



# DOCUMENT N°1: INVITATION TO TENDER

REPUBLIC OF CAMEROON  
Peace – Work – Fatherland

NORTH WEST REGION

DONGA MANTUNG DIVISION

AKO SUB DIVISION  
AKO COUNCIL

AKO COUNCIL INTERNAL TENDERS  
BOARD



REPUBLIQUE DU CAMEROUN  
Paix-Travail-Patrie

REGION DU NORD-OUEST

DEPARTEMENT DE DONGA MANTUNG



ARRONDISSEMENT D'AKO  
COMMUNE D'AKO

COMMISSION INTERNE DE PASSATION DE  
MARCHES DE LA COMMUNE D'AKO

## AKO COUNCIL INTERNAL TENDERS' BOARD

*"Open National Invitation to Tender,"*

N°004/ONIT/NWR/DMD/AC/ACITB/2026 OF 03/03/2026

**THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION.**

**FUNDING : PIB MINTP 2026**

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file :
1	<b>BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD</b>	65 000 000F CFA	1 300 000F CFA	130 000F CFA

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

Within the framework of the 2026 Public Investment Budget (PIB), the Mayor of AKO Council "Contracting Authority" hereby launches an open National Invitation to tender **FOR THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION.**

➤ **LOT 1 : Construction of A BRIDGE OVER RIVER KRUMPIOH**

**2. Nature of services**

Work to be done consists of the **CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA.** The works include the following:

- Installation
- Cleaning
- Drainage
- Engineering structures
- Signalization
- Others



3. **Participation and origin:**

Participation in this invitation to tender is open to Cameroonian enterprises that are in compliance with the fiscal laws and having a good experience in the domain concerned.

4. **Financing:**

The said Works shall be financed by the Public Investment Budget (PIB) of the Ministry of Public Works MINTP, for the 2026 financial year assigned to the Mayor of AKO Council as Authorizing officer with Budget Head N° JB05724

5. **Consultation of the tender file**

Interested eligible bidders may obtain further information during working hours as from the date of publication of this tender notice, at the AKO council, at the Divisional Delegation of MINMAP, Donga Mantung or Regional service of ARMP, North West.

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

The file may be obtained at the AKO Council Office, as soon as this notice is published against payment of a non- refundable sum of (130 000) one hundred and thirty thousand CFA francs, payable at the AKO Council Treasury or any other public treasury representing the cost of the tender file.

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

- The tender file in three (03) volumes shall be enclosed in three sealed envelopes.
- Envelope A containing the administrative documents (Volume 1);
  - Envelope B containing the technical offer (Volume 2);
  - Envelope C containing the financial offer (Volume 3).

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

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

Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a receipt at the AKO Council Office not later than 01/04/2026 at 10 a.m local time and should carry the inscription:

**"Open National Invitation to Tender, "**

**N°004/ONIT/NWR/DMD/AC/ACITB/2026 OF 03/03/2026**

**The CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA**

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

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

9. **Admissibility of bids:**

Under penalty of being rejected, only originals or true copies certified by the issuing service must imperatively be produced in accordance with the Special Regulations of the invitation to tender.

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

Any bid not in compliance with the prescriptions of the Tender File shall be declared inadmissible. This refers especially to the absence of a bid bond issued by a first-rate bank approved by the Minister in charge of Finance.



10. **Opening of bids:**

The opening of the bids in one phase shall be done on **01/04/2026** at 11 a.m in the conference hall of the AKO Council by the competent internal tender board.

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

11. **Submission of bids timeframe:**

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

12. **Execution deadline**

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

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

Each bidder must include in his administrative documents a bid bond issued by a first-rate bank approved by the Ministry in charge of Finance featuring in the annex of the tender file of the sum of **1,300,000 (ONE MILLION THREE HUNDRED THOUSAND) FCFA**.

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

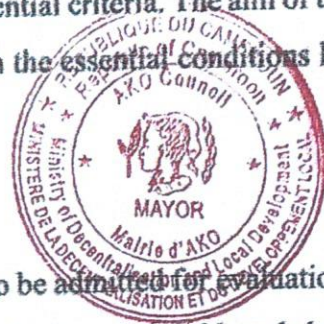
14. **Evaluation of the bids:**

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

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

The criteria of evaluation are the following:

There are two types of evaluation criteria: eliminatory and essential criteria. The aim of these criteria is to identify and reject incomplete bids or bids not in conformity with the essential conditions laid down in the Tender File.



#### 14.1-Eliminatory criteria

Eliminatory criteria fix the minimum conditions to be fulfilled to be admitted for evaluation according of the essential criteria. The non-respect of these criteria leads to the rejection of the bid made by the bidder.

They refer especially to:

##### 14.1.1- Administrative documents

- Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.
- Absence of a document in the administrative file;
- Absence of an attestation of site visit signed by the Service Provider in his honour;
- Absence of an attestation of categorization of enterprises;
- False declaration or falsified documents.

##### 14.1.2- Technical file

- Incomplete or non compliant documents;
- False declaration forged or scanned documents;
- Non-existence in the technical file of the rubric « organization, methodology and planning »
- Absence of the refinancing capacity of at least ONE MILLION THREE HUNDRED THOUSAND (1.300.000) F CFA,
- Technical assessment mark lower than 75% of "Yes".

##### 14.1.3- Financial offer

- Incomplete financial offer;
- Non-compliant documents;
- Omission of quantified unit price in the financial offer;
- Absence of break down price.

**Essential criteria:**

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

S/N	Designation
01	<b>General Presentation of the offer:</b> Document spirally bound, colour sheets separation, table of content, presentation of documents in the order given in this tender file, quality of document.
02	<b>Reference of the enterprise:</b> ▪ Experience in the similar works
03	<b>Quality of Requested staff:</b> Qualifications, experience of personnel affected to the project, CV, NIC and attestation of availability.
04	<b>Presence of the methodology of work execution</b>
05	<b>Technical and material affected to the project:</b> The company should justify the property of the necessary material to the execution of works.
06	<b>Presence of the prefinancing capacity</b>

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

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

The note of the technical offer will be gotten by addition of marks for every criteria. Only the technical offer having gotten an equal or superior note to **75% of YES** will be kept for the financial evaluation.

**15. Award of the Jobbing Order :**

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

**16. Period of validity of bids :**

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

**17. Complementary information:**

Complementary technical information may be obtained during working hours at the AKO Council.

Done at AKO, the 03/03/2026

**THE MAYOR**  
(Contracting authority)



**Copies:**

- ARMP;
- Chairperson of Tender Board;
- Notice boards;
- DD MINMAP AKO ;
- Archives.

*Nwai Godlove Nkanya*  
BA / MA / MBA

REPUBLIC OF CAMEROON  
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MARCHES DE LA COMMUNE D'AKO

## COMMISSION INTERNE DE PASSATION DES MARCHES PUBLICS

"Avis d'Appel d'Offres National Ouvert"

N°004/AONO/NWR/DMD/AC/ACITB/2026 DU 03/03/2026

POUR LES TRAVAUX DE CONSTRUCTION DE PONTS DE 7M DE PORTEE SUR LA RIVIERE  
KRUMPIOH SUR LA ROUTE BUKU-KAKAMINDU ET L'ENTRETIEN DE SA ROUTE D'ACCES,  
DEPARTEMENT DE DONGA MANTUNG REGION DU NORD OUEST

FINANCEMENT : BIP MINTP 2026

Lot N°:	Nom du Projet	Montant du Projet	Montant caution provisoire	Montant d'achat du DAO :	Ligne budgétaire
1	POUR LES TRAVAUX DE CONSTRUCTION DE PONTS DE 7M DE PORTEE SUR LA RIVIERE KRUMPIOH SUR LA ROUTE BUKU-KAKAMINDU ET L'ENTRETIEN DE SA ROUTE D'ACCES,	65 000 000F CFA	1 300 000F CFA	130 000F CFA	60 36 371 0 32000008 0451464211

### 1.- Objet de l'Appel d'Offres :

Dans le cadre du budget d'investissement public 2026, Le Maire de la commune d'AKO lance un Avis d'Appel d'Offres National ouvert en procédure d'urgence pour les **TRAVAUX DE CONSTRUCTION DE PONTS DE 7M DE PORTEE SUR LA RIVIERE KRUMPIOH SUR LA ROUTE BUKU-KAKAMINDU ET L'ENTRETIEN DE SA ROUTE D'ACCES, DEPARTEMENT DE DONGA MANTUNG REGION DU NORD OUEST.**

- **1. CONSTRUCTION DE PONTS DE 7M DE PORTEE SUR LA RIVIERE KRUMPIOH SUR LA ROUTE BUKU-KAKAMINDU ET L'ENTRETIEN DE SA ROUTE D'ACCES,**

### 2.- Consistance des travaux :

Les prestations du présent marché comprennent les travaux de **CONSTRUCTION DE PONTS DE 7M DE PORTEE SUR LA RIVIERE KRUMPIOH SUR LA ROUTE BUKU-KAKAMINDU ET L'ENTRETIEN DE SA ROUTE D'ACCES, DEPARTEMENT DE DONGA MANTUNG REGION DU NORD OUEST.**

suivantes :

- Installation
- Nettoyage

- Drainage
- Structures ingenierie
- Signalization
- Autres.

