff namely:</u></p> <ul style="list-style-type: none"> • certified true copy of diploma of less than three (3) months old; • certificate of registration with the national orders, if applicable; • signed and dated curriculum vitae of the expert; • signed and dated certificate of availability from the expert; • Labour certificate or contract, or site logbook justifying the experience, if applicable. <p><u>NB: All the above documents must be true copies, signed and dated within three months of the original deadline for the submission of offers.</u></p> <p>b.1.4 Equipment to be used for the execution of the work</p> <ul style="list-style-type: none"> ○ Proof of ownership or hire of a liason vehicle (Pick up 4 x 4 or van) ○ Proof of ownership or hire of a truck of at least 20 tonnes capacity ○ Proof of ownership or hire of borehole driller truck ○ Proof of ownership or hire of a concrete vibrator ○ Proof of ownership or hire of an optical level equipment ○ Proof of ownership of a carpentry kit ○ Proof of ownership of a masonry kit) ○ Electricity Kits <p><u>NB: Attach copies, certified by the issuing authorities or any other authorised authority, of the vehicle registration documents for rolling stock and the purchase invoices for other equipment, if applicable, accompanied by a signed commitment to hire the equipment.</u></p> <p>b.2 Organisation and Methodology</p> <p>The tenderer shall produce a descriptive or methodological note which presents in detail</p>

References of the GRIT regulations	Description of the provision of the SRIT
	<p>reference to the applicant's financial capacity (appropriate declarations from banks or authorised financial bodies, or where appropriate, proof of professional risk insurance) and the contract's financing requirements.</p> <p>NB: Any enterprise with category C and above in water supply work is exempted from providing proof of required personnel, equipment turn over and he would be awarded the marks allocated for that purpose.</p> <p>C. Volume 3: Financial offer</p> <p>This envelope shall include the following documents:</p> <p>c.1 The offer proper, in original, prepared in accordance with the attached model, stamped at the current rate, signed and dated;</p> <p>c.2 The duly filled Unit Price Schedule and/or Fixed Price Schedule;</p> <p>c.3. The duly filled detailed quantity and cost estimates;</p> <p>c.4 The sub-detail of prices and/or the breakdown of all-in prices;</p> <p>To this effect, tenderers shall use the documents and models or standard forms provided in the Tender File.</p> <p><i>NB: The various parts of the same file shall be separated by dividers of a colour other than white, both in the original and in the copies, to facilitate evaluation.</i></p> <p><i>Tenderer must attach the digital version of the financial offer:</i> <i>Not applicable</i></p>
14.3.	Taxes and dues: Prices proposed should be inclusive of all taxes.
14.4.	The contract prices shall not be revisable.
15.1.	In the context of this consultation, the currency of the offer is defined according to option A (local currency only).
15.2.	The exchange rate for converting the tenderer's offer into local currency as well as for converting future detailed accounts into foreign currency shall be that <i>[to be specified: example. that of the BEAC three working days before the deadline for the submission of offers]</i> (Not applicable)
16.1.	<p style="text-align: center;">Validity of bids:</p> <p>The period of validity of offers is ninety (90) days from the deadline for the submission of offers.</p>
17.1.	The amount of the bid bond is: One million five hundred thousand (1,500,000) CFA francs
18.1.	<p>Offers will be evaluated based on a minimum of 07 days (or months) and a maximum of 21 days (or months). The evaluation method is fixed in Article 32.2(e) of the GRIT.</p> <p><i>Not applicable</i></p>

References of the GRIT regulations	Description of the provision of the SRIT
25.1	<p>their choice, duly authorised, even in the case of a group of enterprises.</p> <p>For fear of rejection, the documents in the administrative file required must be produced in originals or in copies certified as true by the issuing department or competent administrative authority, in accordance with the provisions of the Special Regulations for the Call for Tenders. They must be valid at the time of submission of the offer and must be less than three (3) months old from the original deadline for the opening of offers or have been issued after the date of signature of the invitation to tender except NSIF attestation has a validity of one (01) month.</p> <p>In case of absence or non-compliance of a document in the administrative file at the opening of bids, the tenderers concerned shall be given forty-eight (48) hours to submit or replace the said document.</p> <p>The Contracts Board shall declare inadmissible and reject:</p> <ul style="list-style-type: none"> • any bid in complete black on white; • offers without any indication of the identity of the tenderer; • offers that do not comply with the bidding method or file format; • Any tender that does not comply with the indications of the TF, • The absence or insufficient bid bond, issued by a first-rate financial institution authorised by the Ministry of Finance to issue bonds for public contracts endorsed, bearing a fiscal stamp and accompanied by a CDEC receipt, or failure to comply with the model documents in the Tender File, will result in the outright rejection of the bid with no room to complain. A bid bond produced but having no connection with the consultation concerned is absent. A bid bond submitted by a tenderer during the tender opening session is inadmissible; • The Tenders Board shall draw up minutes of the tender opening session, a copy of which shall be given to all the tenderers.
	<p>The bid-opening session shall take place no later than one hour after the deadline for the receipt of bids set in the Tender File.</p>
	<p><i>Tenders shall be evaluated on the basis of the following criteria:</i></p> <ul style="list-style-type: none"> ▪ <i>The eliminatory criteria specifying the minimum requirements to be met to be admitted to evaluation according to the essential criteria. They must not be the subject of scoring. The non-respect of these criteria shall cause the rejection of the tenderer's offer.</i> <p>They are:</p>

References
of the GRIT
regulations

Description of the provision of the SRIT

▪ **Eliminatory criteria**

The eliminatory criteria shall be evaluated based on the following sub-criteria:

No.	Headings	Yes/No
i- Eliminatory criteria related to the administrative file		
1	Absence or insufficient bid bond at the opening of bids, issued by a first-rate financial institution authorised by the Ministry of Finance to issue bonds for public contracts not endorsed not bearing a fiscal stamp accompanied by a CDEC receipt. Shall be considered not compliant. NB: A bid bond produced but having no connection with the consultation concerned is considered to be absent. A bid bond presented by a bidder during the bid opening session is inadmissible.	Yes/No
2	Non-submission after the 48-hour deadline of a document in the administrative file deemed to be non-compliant or absent at the bid opening, (except for the bid bond).	Yes/No
ii- Eliminatory criteria related to the technical file		
3	<i>Absence of dated and signed integrity charter</i>	Yes/No
4	Absence of the commitment statement to respect environmental impact notice studies	Yes/No
iii- Eliminatory criteria related to the financial offer		
5	Absence of a quantified unit price in the financial offer.	Yes/No
6	Absence of an element in the financial offer (submission, SUP, BQE)	Yes/No
IV- General eliminatory criteria		
7	False declarations, fraudulent schemes or falsification of documents	Yes/No
8	Non-compliance with at least 4 essential criteria out of 6;	Yes/No
9	Non-compliance with the file format and method for offers submitted online;	Yes/No

References of the GRIT regulations

Description of the provision of the SRIT

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

- Equipment

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

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

- Financial capacity

Tenderers must present, in particular:

- A certificate of financial capacity of an amount of 57 million CFA francs issued by an approved bank,
- Average annual turnover for the past three (03) of at least 100 million FCA francs.
- Proof of acceptance of the terms of the contract

Bidders must submit duly initialled and signed copies, marked "read and approved", of the following administrative and technical documents governing the contract:

- The Special Administrative Clauses (SAC);
- The Special Technical Clauses (STC),

NB: A detailed evaluation grid consistent with the requirements of the Special Regulations Governing the Invitation to Tender may be attached to these Special Regulations Governing the Invitation to Tender. *The said grid and the criteria detailed below must formally specify the procedures for validating a criterion based on the number of sub-criteria met.*

In the event of a conflict between the contents of the Tender File, the elimination of a tender for non-compliance with the provisions of the Tender File must be based solely on the criteria contained in the SRIT, the provisions of which take precedence over those of the other documents.

References of the GRIT regulations	Description of the provision of the SRIT	
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Chief mason: CAP F4, at least 5yrs of experience *	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in building construction and public works (≥ 5 yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Chief carpenter: At least CAP in wood work/joinery at least three years	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in the domain (≥ 3 yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Chief electrician: CAP in electricity/ Industrial wiring at least 5years	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in the domain (≥ 5 yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Chief Plumber; At least CAP in plumbing/sanitation at least three years	
	a. attestation of presentation of original of diploma	Yes/No
	b. certified copy of diploma	Yes/No
	c. experience in the domain (≥ 3 yrs)	Yes/No
	d. CV signed and dated	Yes/No
	e. National Identity card	Yes/No
	Total D	/32
	E. Methodology and conformity with technical specifications, environmental protection and hygiene	
	a. Consistence site installation	Yes/No
	b. Consistence Description of post of work	Yes/No
	c. Consistence Organizational chart of the enterprise	Yes/No
	d. Consistence Organizational chart for the execution of the works	Yes/No
	e. Consistence Planning of execution of works	Yes/No
	f. Consistence Attestation of site visit	Yes/No
	g. Consistence Site visit report	Yes/No
	h. Consistence Internal control	Yes/No
	i. Consistence Means of communication	Yes/No
	j. Consistence Use of human intensive labour	Yes/No
	k. Consistence Environmental protection report	Yes/No
	l. Consistence hygiene and sanitation of the personnel	Yes/No
	m. Consistence security of the personnel	Yes/No
	n. Consistence protection against HIV/AIDS	Yes/No
	o. Consistence maintaining of circulation during work and signalisation	Yes/No
	p. training of management committee	Yes/No
	Total E	/16
	F. Acceptance of the conditions of the contract	
	a. The Special Administrative Clauses (SAC) initialled on all pages and signed on the last page	Yes/No

