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DAO

REPUBLIC OF CAMEROON
Peace-Work-Fatherland

NORTH-WEST REGIONAL ASSEMBLY

REGIONAL EXECUTIVE COUNCIL

PEACE-JUSTICE-UNITY-HARD WORK- SOLIDARITY



REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

ASSEMBLEE REGIONALE DU NORD-OUEST

CONSEIL EXECUTIF REGIONAL

PAIX-JUSTICE-UNITE-TRAVAIL-SOLIDARITE

OPEN NATIONAL INVITATION TO TENDER

TENDER FILE

PROJECT OWNER:

THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

CONTRACTING AUTHORITY:

THE PRESIDENT OF THE NORTH WEST REGIONAL ASSEMBLY

TENDER BOARD:

NORTH WEST REGIONAL ASSEMBLY INTERNAL TENDERS BOARD (NWRAITB)

**TENDER FILE N° - 032/ONIT/NWRA/ITB/2026 OF 19/09/2026
FOR THE REHABILITATION OF GOVERNMENT SECONDARY HIGH
SCHOOL, MEWUNGNE IN MEZAM DIVISION OF THE NORTH WEST
REGION LOT ONE(01) (RELAUNCHED)**

AUTHORIZATION NO:JB04258

BUDGETARY HEAD: 60272911 32000005 0411464210

2026 FINANCIAL YEAR

Document N°. 1

TENDER NOTICE

6. Participation and origin

Participation in this Invitation to tender is opened under the same conditions to all Cameroonian companies and business persons that have proven experience in the field of building construction and provided they are in compliance with the Cameroonian laws.

7. Financing

Works which are the subject of this Invitation to Tender shall be financed by the 2026 Public Investment Budget assigned to the North-West Regional Assembly.

8. Bid bond

The bidder must include in his administrative documents, a bid bond issued by a first-rate financial establishment approved by the Ministry in charge of Finance and whose list is found in document N°. 12 of the Tender File, of an amount, (See table below) valid for thirty (30) days beyond the date of validity of bids.

LOT No.	PROJECT	AMOUNT	AMOUNT OF BID BOND	TENDER FILE FEE
01	Rehabilitation of 12 Classrooms, Administrative block and Laboratory, GHS Mewungne (Lot 1) (RELAUNCHED)	70,000,000	1,400,000	78,600

9. Consultation of Tender File:

The file may be consulted during working hours at the office of the Director of General Affairs at the North West Regional Assembly (Annex Building of Block "A") Tel N° 2 33 36 00 92 or online using the address; www.marchespublics.cm, as soon as this notice is published.

10. Acquisition of Tender File:

The file may be obtained from the office of the Director of General Affairs at the North West Regional Assembly, Tel N°2 33 36 00 92 or online using the address: www.marchespublics.cm, as soon as this notice is published against payment of the sum of **Seventy Eighty Thousand Six Hundred (78,600) Francs CFA**, into the North West Regional Assembly Treasury (Block B), representing the cost of purchasing the Tender File.

11. Submission of bids:

The method of submission shall be online.

The Tender must be submitted by the Tenderer on the COLEPS Platform not later than 22 / AVR / 2026 at **10:00am**. A backup copy of the Tender saved in a USB key or a CD/DVD must be sent in a sealed envelope with a clear and legible indication "backup copy" within the time limit bearing the label:

OPEN NATIONAL INVITATION TO TENDER FILE

N° 32 /ONIT/NWRA/ITB/2026 OF 19 /MARS /2026 for the Rehabilitation of 12 Classrooms, Administrative block and Laboratory, GHS Mewungne Lot one. (RELAUNCHED "To be opened only during the bid-opening session")

File Size and Format:

The maximum size of the documents that will be uploaded on the platform and constituting the bidder's offer shall be;

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- 5 Mb for the financial offers.

Supported formats shall include:

- PDF formats for texts documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

15. Award

The evaluation will be done in a binary way (yes) or (no) with an acceptable minimum score of 75% of the essential criteria taken in account

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

16. Validity of bids

Bidders will remain committed to their offers for **Ninety (90) days** from the deadline set for the submission of tenders.

17. Complementary information

Complementary technical information may be obtained during working hours from the office of the Director of General Affairs, North West Assembly Building, Block "A". (Tel N°2 33 36 00 92).

Done at Bamenda on 19 MARS 2026

**THE PRESIDENT OF THE REGIONAL ASSEMBLY
(Contracting Authority)**



me Jobuashi Angwako III
President North - West Regional
Executive Council

copies:

- ARMP BAMENDA
- RD/MINMAP/NW
- Chairperson of TB/NWRA
- Notice Board
- File/archive

5. Coût de prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de;

LOT No.	DEPARTMENT	LOCALITÉ	PROJET	MONTANT
01	MEZAM	MEWUNGNE	RÉHABILITATION DU LYCÉE GOUVERNEMENTAL SECONDAIRE DE MEWUNGNE DANS LA DIVISION DE MEZAM DE LA RÉGION DU NORD-OUEST (01) LOT. (RELANCE)	70,000,000
TOTAL				70,000,000

6. Participation et origine

La participation à cette consultation est ouverte aux entreprises de droit camerounais.

7. Financement

Les travaux objet du présent appel d'offres sont financés par le Budget d'Investissement Publics du Cameroun de l'exercice 2026.

8. Cautionnement provisoire

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie par une banque de premier ordre agréée par le Ministère chargé des finances et dont la liste figure dans la pièce 12 du DAO, d'un montant, (voir tableur) valable pendant trente (30) jours au-delà de la date originale de validité des offres.

LOT No.	PROJET	MONTANT	MONTANT DE LA CAUTION DE SOUMISSION	FRAIS DE DOSSIER D'APPEL D'OFFRES
01	RÉHABILITATION DU LYCÉE GOUVERNEMENTAL SECONDAIRE DE MEWUNGNE DANS LA DIVISION DE MEZAM DE LA RÉGION DU NORD-OUEST (01) lot. (RELANCE)	70,000,000	1,400,000	78,600

9. Consultation du Dossier d'Appel d'Offres

Le Dossier d'Appel d'Offres peut être consulté et obtenu aux heures ouvrables au bureau du Directeur des Affaires Générales de l'Assemblée Régionale du Nord-Ouest (Tel N° 2 33 36 00 92) ou en ligne à l'adresse: www.marchespublics.cm dès Publication du présent avis.