### 3.- Participation et origine :

La participation au présent Appel d'Offres est ouverte aux entreprises de droit camerounais ayant une expérience avérée dans le domaine concerné et ayant réalisé des opérations similaires.

### 4.- Financement :

Les prestations, objet du présent Appel d'Offres, sont financées par le budget d'investissement public (BIP) - Exercice 2026 du MINTP avec comme pour ligne budgétaire N° 1805724.

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

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

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

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la Mairie de AKO, service de passation des marchés publics, sur présentation d'une quittance de versement d'une somme non remboursable de 130, 000 (CENT TRENTE MILLE) francs CFA au Trésor de la Commune de AKO. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

### 7.- Présentation des offres :

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

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

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

### 8.- Remise des Offres :

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

**"Appel d'Offres National Ouvert "**

**N°004/AONO/NWR/DMD/AC/ACITB/2026DU 03/03/2026**

**POUR LES TRAVAUX DE CONSTRUCTION DE PONTS DE 7M DE PORTEE SUR LA RIVIERE KRUMPIOH SUR LA ROUTE BUKU-KAKAMINDU ET L'ENTRETIEN DE SA ROUTE D'ACCES, DEARTEMENT DE DONGA MANTUNG REGION DU NORD OUEST**

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

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

#### **9.- Recevabilité des offres :**

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

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

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

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

L'ouverture des offres aura lieu en un temps le 01/04/2026 à 11 heures précises dans la salle des Conférences de la Mairie de AKO, par la Commission Interne de Passation des marchés publics Compétente en présence des soumissionnaires.

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

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

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

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

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

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

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie, selon le modèle indiqué dans le dossier d'Appel d'Offres, par une banque de premier ordre agréée par le Ministère des Finances et dont la liste figure en annexe d'un montant égal à 1,300,000 FCFA (UNE MILLION TROIS CENT MILLE) francs CFA.

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

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

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

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

➤ 3<sup>ème</sup> étape : Analyse des offres financières.

Les critères d'évaluation des offres sont les suivants :

Les critères d'évaluation sont constitués de deux types : les critères éliminatoires et les critères essentiels. Ces critères ont pour objet d'identifier et de rejeter les offres incomplètes ou non conformes pour l'essentiel aux conditions fixées dans le Dossier d'Appel d'Offres.

#### 14.1-Critères éliminatoires

Les critères éliminatoires fixent les conditions minimales à remplir pour être admis à l'évaluation suivant les critères essentielles. Le non-respect de ces critères entraîne le rejet de l'offre du soumissionnaire.

Il s'agit notamment:

##### 14.1.1-Pièces administratives

- Toute offre non conforme aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence ou l'insuffisance de la caution provisoire de soumission ;
- Offres dont l'enveloppe extérieure porte des mentions permettant l'identification du Soumissionnaire ;
- Absence de l'attestation de visite de lieu signé du soumissionnaire à son honneur ;
- Absence de l'attestation de catégorisation des entreprises ;
- Absence d'une pièce administrative ;
- Fausse déclaration ou documents falsifiés.

##### 14.1.2-Offres techniques

- Dossier incomplet ou pièces non conformes ;
- Fausse déclaration ou documents falsifiés ou scannés ;
- Non existence dans l'offre technique de la rubrique « organisation, méthodologie et planning » ;
- Absence d'une capacité de préfinancement d'au moins (1,300, 000) francs CFA.
- De façon systématique, toute offre n'ayant pas atteint ou dépassé après évaluation technique, la barre de 75% du OUI sera écartée et non éligible à l'analyse financière ;

##### 14.1.3-Offres financières

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

#### Critères essentiels

Les critères dits essentiels sont ceux primordiaux ou clés pour juger de la capacité technico-financière des candidats à exécuter les travaux, objet de l'appel d'offres.

Les critères essentiels de qualification sont tel qu'il suit ;

N°	Désignation
01	Présentation générale de l'offre : Reliure, Intercalaire de couleur et page de garde, Présentation de toutes les pièces dans l'ordre prescrit, Qualité du document.
02	Références de l'entreprise : * Expérience dans les travaux Bâtiment et/ou de Génie Civil :
03	Qualité du personnel : Qualifications, expérience du personnel affecté au projet, CV, CNI et attestation de disponibilité.
04	La présence de la Méthodologie d'exécution des travaux
05	Moyens techniques et matériels affectés au projet : L'entreprise devra justifier la propriété du matériel nécessaire à l'exécution des travaux.
06	La présence de la Capacité de préfinancement

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

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

**15.- Attribution de la lettre commande :**

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

**16.- Délai de validité des offres :**

Les soumissionnaires restent engagées par leurs offres pendant une période de quatre -vingt -dix (90) jours, à compter de la date limite fixée pour la remise des offres.

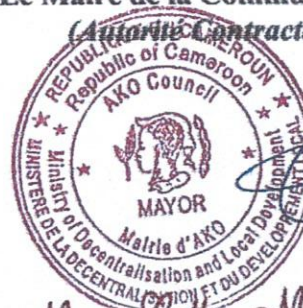
**17.- Renseignements complémentaires :**

Les renseignements complémentaires d'ordre technique peuvent être obtenus tous les jours aux heures ouvrables auprès de la Commune de AKO, service de la passation des marchés publics. Tel: 671614948

Fait à AKO, le 03/03/2026

Le Maire de la Commune de AKO

(Autorité Contractante)



Nkwai Godlove Nkanya  
BA / MA / MBA

**Ampliations :**

- ARMP
- Président CPM
- DD MINMAP AKO
- Affichage
- Chrono / Archives.

# DOCUMENT N<sup>o</sup>. 2: GENERAL REGULATIONS OF THE INVITATION TO TENDER (GRIT)

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- (b) Provide all information (complete or update information included in their request for pre-qualification which may have changed in the case where the candidates took part in pre-qualification) requested of bidders in the Special Regulations of the invitation to tender, in order to establish their qualification to execute the contract.

Where necessary, bidders should provide information relating to the following points:

- (i) The production of certified balance sheets and recent turnovers;
- (ii) Access to a line of credit or availability of other financial resources;
- (iii) Orders acquired and contracts awarded;
- (iv) Pending litigations; and
- (v) Availability of indispensable equipment.

6.2 Bids presented by two or more associated undertakings (joint-contracting) must satisfy the following conditions:

- (a) The bid must include all the information listed in article 6(1) above. The Special Regulations must indicate the information to be furnished by the group and that to be furnished by each member of the group;
- (b) The bid and the contract must be signed in a way that is binding on all members of the group;
- (c) The nature of the group (joint or several) must be specified in the Special Regulations and justified with the production of a joint venture agreement in due form;
- (d) The member of the group designated as the representative will represent all the undertakings vis à vis the Project Owner and Contracting Authority with regard to the execution of the Contract;
- (e) In case of joint co-contracting, the co-contractors shall share the sums which are paid by the Project Owner into a single account. On the other hand, each undertaking is paid into its own account by the Project Owner where it is joint co-contracting.

6.3 Bidders must equally present sufficiently detailed proposals to demonstrate that they comply with the technical specifications and execution time-limits set in the Special Regulations of the invitation to tender.

6.4 Bidders requesting to benefit from the margin of preference must furnish all the necessary information to prove that they satisfy the eligibility criteria set in article 33 of the General Regulations of the invitation to tender.

#### **Article 7: Visit of works site**

7.1 The bidder is advised to visit and inspect the site 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. The related cost of the visit of the site shall be borne by the bidder.

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

7.3 The Project Owner may organise a visit of the site of the works during the preparatory meeting to establishing the bids mentioned in article 19 of the General Regulations of the invitation to tender.

### **B. Tender File**

#### **Article 8: Content of Tender File**

8.1 The Tender File describes the works forming the subject of the contract, sets the consultation procedure of contractors and specifies the terms of the contract. Besides the addendum (addenda) published in accordance with article 10 of the General Regulations of the invitation to tender, it includes the following documents:

Document No. 1. The letter of invitation to tender (for restricted invitation to tender);

Document No. 2. The tender notice;

Document No. 3. The General Regulations of the invitation to tender;

Document No. 4. The Special Regulations of the invitation to tender;

Document No. 5. The Special Administrative Conditions;

Document No. 6. The Special Technical Conditions;

Document No. 7. The schedule of unit prices;

Document No. 8. The bill of quantities and estimates;

Document No. 9. The sub details of unit prices;

Document No. 10. Model documents of the contract:

a. The execution schedule;

b. Model of forms presenting the equipment, personnel and references;

c. Model bidding letter;

d. Model bid bond;

e. Model final bond;

f. Model of bond of start-off advance;

g. Model of guarantee in replacement of the retention fund;

h. Model contract;

Document No. 11. Models to be used by bidders;

a. Model contract;

Document No. 12. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

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

**c. Volume 3: Financial offer**

It includes:

- I. The submission letter, in original drafted according to the model attached, stamped at the rate in force, signed and dated;
- II. The unit price schedule duly completed, with an indication of the unit price excluding VAT in letters and figures;
- III. Detail Bill of Quantities and cost estimate of the work completed;
- IV. Sub-details of the different prices according to the model attached;

In this regard, the bidders will use the documents and models provided in the Tender File, subject to the provisions of article 17(1) of the General Regulations of the invitation to tender concerning the other possible forms of guarantees.