References of the GRIT regulations	Description of the provision of the SRIT
40	<p>Tenders Board chairpersons and members, bidders and other persons involved in the procedure must always observe the strict rules of professional ethics. They must refrain in particular from corruption or any other form of fraudulent schemes. By virtue of these principles, the above expressions are defined as follows:</p> <ul style="list-style-type: none"> (i) Whoever offers, gives, solicits or accepts any form of benefit in order to influence the action of a public employee during the award or execution of a contract shall be guilty of "corruption". (ii) Whoever solicits or accepts several tenders issued by the same bidder under different company names and/or different registration numbers shall be guilty of "corruption". <p>ii. Whoever deforms or distorts facts in order to influence the award or execution of a contract or a jobbing order in a manner prejudicial to the Project Owner or the Delegated Project Owner shall be indulging in "fraudulent schemes. Fraudulent schemes" include in particular any agreement or collusive manoeuvre by bidders (before or after submission of the offer) aimed at artificially maintaining offer prices at levels which do not correspond to those that would result from free and open competition, and thus depriving the Project Owner or the Delegated Project Owner of related advantages" .</p>

Note relating to the Special Administrative Clauses

The Special Administrative Clauses (SAC) express all the rights and duties of the parties to the contract. These rights and obligations must comply in all respect with the General Administrative Clauses (GAC), which already lay down the regulatory framework applicable to the execution of works contracts.

In this respect, the provisions of the SAC supplement and/or specify the information expressly provided for in the GAC on the one hand, and that required by the contract concerned on the other hand, in compliance with the laws and regulations in force in Cameroon.

Unless specifically provided for otherwise in the SAC, the provisions of the GAC remain applicable:

In any case, where the provisions contradict themselves, the provisions of the Special Administrative Clauses shall take precedence over those of the General Administrative Clauses.

The number of the article of the GAC to which reference is made in the SAC is indicated in brackets. Other articles of the GAC not featuring in the SAC remain in force in the execution of the contract.

The SAC model clauses constitute an outline of the provisions that the Project Owner or Delegated Project Owner should follow to prepare each Tender File and the draft contract.

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contracts. R D MINMAP is responsible for checking that the contract has been properly executed, issuing the required prior approvals and approving the general and final detailed account.

- **The Administration's contracting partner or the contract holder** is the Contractor and is responsible for executing the works under the contract.

3.2. Security

For the purpose of applying the security regime provided for in Article 150 of Decree No. 2018/366 of June 20, 2018 on the Public Contracts Code, the duties are defined as follows:

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

Article 4: Language, applicable laws and regulations

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

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

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

Article 5: Standards

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

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

Article 6: Constituent documents of the contract

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

1. The tender or commitment letter;

9. Decree No. 2018/4992/PM of 21 June, 2018 putting in place the General Rules regulating the maturation of Public Investment projects;
10. *Decree No. 2020/375 of 07 July, 2020 on the General Regulations of Public Accounting.*
11. Instruments governing the various professional bodies;
12. Decree No. 2001/048 of 23rd February 2001 relating to the Setting up, Organization and Functioning of the Public Contracts Regulatory Agency
13. Decree No. 2003/651/PM of 16th April 2003 to lay down the Procedure for Implementing the Tax and Customs System applicable to Public Contracts;
14. Decree No. 2012/075 of 8th March 2012 to organise the Ministry in charge of Public Contracts;
15. Order No 212/A/MINMAP of September 28, 2021 organizing the operation of internal structures for the administrative management of Public contracts;
16. Order No. 000007/MINMAP of 01 January..... laying down the procedures for awarding and executing framework agreements
17. Order No. 168/A/MINMAP of August 11, 2021 setting the terms and conditions for the award and execution of design-build contracts;
18. Circular Letter No. 000010/LC/MINMAP/CAB of 22 September 2020, the clarifying the payment documents of the Administrative co-contractors to be submitted for visa prior to the Ministry in charge of Public Procurement
19. Order No. 001/CAB/PR of 19th June 2012 relating to the Award and Control of Execution of Public Contracts;
20. Letter No 00006/LC/PR/MINMAP/CAB of 17 August, 2021 clarifying the control of public procurement and specifying the procedures for its exercise to project owners and delegated project owner's circular.
21. Circular N^o 0001877/C/MINFI of 31/12/2025 on instructions relating to the execution of finance laws, the monitoring and control of the execution of the budget of the state and other public entities, for the 2024 financial year;
22. Circular No. 0001/PR/MINMAP/CAB of 25 April, 2022 relating to the application of the Public Procurement Code
23. The MINCOMMERCE Decree setting the Price List
24. Order No 402/A/MINMAP/CAP of 21 October 2019 setting the nature and threshold of markets reserved for craftsmen, small and medium-sized enterprises, grassroots communities and civil society organisations, and the modalities of their application;
25. Circular letter No. 00000002/LC/MINMAP/CAB of 12 May 2022 relating to the continuity of the public procurement service in the event of a sanction by a Project Owner or Delegated Project Owners or members of a commission public procurement in accordance with the provision of articles 195 of the code of public contracts.
26. Unified Technical Documents (DTU) for building works;
27. Applicable standards;
28. Other instruments specific to the domain concerned with the Contract;
29. Circular 000006/LC/MINMAP/CAB of 05/02/2025 guiding the obligation for categorization of enterprise in the building and construction and road works;

the administrative order to start work on the tranche considered is: (not applicable)

Tranches	Timeframe (in months)
Firm tranche	
Conditional tranche 1	
Conditional tranche n	

Article 11: Obligations of the Project Owner or Delegated Project Owner

11.1 The Project Owner or is responsible for acquiring and making available the site as well as its access, possession, use and access to all other areas reasonably necessary for the proper execution of the Contract. He must provide the Co-contractor with the facilities for access to the project sites. For sites that are far from the Project Owner's head office, transportation costs for accessing them shall be borne by the Contractor.

11.2 The Project Owner or Delegated Project Owner shall obtain and at his cost, all permits, authorisations, approvals, and licences from the relevant local, regional or national authorities or government services necessary for the execution of the Contract and which are within the scope of his obligations.

11.3 If the administration's contracting partner so requests, the Project Owner or shall do his utmost best, to help him obtain in time and with all due diligence from the local, regional or national administrations or public services, the permits, authorisations and licences required by these bodies for the contractor, his subcontractors or the contractor's or his subcontractors' personnel, as the case may be, to carry out the Contract.

11.4 The Project Owner will protect the contractor against any threats, outrage, violence, assaults, insults or defamation to which he may be victim as a result of or in connection with the performance of his duties.

Article 12: Administrative orders

The various administrative orders shall be prepared and notified under the following conditions:

12.1. Once the contract has been notified to the contract holder, the Project Owner has fifteen (15) calendar days to sign the works start-up service order. This Service Order is notified to the contractor by the Contract Manager within seven (7) calendar days. A copy of the said Service Order is sent to the Ministry in charge Public Contracts or its relevant devolved service, to the Regulatory Body, to the Contract Manager, to the Contract Engineer, to the Paying Body and to the Project Manager, if applicable.

12.2 The administrative orders having an incidence on the amount and/or contract deadline, shall be signed by the Project Owner under the following conditions:

- a) where an administrative order is likely to cause contract amount overrun, its signature is subject to

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

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

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

13.1 The contractor shall ensure the execution of the work under the supervision of the Engineer or the Project Manager (to be specified as appropriate) and fulfil his obligations diligently, efficiently and economically, as described in the Technical Specifications or Technical Clauses, under the supervision of the Engineer and in accordance with this contract, the rules and standards in force in Cameroon and the techniques and practices generally accepted in the field of activity concerned by the contract. In particular, he is required to carry out (if necessary) the calculations, tests, and analyses, and to determine, select, purchase and supply all the tools, materials and supplies required to carry out the work. The contractor is bound to employ all useful personnel, whether specialised or not.

13.2 The contractor is responsible to the Project Owner or the Delegated Project Owner for the quality of the materials and supplies used, for their perfect adaptation to the needs of the site, for the convenient execution of the work and for the services and work carried out by the approved sub-contractors. He must comply with the regulation in force in Cameroon concerning compliance with the environment. He must execute all the work specified in the Special Technical Clauses (STC) and the texts and directives mentioned in the said document. In particular, he shall be obliged to produce a worksite plate in accordance with the regulations and to post internal company rules, taking into account environmental and social issues.

13.3 During the term of the contract, the contractor shall not engage directly or indirectly in any professional or contractual activities likely to compromise his independence in relation to the tasks he is assigned.

13.4 In the event of a conflict of interest on the part of a member of the mission team, the contractor must notify the Project Owner in writing and must replace the expert in question who is involved in the project or the contract.

Conflict of interest shall refer to any situation in which the contractor could make direct or indirect profits from a contract awarded by the Project Owner to whom he is consulted or any situation in which he has sufficient personal or financial interests to compromise his impartiality in the discharge of his duties or of such a nature as to adversely affect his judgement.