10. Acquisition du Dossier d'Appel d'Offres

Le dossier peut être obtenu aux heures ouvrables après Publication du présent avis au bureau de l'autorité contractant (Tel N° 2 33 36 00 92) ou en ligne à l'adresse: www.marchespublics.cm contre présentation d'une quittance de versement au Trésor de l'Assemblée Régionale du Nord-Ouest de la somme non remboursable de 78,600 (Soixante Dix-Huit Mille, Six Cent) Francs CFA.

11. Remise des offres

La méthode de remise doit être en ligne

L'offre devra être déposée par le soumissionnaire sur la plateforme COLEPS au plus tard de le 27 / Aout 2026 à 10 h 00. Une copie de sauvegarde de l'offre sauvegardée sur une clé USB ou un CD/DVD devra être envoyée dans une enveloppe fermée avec la mention claire et lisible « copie de sauvegarde » portant le libellé dans le délai imparti.

- 12- Défaut de se conformer au format du type de fichier et de la taille pour la soumission en ligne ;
13. Défaut de présenter un reçu du CDEC ou une preuve de dépôt du montant de la caution de soumission exigée auprès du Fonds de dépôt et de garantie;
14. Défaut de présenter un certificat de catégorisation ou un reçu de dépôt du dossier de catégorisation de l'entreprise dans le sous-secteur d'activité « Bâtiment et équipement général ».

B - Critères essentiels

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

- 1- Présentation générale de l'offre ;
- 2- Capacité financière ;
- 3- Références de l'entreprise dans les réalisations similaires ;
- 4- Qualité du personnel ;
- 5- Organisation technique des travaux ;
- 6- Sécurité au chantier ;
- 7- Moyens logistiques ;
- 8- Attestations de visite de site signée sur l'honneur par le soumissionnaire et rapport de visite du site avec photos ;
- 9- Cahier des Clauses Techniques Particulières paraphé à chaque page, signé et daté à la dernière page ;
- 10- Cahier des Clauses Administratives Particulières complété et paraphé à chaque page, signé et daté à la dernière page.

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

15. Attribution

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

Le marché sera attribué au soumissionnaire qui aura proposé l'offre la moins disante, conforme pour l'essentiel aux prescriptions du Dossier d'Appel d'Offres, ayant satisfait à 100% des critères éliminatoires et au moins 75% des critères essentiels. Un enchérisseur peut soumissionner pour plus d'un lot mais ne peut se voir attribuer qu'un seul lot.

16. Durée de validité des offres

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

17. Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus auprès du bureau du Directeur des Affaires Générales (Tel N° 2 33 36 00 92).

Fait à Bamenda, le 19 MARS 2026

Le Président de l'Assemblée Régionale du Nord Ouest
(Autorité Contractante)



Joby Angwafo III
President North-West Regional
Executive Council

Copie :

- ARMP
- DR/MINMAP/NW
- Présidents CIPM/NWRA
- Affichage
- Chrono/archive

Document N°. 11. Justifications of preliminary studies; to be filled by the Project Owner or Delegated Project Owner;

Document N°. 12. List of first grade banking establishments or financial institutions approved by the Minister in charge of Finance authorised to issue bonds for Public Contracts to be inserted by the Contracting Authority.

8.2 The bidder must examine all the regulations, forms, conditions and specifications contained in the Tender File. It is up to him to furnish all the information requested and prepare a bid in compliance with all aspects of the said file.

Article 9: Clarifications on the Tender File and complaints

9.1 Any bidder who wants to obtain clarifications on the Tender File may request them from the Contracting Authority in writing or by electronic mail (fax or e-mail) at the Contracting Authority's address indicated in the Special Regulations of the Invitation to Tender and send a copy to the Project Owner. The Contracting Authority replies in writing to any request for clarification received at least fourteen (14) days prior to the deadline for the submission of bids.

A copy of the Contracting Authority's response, indicating the question posed but not mentioning the author, is addressed to all bidders who bought the Tender File.

9.2 Between the Publication of the tender notice including the pre-qualification phase of candidates and the opening of bids, any bidder who feels aggrieved in the Public Contracts award procedure may lodge a complaint to the Minister in charge of Public Contracts.

9.3 A copy of the complaint should be addressed to the Contracting Authority and to the body in charge of the Regulation of Public Contracts and the chairperson of the Tenders Board.

9.4 The Contracting Authority has five (5) days to react. A copy of the reaction shall be forwarded to MINMAP and the body in charge of the regulation of Public Contracts.

Article 10: Amendment of the Tender File

10.1 The Contracting Authority may at any moment, prior to the deadline for the submission of bids and for any reason, be it at his initiative or in reply to a request for clarification formulated by a bidder, amend the Tender File by publishing an addendum.

10.2 Any published addendum shall be an integral part of the Tender File, in accordance with article 8.1 of the General Regulations of the Invitation to Tender and must be communicated in writing or made known by a traceable means to all bidders who bought the Tender File.

10.3 In order to give bidders sufficient time to take account of the addendum in the preparation of their bids, the Contracting Authority may postpone as is necessary, the deadline for the submission of bids, in accordance with provisions of article 22 of the General Regulations of the Invitation to Tender.

C PREPARATION OF BIDS

Article 11: Tender costs

The candidate shall bear the costs related to the preparation and presentation of his bid and the Contracting Authority and the Project Owner shall in no case be responsible for these costs nor pay for them whatever the evolution or outcome of the Invitation to Tender procedure.

Article 12: Language of bid

The bid as well as any correspondence and any document exchanged between the bidder and the Contracting Authority shall be written in English or French. Complementary documents and the forms provided by the bidder may be written in another language on condition that a precise translation into either English or French of the passages concerning the bid is included; in which case for reasons of interpretation, the translation shall be considered to be authentic.

- 13.2 If in accordance with the provisions of the Special Regulations of the Invitation to Tender, the bidders present bids 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 manner:

- (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";
- (a) The prices of inputs necessary for works which bidder intends to procure out of the Contracting Authority's country shall be in the currency of the country of origin of the bidder or of the currency of an eligible member country widely used in international trade.

- ii) fails in his obligation to furnish the required final bond in application of article 38 of the General Regulations;
- iii) Refuses to receive notification of the Administrative Order to commence execution.