13.2 If in accordance with the provisions of the Special Regulations of Invitation to Tender, the bidders present offers for several lots of the same invitation to tender, they could indicate rebates offered in case of award of more than one lot.

**Article 14: Bid 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 of the invitation to tender, on the basis of the price schedule and the detailed bill of quantities and estimates presented by the bidder .
- 14.2 The bidder shall fill the unit prices and totals of all items on the schedule and bill of 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 on grounds of the contract or on any other ground, thirty (30) days prior to the submission of the 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 establishment of the initial price, as well as the price revision/updating conditions for the said price must be specified. This is with the understanding that any contract of duration less than one (1) year shall not be subject to price revision.
- 14.5 All unit prices must be justified by sub-details established in accordance with the structure proposed in document 8 of the Tender File.

**Article 15: Currency of bid and payment**

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

**15.2 Option A:** The amount of the bid shall be entirely made in the national currency.

The amount of the bid, unit prices of the price schedule and the prices of the bill of quantities and estimates are completely made in CFA francs in the following manner:

- a) Prices shall be entirely drawn in the national currency. The bidder who intends to commit expenditures in other currencies for the execution of the works shall indicate in the annex 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 the 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 annex to the bid in compliance with the specifications of the Special Regulations. These rates shall be applied for any payment within the framework of the contract so that the retained bidder does not bear any change in the exchange rate.

**15.3 Option B:** The amount of the bid shall be directly made in the national and foreign currency at the rates fixed in the Special Regulations. The bidder shall draw the unit prices of the price schedule and the prices of the bill of quantities and estimates in the following mann

- (a) The prices of inputs necessary for the works which the bidder intends to procure in the Contracting Authority's country shall be in currency of the Contracting Authority's country specified in the Special Regulations and called "national currency";

- 19.3 As much as possible, the bidder is requested to submit any question in a way as to reach the Contracting Authority at least one week before the meeting. The Contracting Authority may not reply to questions received too late. In this case, the questions and answers shall be transmitted according to the methods set in article 19(4) below.
- 19.4 The minutes of the meeting, including the text of the questions asked and the replies given, including questions prepared after the meeting, shall be forwarded immediately to everyone who bought the Tender File. Any modification of documents of the Tender File listed in article 8 of the General Regulations which may prove to be necessary at the end of the preparatory meeting shall be done by the Contracting Authority by publishing an addendum in accordance with the provisions of article 10 of the General Regulations and not through the minutes of the preparatory meeting.
- 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 and signature of bid**

- 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 the number required in the General Regulations, bearing "COPY". In case of discrepancy, the original shall be considered as authentic.
- 20.2 The original and copies of the bid must be typed or written in indelible ink (photocopies shall be accepted in the case of copies) and shall be signed by the person(s) duly empowered to sign on behalf of the bidder, in accordance with article 6(1a) or 6(2c) of the General Regulations, as the case may be. All the pages of the bid containing alterations or changes must be initialled by the signatory (ies) of the bid.
- 20.3 The bid shall bear no modification, suppression or alteration unless such corrections are initialled by the signatory (ies) of the bid.

### **D. SUBMISSION OF BIDS**

#### **Article 21: Sealing and marking of bids**

- 21.1 The bidder shall seal the original and each copy of the bid in separate envelopes (internal envelopes) by marking on these envelopes "ORIGINAL" and "COPY", as the case may be. The envelopes shall then be placed in another envelope which will equally be sealed but which will not give any indication regarding the identity of the bidder.
- 21.2 The external and internal envelopes:
- a) should be addressed to the Contracting Authority at the address indicated in the Special Regulations;
  - b) should bear the name and identification number of the project as indicated in the Special Regulations and bear the inscription "TO BE OPENED ONLY DURING THE BID-OPENING SESSION" as specified in the Special Regulations.
- 21.3 The internal envelopes should equally carry the name and address of the bidder in a way as to enable the Contracting Authority return the sealed bid if it is late in accordance with article 24 and 24 of the General Regulations.
- 21.4 If the external envelope is not sealed and marked as indicated in paragraphs 21(1) and 21(2) above, the Contracting Authority shall not be responsible if the bid is misplaced or opened prematurely.

#### **Article 22: Date and time-limit for submission of bids**

- 22.1 The bids must be received by the Contracting Authority at the address specified in article 21(2) of the Special Regulations not later than the date and time stated in the Special Regulations.
- 22.2 The Contracting Authority may, at his discretion, postpone the deadline set for the submission of the 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 Contracting Authority and bidders previously governed by the initial date will henceforth be governed by the new date.

#### **Article 24: Late bids**

Any bid received by the Contracting Authority beyond the deadline for the submission of bids in accordance with article 22 of the General Regulations shall be declared late and consequently rejected.

#### **Article 24: Modification, substitution and withdrawal of bids**

- 24.1 A bidder may modify or withdraw his bid after submitting it, on condition that the written notification of the modification or withdrawal is received by the Contracting Authority prior to the end of the time-limit prescribed for the submission of the bids. The said notification must be signed by an authorised representative in application of article 20(2) of the General Regulations. The modification or the corresponding replacement bid must be attached to the written notification. As the case may be, the envelopes must bear the inscription "WITHDRAWAL", and "REPLACEMENT BID" or "MODIFICATION".
- 24.2 Notification of modification, replacement or withdrawal of the bid by the bidder should be prepared, sealed, marked and forwarded in accordance with the provisions of article 21 of the General Regulations. Withdrawal may equally be notified by telex but should in this case be confirmed by a duly signed written notification whose date, post mark being authentic, shall not be posterior to the time-limit set for the submission of bids.
- 24.3 In application of article 24(1), bids being requested to be withdrawn by bidders shall be returned to them unopened.
- 24.4 No bid may be withdrawn during the interval between the submission of bids and the expiry of the validity of bids specified by the model tender. The withdrawal of a bid by a bidder during this interval may lead to the confiscation of the bid bond in accordance with the provisions of article 17(6) of the General Regulations.

### **E. Opening of envelopes and evaluation of bids**

- iii) Whose correction would unjustly affect the competitiveness of the other bidders who presented bids that essentially complied with the Tender File?
- 28.4 If a bid is essentially not in compliance, it shall be rejected by the competent Tenders Board and shall not subsequently be rendered in compliance.
- 28.5 The Contracting Authority reserves the right to accept or reject any modification, divergence or reservation. Modifications, divergences, variants and other factors which are beyond the requirements of the Tender File shall not be considered during the evaluation of bids.

#### **Article 29: Qualification of the bidder**

The Evaluation sub-committee shall ensure that the successful bidder retained for having submitted a bid substantially in compliance with the provisions of the Tender File, fulfils the qualification criteria stipulated in article 6 of the Special Regulations. It is essential to avoid any arbitrariness in determining qualification.

#### **Article 30: Correction of errors**

- 30.1 The Evaluation sub-committee shall verify bids considered essentially in compliance with the Tender File to correct the possible calculation errors. The Evaluation sub-committee shall correct the errors in the following manner:
- (a) where there is an incoherence between the unit price and the total obtained by multiplying the unit price by the quantity, the unit price being authentic, the total price shall be corrected, unless the Evaluation sub-committee judges that it is a gross error of decimal point in the unit price in which case the total price as presented shall be authentic 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 considered authentic and the total corrected.
  - (c) where there is a difference between the price indicated in letters and in figures, the amount in letters shall be considered authentic, unless the amount is linked to an arithmetical error confirmed by the sub-detail of the said price, in which case the amount in figures shall prevail subject to paragraphs (a) and (b) above.
- 30.2 The amount featuring in the bid shall be corrected by the Evaluation sub-committee, in accordance with the error correction procedure above and with confirmation by the bidder, the said amount shall be deemed to commit him.
- 30.3 If the bidder who presented the bid evaluated as the lowest refuses the correction thus carried out, his bid shall be rejected and the bid bond may be seized.

#### **Article 31: Conversion into a single currency**

- 31.1 To facilitate the evaluation and comparison of bids, the Evaluation sub-committee shall convert the prices of bids expressed in various currencies into those in which the bid is payable in CFA francs.
- 31.2 The conversion shall be done using the selling rate fixed by the Bank of Central African States (BEAC) under the conditions defined by the Special Regulations.

#### **Article 32: Evaluation and comparison of financial bids**

- 32.1 Only bids considered as being in compliance, as per the provisions of article 28 of the General Regulations, shall be evaluated and compared by the Evaluation sub-committee.
- 32.2 By evaluating the bids, the Evaluation Sub-committee shall determine for each bid the evaluated amount of the bid 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 projected sums and where necessary provisions for unforeseen occurrences featuring in the bill of 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 appropriately adjusting any other modification, divergence or quantifiable reservation on technical or financial basis.
  - e) By taking into consideration the various execution time-limits proposed by the bidders, if they are authorised by the Special Regulations;
  - f) If need be, in accordance with the provisions of article 13(2) of the General Regulations and the Special Regulations by applying the rebates offered by the bidder for the award of more than one lot, if this invitation to tender is launched simultaneously for several lots.
  - g) If need be, in accordance with the provisions of article 18(3) of the Special Regulations and the Technical Specifications, the proposed technical variants, if they are permitted, shall be evaluated on their own merit and independently of the fact that the bidder offered or not a price for the technical solution specified by the Contracting Authority in the Special Regulations.
- 32.3 The estimated effect of price revision formulae featuring in the GAC and SAC applied during the period of execution of the contract shall not be considered during the evaluation of bids.
- 32.4 If the bid judged the lowest bid is considered abnormally low or strongly unbalanced in relation to the estimates of the Project Owner for the works to be executed in this contract, the Tenders Board may, from the sub-details of prices furnished by the bidder for any element or all the elements of the bill of quantities and estimates, verify if these prices are compatible with the construction methods and proposed calendar. In the case where the justifications presented by the bidder are not satisfactory, the Contracting Authority may reject the bid after the technical opinion of the Public Contracts Regulatory Agency.