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

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

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

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

15.2. Replacement of key personnel

Any modification, even partial, to the proposals in the technical offer will only be made after written approval by the Project Owner or the Delegated Project Owner or the Contract Manager. In the event of a modification, the contractor will have him replaced by personnel of at least equal competence (qualifications and experience) or by equipment of similar performance and in good working order.

In any event, the lists of supervisory personnel to be put in place must be submitted for the prior written approval of the Project Owner or the Engineer, as appropriate, within (15) fifteen days following notification of the administrative order to commence service. After this deadline, the lists will be deemed to have been approved.

The Project Owner or the Engineer, as appropriate, shall have (05) five days to notify his opinion in writing to the Contract Manager. The Project Owner reserves the right to refuse approval to a person proposed by the contractor whose qualifications are insufficient.

Any unilateral change made to the proposals for supervisory staff in the technical offer, before and during the works, is grounds for termination of the contract as referred to in Article 41 below or for the application of penalties

Any changes made shall be notified to the Project Owner for prior approval.

15.3 Withdrawal of personnel (if applicable)

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

15.4 Representative of the contractor

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

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

Contract Manager after the opinion of the Project Manager (or Engineer)] the works execution schedule, his supply schedule, his draft Quality Assurance Plan (QAP) and his Environmental Management Plan, if applicable.

This programme shall be presented exclusively according to the models provided and shall include:

- The minutes specifying the tasks to be carried out, if applicable;
- The list of works to be subcontracted;
- The description of the modalities to keep traffic, if necessary
- Etc.

Two (2) copies of these documents shall be returned to him/her within ten (10) days of their receipt with:

- Either the approval note, 'GOOD FOR EXECUTION.'
- Or the mention of their rejection together with the reasons for the rejection.

The administration's contracting partner shall then have seven (07) days to submit a new project. The Contract Manager or the Project Manager shall then have a period of five (05) days to give his approval or make possible comments. The time limits for approval of the execution project are suspensive of the execution deadline.

The approval given by the Contract Manager or Project Manager shall in no way reduce the liability of the contractor. However, work carried out before the approval of the programme will not be recorded or remunerated unless it has been expressly ordered. The updated and approved schedule will become the contractual planning.

The Administration's contracting partner shall constantly update, on the work site, a work planning that takes into account the actual progress of the works. Substantial changes to the contractual programme may only be made after approval by the Contract Manager. After the Contract Manager has approved the execution program, he shall forward it to the Project Owner or Delegated Project Owner within five (05) days, without suspending effect of its execution. However, if significant modifications which alter the objective of the contract or the consistency of the works are noted, the Project Owner or Delegated Project Owner shall return the execution programme together with the reservations to be lifted within fifteen (15) days from the date of receipt.

b. The Environmental and Social Management Plan shall highlight especially the conditions for the choice of technical sites and residential area, the conditions for borrowing extraction sites and the conditions for restoring the worksites and installation sites.

18.2 Insurance

- a) As soon as the contract is notified, the contractor must take out an insurance policy with one or more approved insurance companies to cover the risks associated with the execution of the services covered by the contract.
- b) The following insurance policies are required under this Contract for the minimum amounts, deductibles, and other minimum conditions within fifteen (15) days of notification of the contract.
 - Third-party liability insurance covering the risk of bodily injury caused to third parties or the risk of death of third parties (including the Project Owner's personnel), the risk of loss or damage occurring during the execution of the work to property during supply or assembly or installations; if applicable;
 - Site all risks Insurance covering loss or damage to the facilities on site, occurring prior to completion of the facilities, with an extended warranty covering the Contractor's liability for loss or damage occurring during the warranty period, for so long as the Contractor remains on site to discharge his obligations during the warranty period.
 - Ten-year liability insurance, where applicable.
 - Other insurance. Any other insurance that may be specifically agreed between the parties to the contract.
- c) In any case, the policy must cover all bodily injury, material and immaterial damage caused to third parties or to the works from the day after it is taken out until final acceptance of the services or ten-year liability, as appropriate.
- d) If the contractor fails to take out and/or maintain the insurances referred to above, the Project Owner may take out such insurances and maintain them in force, and deduct from time to time, from any sums due to the contractor under the contract, any premium paid by the Project Owner to the insurer, or otherwise recover the amount of the premium so paid shall be deemed to be a debt owed by the contractor.
- e) The contractor shall ensure that his sub-contractor(s) take out and maintain in force, to the fullest extent necessary, appropriate insurance policies covering their personnel, their vehicles and the services performed by them under the contract, unless these sub-contractors are covered by the policies taken out by the contractor.

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

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

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

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

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

21.2 Site meetings

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

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

Article 22: Use of explosives

The use of explosives is forbidden

CHAPTER III: ACCEPTANCE

Article 23- Documents to be provided prior to technical acceptance

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

1. Copy of the invoice or detailed account describing the work, indicating its quantities, price and total amount;
2. Notification of acceptance;

For contracts comprising several tranches, the Project Owner shall proceed with the provisional acceptance of the works for the tranche in question. This acceptance shall be a condition for the start of the next conditional tranche.

The acceptance visit is marked by the signing, on the spot, by all the participants, of an acceptance report mentioning whether acceptance is pronounced or not and, if applicable, the reservations to be lifted, together with deadlines, before pronouncing the said acceptance. If acceptance is not granted, the acceptance report shall specify the reservations to be lifted and the deadline before acceptance is granted.

To be valid, the acceptance report must be signed by at least two-thirds (2/3) of the members, including the Chairperson.

24.3 Composition of the acceptance committee

The Acceptance Committee shall be made up of the following members [as indication]:

- **Chairperson:** The Project Owner or his representative;
 - **Rapporteur:** The Contract Manager or his representative
 - **Members:**
 - The Secretary General of Bamenda City Council;
 - The Contract Manager or his representative;
 - The Contract Engineers ;
 - The Stores Accountant – BCC as member
- DD/MINDDVEL
- **Observer**
- RD/MINMAP;
- The Contractor;

24.4. Partial acceptances [Indicate if partial acceptances are provided].

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

24.5. Start of the guarantee period: The guarantee period shall be one (01) year from the date of provisional reception. [

24.6 Taking possession of the works

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

of an administrative order concerning possible repairs and refurbishments, the Contract Manager shall have the right to have the repairs executed by his own workers or by another contractor and to collect the amount thereof at the expense of the contractor through deduction on any sums due or to be owed to the latter under the contract.

Article 27- Final acceptance

27.1 Final acceptance shall take place within a maximum period of [fifteen (15) days] from the expiry of the guarantee period.

27.2 The Project Manager [may or may not] be a member of the committee. **(Not applicable)**

27.3 The composition and procedure for final acceptance are the same as for provisional acceptance.

27.4- The contract is definitively closed under the conditions set out in Article 38 paragraph 4 of these SAC concerning the General and Final detailed Accounts.

Article 28- Legal guarantee

The contractor shall be automatically liable to the Project Owner or Delegated Project Owner for ten (10) years from provisional acceptance for damage that undermines the solidity of the structure or affects the structure in one of its constituent parts or one of its equipment elements, making it inadequate for its purpose.

To this end, he shall recruit an approved Technical Control Office (TCO) to assess the works with a view to obtaining a ten-year insurance.

CHAPTER IV: FINANCIAL CLAUSES

Article 29- Contract price

The amount of this contract, as shown in the [detailed estimates] is: _____ (in figures) _____ (in words) CFA francs inclusive of all taxes (IAT); that is:

- Amount EVAT: _____ (____) CFA francs;
- Amount of VAT: _____ (____) CFA francs
- AIR amount: ____ (____) CFA francs
- TSR amount, if any: _____ (____) CFA francs [Only applicable for contracts with contractors based abroad];
- Net to be paid = Net amount with all taxes and duties deducted: ____ (____) CFA francs.

- f) Small- and medium-size enterprises with national share capital and managed by nationals, as well as civil society organizations may, in lieu of security, provide a certified cheque, bank cheque, a legal mortgage or a bond issued by a banking institution or financial body authorized in accordance with the instruments in force

31.2 Start-up advance bond

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

31.3 Performance bond (in replacement of retention bond)

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

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

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

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

Article 32- Price variation

32.1 The prices are fixed and not revisable

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

32.2 Price updating conditions (not applicable).

The conditions for updating or revising prices are those provided for in the Public Contracts Code.

[Price revision or updating pursuant to the contractual clauses shall not give rise to the signing of a contract amendment].

Article 33- Price revision formulae (Not applicable)

The prices in the unit price schedule are revisable by applying the following formula: [To be specified] *[if yes, Insert the formula and define the parameters and indexes to be applied if applicable].*

addressed to the Project Owner Owner without justification. This advance starts to be reimbursed by deducting a percentage 20% from each payment on account once the total amount of work reaches 40% of the contract amount. The payment on account for the start-up advance shall take place after the deposits due have been put in place, in accordance with the provisions of the Public Contracts Code.

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

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

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

Article 38- Payment of works

38.1 Ascertainment of works executed

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

38.2 Provisional detailed accounts

Provisional detailed accounts must be prepared in seven copies at a frequency of fifteen (15) days.