Article 18: Varying proposals of bidders

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

18.2 Except in the case mentioned in article 18(3) below, bidders wishing to offer technical variants must first assess the basic solution of the Contracting Authority as described in the Tender File and furnish in addition all the information which the Contracting Authority needs for a complete evaluation of the proposed variant, including the plans, calculations, technical specifications, sub-details of prices and proposed construction methods and all other useful information. If necessary, the Contracting Authority will examine only the technical variants of the bidder whose bid is in compliance with the basic solution has been evaluated as the lowest bid.

18.3 When according to the Special Regulations the bidders are authorised to directly submit the technical variants for certain parts of the works, these parts of the works must be described in the technical specifications. Such variants shall be evaluated on their own merit in accordance with the provisions of article 31(2) (g) of the General Regulations.

Article 19: Preparatory meeting to the establishment of bids

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

19.2 The subject of the preparatory meeting shall be to furnish clarifications and answer any questions which may be raised at this stage.

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.

E. OPENING AND EVALUATION OF BIDS

Article 25: Opening and petitions

- 25.1 The Internaltenders Board shall open the bids in single or double phases and in the presence of the representatives of bidders who wish to attend at the date, time and address specified in the Special Regulations. Representatives of bidders shall sign a register attesting to their presence.
- 25.2 Firstly, bids marked "**withdrawal**" shall be opened and the contents announced to the hearing of everyone, while the envelope containing the corresponding bid shall be returned to the bidder unopened. Withdrawal shall be allowed only if the corresponding notification contains a valid empowerment of the signatory to request this withdrawal and if this notification is read to the hearing of everyone. Then the bids marked "**Replacement bid**" are opened and announced to the hearing of everyone and the new corresponding bid substituted for the preceding one which will be sent to the bidder concerned unopened. The replacement of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the replacement and read to the hearing of everyone. Lastly, the bids marked "**modification**" shall be opened and their contents read to the hearing of everyone with the corresponding bid. The modification of the bid shall only be allowed if the corresponding notification contains a valid empowerment of the signatory requesting the modification and read to the hearing of everyone. Only bids which were opened and announced to the hearing of everyone during the opening of bids shall then be evaluated.
- 25.3 All bids shall be opened successively and the name of the bidder announced aloud as well as the possible modification mentioned, the price offered, including any rebates [*in case of opening of financial bids*] and any variant, where necessary, the existence of a guarantee of the bid if it is required and any other details which the Contracting Authority deems useful to be mentioned. Only rebates and variants of bids announced to the hearing of everyone during the opening of bids shall be submitted for evaluation.
- 25.4 Bids (and modifications received in accordance with the provisions of article 24 of the General Regulations) which were not opened and read to the hearing of everyone during the bid- opening session for whatever reason, shall not be submitted for evaluation.
- 25.5 Bid- opening minutes are recorded on the spot mentioning the admissibility of bids, their administrative regularity, prices, rebates and time-limits as well as the composition of the Evaluation sub-committee. A copy of the said minutes to which is attached the attendance sheet is handed over to all the participants at the end of the session.
- 25.6 At the end of each bid- opening session, the chairperson of the Tenders Board immediately hands over to the focal point designated by the body in charge of regulation of Public Contracts an initialled copy of the bids presented by bidders.
- 25.7 In case of petition as provided for by the Public Contracts Code, it should be addressed to the Minister Delegate in charge of Public Contracts with a copies to the body in charge of the regulation of Public Contracts, the head of structure to which is attached the Tenders Board concerned.
- It must reach within a maximum deadline of three (3) working days after the opening of bids in the form of a letter to which is obligatorily attached a sheet of the petition form duly signed by the petitioner and possibly by the chairperson of the Tenders Board.
- The Independent Observer attaches to his report the sheet that was handed to him, including any related commentaries or observations.

Article 26: Confidential nature of the procedure

- 26.1 No information relating to the examination, clarification, evaluation and comparison of bids and verification of the qualification of the bidders and the recommendation for the award shall be given to bidders or to any person not concerned with the said procedure as long as the preferred bidder has not

- (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

Article 38: Signing of the Contract

38.1 After Publication of the results, the draft Contract subscribed by the successful bidder is submitted to the Tenders Board for examination and where applicable, to the Minister in charge of Public Contracts for prior endorsement.

38.2 The Contracting Authority has a deadline of seven (7) days to sign the Contract from the date of reception of the draft Contract examined by the competent Tenders Board and subscribed by the successful bidder and where applicable, the endorsement of the Minister in charge of Public Contracts.

38.3 The Contract must be notified to the successful bidder within five (5) days of its date of signature.

Article 39: Final Bond

39.1 Within twenty (20) days of the notification by the Contracting Authority, the Contractor shall furnish the Project Owner with a final bond, to guarantee the complete execution of the works.

39.2 The bond whose rate varies between 2 and 5 percent of the amount of the Contract inclusive of all taxes, may be replaced by a guarantee from a banking establishment approved according to the instruments in force with the Project Owner as beneficiary or by a joint or several guarantee.

39.3 Small and medium-sized enterprises (SME) constituted of national capital and managed by nationals may, in lieu of the guarantee, provide a statutory lien or a bond issued by a banking establishment or first rate financial institution approved in accordance with the instruments in force.

39.4 Failure to produce the final bond within the prescribed time limit shall likely cause the termination of the Contract under the terms laid down in the General Administrative Conditions.

SPECIAL REGULATIONS OF THE INVITATION TO TENDER

References of the General regulations	Description
1	<p>Definition of works: FOR THE REHABILITATION OF GOVERNMENT HIGH SCHOOL MEWUNGNE IN THE NORTH WEST REGION LOT ONE (01) RELAUNCHED Name and address of the Contracting Authority: The President of the North West Regional Assembly Reference of Invitation to Tender: N° ___/ONIT/NWRA/NWRAITB/2026 of ___/___/2026</p>
2	Execution deadline: Four (04) Months per lot
3	<p>Source of financing Works which form the subject of this Invitation to Tender shall be financed by the 2026 Public Investment Budget assigned to the North West Regional Assembly</p>
4	List of pre-qualified candidate. Not applicable
5	Origin of building materials, equipment, and supplies: The materials will generally be from natural sources in Cameroon or imported.