#### **Article 33: Preference granted national bidders**

## DOCUMENT N°. 3:

# SPECIAL REGULATIONS OF THE INVITATION TO TENDER

## Special regulations of the invitation to tender

### 1) PURPOSE OF THE TENDERS:

The purpose of this tender is the **Construction of a Bridge over river Krumpioh along Buku – Kakamindu road** in AKO Council Area, Donga Mantung Division of the North-West Region, launched by the Mayor of AKO Council Within the framework of 2026 Public Investment Budget (PIB) by Invitation to tender Reference: N°004/ONIT/NWR/DMD/AC/ACITB/2026 of 03/03/2026

This invitation to tender comprises follows:

Lot N°:	Project name	Project Amount	Amount for bid bond	Cost of tender file :	Budget Heads
1	THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO SUBDIVISION, DONGA MANTUNG DIVISION, NORTH WEST REGION	6 5000 000F CFA	1 300 000F CFA	130 000F CFA	60 36 371 0 32000008 0451464211

### 2) EXECUTION DEADLINE:

The maximum execution deadline provided for by the Contracting Authority shall be **one hundred and twenty (120) days maximum**, as from the date of notification of the service order.

### 3) SOURCE OF FINANCING

The said Works shall be financed by the Public Investment Budget (PIB) of the Ministry of Public Works for the 2026 financial year assigned to the Mayor of AKO Council as Authorizing officer.

### 4) CONSISTENCY OF BIDS

Each offer drafted in English or French in 07 (Seven) copies including 01 (one) original and 06 (six) copies marked as such, should reach AKO Council, not later than **01/04/2026 at 10.00 am**, local time. It should be labelled as follows:

"Open National Invitation to Tender,"

N°004./ONIT/NWR/DMD/AC/ACITB/2026 OF 03/03/2026

FOR THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION

«To be opened only during the bid opening session »

N.B: The external envelope should not carry any mark or sign that can lead to the identification of the bidder.

B.2	<p><b>REFERENCES OF SIMILAR WORKS EXECUTED</b></p> <ul style="list-style-type: none"> <li>➤ List of references of similar works executed. The contractor will provide evidence of similar work carried out during the last four (04) years.</li> <li>➤ Show proof of similar projects executed by presenting certified true copies of jobbing orders (front and last pages) and minutes of provisional acceptance (2025 projects) or final reception (for 2023 and/or 2026 projects) and related contracts, and jobbing orders).</li> </ul>
B.3	<p><b>PERSONNEL</b></p> <p>Bidders shall undertake to have employed or to employ, before the start of works, competent technical staff, (attach to each staff a CV signed by the candidate, a certified copy of the technical diploma, an attestation of availability signed by candidate and Certified copy of ID card) notably.</p> <ul style="list-style-type: none"> <li>➤ A works supervisor with at least the level a civil or rural engineer with at least four (04) years professional experience in the domain of civil construction or similar works.</li> <li>➤ A foreman with at least the level of a senior technician in civil or Rural Engineering with at least four (04) years of professional experience in the domain of civil construction or similar works.</li> <li>➤ Other support staff or semi-skilled workers</li> <li>- A Builder with at least the level of a Bacc Maçonnerie with 4 years professional experience on building construction or similar works.</li> </ul>
B.4	<p><b>Equipment and Construction Tools</b></p> <p>The List of equipment the bidder intends to use on site</p> <p>The contractor shall justify the ownership and the State of the equipment necessary for the performance of the work to be carried out.</p> <ul style="list-style-type: none"> <li>➤ <b>Equipment :</b></li> <li>- Legalized Registration document (pickup or van, truck, hand Compactor etc.) or Legalized document to hire equipment.</li> <li>➤ <b>Construction Tools</b></li> <li>- List of small construction tools or assorted tools signed by the head of the company.</li> <li>- The bidder Should show justification of construction tools by producing legalized receipts of: (Wheel barrows; Spades; Hammers etc)</li> </ul>
B.5	<p><b>Technical notes on the methodology and the execution of works.</b></p> <p>The bidder will produce a technical note dated and signed on the last page providing all the following information.</p> <ul style="list-style-type: none"> <li>- The mode of execution of the works</li> <li>- The planning of intervention, the expected output</li> <li>- supply of materials or site equipment</li> <li>- Measures of safety and protection of the environment</li> <li>- Administrative and technical organization of the enterprise</li> </ul>
B.6	<p><b>Attestation of site visit and Site Visit Report</b></p> <ul style="list-style-type: none"> <li>➤ Attestation of site visit signed by the engineer of the company</li> <li>➤ Site visits Report. The bidder shall under his responsibility visit the site and gather all the information necessary for the preparation of his technical proposals signed and stamped by the contractor (pictures of the site where the culverts are to be constructed and bad spots, consistency of work and execution plans).</li> </ul>
B.7	<p><b>Financial Capacity of the Bidder</b></p> <p>Pre – Financing capacity from a banking institution of first order approved by the Ministry in charge of finance, <b>not less than 25%</b> of the amount required in the offer.</p>
B.8	The Special Administrative Clauses (SAC); (each page should be initialed and the last page signed And stamped).
B.9	The Special Technical Clauses (STC). (Each page should be initialed and the last page signed And stamped).

**ENVELOPE C: FINANCIAL OFFER**

Doc N°	DESIGNATION
C.1	The bid itself according to the model attached, stamped at the rate in force, dated, signed And stamped by the contractor.
C.2	The unit price schedule duly completed, with an indication of the unit price excluding VAT in words and in figures. (signed And stamped)

- Absence of an element in the administrative file;
- Deadline for delivery higher than prescribed;
- False declaration, forged or scanned documents;
- A bid with the external envelope carrying a sign or mark leading to the identification of the bidder.
- Two Bids with the same personnel
- Incomplete financial information.
- Technical assessment mark lower than **75% of "Yes"**.

#### 7.4.1.2 Essential criteria

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

- General presentation of the tender files;
- References of the company in the similar achievements;
- Experience of supervisory staff;
- Logistics;
- Methodology;
- Financial capacity;
- Attestation of site visit signed by both the Head teacher of the school and the company administrator or their representatives;
- Report of site visit signed by the company administrator
- The Special Technical Clauses (STC). (Each page should be initialed and the last page signed and stamped).
- The Special Administrative Clauses (SAC); (each page should be initialed and the last page signed And stamped);
- Pre – Financing capacity **not less than 25%** of the amount required in the offer

#### 7.4.1.3 Main qualification criteria

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

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

This evaluation shall be done in a purely binary method with a (**yes**) or a (**no**) with an acceptable minimum of **75%** of the essential criteria taken in account.

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

##### A) The company's references:

Similar works in the last four (4) years (2020--2025). The bidder shall justify its turnover either by a document from an expert or by submitting documents that can be used to appreciate the amounts from the realizations and the quality of the work (certificate of completion and/or minutes of (provisional or final) reception and related contracts, and jobbing orders).

##### b) Essential equipment

Essential equipment that the contractor shall make available for the contract (registration documents, purchase receipt) shall be the following:  
4 x 4 pickup vehicle or van for the transportation of personnel and other materials such as a Vibrator or Legalized document to hire equipment.

##### C) The qualification of site personnel:

A works supervisor with at least the level a civil or rural engineer with at least five (05) years professional experience in the domain of civil construction or similar works. (Attached a certified copy of certificate, CV, attestation of presentation of original of the technical diploma, an attestation of availability sign by candidate and a certified copy of ID card)

A foreman with at least the level of a senior technician in civil engineering or Rural Engineering with at least four (04) years of professional experience in the domain of civil construction or similar works. (Attached a certified copy of certificate, CV, attestation of presentation of original of the technical diploma, an attestation of availability sign by candidate and a certified copy of ID card)

Other support staff or semi-skilled workers

- 02 (Two) builder (1) and technician (1) with 4 years professional experience on building construction or similar works.

##### (d) The methodology of intervention and execution of work:

# DOCUMENT N°. 4: SPECIAL ADMINISTRATIVE CONDITIONS

## DOCUMENT No. 4: SPECIAL ADMINISTRATIVE CONDITIONS (SAC)

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- 4) The Special Technical Conditions (STC);
- 5) The particular elements necessary for the determination of the contract price, such as, in order of priority: the unit price schedule, the statement of all-in prices, detailed estimates, the breakdown of all-in prices and the sub-details of unit prices;
- 6) Plans;
- 7) The General Administrative Conditions applicable on public works contracts that went into effect by Order No. 033/CAB/PM of 13 February 2007;
- 8) The General Technical Condition(s) applicable on the services forming the subject of the contract.