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

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

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

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

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

- Exclusive of VAT- AIR or TSR] paid directly into the account of the administration's contracting partner;
- VAT at the rate in force;

parties completely and puts an end to the contract, and releases the Project Owner and the Delegated Project Owner from any obligations, except as regards interests on overdue payments.

35.8.2 which the contractor must return the signed general and final detailed account Within a maximum period of 1 month.

The transmission of the general and final detailed account to the paying body for payment is subject to MINMAP prior endorsement. For this purpose, a copy of the corresponding job cost sheet and all the provisional detailed accounts must be sent to him beforehand or handed to his representative on the site, as appropriate.

The deadlines and conditions for signing and handling disagreements are the same as for the final detailed account.

Article 39- Interests on overdue payments

The possible interests on overdue payments shall be paid by statement of sums due and calculated in accordance with the provisions of Article 166 and 167 of Decree No.2018/366 of 20 June 2018 to institute the Public Contracts Code and using the formula below:

$L = M \times (n/360) \times (1)$ where:

M = Amount, inclusive of taxes, owed to the holder;

N = Number of calendar days of delay;

i = BEAC corporate lending rates increased by one (1) point or discount rate applied by the Bank issuing the currency involved, increased by at most one (1) point, as the case may be.

Article 40- Penalties

A. Penalties for delay

40.1 In case of overrun of the contractual deadline attributable to the contract holder, he shall be liable to a delay penalty, the amount of which shall be fixed as follows:

- a. One two thousandth (1/2000th) of the initial contract price, all taxes inclusive per calendar day overrun from the first to the thirtieth day beyond the contractual time limit set by the contract;
- b. One thousandth (1/1000th) of the initial contract price, all taxes inclusive of tax per calendar day overrun beyond the thirtieth day.

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

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

- deduction on corporate tax;
- Registration fees calculated in accordance with the stipulations of the Tax Code;
 - Dues and taxes attached to the execution of the services provided for by the contract:
 - Fees and taxes for entry in the Cameroon territory (customs duties, VAT, computer tax);
 - Council dues and taxes;
 - Dues and taxes on the extraction of materials and water.

These elements should be included in the charges the contracting partner incorporates in his intervention costs and constitute one of the elements of the sub-detail of prices tax exclusive.

The price all taxes inclusive (ATI) means VAT included.

Except otherwise stipulated in the contract, the contracting partner shall bear and pay the dues, taxes, duties and charges that are of his responsibility as well as of his subcontractors.

Article 43- Stamp duty and registration of contracts

Seven (7) original copies of the contract shall be stamped and registered by and at the cost of the administration's contracting partner, in accordance with the regulations in force.

CHAPTER V: MISCELLANEOUS PROVISIONS

Article 44- Termination of the contract

44.1 The contract shall be automatically terminated in any of the following cases:

- a) death of the contract holder. In this case, the Project Owner or Delegated Project Owner may, if necessary, authorise that the proposals submitted by the rightful claimants be accepted for the continuation of the services;
- b) bankruptcy of the contract holder. In this case, the Project Owner may accept, if appropriate, the proposals that may be submitted by the creditors for the continuation of the services;
- c) judicial liquidation, if the Administration's contracting partner is not authorised by the court to continue running his enterprise;
- d) in case of subcontracting, co-contracting or subsidiary orders without the prior authorisation of the Project Owner or Delegated Project Owner;
- e) Default by the Administration's Contracting Partner duly established and notified by the Project Owner or the Delegated Project Owner by administrative order serving as formal notice after evaluation and the default established;
- f) Failure to comply with labour laws and regulations;
- g) significant price variation under the conditions laid down in the General Administrative Clauses, following the

Article 46- Disputes and litigation

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

Article 47- Production and dissemination of this contract

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

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

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

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The Contract Engineer reserves the right to modify the plans and Work schedule provided by the Contractor, which modification shall first be submitted to the Delegated Contracting Authority for approval. Under exceptional circumstances, the Contract Engineer may suggest modifications to the technical specifications for any component of a project to the Delegated Contracting Authority, while making sure that the overall cost of the project stays within the limits of the financial bid of the Contractor.

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

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

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

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

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

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

Article 3 - Work plan

The Contractor shall execute the work within a deadline of two (02) months as from the date of notification of the service order to start work.

Article 4 - Site selection and choice of Drilling Technique

4.1- Site Selection :

The site for the borehole shall be chosen after hydrogeologic and geophysical studies. These studies will start with the interpretation of aerial photos of the area aimed at locating fractures and *structural traps to retent aquifers*. *Geophysical prospecting will then be carried out on these anomalies so as to confirm the hydrogeologic results and obtain precisions on the aquifers*. This geophysical surveys will be done using the Electric Method, precisely Resistivity Profiling and Resistivity Depth Sounding.

Studies carried out on previous boreholes done in similar geological formations show that with the respect of minimum precautions during site selection, a success rate of 80% (minimum yield of 0,7m³/h after designing the borehole) is expected.

The execution plan should be conceived in such a way that the different phases will be done without unjustified stoppage.

The state of work progression shall be established monthly and if after two months, the progression rate is considered low, the Contractor shall be asked to deploy additional means to the worksite so as to accelerate work progression and meet up with the deadline.

During the work execution, the Administration has the right to modify the work.

5.2. Working Hours.

The general conditions fixed for workers by the Cameroon Legislation also applies to the Contractor's workers in the worksite. There shall be no work at night.

5.3. Equipment and Materials for execution

5.3.1 General conception of equipments and materials

The Contractor shall be responsible for the choice of the equipments and materials. The general conception of the drilling rig and the materials to be used for the execution of the borehole should take into consideration the local milieu : the state of roads and accessibility, as well as the rate of execution stated above.

5.3.2. State of the equipments and materials

The execution calendar obliges the Contractor to be in possession of a drilling rig in order to execute this project, immediately he is notified of having been chosen to execute the job.

The serial number, the age and the origin of the drill ought to be specified in the bid. Anyway, the proposed equipment should be in a good state.

5.3.3. Description and specifications of the drilling rig.

The drilling rig that is needed for this project will be composed of:

The Drill

A conventional rotary apparatus using compressed air and water or mud, and specially adapted to using the tool and bit in loose formations and the down-the-hole hammer in hardrocks. Drilling through the loose formations and to avoid frequent collapse of these formations especially when the hardrock is to be drilled, the use of temporal casing is very obligatory. This temporal casing can be of steel or PVC nature and facilitates drilling in both the loose and hardrock formations without any difficulty.

The drilling rig should have a capacity of attaining an average depth of 110meters with a borehole diameter of:

- 12¼" (175-195mm) for rotary drilling with compressed air using tools and bits with water or mud,
- 6¼" (165mm) for rotary destructive drilling with compressed air by using the down-the-hole hammer.

Other Equipment.

The Air Compressor :

This should be a high pressure compressor of air, of at least 5 m³/mn at 7 bars.

Sufficient **Steel pipes**, attaining an average depth of 110m.

Pumping tests should be done using an **immersed electric pump** of diameter less than 110mm, and capable of supplying yields of 10 m³/h at a depth of 30meters and of 6 m³/h at a depth of 80meters.

An **Electric sounder** for the measurements of the water levels in the borehole should be available.

Each drilling team should have a rapid means of communication.

5.3.4 The Conformity Visit.

A conformity visit of all the equipments and materials shall be done at the beginning of the work execution in order to verify:

- their conformity with those avec proposed in the Contractor's bid,

Above the clayey seal, the borehole shall be filled with alluvium or elluvium, in which case this substance shall constitute material for effective back-fill, and finally the top of the borehole shall be filled with concrete for a depth of 2meters.

The casing shall overlap the earth surface by 0,50m. This casing shall be momentarily locked with a screwed cork.

5.6. Development

Development is done by air-lift with double tube using the drilling rig or an independent unit.

The yield obtained after the development should not be more than 10 % less than the yield obtained at the end of drilling.

Development shall continue until clean water with no residual sand grains nor clay particles is observed. The Contractor should control the yield in sand grains of the water, by applying the Method of observing sand deposit in a 10litres bucket of water and of which the diameter should not be greater than 1cm at the end of development.

The average time for development shall be 4 hours.

If technical errors occur during the drilling process or during development, the additional time beyond the 4hours, shall be under the responsibility of the Contractor and, if clean water is not obtained after development, the borehole will not be received.

In case an independent unit was used for development, the return of the drilling rig for the partial or complete repeat of the drilling process, shall be under the charge of the Contractor.

The yield shall be measured after every 15 minutes. The water level and the depth of the borehole shall be measured before and after the development.

The accepted tolerance for the measurements (including those obtained during pumping test) shall be :

- 10% for the yields,
- 1cm for the water level,
- 5cm for the measurements of depth.

5.7. Pumping [Aquifer] Tests-Superstructures-Disinfection of the Borehole and Water Analyses.

5.7.1 Pumping [Aquifer]Test.

These tests shall be executed using an immersed pump, of a minimal capacity of 10 m³/h at a depth of 30m or 6 m³/h at 80meters. The pumping test (type CIEH) shall be done for a time lapse of 4 hours (3 phases of an increasing yield). The processes shall comprise : Restoration, Pumping and Recharge. The recharge after pumping shall be done for an hour. The mesurements of the water levels shall be effectuated using an electric sounder, while the measurements of the yield shall be done using 200litres drums. All the measurements shall be recorded in forms recommended by the *Ministry incharge of Water*.