6.1 Evaluation criteria

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

C. Eliminary criteria

1. Absence or non-conformity of an element in the administrative file non regularized within 48 hours after opening of bids
2. Execution deadline higher than prescribed in the Tender File;
3. False declaration or falsified documents;
4. Absence or insufficient bid bond;
5. A bid with the external envelope carrying a sign leading to the identification of the bidder;
6. Incomplete financial file;
7. Non respect of **75%** of essential criteria;
8. Suspended by MINMAP for 2026.
9. Submission of insufficient number of bids or the lack of the original copy of bids;
10. Average annual turnover of at least the tendering amount (Average annual turnover calculated as total certified payments received for contracts in progress or completed, within the last five (5) years (from 2021). This should be justified by copies of past contracts (completed or ongoing). Final reception minutes for all completed contracts before 2026 and provisional reception minutes for contracts completed in 2025 should be presented.
11. Failure to provide a backup copy of offers saved in a USB key or a CD/DVD on time;
12. Failure to comply with the format of file type and size for online submission;
13. Failure to present a CDEC receipt or proof of deposit of the amount of the bid bond requested into the Deposit and Guarantee Fund;
14. Failure to present a certificate of categorization or receipt of deposit of file for categorisation of the enterprise in the "**Building and General Equipment**" sub-sector of activities.

D. Essential criteria

	Regulatory Board (ARMP)
A.8	An Attestation of the National Social Insurance Fund stating that the bidder has met all his obligations vis a vis the Fund; the attestation valid within the given time.
A.9	Tax compliance certificate or Clearance Certificate signed by the chief of Centre of Taxes that the bidder has met all the statutory declarations in issues of taxes in the current financial year; this certificate should be less than three months old.
A.10	Copy of a valid taxpayer's card, delivered by the chief of center of Taxes.
A.11	A certificate of categorization or receipt of deposit of file for categorisation of the enterprise in the " Building and General Equipment " sub-sector of activities
A.12	Plan and attestation of location of the Company signed by the bidder on honour
A.13	Power of attorney if necessary
A.14	Group agreement where applicable
A.15	Special Technical Clauses initialed on all the pages and signed, dated and stamped on the last page.
A.16	Special Administrative Clauses completed and initialed on all the pages, signed, dated and stamped on the last page.

ENVELOPE B: TECHNICAL DOCUMENT: It shall contain the following:

A. General presentation of bids		
- Presence of all documents		yes/no
- Properly bound.....		yes/no
- Table of content		yes/no
- Separators in colour apart from white.....		yes/no
- Order prescribed respected.....		yes/no
- Clearness of the documents.....		yes/no
	TOTAL 1	/6
B. The company references		
References of the company in similar works for the past ten (10) years:		
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equal or above 70 million FCFA ATI (1 st and last pages) and PV of final reception for works realized before 2025 and provisional reception for works realized in 2025.		yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority equal to or more than 35million CFA ATI (1 st and last pages) and PV of final reception for works realized before 2025 and provisional reception for works realized in 2025.		yes/no
- 01 certified copy of similar contract visa and legalized by a competent administrative authority below 20 million (1 st and last pages) and PV of final reception for works realized before 2025 and provisional reception for works realized in 2025.		yes/no
	TOTAL 2	/3
C. Equipment		
- Proof of ownership or hire of a domp truck		yes/no
- Proof of ownership or hire of a 4x4 pick-up vehicle in good operating condition		yes/no
- Proof of ownership of a vibrator in good operating condition ...		yes/no
- Proof of ownership or hire of a concrete mixer of at least 0.5m ³ volume		Yes/no

- Certified copy of diploma of chief plumber	yes/no
- Attestation of presentation of original diploma of chief plumber..	yes/no
- CV signed and dated by chief plumber	yes/no
- Attestation of availability of chief plumber	Yes/no
Chief painter: CAP/trade certificate in painting at least three years	
- Certified copy of diploma of chief painter	yes/no
- Attestation of presentation of original diploma of chief painter ...	yes/no
- CV signed and dated by chief painter	yes/no
- Attestation of availability of chief painter	Yes/no
TOTAL 4	/31
E. The methodology of intervention and execution of work	
- Attestation of site visit signed by the bidder on honour.	yes/no
- Site Visit report signed and dated by bidder or dully authorised representative with pictures	yes/no
- Detailed technical note on the organization and execution of works...	yes/no
- Coherence synchronized planning of execution of works.....	yes/no
- Coherence of Individual Protection Plan (IPP) within the building site...	yes/no
- Coherence of the General Security and Safety Plan (GSSP) within the building site...	yes/no
- Description of the socio - environment measures for site protection.....	yes/no
- Coherence in the methodology of execution of works	yes/no
- Coherence in the organization of the site.....	yes/no
-Plan of supply of constructional materials and storage conditions	yes/no
- CCTP dully initialled on each page, signed and dated on the last page	yes/no
TOTAL 4	/11
F- Pre-financing	
Attestation of credibility shall be at least 80% of the bid price issued by a first rate banking institution.....	yes/no
TOTAL	/1
TOTAL = TOTAL1 + TOTAL2+ TOTAL3+ TOTAL4+ TOTAL5 + TOTAL6	/60

ENVELOPE C- FINANCIAL FILE

The third internal envelope shall be labeled and shall contain the following documents:

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

OPEN NATIONAL INVITATION TO TENDER FILE
N° _____/ONIT/NWRA/ITB/2026 OF ___ / ___ / FOR THE REHABILITATION OF
GOVERNMENT HIGH SCHOOL MEWUNGNE IN THE NORTH WEST REGION LOT (01)
RELAUNCHED

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

File Size and Format:

For online bidding, the maximum size of the documents that will be uploaded on the platform and constituting the bidder's offer shall be;

- 5 Mb for Administrative offers;
- 15 Mb for the Technical offers;
- 5 Mb for the financial offers.

Supported formats shall include:

- PDF formats for texts documents;
- JPEG formats for images.

The Tenderer shall use a compression software to reduce the size of the file to be submitted.

CONTRACT PRICE

ARTICLE 8: Currency of payment

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

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

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

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

ARTICLE 9: Transport and delivery

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

ARTICLE 10: Guarantee and retention guarantee

10.1 Provisional guarantee

The amount of the provisional guarantee or guarantee of tender is fixed as of the table below:

LOT No.	PROJECT	AMOUNT	AMOUNT OF BID BOND	TENDER FILE FEE
02	Rehabilitation of 12 Classrooms, Administrative block and Laboratory, GHS Mewungne (Lot 2) relaunched	70,000,000	1,400,000	78,600

The time of validity of this guarantee is one hundred and twenty (120) days as from the date of depositing of the offers. It must also have a CDEC receipt or proof of deposit of the amount of the bid bond requested into the Deposit and Guarantee Fund.

10.2 Final Bond

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

It could be replaced by a personal guarantee from a banking institution approved by the Ministry of Finances, following COBAC conditions.