**Article 6: General instruments in force:** This contract shall be governed by the following general instruments.

1. *Framework Law No. 96/12 of 5 August 1996 on the management of the environment;*
2. *The Mining Code;*
3. *Instruments governing the various professional bodies;*
4. *Decree No. 2001/048 of 23 February 2001 relating to the setting up, organization and functioning of the Public Contracts Regulatory Agency*
5. *Decree No. 2003/651/PM of 16 April 2003 to lay down the procedure for implementing the tax and customs system applicable to public contracts;*
6. *Decree No. 2018/366 of 20th June 2018 to institute the Public Contracts Code;*
7. *Decree No. 2012/074 of 8 March 2012 relating to the creation, organisation and functioning of Tenders Boards amended and supplemented by Decree No. 2013/271 of 5 August 2013;*
8. *Decree No 2018/27 of 5<sup>th</sup> August, 2018 modifying and completing certain dispositions of Decree No 2012/074 of 8<sup>th</sup> March, 2012 bearing on the creation, Organization and functioning of Tenders Boards.;*
9. *Circular No. 001/CAB/PR of 19 June 2012 relating to the award and control of execution of Public Contracts;*
10. *Letter No; 00908/MINTP/DR of 1997 to publish guidelines for the consideration of environmental impact of road maintenance;*
11. *Circular Letter N° 0001879/CL/MINFI of 31st December 2025 relating to the execution, Monitoring and Control of the execution of the Budgets of Regional and Local Authorities for 2026 financial year.*
12. *Unified Technical Documents (DTU) for Donga-Mantung works;*
13. *Applicable standards;*
14. *Other instruments specific to the domain concerned with the contract.*

#### **Article 7: Communication**

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

- a) In the case where the contractor is the addressee: Sir/Madam **THE CONTRACTOR**  
Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his domicile known to the Project Owner and Contract Manager, correspondences shall be validly addressed to Ako Council;
- b) In the case where the Project Owner is the addressee: Sir **The Mayor of AKO** with a copy addressed to the Contracting Authority, Contract Manager, Contract Engineer, Project Manager and where need be, within the same deadline.
- c) In the case where the Contracting Authority is: Sir **The Mayor of AKO** with a copy addressed within the same deadline to the Project Owner, Contract Manager, Contract Engineer and Project Manager, where applicable

1.2 The contractor shall address all written notifications or correspondences to the Contract Engineer with a copy to the Contracting Authority.

**Article 8: Administrative Orders:** The various Administrative Orders shall be established and notified as follows:

8.1 The Administrative Order to start execution of works shall be signed by the Contracting Authority and notified to the contractor by the Project Manager with a copy to the Contracting Authority, the Contract Manager, Contract Engineer, the Project Manager and the Paying Body, where applicable.

1.2 Upon proposal by the Project Owner, Administrative Orders with an incidence on the objective, the amount and execution deadline shall be signed by Contracting Authority and notified by the Project Owner to the Contractor with a copy to the Contracting Authority, the Contract Manager, the Contract Engineer, the Project Manager and the Paying Body. The prior endorsement of the Paying Body shall possibly be required before the signature of those that have an incidence on the amount.

1.3 Administrative Orders of a technical nature linked to the normal progress of the work and without financial incidence shall be signed directly by Contract Manager and notified to the contractor by the Contract Engineer or Project Manager (where applicable) with a copy to the Contracting Authority and Contract Manager.

1.4 Administrative Orders serving as warnings shall be signed by the Project Owner and notified to the contractor by the Contract Manager with a copy to the Contracting Authority, the Contract Engineer and Project Manager.

b. For payments in foreign currencies (*amount in figures and letters exclusive of taxes*) by credit to account No. \_\_\_\_\_ opened in the name of the contractor in \_\_\_\_\_ bank.

**Article 14: Price variation:**

14.1 Prices shall be firm.

- a. Payments on account made to the contractor as advances shall not be revisable.
- b. Revision shall be "frozen" upon expiry of the contractual time-limit, except in the case of price reductions.

14.2 Price updating modalities (not applicable)

**Article 15: Price revision formulae:** Not applicable

**Article 16: Price updating formulae:** Not applicable

**Article 17: Works under State supervision:**

17.1 The percentage of works under State supervision shall be [*must not exceed 2 %*] of the amount of the contract and its additional clauses, where applicable.

17.2 In the case where the contractor was invited to execute works under State supervision, the submitted and duly justified expenditures shall be reimbursed to him under the following conditions:

- The quantities considered shall be the hours used or the quantities of building materials and materials used that was the subject of joint job cost sheets;
- The remunerations and salaries effectively paid to local labour shall be increased by forty percent (40 %) to take account of social benefits;
- The hours put in by the heavy equipment shall be counted at the rate featuring in the sub-detail of prices;
- Building materials and materials shall be reimbursed at cost price duly justified at the place of use, marked up by ten percent for loss, stocking and handling;
- The amount for services thus calculated, including the hours put by heavy equipment shall be marked up by 25 % to take into account the overheads, profits and the contractor's unforeseen.

**Article 18: Evaluation of works:** This contract is evaluated at unit prices

**Article 19: Evaluation of supplies:** No security shall be requested for payments on account on supplies.

**Article 20: Advances:**

20.1 The Contracting Authority *may* grant a start-off advance *equal to 20 % of the amount of the contract*.

20.2 This advance whose value cannot exceed twenty (20) percent of the initial amount inclusive of all taxes shall be guaranteed at one hundred (100) percent by a banking establishment governed by Cameroon law or a first-rate financial institution in accordance with the instruments in force and reimbursed by deduction of the payments on accounts to be paid to the contractor during the execution of the contract according to the modalities laid down in the Special Administrative Conditions.

20.3 The total amount of the advance must be reimbursed not later than when the value in Secondary price of the works reaches eighty (80) percent of the amount of the contract.

20.4 As the reimbursement advances, the Project Owner shall issue the release of the corresponding part of the guarantee upon the express request by the contractor.

20.5 The possibility of granting start-off advance or advance for supplies must be expressly stipulated in the Tender File.

**Article 21: Payment for works:**

21.1 **Establishment of works executed:** Before the 30<sup>th</sup> of each month, the contractor and the Project Manager shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

21.2 **Monthly detailed account:** No later than the fifth (5<sup>th</sup>) of the month following the month of the services, the contractor shall hand over to the Project Manager two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other

- the final detailed account,
- the balance
- the summary of monthly payments on account.

The signing of the general and final detailed account without reservation by the contractor definitely binds the two parties, puts an end to the contract, except with regard to interest on overdue payments.

26.2 The contractor has up to thirty (30) days to return the signed final detailed account.

**Article 27: Tax and customs regulations:** Decree No. 2003/651/PM of 16 April 2003 lays down the terms and conditions for implementing the tax regulations and customs procedures applicable to public contracts. The taxes applicable to this contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the AIR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the contract;
- o Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
- o Council dues and taxes;
- o Dues and taxes relating to the extraction of buildings materials and water.

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

**Article 28: Stamp duty and registration of contracts:** Seven (7) original copies of the contract shall be stamped by and at the cost of the contractor, in accordance with the applicable regulations.

### Chapter III: Execution of works

**Article 29: Nature of the works:** The works shall include especially: (position or volume of works), See Special Technical Conditions.

**Article 30: Role and responsibilities of the Project Owner**

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

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

**Article 31: Execution time-limit of the contract:**

31.1 The time-limit for the execution of the works forming the subject of this contract shall be **four (4) months - one hundred and twenty (120) days**.

31.2 This time-limit shall run from the date of notification of the Administrative Order to commence execution of the works.

**Article 32: Role and responsibilities of the contractor:** The detailed and general plan of progress of the works shall be communicated to the Project Manager in *five (05)* copies at the beginning of each.

**Article 33: Provision of documents and site:** A reproducible copy of the plans featuring in the Tender File shall be submitted by *the Contract Manager*. The Project Owner shall make available the site and access ways to the contractor at the appropriate time as the works progress.

**Article 34: Insurance of structures and civil liabilities:** The following insurance policies are required within the scope of this contract in the minimum amounts indicated hereafter within fifteen (15) days of the notification of the contract (*to be adapted*):

- *Liability insurance, business manager;*
- *Comprehensive insurance of the site;*
- *Insurance covering its ten-year obligation, where applicable.*

**Article 35: Documents to be furnished by the contractor:**

The authorizing officer (Chairperson) shall schedule for this meeting and invite the members of the commission by a letter of invitation - not more than five (5) working days, from the date of receipt of the contract documents transmitted by the Contracting Authority to the Project owner. **Beyond this deadline, the Contracting Authority shall establish the default of the Project Owner and shall take responsibility to carry out the said schedule and call for this site meeting.**

During this meeting, the commission shall do the following;

- Install the project sign post;
- Fix the Building line, which shall be with respect to main roads, existing structures or natural features on the site;
- Verify the harmony between the building plans and quantities/cost estimates, and note with recommendations any discrepancies;
- Present the site log-book to the contractor;
- Establish and sign an on-the-spot report (minutes).

**Article 38: Setting out of the structures:** The Contract engineer, upon receipt of the contract documents transmitted by the Contracting Authority shall, - within five (5) days verify the proper installation of the site by the contractor, verify the respect of the building line and all other Secondary points and levels of the project, and the accuracy of the setting out by the contractor.