5.7.2 Superstructures

The Contractor shall have to construct the following superstructures:

- A reinforced concrete corping of dimensions 1,5m x 1,5m and of height (20cm) which is compatible with the manual pump, and situated above the reinforced concrete slab,
- A reinforced concrete slab of minimum size 3m x 3m surrounding the reinforced concrete corping, raised above the soil surface of minimum height 15cm and and slightly inclined with a gentle slope of about 2% towards the evacuation outlet.
- A ditch surrounding the slightly inclined reinforced concrete slab to drain water from the latter to the outlet, through the buried PVC pipes of minimum length 8m, into the soakaway pit. The soakaway pit shall have a dimension of 1m x 1m x 1m and filled with stones ; and shall be covered by a concrete slab of thickness 10cm.
- A protective layer against erosion of width 1meter all round the half wall and composed of lateritic gravel of thickness 10cm, shall be put all round the half wall.

- Drilling time for every pipe,
- Diameter and method used in sinking every pipe,
- Depth attained by every pipe,
- Nature of rock formations cut through "driller's cross-section",
- Depth of temporal casing, time used in placing and removing the temporal casing,
- Composition of the borehole design : length of casing, screen, volume of gravel pack, level of the emplacement of the clayey seal, thickness of the concrete, etc.
- Duration and yields of pumping test, water quality and levels following the instructions given by the *Engineer during the Development and Pumping test operations*,
- In short, all the technical details, incidents, breakdowns, difficulties specific to the evolution of the project, indicating the time these occurred.

The book shall be signed by the Representatives of the Administration and that of the Contractor, and shall serve as the basis for the establishment of vouchers.

Remarks and reserves made by the Contractor and/or the Administration shall be recorded in this book.

5.8.2 Control and supervision

The control and supervision of works shall be carried out by the Representative of the Administration and shall be based on the following items:

- Definition of the work plan and its execution calendar in agreement with the Contractor.
- Site implantation.
- Indicative forecasts on the geology and on the depth to be attained by the borehole.
- Decisions on whether to continue or stop drilling, its design or its abandonment.
- Elaboration of the borehole design in collaboration with the Chief driller, taking into consideration the yield.
- *Supervision and interpretation of the Development and Pumping test results.*
- Choice of the configuration of the superstructures depending on the landscape (topography).
- Supervision of the pump installation and the training of local pump caretakers.
- Supervision of the analyses related to water quality.
- Control the effectiveness of the activities concerning the training and sensitization of the Water Management Committee.

5.9. Origin and quality of materials

5.9.1 General dispositions.

The Contractor shall present to the Delegation incharge of Water Resources for approval the materials he intends using, indicating their nature and their origin. All the materials found faulty shall be evacuated by the Contractor at his own expenses. The Contractor shall be responsible for the regular supply of materials for the smooth running of the project.

Notwithstanding the approval of the quality and origin of the materials by the Delegation incharge of Water Resources, the Contractor remains solely responsible for the quality of the materials used for the project. It is left for him to carry out at his own expenses all the necessary tests and analyses to be sure of the materials used.

It is left for him to make all the necessary moves to obtain autorisations or permissions, and carry out payments if necessary to enable him exploit quarries or other substances, and the site for the installation of the project.

CHAPTER III - SUPPLY AND INSTALLATION OF ELECTRICAL PUMP

Article 8 - Supply-Installation of an electrical pump

Characteristics of the electrical pump.

The choice of the pump shall take into consideration the government policy on the standards of hydraulic equipment for the rural communities.

8.1 .Diameter

The borehole shall be equipped with PVC tubes of which the usable minimum internal diameter shall be 110mm.

8.2 Yield

The dynamic levels in the project zone shall be situated at an average depth of around one hundred and ten meters, anyhow the proposed model of pump shall be one that have to function without the dispensation of too much effort for installation depths of about 50m and of dynamic levels of equivalent depths.

The yield during the normal rhythmic exploitation with the electrical pump should be at least 4.2m³/h at 110m.

8.3 Resistance to corrosion

All the parts constituting the pump ought to be resistant to water and air corrosion (in this case, the Contractor is asked to present documents to ascertain that control tests were carried out in the factory on the supplied materials or their equivalents to be supplied). The Contractor shall attach to his bid the list of parts that shall be in contact with water and specify their component elements and the anti-corrosion process to be applied on them.

8.4 Fittings.

The supply of the manual pump should also include:

- the supply of tools to fix the pump onto the base: wire mesh welded with bolts, nuts and fitting washers;
- the supply of seals.

The fittings that shall be used should have closing plates which should be put in place while waiting for the pump to be installed. All fittings shall be approved by the Supervising Engineer before use. The performance guarantee of work shall cover all defects in fittings, their handling and workmanship.

8.5 Maintenance

The Supplier shall fill a table describing the nature of the day-to-day maintenance operations with as information for each case:

- the periodic interval
- the parts concerned
- the costs of the parts in the locality
- the required set of tools

8.6 Repair works

The Supplier shall specify the breakdowns that shall require the withdrawal of the pump from the borehole as well as the different unit weights, notably:

- the whole fountain,
- the linear meter of the aspiration pipe (with the rod) with and without water,
- *the pump cylinder.*

For more frequent interventions, he shall specify the nature of intervention and its frequency.

8.7 Accessories

The Contractor should show the pump caretaker the key or keys required to help mount, dismount and replace parts that have broken down.

reception, but a test of the equipments used in exploiting the groundwater and a survey among the population to confirm the good working order of the pump during the one year guarantee period.

CHAPTER IV: ORIGIN AND QUALITY OF GEOMATERIALS AND CEMENT.

Article 12: *Quality and Quantity of Geomaterials.*

The Contractor shall supply all the sand, stones and gravel that may be required for the execution of any component of a project. He shall also be responsible for the excavation and backfilling of the pipeline under the supervision of the Engineer. In that regard, it is obligatory for the potential Contractor (or bidder) to visit the project site, at his own expense, before preparing his bids, in order to verify whether available geo-material are of good quality and of sufficient quantity. He shall make any reservations concerning geo-materials in his bid (Site Visit Report).

Article 13: *Origin and Quality of Sand*

The nature and origin of sand remain subject to the approval of the Supervising Engineer. Sand shall be obtained either from rivers or through crushing of rocks. The sand shall be of high quality. It shall be crunchy, stable, clean and shall be free of dust particles, schistose, gypseous or clayey debris and organic matter. It shall contain neither sulphur compounds no substances that can react with cement or metallic reinforcements. The sand component shall be more than 80% and the very fine constituents, with a dimension not exceeding eighty (80) microns that can be eliminated by settling, should be less than four percent (4%). No grain of sand should have a dimension greater than four (4) millimeters. If deemed necessary by the Supervising Engineer, the sand shall be sieved and washed thoroughly before use.

Moreover, filter grade sand shall have a grain size ranging from 0.8mm to 1.2mm inclusive. Furthermore, it shall be fried in order to eliminate algae zygospores, bacteria and/or bacteria spores, fungi and/or fungal hyphae.

Article 14: *Origin and Quality of Gravel.*

Gravel shall be obtained from deposits or quarries chosen by the contractor and approved by the Supervising Engineer. It shall be clean, without an excess of flat elongated pieces, dust or impurities. Constituents that can be eliminated through settling should be less than 2%. Its grading should be suited to its use. If deemed necessary by the Supervising Engineer, it shall be washed before use.

Article 15: *Origin and Quality of Stones*

Stones shall be obtained from deposits or quarries chosen by the Contractor and approved by the Supervising Engineer. No stone shall have a dimension less than twenty (20) centimeters. Basalts stones, commonly called black stones, are highly recommended, or else stones of other quality, such as un-weathered granites, rhyolites, ignimbrites, etc, duly tested and approved by the Supervising Engineer may also be used.

Article 16: *Origin and Quality of Cement*

Cement shall be of the CPA 325 class and shall be obtained from an approved factory.

CHAPTER V: CONCRETE WORKS

Article 17: *Preparation of Concrete*

Concrete works shall be of three (3) kinds:

- i) Mass concrete for foundations works; it shall be a mixture of 250kg of cement per m³ of sand and of appropriate thickness.

20.2 Plastering

Plastering of surfaces in contact with water shall comprise pointing of the mortar joints followed by a 1cm thick layer of spatter dash 1:2 (m625). This shall then be followed by the application of a rendering coat of 2cm thick 1:4 (m300) mixtures and a setting coat 2cm thick 1:2 (m625). The walls shall then be finished with cement paste. Plastering of surfaces not in contact with water, such as chambers for air valves, control valves and washouts shall consist of 1 coat of plaster 1cm thick and a mixture of 1:3 (m400)

Article 21: Plumbing Works

By plumbing works include:

- i) Laying of pipes in the trenches
- ii) Construction and installation of chambers for air valves, washouts and control valves
- iii) Installation of branch lines right up to the last plastic before the standpipes.