- ❖ The Contract Manager
- ❖ The Contract Engineer (Secretary)
- ❖ The Regional Delegate MINMAP North-West or his representative;
- ❖ The Regional Delegate MINEPAT North-West or his representative;
- ❖ Contractor
- ❖ The Principal of the concern school (Observer)
- ❖ The Commissioner for Education, Sports and Cultural Development at the North West Regional Assembly (Observer)

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- 3) The Special Administrative Conditions (SAC);
- 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, calculation notes, trial documents, geotechnical documents;
- 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. Law No 2018/011 of 11 July, 2018 on the Code of Transparency and Good Governance in the management of Public Finances in Cameroon;
2. Law No 2018/012 of July 11, 2018 on the financial regime of the state and other public entities;
3. Law No 2019/024 of December 24, 2019 on the General code of Regional and Local Authorities;
4. Law No. 96/12 of 5th August 1996 on the management of the environment;
5. Law No. 2025/012 of 17 December, 20245 bearing on the Finance Law of the Republic of Cameroon for the 2026 Financial Year
6. Law No. 2019/024 of December, 2019 on the General Code of Decentralized Territorial Communities.
7. Decree No. 2013/159 of 15 May, 2013 putting in place a special regime on Administrative Control of Public Finances
8. Law No 2016/017 of 14 December 2016 instituting the Mining Code;
9. Decree No. 2018/366 of 20th June 2018 to institute the Public Contracts Code and its texts of application;
10. Decree No. 2018/4992/PM of 21 June, 2018 putting in place the General Rules regulating the maturation of Public Investment projects;
11. Decree No. 2020/375 of 07 July, 2020 on the General Regulations of Public Accounting.
12. Instruments governing the various professional bodies;
13. Decree No. 2001/048 of 23rd February 2001 relating to the Setting up, Organization and Functioning of the Public Contracts Regulatory Agency
14. Decree No. 2003/651/PM of 16th April 2003 to lay down the Procedure for Implementing the Tax and Customs System applicable to Public Contracts;
15. Decree No. 2012/075 of 8th March 2012 to organise the Ministry in charge of Public Contracts;
16. Order No 212/A/MINMAP of September 28, 2021 organizing the operation of internal structures for the administrative management of Public contracts;
17. Order No. 000007/MINMAP of 01 January..... laying down the procedures for awarding and executing framework agreements
18. Order No. 168/A/MINMAP of August 11, 2021 setting the terms and conditions for the award and execution of design-build contracts;
19. Circular Letter No. 000010/LC/MINMAP/CAB of 22 September 2020, the clarifying the payment documents of the Administrative co-contractors to be submitted for visa prior to the Ministry in charge of Public Procurement
20. Order No. 001/CAB/PR of 19th June 2012 relating to the Award and Control of Execution of Public Contracts;
21. Letter No 00006/LC/PR/MINMAP/CAB of 17 August, 2021 clarifying the control of public procurement and specifying the procedures for its exercise to project owners and delegated project owners circular.
22. Law N° 2023/019 of 19/DEC/2023 instituting the 2026 Financial Law of the Republic of Cameroon
23. Circular No. 00001877//C/MINFI of 31st December, 2025 on instructions relating to the execution of finance laws, the monitoring and control of the execution of the budget of the state and other public entities, for the 2026 financial year;
24. Circular No. 0001/PR/MINMAP/CAB of 25 April, 2022 relating to the application of the Public Procurement Code
25. Press Release No 00024/R/MINMAP/CAB/CT2 of 5th August 2025 announcing the presentation of the categorisation certificate on the award process of public contracts
26. The MINCOMMERCE Decree setting the Price List
27. Order No 000333/0/MINMAP/CAB of 27th December 2024 to set the schedule for the migration to the exclusive award of public contracts electronically

Manager upon the proposal of the Contract Engineer and notified to the Contractor by the Contract Engineer.

- 8.7 The Contractor has a time-limit of fifteen (15) days to issue reservations on any Administrative Order received. Having reservations shall not free the enterprise of executing the Administrative Orders received.
- 8.8 Concerning Administrative Order signed by the Contracting Authority and notified by the Contract Manager, the notification must be done within a **maximum of 30 days** from the date of transmission by the Contracting Authority to the Contract Manager. **Beyond this deadline, the Contracting Authority shall establish the default of the Contract Manager, take over from him and carry out the said notification.**

Article 9: Contracts with conditional phases (Article 9 of GAC) (Not applicable)

- 9.1 This Contract has only one phase for 2026 financial year. At the end of phase one, the Project Owner shall carry out the acceptance of the works and issue an attestation of proper execution to the Contractor. This attestation shall condition the start of the following conditional phase.
- 9.2 The time-limit granted for notification of the Administrative Order to start execution of a conditional phase shall be five (5) days.

Article 10: Contractor's equipment and personnel (Article 15 of GAC supplemented)

- 10.1 Any modification, even partial, made on the technical bid shall only occur after the written approval of the Contract Manager. In case of modification, the personnel replaced shall be a member of staff of equal competence (qualifications and experiences).
- 10.2 In any case, the lists of supervisory staff to be used shall be subject to the approval of the Project Owner in the days following notification of the Administrative Order to start execution. The contract Manager has **5 (five) days** to notify his opinion in writing with a copy sent to the Contract Engineer. Beyond this time-limit, the staff list shall be considered as approved.
- 10.3 Any unilateral modification on the supervisory staff made in the technical bid prior to and during the works shall be a reason for termination of the Contract as mentioned in article 45 below or the application of penalties.

CHAPTER II: FINANCIAL CONDITIONS

Article 11 Guarantees and bonds (Articles 29 and 41 of GAC)

11.1 Final bond

The final bond shall be set at 2 % of the amount of the Contract, inclusive of all taxes.

It is constituted and transmitted to the Contract Manager within a maximum **deadline of twenty (20) days** of the notification of the Contract. It must also have a CDEC receipt or proof of deposit of the amount of the final bond requested into the Deposit and Guarantee Fund.

The bond shall be returned or the guarantee released within one month following the date of provisional acceptance of the works, following a release issued by the Contracting Authority upon request by the Contractor.

11.2 Performance bond

The retention fund shall be set at 10 % of the amount of the Contract, inclusive of all taxes.

The return or release of the retention fund or security shall be done within one month after final acceptance by release issued by the **Contracting Authority** upon request by the Contractor.