**Article 39: Sub-contracting:** The part of the works that can be sub-contracted shall be 30 % of the initial amount of the contract and its additional clauses.

**Article 40: Site laboratory and trials:** The project engineer has a deadline of three days to approve the contractor's personnel and laboratory as soon as the request is made.

**Article 41: Site logbook:**

**40.1** The Site logbook must be systematically jointly signed by the Project Manager or Engineer, where need be and the contractor's representative each day.

**40.2** It is a joint document in a single copy. Its pages must be numbered and initialled. No page should be removed. The erased or cancelled parts must be mentioned on the margin for validation.

**NB:** The Site logbook must be such that two carbon copies of each page are left behind.

**Article 42: Use of explosives:** The contractor shall not use any explosives without prior authorization.

#### Chapter IV: ACCEPTANCE OF WORKS

**Article 43: Pre- Acceptance:** Before the provisional acceptance of the works, the contractor shall make a written request to the Contract Engineer, who shall then organize a technical visit for pre-acceptance. This visit shall include the following operations.

- Qualitative and quantitative evaluations of the different works that have been executed.
- Findings and statement of the unexecuted task envisaged in the present jobbing order.
- Findings relative to the completion of the work
- Findings on the quantity of works that have been effectively realized.

These operations shall be subject to a site report drawn up and signed on the field, by the following.

- The Contracting Authority or Representative .....(Chairman)
- The Contract Engineer..... (Secretary)
- The Project Manager ..... (Member)
- The Representative of Control Brigade MINMAP .....(Member)
- The Contractor or his Representative..... (Member)

During this pre-acceptance, the commission shall eventually specify the reserves to be up-lifted and the corresponding works to be effected before the provisional acceptance.

**Article 44: Provisional Acceptance:** The contractor shall request the Authorizing Officer in writing, to schedule and call for the provisional acceptance of the works. The report (minutes) of the Pre- Acceptance shall be attached to the said request. The Authorizing officer shall then fix the date of acceptance in collaboration with the contract Engineer and call for the task by a letter of invitation. The Acceptance Commission shall comprise the following;

- The Project Owner----- Chairperson
- The Contract Manager ----- Member
- The Contract Engineer-----Secretary
- The Divisional Delegate MINMAP/DM-----Member
- A Staff of the Control Brigade, DD MINMAP ----- Observer
- The Project Manager (CDO) -----Member
- The Divisional Chief of Local Development, SDO's Office ----- Observer

# DOCUMENT N<sup>o</sup>. 5

## SPECIAL TECHNICAL CONDITIONS (STC)

### SPECIAL TECHNICAL SPECIFICATIONS

This technical description of estimates is intended to define the content of the CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION

It specifies the quality of materials and the mode of execution in keeping with the rules and in compliance with the constituent documents of the contract.

#### CHAPTER I: GENERAL DISPOSITIONS

##### Article 1: OBJECT OF THIS DOCUMENT

This book of technical specification of works schedule is aimed at setting the rules and techniques of construction of infrastructures in the zone of intervention of the public works projects. It is simplified and indicates the procedure of work envisaged for road rehabilitation

##### Article 2: CONSISTENCE OF WORK

The complete project comprises the following lots:

- Installation
- Cleaning
- Drainage
- Engineering structures
- Signalization
- Others

#### GENERAL TECHNICAL SPECIFICATIONS

##### A.1. TECHNIQUES OF REFERENCE DOCUMENTS

For the execution of the work, the contractor will be subject to the requirements and following basic technical documents:

- New technical rules of design and calculations of the works and constructions in reinforced concrete method of the limit states' (BAEL)-EDITION 91.
- French or similar standards approved in Cameroon.
- The rules of Cameroon for the construction and urban planning.
- The notebooks of the clauses and conditions imposed on the construction of public works and buildings in the Republic of Cameroon.
- Standards (AFNOR-CSTB) and technical documents unified (DTU)

##### A.4. MATERIALS CONSTITUTING THE CONCRETE

###### A.4.1 Aggregates.

All aggregate sites will be stored in compartments designed to this effect. Only aggregate authorized on the site are the following;

- 0/5 Crushed gravel
- Crushed gravel 5/15
- Crushed gravel 15/25
- Natural sand or crushing /5 (proportion of items retained on the sieve of 5mm must be less than 10%)

###### A.4.2. Gravel

The reinforcements will be supplied in minimum length of 12metres. The reinforcement iron rods to be used will be mild or high yield steel. No use of recycled and rusted reinforcement rods is permissible.

**A.4.6. wood**

Wood for formwork: type white wood or equivalent

Wood for scaffold: type hard wood, moabi, mouvingui, frake or equivalent.

**A.5. THE CONCRETE.**

**A.5.1 Quality of Concrete.**

Fifteen (15) days later after the opening of the construction site, and before any execution, the contractor shall submit to the National Laboratory "LABOGENIE" Civil Engineering or any other laboratory authorized by the control for approval, a composition of all concrete and mortars to be implemented, taking account of the materials delivered to the site.

All concrete used in the foundations (lean concrete, mass concrete, stressed and pre-stressed....) will be executed with the CPJ 35 cement. The composition of concrete implementation will be defined by

an analysis of composition of FAURY, VALLETTA, DE DREUX or BOLOMAY methods, carried out by the National Laboratory of Civil Engineering. The contractor shall bear the costs of new composition in laboratory studies. All concrete for reinforced concrete must meet the conditions of required resistance. The requirements are the following.

-Characteristic of 28 days compressive strength; 20 bars

-Resistance to traction at 28 days; 22 bars.

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

**A.5.2 Manufacture of concrete and mortar.**

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

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

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

**Concrete:**

Concrete works shall be of 4 types:

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

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

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

iv. Reinforced concrete for underground and submerged structure works including; beams, slabs and pillar works: All reinforced concrete work dosage in these locations shall be PC400kg/m<sup>3</sup>

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

**Mortar:**

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

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

**A.5.3. Implementation of concrete.**

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

Reinforcement nodes will be willing to allow a good implementation of the concrete on the height of the considered work. The company will take all provisions to ensure an altimeter and a correct fixation of the steel to avoid their displacement during casting. Similarly, it will add all bar mounts and ligatures for correct maintenance of the works (sheaths, tubes, pipes, boxes, cleats, pre-frames. etc) taken by itself or other bodies of state in concrete forms.

The implementation of concrete will be made to the right of the beams and the sails. Before casting of a recovery, the former concrete will be carefully disposed of all gravât the jet of air compressed, transplanted to overhang or project outboard gravels and eliminate milt, then washed if necessary, resumption of concrete additives used according to the sheet fact of the product. No r resumption of concrete will be made in the visible parts of the works.

Stripping of the works will be carried out when the concrete will have acquired sufficient strength.

The concrete forms and structural elements, which after employment possess any nails or spikes or knobs will be immediately bald their points if they are intended to be re-used.

Otherwise, they will be immediately burnt or stored out of the site, in a no-publicly accessible location.

#### **A.7. Acceptance of materials testing.**

The DTU standards specify the result of the tests required on materials and their pace.

The resistors mentioned in the tables correspond to characteristic resistance. These tests must run by the Civil Engineering National Laboratory or any other laboratory approved by the MINTP, at the expense of the company.

**A.8 Pointing** shall be applied to joints of all external stone masonry walls that are visible to be aesthetic. mortar shall be used for pointing, to give good cement finish.

### **ORIGIN OF MATERIALS**

As shown on table 13

## **CHAPTER TWO : EXECUTION OF WORKS**

### **A.1.1. General Instructions**

It should be noted that these specifications complete the construction plans and the construction plans complete the specifications. The Supervisor shall give modifications to plans provided or technical specifications in writing. For this purpose, a numbered page book shall be on site in which the instructions are written. Both the contractor and the Supervisor shall initial the book pages. Therefore, the contractor must execute the works in conjunction with the three documents. The contractor shall take note of any omissions or discrepancies that may exist in the three documents and call the attention of the Supervisor who is at his disposal for necessary information and inquiries. Any works carried out in negation of these instructions or provisions shall be demolished at the expense of the contractor.

### **A.1.2. Security.**

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

### **A.1.3. Traffic**

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

Where interference with traffic is inevitable, the opinion of local administrative authorities shall be required for any obstruction for a given period.

### **A.1.4. Site clearance.**

The building site shall be cleared of grass, vegetable soil and tree stumps to prepare it for construction. Roots of trees shall be completely removed and any vegetable matter before backfilling of the foundation. The vegetable soil of 15cm should be completely cleared and piled aside before bringing back for landscaping and implementation of environmental aspects at the end of construction works.

### **A.1.5. Nomenclature of work (setting out of works)**

The contractor shall be responsible for the setting out of the constructions works, respecting environmental and water supply norms related to positioning and distances of stand taps stipulated in the distribution network plan. He shall ensure accuracy in the positioning of the structures on the site. It shall be checked and approved by the supervisor before any excavation work can begin.

### **A.1.7. IMPLEMENTATION OF STRUCTURE**

Implementation of buildings will be provided by the company, and approved by the controller before any commencement of work. Errors of elevations that implementation operations might reveal must be immediately reported to the employer to make the necessary changes to the smooth running of the site.