21.1 Pipe Specifications

Pipes should meet the physical characteristics presented in table 1 below:

Table 1: Physical Characteristics of pipes

Internal Ø & external Ø (mm)	Thickness (mm)			Socket length (mm)	Nominal service pressure (bars)	Length of pipe (m)
	Minimum	Nominal	Maximum			
21x25	1.9	2.0	2.3	28	10	6
28x32	1.9	2.0	2.3	32	6	6
26.8x32	2.4	2.6	2.9	32	10	6
35x40	2.3	2.5	2.8	40	6	6
33.6x40	3.0	3.2	3.5	40	10	6
43.6x50	3.0	3.2	3.5	50	6	6
42x50	3.7	4.0	4.3	50	10	6
56.6x63	3.0	3.2	3.5	63	6	6
53x63	4.7	5.0	5.4	63	10	6
68.6x75	3.0	3.2	3.5	75	6	6
66.6x75	3.8	4.2	4.5	75	10	6
63.2x75	5.5	5.9	6.3	75	10	6
80.6x90	4.3	4.7	5.0	90	6	6

Tolerances

Ovalization: $\pm 1\text{mm}$

Length of pipe: $\pm 1\% \Rightarrow \pm 6\text{cm}$

Socket length: $\pm 0.6\text{mm}$

21.1.1 Control Tests for Pipes

i) Length

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

ii) External Diameter

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

The Contractor shall ensure that all pipes for this project are labeled <H>. The Supervising Engineer shall reject any pipe not labeled as such

The Contractor shall furnish the Supervising Engineer with information (name, address, phone, etc) on the factory being used to procure pipes for any project.

The Contractor shall present to the Supervising Engineer a guarantee certificate from the factory of origin ascertaining that the pipes meet the required standards as described in the forgoing sections. The Contractor shall arrange for free access to the factory for the Supervising Engineer to enable him request, as required, for all factory tests described in the aforementioned sections to be carried out by the manufacturer.

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

Fittings Specifications

The fittings required for these works, are presented in Table IV below. Contractors are required to strictly respect these specifications.

All fittings shall be approved by the Supervising Engineer before use. All fittings not conforming to those specified in Table IV shall be rejected. The performance guarantee of work shall cover all defects in fittings, their handling and workmanship.

TABLE IV: SPECIFICATIONS FOR FITTINGS

Description of Goods	Description of Goods
ADAPTOR UNION 25-¾"	NIPPLE 2"
ADAPTOR UNION 32-1"	NIPPLE 2½"
ADAPTOR UNION 40-1 ¼"	PVC ELBOW 63
ADAPTOR UNION 50-1 ½"	PVC RED SOCKET 40-32
ADAPTOR UNION 63-2"	PVC RED SOCKET 50-40
ADAPTOR UNION 75-2½"	PVC RED SOCKET 63-50
AIR VALVES	PVC RED SOCKET 75-50
BALL VALVE 1 ½"	PVC RED SOCKET 75-63
BALL VALVE 2"	PVC TEE 32
DEC VALVE 0¾"	PVC TEE 40
DEC VALVE 1 ¼"	PVC TEE 50
DEC VALVE 1 ½"	PVC TEE 63
DEC VALVE 2"	PVC TEE 75
DEC VALVE 2½"	PVC VALVE 32
ELBOW 0¾"	PVC VALVE 40
ELBOW 1 ¼"	PVC VALVE 50
ELBOW 1 ½"	PVC VALVE 63
ELBOW 2"	PVC VALVE 75
ELBOW 2 ½"	REDUCER G.I.1"-¾"
FLOAT VALVE 63	PVC RED SOCKET 75-63
G.I PIPE 0¾"	SADLE PIECE 32-1"
G.I PIPE 1"	SADLE PIECE 40-1
G.I PIPE 1¼"	SADLE PIECE 50
G.I PIPE 1½"	SADLE PIECE 50-1"
G.I PIPE 2"	SADLE PIECE 63
G.I PIPE 2½"	SADLE PIECE 63-1"
G.I SOCKET 0¾"	SADLE PIECE 75-1"
G.I SOCKET 1¼"	TAP 0¾"
G.I SOCKET 1½"	UNION 0¾"

After the pipes have been laid in the trenches by qualified plumbers, and the successful hydraulic tests conducted, they shall be carefully covered with soil and rammed in, in soil layers of 20cm thick.

The backfilling of pipes crossing motor able roads shall be done in conformity with laid down norms. The compaction requirement for backfill shall be at least 90% of the dry modified optimum proctor density.

The following state the type of equipment need for the works

TRANSPORTATION	SITE HEAVY EQUIPMENT	SITE TOOLS	TOOLS FOR OPERATIVES
At least a 7ton tipper	Concretemixer	Plairs&screwdriver	Trowel
(01) 4x4wd vehicle	Concreteneedlevibrator	Spades	Measuring tape
	Wheel barrows	Shovels	Protective clothing and shoes
		Cutlasses, buckets,	
		Measuringtoolsetc	

Note on the schedule of prices

(This note relating to the preparation of the schedule of prices is provided to the Project Owner or Delegated Project Owner or persons who will prepare the Tender File for information purposes only. It must not feature in the final documents).

The framework of the unit price schedule must be exhaustive and precise. In particular, all the elementary tasks must be defined and the units of measure specified.

Objectives

The objectives of the Price Schedule are:

- a. To ensure a proper understanding of the prices of the bids to be evaluated on the basis of a nomenclature defining these prices in relation to the elementary tasks constituting a price item;
- a. To ensure, once the contract is concluded, the evaluation and payment for works executed. To achieve these objectives, the schedule of prices must record the works in a detailed manner so as to make a distinction between the various types of works or between works of the same nature executed at different locations or under any other conditions likely to give rise to variations in costs, bearing in mind that prices also include any suggestions resulting from the application of administrative and technical provisions laid down in the written documents.

Price series

In a schedule of prices, prices are grouped in headings so as to distinguish between parts of the works which by nature, access, calendar or any other characteristic may give rise to variations in the construction methods or sequence of works or costs considerations. These headings constitute price series.

Units of measure

The metric system shall be used and the following abbreviations recommended:

Metre	: m	Centimetre	: cm	Millimetre	: mm
Hectare	: ha	Square metre	: m ²	Square millimetre	: mm ²
Litre	: l	Cubic metre	: m ³	Unit	: u
Kilogramme	: kg	Tonne	: t	Fixed	: ft
Second	: s	Hour	: h		

Presentation of schedule of prices

The schedule of unit prices must be presented in the form of a table with three columns. The codes of the series and of the price appear in the first column; the definition of services comprising the price, the unit of

UNIT PRICE SCHEDULE THE CONSTRUCTION OF THREE (03) BOREHOLES EQUIPPED WITH SOLAR PUMPS AND OVERHEAD WATER TANKS IN NITOB IV MANKON, ASABA NSONGWA AND NTAHFOR IN BAMENDA MUNICIPALITY

N ^o	Description of Tasks and Unit Prices in words	Unit Prices in figures (F.CFA) exclusive of taxes
100	PRELIMINARY WORKS	
101	<p>Site Selection: This price remunerates under the general conditions previewed in the contract in LUMP SUM hydro-geologic, geophysical studies and implantation.</p> <p>The LUMP SUM at FCFA</p>	
102	<p>Mobilization: This price remunerates under the general conditions previewed in the contract in LUMP SUM the deployment and redeployment of tools and equipment.</p> <p>The LUMP SUM at FCFA</p>	
200	DRILLING WORKS	
201	<p>Installation and withdrawal of motorized drilling rig and other equipment: This price remunerates under the general conditions previewed in the contract in UNITS the pumping and recharge test [Aquifer test].</p> <p>The UNIT at FCFA</p>	
202	<p>Air Rotary Drilling: This price remunerates under the general conditions previewed in the contract in LINEAR METRE air rotary drilling of $\varnothing 9'' \frac{7}{8}$ in unconsolidated loose formations.</p> <p>The LINEAR METRE at FCFA</p>	
203	<p>Installation and removal of temporal casing: This price remunerates under the general conditions previewed in the contract in LINEAR METRE the installation and removal of temporal PVC or metallic casing of $\varnothing 175-195$mm.</p> <p>The LINEAR METRE at FCFA</p>	
204	<p>Air Rotary and Percussion Drilling: This price remunerates under the general conditions previewed in the contract in LINEAR METRE Air Rotary and Percussion Drilling with the down-the-hole hammer of $\varnothing 6'' \frac{1}{2}$ to $6'' \frac{3}{4}$.</p> <p>The LINEAR METRE at FCFA</p>	
300	DESIGN – CLEANING & DEVELOPMENT – PUMPING TEST	
301	<p>The supply and installation of PVC casing: This price remunerates under the general conditions previewed in the contract in LINEAR METRE the supply and installation of PVC casing of $\varnothing 112 - 125$mm.</p> <p>The LINEAR METRE at FCFA</p>	
302	<p>The supply and installation of PVC screen: This price remunerates under the general conditions previewed in the contract in LINEAR METRE the supply and installation of PVC screen of $\varnothing 112 - 125$mm with slot openings of $\varnothing \leq 2$mm.</p> <p>The LINEAR METRE at FCFA</p>	