If cautioned, the Performance bond must also have a CDEC receipt or proof of deposit of the amount of the Performance bond into the Deposit and Guarantee Fund

11.3 Guarantee of start-off advance

Article 19: Evaluation of supplies (article 24 of the GAC supplemented)

- 19.1 *[Indicate, where applicable, the modalities for payment of supplies].*
19.2 No security shall be requested for payments on account on supplies.

Article 20: Advances (article 28 of the GAC)

- 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 financial 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 basic 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 (articles 26, 27 and 30 of the GAC supplemented)

21.1 Establishment of works executed

Before the 30th 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 (5th) 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 inclusive of taxes), according to the agreed model and establishing the total amount of the sums to which he may lay claim as a result of the execution of the Contract since the start of the Contract.

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

Only the amount exclusive of VAT shall be paid to the Contractor as follows:

- 100-2.2 or 5.5% paid directly into the account of the Contractor;
- 2.2 Or 5.5 % paid to the Public treasury as AIR due by the Contractor.

The amount of payment on account shall not exceed the value of the technical execution phases carried out. Payment on account may be spread over the duration of the execution of the Contract according to technical execution phases as defined in the Contract.

Payment on account shall take place within thirty (30) days from the date of transmission to the competent accounting officer, of the documents giving entitlement to payment.

The contractor shall transmit seven (7) copies of the partial invoices to the Engineer for approval before the 5th of the month following the works executed.

The Engineer shall within a time-limit of seven (7) days forward the approved partial invoices to the Chief of Service.

The Chief of Service has a maximum time-limit of twenty-one (21) days to sign the partial invoice and to produce the documents giving entitlement to payment on account and transmit same to the competent accounting officer.

21.3 Detailed account of start-off account (specify).

Article 22: Interest on overdue payments (Article 31 of the GAC)

Possible interests on overdue payments are paid by statement of sums due in accordance with Decree No. 2018/366 of 20 June 2018 to institute the Public Contracts Code.

Decree No. 2003/651/PM of 16 April 2003 lays down the Terms and Conditions for Implementing the Tax regulations and Customs Procedures applicable to Public Contracts. The taxes applicable to this Contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the IAR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the Contract;
 - 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 building materials and water.

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

All taxes inclusive prices means VAT included.

Article 28: Stamp duty and registration of Contracts (article 37 of GAC)

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 (article 46 of GAC)

The works shall include especially: (position or volume of works)
(*cf. Special Technical Conditions*)

Article 30: Roles and responsibilities of the Project Owner (GAC supplemented)

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 (article 38 of the GAC)

31.1 The time-limit for the execution of the works forming the subject of this Contract shall be **Four (04) Months**.

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

Article 32: Roles and responsibilities of the Contractor (article 40 of the CAG)

The detailed and general plan of progress of the works shall be communicated to the Contract Engineer in *five (05)* copies at the beginning of each.

Article 33: Provision of documents and site (article 42 of the GAC)

A reproducible copy of the plans featuring in the Tender File shall be submitted by *the Contract Engineer*. 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 (article 45 of GAC)

The Contractor shall take out a third party risk insurance concerning persons, property or liabilities from an insurance company governed by the "CIMA" insurance code.

Article 35: Documents to be furnished by the Contractor (Article 49 of the GAC supplemented)

35.1 **Programme of works, Quality Assurance Plan and pegging map.**

a) Within a maximum deadline of *fifteen (15) days* from the date of notification of the Administrative Order to commence execution, the Contractor shall submit in *six (6)* copies for the approval of *project owner* after the endorsement of the Contact Engineer the execution programme of the works, his supply calendar,

Article 38: Sub-Contracting (article 54 of the GAC)

The part of the works to be sub-Contracted shall not exceed 30 % of the initial amount of the Contract and its additional clauses.

Article 39: Site laboratory and trials (article 55 of GAC)

39.1 Indicate if necessary the modalities for carrying out the trials and geotechnical studies provided for in the Special Technical Conditions.

39.2 The Contract Manager has a deadline of three days to approve the Contractor's personnel and laboratory as soon as the request is made.

Article 40: Site logbook (article 56 of the GAC supplemented)

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.

Article 41: Use of explosives (article 60 of the GAC) (specify)

CHAPTER IV : ACCEPTANCE

Article 42: PROVISIONAL ACCEPTANCE

42.1 PRE-ACCEPTANCE OPERATIONS

Before the acceptance of the works the Contractor shall ask in writing to the Contract Engineer, to 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 contract.
- 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 on the field, signed by the following.

- Contract Engineer;
- The Contract Manager
- RD/MINMAP/NW (Observer);
- The Principal of the concerned school;
- Contractor.

During this pre-reception, the Engineer shall eventually specify the reserves to be lifted and the corresponding works to be effected before the reception. The Engineer shall fix the reception date in collaboration with the Contract Manager.

42.2 Acceptance

The acceptance commission shall comprise:

- 1- The President of the North West Regional Assembly or his representative(Chairman)
- 2- The Contract Manager or his representative..... (Member)
- 3- The Contract Engineer..... (Secretary)
- 4- The Stores Accountant of North West Regional Assembly..... (Member)
- 5- The RD MINMAP/NW or his representative..... (Observer)
- 6- The school Principal concerned (beneficiary)
- 7- The Commissioner for Education, Sports and Cultural Development at the North West Regional Assembly(Observer)
- 8- The Contractor or his Representative..... (Observer)

The commission shall examine the report of the pre-acceptance including a video from the Contractor showing the stages of works executed. This shall proceed with the acceptance. An acceptance report (process - verbal) of the works shall be prepared by the Contract Engineer and signed by at least 2/3 of the commission members.

Document N°. 5
SPECIAL TECHNICAL CONDITIONS
(STC)

TECHNICAL SPECIFICATIONS
SUMMARY (STC/CCTP)

The floors will be done after the finishing of the whole structure and will required good compacting and curing of the floors especially the floors of the sittings because it has to be concreted and its veranda.

The floors will be made up of:

- A hardcore of 10cm thick of crushed stones
- A blinding concrete of 2cm thick dosed at 150kg/m³
- 10cm thick sand cement mortar mixed of 300kg/m³ and the floor finish will be of cement paste and tiles of (ceramic tiles 900cm²)

FORMWORK

The formwork shall be traditional formwork and well humidified before casting. The dismantling of formwork shall be done progressively without any shock. For vertical elements, formwork should be removed or dismantle after 2days while for horizontal elements should be dismantle after 28days following the normal precision

WALLS

All walls should be of sundry bricks of 20x20x40cm, with cement mortar bedded together and also with mortar joints of 2cm. The walls will be of height 2.8m above of which will be placed a reinforcement chain beam to obtain the of 3m and also the lintels that span any opening

WALL FINISH

Plastering; Plastering will be of good quality mix and walls finish will be in cement paste. Plastering and rendering are of 2cm thick and executed with cement mortar dosed at 200kg/m³ of CPJ 35.