### **A.1.8. MODIFICATION OF WORK.**

The contractor shall be deemed having sufficient knowledge of the conditions and context of the project and suggestions for the work. However, in cases where changes in the nature of earthworks prove necessary in work, either by the nature of the altitude of the land, or by the presence of obstacles, such as pipelines, remains, etc. The Contracting Authority will define the impact on the schedule and the settlement of expenditure result from these changes. The contractor shall continue the work with the agreement of the Contracting Authority.

- The construction or renting of a base where the equipment of the contractor shall be kept.
- The construction of a provisional fence round the base;
- Provisional water connections, electricity and telephone
- The cleaning and the guarding of the project site
- Providing and installation of 02 project sign boards very visible and displayed on positions indicated by the project manager. These site signboards shall be according to the model provided in the annexes.
- Necessary measures for the respect of legal/lawful provisions relating to hygiene and safety on site. (Installation of a latrine, provision of drinkable water, provision of a first aid box equipped with products such as: aspirin, nivaquine, adhesive plaster, bétadine, bands, compress, alcohol...);
- Provisional access roads to the project site;
- A storeroom on site;
- A site office, where the site book, the building plans will be available permanently throughout all realization of works;
- An office or room of at least of 8 m<sup>2</sup> equipped with a table office and two chairs reserved with the Project superintendent;
- A meetings room for the building site which can receive at least 5 people equipped with a table, two benches of 1.5 m, a display board for plans and planning placed permanently.

Receptacles to receive waste are to be installed near the various installations. These receptacles are to be emptied periodically and waste to be deposited in a vat for recovery or a dump (pit). This pit must be located at least 150m installations and in the event of presence of river with at least 150m. At the end of work, the pit is to be filled with ground up to the level of the original ground.

## 1 Preparatory works

### 1/1 Bush clearing

The site shall be cleared of all grass to a height of not more than 5cm.

### 1/2 Debris/Cleaning of water run way.

The section to receive the structure and its surroundings shall be cleaned and free from all debris, mud, excess soil and others for easy flow of water through the bridge.

### 1/3 Installation of the work site.

The installation of the site shall be done on a section agreed between the contractor and the Control Engineer together with the areas for stockpiling materials. The site shall be fenced with local materials and signboard mounted by the contractor. Access to the site shall be prohibited to the public. The contractor shall be responsible for the total security of the site.

### 1/4 Implantation

The contractor shall indicate the implantation of the structure according to the plans. This implantation shall be done in accordance with the Control Engineer. The contractor shall be responsible for errors of levels and alignments that were not signalled earlier.

### 1/5 Excavation

All trenches for foundation footings shall be excavated according to the plans.

The foundation trenches shall be sunk to the good soil as indicated by soil studies and agreed by the Control Engineer. The trenches shall be shaped accordingly.

### 1/6 Backfilling

All backfilling, where necessary shall be done with well-drained lateritic soil and compacted in layers of 20 cm successively.

## 2/ Foundation

### 2/1 Blinding Concrete

A blinding concrete of 5 cm thick and a concrete mix of 150 kg of cement (CPA 325) per m<sup>3</sup> shall be cast at the base of the hardcore.

### 2/3 Reinforced Concrete foundation footings

- The foundation footings shall be cast with R.C. of 350 kg of cement (CPA325) per m<sup>3</sup>.
- Realization of the iron works, form work and concreting of footings for the abutments and wing walls batched at 350 kg/m<sup>3</sup>

#### Formwork:

Material for formwork shall be wood. This shall be cut, shaped and assembled on site to the required forms and sizes. Simple conventional wooden formwork shall be used in the construction of the various concrete structural elements (footings, slabs, beams, etc.). These shall be fabricated *in-situ* and, lifted into position.

## 3/ Abutments

- Building of stone masonry abutments which shall be built with shaped stones and cement mortar dosed at 400kg/m<sup>3</sup>
- Provision of weep holes

## 4/ Decking of the bridge

The bridge shall be decked with the following

The contractor will propose to the control engineer, before the beginning of works, the place of his yard facilities and will request his authorization of installation.

The site must be chosen outside of the sensitive zones, in order to limit the site clearing, the extraction of bushes, the setting out of the structure and general circulation.

The site must foresee an adequate drainage of waters on the whole surface.

At the end the works, the entrepreneur will do all necessary works to the restoration of the various places of the site. The entrepreneur should fold all his material, and equipment. He should demolish all stationary installation, as foundation, slab, support made of wood or metallic, etc.. in order to put back the site in its nearest initial state. No equipment nor materials should be abandoned on the site, nor in the vicinity after the execution of all the works. Left-over materials are to be covered with a layer of earth, and the site has to receive an adequate drainage in order to avoid all erosion as the case may be.

➤ **MAINTENANCE OF CIRCULATION**

In the working areas where any deviation is not possible, work will be carried out in half-roadway in order to maintain circulation.

Thus, at least two traffic signs would be set up on both sides working area.

The principle of the flags would be used to have a circulation alternated on the free half-roadway.

The council shall be responsible for ensuring that traffic is not obstructed on the entire stretch of his works site throughout the period of work up till acceptance of works. No obstruction of traffic shall be allowed for more than two hours. Maintenance of traffic flow shall be the responsibility and at the expense of the council.

Where interference with traffic is inevitable, the opinion of local administrative authorities shall be required for any obstruction for a given period.

**NB: Errors or omissions resulting from the exploitation of the constituent documents of the contract shall be taken into consideration.**

# DOCUMENT N<sup>o</sup>. 7

## BILL OF QUANTITIES AND ESTIMATES

**BILL OF QUANTITIES AND COST ESTIMATE FOR THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION**

No	DESIGNATION	UNIT	QTY	UNIT PRICE	AMOUNT
<b>0</b>	<b>PRELIMINARY WORKS</b>				
TM001	Site installation	ls	1		
TM002	Bringing in and folding up of equipment	ls	1		
TM003	Environmental Impact Notice	ls	1		
	<b>Subtotal '000</b>				
<b>100</b>	<b>EARTH WORKS</b>				
TM108	Fill with laterite from borrow pit	m3	500		
TM110	Molding of the platform	m2	7500		
TM114	Creation of side drains with a grader	ml	240		
TM115	Wearing course with laterite from borrow pit	m3	1125		
	<b>Subtotal 100</b>				
<b>300</b>	<b>DRAINAGE WORKS</b>				
TM304	Cleearing of water course	m2	100		
TM306	Masonry side drains 130x65cm (gutters)	ml	100		
TM314	Hard core	m3	30		
TM315	Weep holes	U	40		
	<b>Subtotal 300</b>				
TM400	<b>STRUCTURAL WORKS</b>				
TM407	Excavation	m3	100		
TM409a	Masonry abutment 4<h≤5m	U	2		
TM412	Filtering material behing abutments	m3	60		
TM413	Fill behind the abutments	m3	150		
TM423a	Lean concrete at 150kg/m3	m3	5.20		
TM423e	Reinforced concrete at 350Kg/m3 for foundation, Pillars, beam settings, beams and slab	m3	53.317		
TM431a	Formwork	m2	40		
TM438	Drainage holes on the deck	U	4.000		
TM 441	Geeotedhcnical studies	Ft	1.000		
	<b>Subtotal 400</b>				
<b>500</b>	<b>EQUIPMENT &amp; SIGNALISATION</b>				
TM501c	Mixed hand rails	ml	14		

## DOCUMENT N° 8 FRAMEWORK OF SUB DETAIL OF PRICES

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

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

**ON THE ONE PART**

AND :

CONTRACTOR: .....  
BP.....  
Tel. ....  
Fax. ....  
TAX PAYER'S N°.....  
BANK ACCOUNT N°.....:

Represented by ..... so Hereinafter referred to as the "Contractor"

**ON THE OTHER PART**

IT IS HEREBY AGREED AND ORDERED AS FOLLOWS:

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

CONTRACT N° \_\_\_\_\_/C/NWR/DMD/AC/ACITB/2026

AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER

N° ...../ONIT/NWR/DMD/AC/ACITB/2026 OF .....

FOR THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION

CONTRACTOR:.....

EXECUTION DEADLINE: FOUR (04) Months

AMOUNT:

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

Read and approved by the contractor

AKO, the \_\_\_\_\_

Signed by the Mayor AKO Council,  
Contracting Authority

AKO, the \_\_\_\_\_

REGISTRATION

## Annex No. 1: Undertaking by the bidder

I undersigned \_\_\_\_\_, acting as the \_\_\_\_\_ of \_\_\_\_\_, of Nationality \_\_\_\_\_, and resident in \_\_\_\_\_.

After having read and taken note of all the parts of the Open National Invitation to Tender N°. 004 /ONIT/NWR/DMD/AC/ACITB/2026 OF ..... FOR THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO COUNCIL AREA, DONGA MANTUNG DIVISION, NORTH WEST REGION

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

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

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

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialled copy of the aforesaid document to my offer.

I declare moreover that I remain committed by the present tender during a ninety (90) days deadline as from the date of opening of the bids.

Done in \_\_\_\_\_, on the \_\_\_\_\_

### ANNEX N°. 3: MODEL BID BOND

Addressed to *[indicate the Contracting Authority and his address]* “Contracting Authority”

Whereas the undertaking \_\_\_\_\_ hereinafter referred to as the “bidder” has submitted his tender on \_\_\_\_\_ for *[recall the subject of the invitation to tender]*, hereinafter referred to as “the tender” and to which shall be attached a bid bond equivalent to *[indicate the amount]* CFA francs.