	The LUMPSUM at FCFA	
404	Construction of a hook to install the pump and slap concrete for head of borehole: This price remunerates under the general conditions previewed in the contract in UNIT the construction of a hook to install the pump and slap concrete for head of borehole The UNIT at FCFA	
405	Supply and installation of cable with sectional area $\geq 14\text{mm}^2$: This price remunerates under the general conditions previewed in the contract in LINEAR METRE the supply and installation of cable with sectional area $\geq 14\text{mm}^2$ Supply and installation of cable with sectional area $\geq 14\text{mm}^2$. The LINEAR METRE at FCFA	
406	Purchase and installation of charge controller with automatic operation of 48A/12V or equivalence: This price remunerates under the general conditions previewed in the contract in UNIT the Purchase and installation of charge controller with automatic operation of 48A/12V or equivalence The UNIT at FCFA	
407	Supply and installation of metal framework for solar system stand: This price remunerates under the general conditions previewed in the contract in UNIT the supply and installation of metal framework for solar system stand The UNIT at FCFA	
408	Purchase and Installation of Earth switch: This price remunerates under the general conditions previewed in the contract in UNIT the Purchase and Installation of Earth switch The UNIT at FCFA	
409	Supply and Installation of Surge Arrester, AC 30 A/Legrand: This price remunerates under the general conditions previewed in the contract in UNIT the Supply and Installation of Surge Arrester, AC 30 A/Legrand The UNIT at FCFA	
410	Supply and installation of automatic control system with a flotter and all necessary accessories for the pumping system: This price remunerates under the general conditions previewed in the contract in UNIT the Supply and installation of automatic control system with a flotter and all necessary accessories for the pumping system The UNIT at FCFA	
500	INSTALLATION OF SOLAR PANEL	
501	Construction and installation of roof steel bracket mounted: This price remunerates under the general conditions previewed in the contract in UNIT the <i>Construction and installation of roof steel bracket mounted</i> The UNIT at FCFA	

602	<p>Purchase and installation of 10m³ polyethylene vertical water storage tank with drainage and overflow provisions inclusive: This price remunerates under the general conditions previewed in the contract in LUMP SUM the Purchase and installation of 10m³ polyethylene vertical water storage tank with drainage and overflow provisions inclusive.</p> <p>The LUMP SUM at FCFA</p>	
603	<p>Installation of a metallic ladder (12m): with This price remunerates under the general conditions previewed in the contract in LUMPSUM the Installation of a metallic ladder (12m)</p> <p>The LUMP SUM at FCFA</p>	
604	<p>Construction of a pump house at the ground floor of the water tower: with This price remunerates under the general conditions previewed in the contract in LUMPSUM the Construction of a pump house at the ground floor of the water tower</p> <p>The LUMP SUM at FCFA</p>	
605	<p>Purchase and installation panaflexe Ø32: This price remunerates under the general conditions previewed in the contract in LINEAR METER Purchase and installation panaflexe Ø32.</p> <p>The LINEAR METER at FCFA</p>	
606	<p>Construction of a fence with honey mesh and footing of G.I 1/1/2" pipe: This price remunerates under the general conditions previewed in the contract in LUMPSUM the Construction of a fence with honey mesh and footing of G.I 1/1/2" pipe.</p> <p>The LUMPSUM at FCFA</p>	
700	PROJECT SUSTAINABILITY PROJECT SUSTAINABILITY	
701	<p>Training and putting in place of a water management committee+ training of two(02) pump caretakers: This price remunerates under the general conditions previewed in the contract in LUMPSUM the Training and putting in place of a water management committee.</p> <p>The LUMPSUM at FCFA</p>	
702	<p>Supply of tool box with spare part: This price remunerates under the general conditions previewed in the contract in UNIT the Supply of tool box with spare part</p> <p>The UNIT at FCFA</p>	
703	<p>Environmental impact notice: This price remunerates under the general conditions previewed in the contract in UNIT the Environmental impact notice</p> <p>The UNIT at FCFA</p>	

BILL OF QUANTITIES AND COST ESTIMATES FOR THE CONSTRUCTION OF THREE BOREHOLES EQUIPED WITH SOLAR PUMP AND ELEVATED 10M³ STORAGE TANKS IN BAMENDA CITY COUNCIL ,MEZAM DIVISION

NO	WORK DESCRIPTION	UNIT	Q'TY	UNIT PRICE (FCFA)	TOTAL PRICE (FCFA)
100 GENERAL SITE INSTALLATION					
101	Site selection:Hydrogeological, geophysical studies and implantation	LS	1		
102	Mobilization: transportation of materials and equipments	LS	1		
103	Production of the project execution programe	LS	1		
104	Production of project execution report and As-Built Plan	LS	1		
SUB TOTAL 100					
200	DRILLING WORKS				
201	Installation and withdrawal of Motorized drilling rig and other equipment	U	1		
201	Air Rotary Drilling of Ø 9"7/8 in unconsolidated loose formations	LM	25		
202	Installation and removal of temporal PVC or metallic casing of Ø 175-195mm	LM	25		
203	Air rotary and percussion drilling with the down the hole hammer of Ø 6" 1/2 to 3/4 in hard rock	LM	40		
SUB TOTAL 200					
300	DESIGN – CLEANING AND DEVELOPMENT –PUMPING TEST				
301	Supply and installation of PVC casing of Ø112-126.6mm	LM	40		
302	Supply and installation of PVC screen Ø112-126.6mm with slot opening of Ø >>2mm	LM	20		
303	Supply- and putting in place of a gravel pack of a quartzeous nature and calibrated: (0.5-1mm)	U	1		
304	Putting in place of borehole cap, sand, back filling and cementing	U	1		
305	Cleaning and development of the borehole by the air lift method	U	1		
306	Pumping and recharge test (aquifer test)	U	1		
307	Sampling and physico-chemical analysis of water from the borehole	U	1		
308	Disinfection of the borehole	U	1		
SUB TOTAL 300					
400	SUPERSTRUCTURE,SOLAR PUMP INSTALLATION AND PIPING				
401	Installation of a submersible Hybrid solar pump : Q:4.2m3/h, 1500w TMH100-150m with controller	LS	1		
402	Installation of protective PVC Pipe 32mm/40mm for automatic control system with floater	LS	1		

604	Construction of a pump house at the ground floor of the water tower (2x2x2.5)m with 15x20x40cm cement blocks, with Installation of a metallic door of 90x210cm with a padlock. Rendering and Painting of the walls with blue Pantex oil paint	ls	1		
605	Purchase and installation panaflexe Ø32	lm	700		
SUB TOTAL 600					
700	PROJECT SUSTAINABILITY				
701	Training and putting in place of a water management committee+ training of two(02) pump care-takers	session	2		
702	Supply of tool box with spare part	U	1		
703	Environmental impact notice	U	1		
SUB TOTAL 700					
A) Total exclusive taxes (TET) For one bore hole					
B) Non taxable materials					
C) Taxable materials					
D) VAT (19.25% of C)					
E) AIR (2.2% or 5.5% of A)					
F) Total inclusive taxes (TIT) for 1 borehole = A + D					
G) Total inclusive taxes (TIT) for 3 boreholes = Fx3					
H) Net Amount to be Paid = 3A-3E					
Closed at the sum of:inclusive of taxes					

Date and Signature

Model sub-detail of prices

Schedule of sub-detail of prices

DESCRIPTION		<i>Backfill of excavations</i>		
Price No.	Daily output	Total quantity	Unit	Duration of activity (days)
1.5			m ³	1.0
	CATEGORY	Daily wage	days invoiced	Amount
MANPOWER				
				TOTAL A
	TYPE:	Daily wage	days invoiced	Amount
EQUIPMENT AND MACHINES				
				TOTAL B
	TYPE:	Unit price	Consumption	Amount
MATERIALS				
				TOTAL C
D	TOTAL DIRECT COSTS		A+B+C	
E	Site overheads (X%*D)			
F	Head Office overheads (Y%*D)			
G	Actual cost		D+E+F	
H	Risk + Benefit (Z%*G)			
I	TOTAL SALES PRICE TAX EXCLUSIVE		G+H	
J	UNIT SALES PRICE TAX EXCLUSIVE		I/Qty	



MINISTRY OF DECENTRALISATION AND LOCAL DEVELOPMENT

BAMENDA CITY COUNCIL

SECRETARIAT GENERAL

DEPARTMENT OF TECHNICAL SERVICES

SERVICE OF PUBLIC CONTRACTS AND PROCUREMENT

CONTRACT N° _____/C/BCC/SG/DTS/SIGAMP/2026 of 24/03/2026 for the construction of three (03) boreholes equipped with solar pumps and overhead water tanks in Nitob IV Mankon, Asaba Nsongwa and Ntahfor in Bamenda Municipality..

PROJECT OWNER: The City Mayor of Bamenda City Council

HOLDER: _____

P.O. Box _____, Tel: _____ Fax: _____

Business Register No. _____ Taxpayer's No. _____ RIB (Bank Identity Statement): _____

SUBJECT: The construction of three (03) boreholes equipped with solar pumps and overhead water tanks in Nitob IV Mankon, Asaba Nsongwa and Ntahfor in Bamenda Municipality.

PLACE: Nitob IV Mankon, Asaba Nsongwa and Ntahfor .

AMOUNT OF CONTRACT IN FCFA:

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

DURATION OF EXECUTION: Three (03) calendar months

FUNDING: Bamenda City Council 2026 Budget, Head:.....