Ceramic tiles; They are used on walls which desire constant cleaning like kitchen and toilet walls to the height of 2m with cement paste.

Painting; all walls will receive three coats paint.

OPENINGS

Door; the doors will be of good quality wood treated against fungi attack and with beautiful finishing. External of 90x210cm, main door 100x210cm and internal doors of 80x210cm plus the toilet door which is of 70x210cm.

Windows; External windows of 180x210cm, 210x210cm and 60x60cm for toilet windows. Metal protectors will be outside the windows while internal face will be of plain aluminum glass.

ROOF

The roof covering will be of corrugated roofing sheets and the same toe bac for the ridge caps and facial boards. Wood for roof will be supply of 4 m long plank but with varying sizes for purlins, rafters, struts and braces.

- Purlins spacing 90cm axis to axis
- Rafters spacing 120cm

CEILING

The ceiling is made up of the following

- Noggin of size 4 by 4cm purling
- Ceiling boards of plywood 40mm and plain aluminum sheets at all eaves with a good ventilation holes provided at any length of the building.

SUPPLY AND EVACUATION NETWORK (VPD)

- Supply; Water will be from a river in that area or from CAM water

ELECTRICITY

Electricity will be from any means of supply needed and the supply will be one phase or from a DC generator.

FIRE PROTECTION

III. Slabs on ground floor

Would be lightly reinforced with mesh or 6mm rods with a dosage of $300\text{kg}/\text{m}^3$, 10cm thickness on good and well compacted laterite

IV. Form work

Formwork and supports should be strong enough to resist all load of concrete to be supported and workmen. Platforms should be such that concrete particles should not be lost on vibration of concrete.

V. Removal of formwork.

Form work removal should start only when concrete would must have acquired enough strength to support any constrain.

C. IRON RODS

I. Should be of type FCE 40 delivered on site in lengths of 12m, diameters varying from 6mm to 14mm according to plans and details

II. Concrete cover for rods

This should be a minimum of 2 cm and not more than 5cm

D. SANDCRETE BLOCKS/DECKING BLOCKS

I. They must be fabricated from cement, sand and gravel in proportionate mixtures and satisfy all requirements of existing Building Codes. They must be made 4 weeks before used on site.

II. Thickness

Block thickness should comply to expected thicknesses of finished walls on plans

- 7 cm thick blocks for 10cm finished walls
- 15cm thick blocks for 18cm finished walls
- 20 cm thick blocks for special uses as may be indicated on plans.

E. PLUMBING AND SANITARY WORKS

All materials and workmanship should be in conformity with French code of practice NF P 41.20 to 41.204 applicable in Cameroon.

- All sanitary fittings (W.C wash hand basins, urinals, water heaters, and shower trays etc) should be of pafended brand "PROCHER" or its equivalence.
- P.V.C evacuation pipes shall be used for all evacuation of waste and used water in diameter 32,40,50,75,110,150,200 and 250mm etc as shown on plans.
- All water supply pipes shall be of galvanized iron in diameter 15/21,20/27,26/34 as shown on plans
- All accessories: chrome plated towel holders and toilet roll holders, soap holders mirrors etc should be first choice.

F. ELECTRICAL AND TELEPHONE WORKS IN CONFORMITY WITH CODES

I. All installations should comply with DTU 7.02 and all SONEL brochures concerning installations in hot humid climates.

II. Earthing

Necked copper earthing cable of 25mm diameter should be used for earthing connected to reinforcement of all pillars in footings.

III. Concealed conduits

All cables shall be passed through concealed PVC conduct pipes encased in walls or floors.

IV. Patented Brands

L. ALUMINUM WORKS

Aluminum section members would be used for frames of Door and Windows on elevations as well as HANDRAILS on elevation. Aluminum section should have sufficient thickness and be of high quality. Samples must be presented for choice. Alternatively balusters could be use on sit-outs stairs cases and verandas as could be seen on elevations. Cutting and framing must be neat and o the highest quality patented brands.

M. GLASS WORKS

Good quality glass is to be used, clear, translucent or tinted as requested, thickness varying from 4mm to 8mm according to bay size as specific on plans.

III. Wet Area

Painting to walls of wet areas (upper parts of walls in kitchen, tables, bath rooms etc) shall be in 3 coats of oil paint type GLYCERO or similar brand.

IV. Joinery

Joinery shall be oil paint or varnish as specified or plans in 3 coats, 1 undercoat and 2 finishing coats. Wood work shall be sand papered smooth before undercoat is applied.

V. All ceilings of plywood finish shall be given to rooms above decked levels and must be varnished with 3 coats

Decorative Roman Ceilings shall be fixed to ceiling on lounge1, lounge 2, dining and the Intimate room.

ITEM	DESIGNATION	UNIT	QTY	AMOUNT IN FIGURES	AMOUNT IN WORDS
LOT 1- PRELIMINARY WORKS					
101	Mobilisation and Site installation	LS	1		
102	SITE clearance (Clearing of the school field and the entire school surrounding)	LS	1		
103	Installation of project information board	LS	1		
105	Site visit & Studies	ls	1		
SUB-TOTAL LOT 1					
LOT 2- BLOCK ONE (A BLOCK OF THREE CLASSROOMS)					
BLOCK-WORK, CONCRETING, ELECTRICITY, CEILING, PAINTING, DOORS/WINDOWS, AND OTHERS.					
201	General demolition works (Complete removal of damaged floors in classrooms/veranda, scraping out damaged plastered surfaces, removal of damaged plywood ceiling etc)	ls	1		
202	Concreting of veranda round the building (10cm thick) and construction of gutters round building with mass concrete @ 300Kg/m ³	m ³	8.5		
203	Concreting of (10cm thick) Floors with mass concrete @ 300Kg/m ³ and smooth finished with cement paste	m ³	26.5		
204	General repair works on Walls with mortar @ 300Kg/m ³ (Scraping out & Re-plastering both external/internal)	m ²	40		
205	Pointing of stone foundation (Recess joints)	m ²	40		
206	General repairs of block work	LS	1		
207	Construct Steps and Rams to access classrooms	LS	1		
208	CEILING				
209	General repairs of damaged plywood including Nogging	m ²	45		
210	Tole Lise round external eaves of roof including Nogging	m ²	55		
211	ELECTRICITY				