We \_\_\_\_\_ *[name and address of the bank]*, represented by \_\_\_\_\_ *[names of signatories]*, hereinafter referred to as “the bank” hereby declare to guarantee payment to the Contracting Authority of the maximum sum of *[indicate the amount]* CFA francs, that the bank pledges to pay in full to the Contracting Authority, binding itself, its successors and assignees.

The conditions of this commitment are as follows:

If the bidder retires his tender during the validity period specified by him in the tender; or

If the bidder, having been notified of the award of the contract by the Contracting Authority during the validity period:

- Fails or refuses to sign the contract, even though required to do so;
- Fails or refuses to furnish the final bond for the contract (final bond) as provided for by the contract;

We pledge to pay to the Contracting Authority an amount up to the maximum of the sum referred to above upon reception of his first written request, without the Contracting Authority having to justify his request, given, however, that in his request the Contracting Authority shall note that he is due the amount he is claiming because one or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

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

This bond shall, for purposes of its interpretation, be submitted to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank at \_\_\_\_\_, on \_\_\_\_\_

*[Bank's signature]*

## ANNEX N°. 5: Model of start-off advance bond

Bank: reference, address \_\_\_\_\_

We, the undersigned, (bank, address) hereby declare by the present to guarantee on behalf of \_\_\_\_\_ [*the holder*] to the benefit of the Contracting Authority [*address of the Contracting Authority*] (*the beneficiary*)

The payment, without contest and upon receipt of the first written request by the beneficiary, declaring that \_\_\_\_\_ [*the holder*] has not fulfilled his obligations relating to the reimbursement of the start-off advance according to the terms of contract No. \_\_\_\_\_ of \_\_\_\_\_ relating to \_\_\_\_\_ works [*indicate the subject of the works, the references of the invitation to tender and the lot, if possible*] of the total sum corresponding to the advance of [*twenty (20) %*] of the amount inclusive of all taxes of contract No. \_\_\_\_\_, payable upon notification of the corresponding Administrative Order that is, \_\_\_\_\_ CFA francs.

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

This bond shall remain in force up till the reimbursement of the advance in accordance with the SAC. However, the amount of the guarantee shall be proportionately reduced on the progressive reimbursement of the advance.

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

Signed and authenticated by the bank at \_\_\_\_\_ on \_\_\_\_\_

Signature of the bank

## **ANNEX N°. 7: Schedule framework**

The quantities, daily outputs, the duration of execution of works and the slowdowns or even the due interruptions shall be clearly brought out in the schedules.

The financial schedule resulting from the schedule of works shall indicate month by month, the estimated amounts of the detailed accounts of works by item and cumulatively by taking into account the incidence of rainy seasons for the basic solution and possibly variant solution.

[Signature of the bank]

# DOCUMENT N° 12 OTHER DOCUMENTS

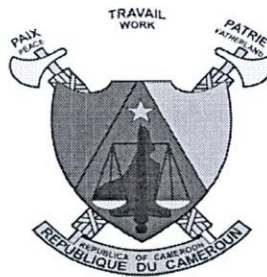
REPUBLIC OF CAMEROON  
Peace – Work – Fatherland

NORTH WEST REGION

DONGA MANTUNG DIVISION

AKO SUB DIVISION  
AKO COUNCIL

AKO COUNCIL INTERNAL TENDERS  
BOARD



REPUBLIQUE DU CAMEROUN  
Paix-Travail-Patrie

REGION DU NORD-OUEST

DEPARTEMENT DE DONGA MANTUNG

ARRONDISSEMENT D'AKO  
COMMUNE D'AKO

COMMISSION INTERNE DE PASSATION DE  
MARCHES DE LA COMMUNE D'AKO

## AKO COUNCIL INTERNAL TENDERS' BOARD

*"Open National Invitation to Tender,"*

N° 004./ONIT/MINDDEVEL/NWR/DMD/ASD/AC/ACITB/2026 OF .....

FOR THE CONSTRUCTION OF A 7M SPAN BRIDGE OVER RIVER KRUMPIOH ON THE BUKU - KAKAMINDU ROAD AND THE MAINTENANCE OF ITS ACCESS ROAD, AKO SUBDIVISION, DONGA MANTUNG DIVISION, NORTH WEST REGION

FUNDING : PIB MINTP 2026

### **EVALUATION GRID**

EVALUATION GRID FOR ELIMINATORY CRITERIA			
DOC N°	DESCRIPTION	YES	NO
A.1	Declaration of intention to tender stamped with the tariff in force(,dated , signed And stamped by the contractor)		
A.2	Certified Copy of the Business Registration, not more than three months old.		
A.3	Certificate of non-bankruptcy established by the Court of 1st instance or the Chamber of Commerce, Industry and Trade of the place of residence of the bidder, not more than three (03) months.		
A.4	Attestation of bank account of the bidder, issued by a first rate-bank approved by the Ministry in charge of Finance or by a foreign bank of first order not more than three months.		
A.5	Purchase receipt of tender file issued by public treasury		
A.6	A bid bond of 1 300 000 (one million three hundred thousand) FCFA issued by a first rate-bank approved by the Ministry in charge of Finance in conformity with COBAC conditions		
A.7	An attestation of non-exclusion from Public Contracts issued by the Public contract Regulatory Board (ARMP)		
A.8	Valid attestation for submission by the Social Insurance Fund, certifying that the bidder satisfied his obligations with respect to the aforementioned Social Insurance		
A.9	A valid Certificate of imposition		

# SITE VISIT REPORT

Project Title .....

Name of Enterprise .....

1. CONTEXT OF THE PROJECT
2. GEOGRAPHICAL SITUATION
3. STATE OF THE SITE
4. PHOTOGRAPHS OF THE SITE (access to the site, existing structure, Photos of the Engineer of the enterprise on the existing bridge and steam etc.)

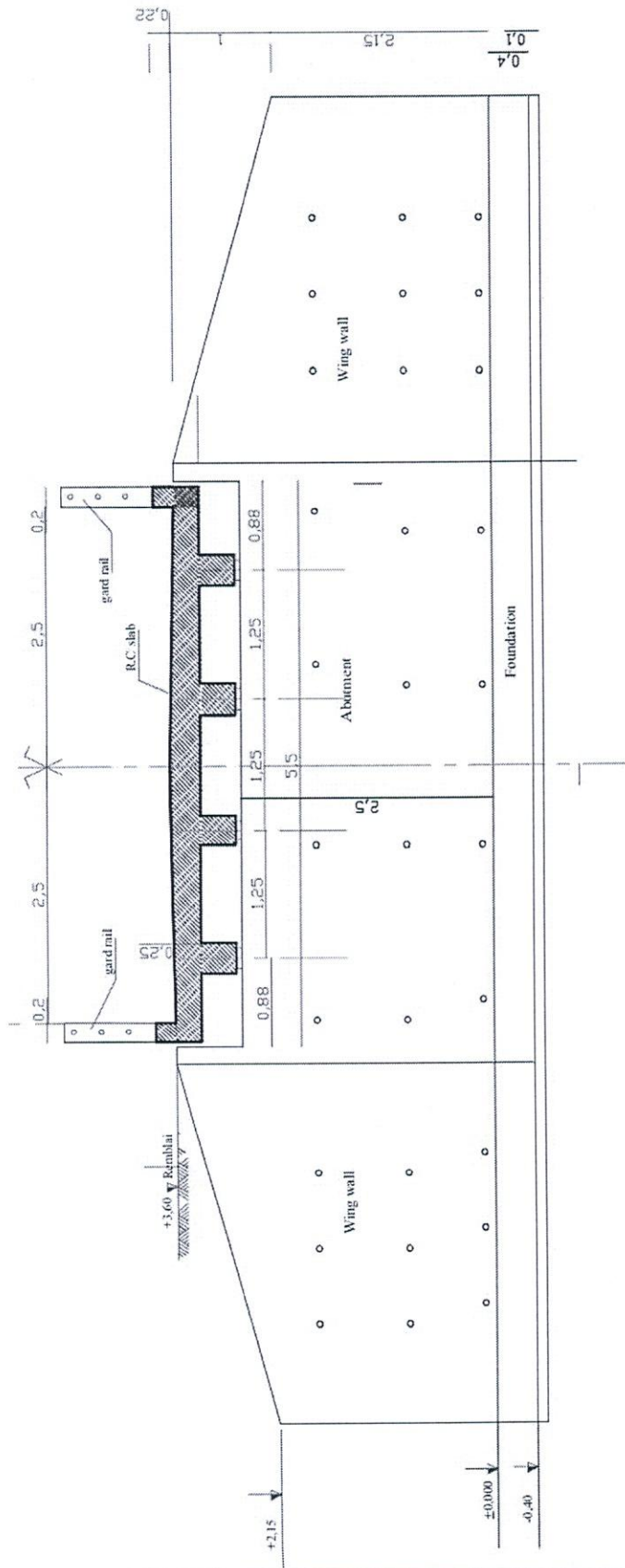
Date.....

Name of Enterprise: .....

Stamp and signature of enterprise

**DOCUMENT N° 13**

**GRAPHIC PLANS**



TRANSVERSAL SECTION OF SLAB