SUBSCRIBED, on

SIGNED, on

NOTIFIED, on

REGISTERED, on

Contents

Part I: Special Administrative Clauses (SAC)

Part II: Special Technical Clauses (STC)

Part III: Unit Price Schedule (UPS)

Part IV: Detailed Quantity and Estimate (DE)

TABLE OF CONTENTS

DOCUMENT No. 10
MODEL OF FORMS TO BE USED BY
BIDDERS

Appendix No. 1: Model of the declaration of the intention to tender

I, the undersigned,

Nationality:

Domicile:

Duty:

By virtue of my capacity as Managing Director, after taking cognisance of Tender File No. 005/ONIT/BCC/ITB/2026 of _____ 2026 for The construction of three (03) boreholes equipped with solar pumps and overhead water tanks in Nitob IV Mankon, Asaba Nsongwa and Ntahfor in Bamenda Municipality.

Hereby declare the intention of my enterprise _____ to tender for this Call for Tenders.

Done at _____ on _____

Signature, name, and stamp of the bidder

Prior to the signing of the contract, this bid accepted by you shall constitute a commitment between us.

Done in.....

on.....

Signature of.....

In the capacity of.....duly authorised to sign bids for and on behalf of (9)

.....

(8) Delete the unnecessary indication

(9) Attach power of attorney

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

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

Signed and authenticated by the financial body

at _____, on _____

[signature of the financial body]

Appendix No. 5: Start-up advance bond model

Financial body:

Bond reference: No.

Addressed to *[The City Mayor Bamenda City Council]*

[Address of the Project Owner or the Delegated Project Owner]

Hereinafter referred to as "the Project Owner"

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

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

The payment without contest and upon receipt of the first written request by the beneficiary, declaring that
..... *[the holder]* did not fulfil his obligations relating to the reimbursement of the start-off
advance in accordance with the terms of Contract of

..... relating to the supplies and ancillary services *[indicate the invitation to
tender subject and references and the lot, if possible]*, of the maximum total sum corresponding to the advance
of 20% of the amount all taxes inclusive of Contract No., payable upon
notification of the corresponding Administrative Order, that is:..... CFA francs

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

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

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

Signed and authenticated by the financial body

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

[signature of the financial body]

Appendix No. 7: Tender letter for technical proposal

[Place, date]

To: [Name and address of the Project Owner]

Sir/Madam,

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

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

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

Yours Faithfully,

Signature of the authorised representative

Name and function of the signatory:

Candidate's name:

Address:

602	Purchase and installation of 5m ³ polyethylene vertical water storage tank with drainage and overflow provisions inclusive.	Is	1																	
603	Installation of a metallic ladder (12m) with protective device <i>surrounding it embedded</i> on the ground and walls of the cross beams	Is	1																	
604	Construction of a pump house at the ground floor of the water tower (2x2x2.5)m with 15x20x40cm cement blocks, with Installation of a metallic door of 90x210cm with a padlock. Rendering and Painting of the walls with blue Pantex oil paint	Is	1																	
605	Purchase and installation panaflexe Ø32	Im	500																	
606	Construction of a fence with honey mesh and footing of G.I 1/1/2" pipe embedded in mass concrete to protect the borehole	Is	1																	
SUB TOTAL 600																				
700	PROJECT SUSTAINABILITY																			
701	Training and putting in place of a water management committee+ training of two(02) pump caretakers	session	2																	
702	Supply of tool box with spare part	U	1																	
703	Environmental impact notice	U	1																	

No	Name	Reports to be provided	Staff (in form of bars graph) ²													Total staff/month			
			1	2	3	4	5	6	7	8	9	10	11	12	n	Head office	Field ³	Total	
Staff																			
1			[Head office]																
			[Field.]																
2																			
n																			
															Sub-total				
															Total				

Reports to be provided: _____

Duration of activities: _____

Signature: (Authorised representative)

Name: _____

Position: _____

Address: _____

² Months are counted from the start of the mission. For each personnel indicate separately if working at the head office or on the field.

³ Field work means works that are not executed in the consultant's head office.

**APPENDIX No.10: MODEL OF SHEET FOR SERVICES LIKELY
TO BE SUB-CONTRACTED / ORDERED**

No.	Description of the Supplies	Quantity (Number of units)
	<i>[Insert the description of the Supplies]</i>	<i>[insert the quantity of items to be supplied]</i>

Service No.	Description of service	Unit of measurement
<i>[insert the number of Service]</i>	<i>[insert the description of service]</i>	<i>[unit of measurement]</i>

Training:

[In about one quarter page, summarise university studies and other specialised studies of the employee, indicating the names and addresses of schools or universities attended, with dates of attendance as well as the certificates obtained.]

Attached documents:

- Certified true copy of the highest certificate and eventually an attestation of professional trade
- Attestation of availability

.....
.....

Work experience:

[In about two pages, list the jobs executed by the employee since the end of studies by inversed chronological order, beginning by the present position. For each, indicate the dates, name of employer, title of the position occupied and the place of work. For the last ten years, specify in addition, the type of activity carried out, and, if applicable, the name of customers likely to provide references.]

.....
.....

Computer knowledge:

[Indicate knowledge level]

.....
.....

Languages:

[Indicate, for each, knowledge level: poor/average/ good/excellent, with regard to the language read/written/ spoken.]

.....
.....

APPENDIX No.12: CANDIDATE'S REFERENCES

Services rendered during the last [indicate the number from 1 to 5] years that better illustrate your qualifications

Using the form below, indicate the information requested for each pertinent mission that your company /institution has got by contract, as a company alone, or as one of the main partners of a group.

Name of Mission:	Country:
Place:	Specialised personnel provided by your company /institution (profiles) :
Name of Client:	Number of employees having participated in the Mission:
Address:	Number of months of work;
	Duration of the Mission:
Start-UP date: Date of completion:	Approximate value of services
Name of associated/possible partner service providers:	Number of months of work of specialists provided by the associated service providers:
Name and functions of officials (Project Director /Coordinator, Team Official):	
Description of the project:	
Description of the services effectively rendered by your personnel:	

Name of candidate:

**APPENDIX No.14: MODEL OF INFORMATION SHEET RELATING TO
ESSENTIAL EQUIPMENT, IF APPLICABLE**

No.	Description and characteristics of equipment	Age / Condition	Minimum number required (column to be filled by the PO/DPO)	Owner/hiring	Year of acquisition	Justification
1						
2						
...						
N						

[Insert in the table above: (i) the list of equipment and tools required for the execution of services (ii) minimum number required for each type of equipment (iii) it may be envisaged, the provision of equipment by hiring, in which case, you should present a hiring commitment of the equipment signed and legalised by the relevant government services.]

Note: For each equipment, attach the certified copy of the bill or registration document, if applicable

1990 of the Integrity Charter

The Integrity Charter is a document that sets out the principles and standards of conduct for the members of the organization. It is a commitment to the highest standards of integrity and ethical behavior.

DOCUMENT No.11
INTEGRITY CHARTER

INTEGRITY CHARTER

TITLE OF THE INVITATION TO TENDER: _____

[to be specified when preparing the TF]

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

**TO
THE "PROJECT OWNER"**

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

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

5.4) We have not promised, offered or granted, and will not promise, offer or grant, directly or indirectly, to any person who manages a private sector entity or works for such entity, in any capacity, an undue advantage of any kind, for himself or herself or for another person or entity, in order that he or she may perform or refrain from performing any act in violation of his or her legal contractual or professional obligations.

5.5) We have not promised or given, and will not promise, to the Project Owner, his staff, the Chairpersons or the Actors in charge of the control of the execution of the contract that may result from the consultation, any undue advantage of any kind that might influence their objectivity.

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

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

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

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

Name: _____

Signature:

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

Dated _____

Commitment statement to comply with environmental and social clauses

TITLE OF THE INVITATION TO TENDER: _____

[to be specified when preparing the TF]

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

TO
THE "PROJECT OWNER"

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

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

Name: _____

Signature: _____

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

Dated _____

[To be filled in systematically by the Project Owner or the Delegated Project Owner according to the nature of the services to be carried out and in accordance with the details of articles 54 to 57 of the Public Contracts Code].

Note on the maturity visa or on preliminary studies

In accordance with the Public Contracts Code, the Project Owner or the Delegated Project Owner, before initiating the contracts award procedure or before submitting a file to the relevant Tenders Board, must ensure that the draft tender files are based on preliminary studies.

These studies should be required when the tender files are examined by the Tenders or Control Boards.

The Project Owner is required to fill in the questionnaire in Appendix 1 together with the supporting documents for the said studies.

DOCUMENT No. 14

**LIST OF INSTITUTIONS AUTHORISED TO ISSUE
BONDS FOR PUBLIC CONTRACTS**

REPUBLIC OF SOUTH AFRICA
MINISTER OF PUBLIC WORKS AND INFRASTRUCTURE
GENERAL INVESTMENT BOARD



REPUBLIC OF SOUTH AFRICA
MINISTER OF PUBLIC WORKS AND INFRASTRUCTURE
GENERAL INVESTMENT BOARD

GENERAL INVESTMENT BOARD

Notice of the opening of tenders for the purchase of...

...

...

...

...

...

DOCUMENT No. 15

ONLINE BIDDING PROCEDURE

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

Technical assistance

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