306	General repairs of block work	LS	1		
307	Construct Steps and Rams to access classrooms	LS	1		
308	CEILING				
309	Complete Ceiling with treated plywood including accessories and Nogging	m ²	175		
310	Tole Lise round external eaves of roof including accessories and Nogging	m ²	41		
311	ELECTRICITY				
312	General review of electricity network including replacement of damaged fittings, creation of new sockets/lamps, Fuse-boxes and other accessories to render system functional	ls	1		
313	DOORS				
314	Replacement of damaged Metallic doors (1mx2m)	U	4		
315	WINDOWS				
316	Replace damaged wooden windows with well polished concrete Clusters (Opening size =2x0.85)	m ²	17		
317	ROOF AND CEILING WORKS				
318	Truss (5*15) cm/rafters	m ³	5		
319	Supply and fixed purlins and noggings (5*8) cm	m ³	2		
320	Supply and fixed 5/10 tole bac Aluminium sheets including all accessories	m ²	275		
321	Supply and fixed facia board with cut tole tole-back 4/10 including all accessories	m ²	24		
322	Supply and fixed facia board Lining 4/10 including all accessories	ml	65		
323	Supply and fixed angle ridge including all accessories (5/10) to gable ends and roof top ridge	ml	25		
324	Supply and fixed Top ridge including all accessories (5/10)	ml	20		
325	Supply and fixed Tole lise (040mm) including nogging round external eaves	ml	41		
26	Complete Ceiling with treated plywood including accessories and	m ²	175		

	functional				
410	DOORS				
411	Replacement of damaged Metallic doors (1mx2m) and three new metal doors for principal's office/Toilet and bursar.	U	13		
412	WINDOWS				
413	Replace damaged wooden windows with well polished concrete Clusters for classrooms (Opening size =2x0.85)	m ²	17		
414	Solid Window Protectors produced with square rod Ø14/angle bar of 1.5mm thick for administrative section (Principal, Bursar, Secretariat, Staff room, Discipline Office)	m ²	11.5		
415	Aluminium windows with 4mm thick glass for administrative section (Principal, Bursar, Secretariat, Staff room, Discipline Office)	m ²	11.5		
416	ROOF AND CEILING WORKS				
417	General Repairs of roof leakages	LS	1		
418	Complete Ceiling with treated plywood including accessories and Nogging in Principal office, Bursar, & Secretariat (Note, the new ceiling should be raised up to increase the head-room of the offices)	m ²	45.5		
419	Tole Lise round external eaves of roof including accessories and Nogging	m ²	105		
420	PAINTING				
421	Supply and apply Pantex 1300 to external walls and Pillars including all accessories.	m ²	535		
422	Supply and apply Pantex 800 to internal walls including quicklime undercoat	m ²	675		
423	Supply and apply Pantex 800 to Ceiling	m ²	598		
424	PLUMBING AND TILING				

4	LOT 4- BLOCK THREE (A BLOCK OF FOUR CLASSROOMS, PRINCIPAL'S OFFICE, SECRETERIAT, BURSAR, DECIPLINE OFFICE, & STAFF ROOM)	
5	LOT 5-MORDERN VIP PIT TOILET FOR STUDENTS	
6	LOT 6- PLANTING OF ENVIRONMETAL FRIENDLY TREES	
	GENERAL TOTAL WITHOUT V.A.T (T H T)	
	VAT 19,25% T H T	
	GENERAL TOTAL WITH V.A.T (TTC)	
	ADVANCE TAXE 5,5% T H T	
	NET PAYMENT	

**BILL OF QUANTITIES AND ESTIMATES FOR THE RENOVATION OF SOME CLASSROOMS OF
GOVERNMENT HIGH SCHOOL (G H S) MEWUNGNE, AWING VILLAGE, SANTA SUB-DIVISION, MEZAM
DIVISION NORTH WEST REGION - CAMEROON, RELAUNCHED**

ITEM	DESIGNATION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
LOT 1- PRELIMINARY WORKS					
101	Mobilisation and Site installation	LS	1		
102	SITE clearance (Clearing of the school field and the entire school surrounding)	LS	1		
103	Installation of project information board	LS	1		
105	Site visit & Studies	ls	1		
SUB-TOTAL LOT 1					
LOT 2- BLOCK ONE (A BLOCK OF THREE CLASSROOMS)					
	BLOCK-WORK, CONCRETING, ELECTRICITY, CEILING, PAINTING, DOORS/WINDOWS, AND OTHERS.				
201	General demolition works (Complete removal of damaged floors in classrooms/veranda, scraping out damaged plastered surfaces, removal of damaged plywood ceiling etc)	ls	1		
202	Concreting of veranda round the building (10cm thick) and construction of gutters round building with mass concrete @ 300Kg/m ³	m ³	8.5		
203	Concreting of (10cm thick) Floors with mass concrete @ 300Kg/m ³ and smooth finished with cement paste	m ³	26.5		
204	General repair works on Walls with mortar @ 300Kg/m ³ (Scraping out & Re-plastering both external/internal)	m ²	40		
205	Pointing of stone foundation (Recess joints)	m ²	40		
206	General repairs of block work	LS	1		
207	Construct Steps and Rams to access classrooms	LS	1		
CEILING					
209	General repairs of damaged plywood including Nogging	m ²	45		
10	Tole Lise round external eaves of roof including Nogging	m ²	55		
ELECTRICITY					
212	General review of electricity network including replacement of damaged fittings, creation of new sockets/lamps, Fuse-boxes and other accessories to render system functional	ls	1		

312	General review of electricity network including replacement of damaged fittings, creation of new sockets/lamps, Fuse-boxes and other accessories to render system functional	ls	1		
313	DOORS				
314	Replacement of damaged Metallic doors (1mx2m)	U	4		
315	WINDOWS				
316	Replace damaged wooden windows with well polished concrete Clusters (Opening size =2x0.85)	m ²	17		
317	ROOF AND CEILING WORKS				
318	Truss (5*15) cm/rafters	m ³	5		
319	Supply and fixed purlins and noggings (5*8) cm	m ³	2		
320	Supply and fixed 5/10 tole bac Aluminium sheets including all accessories	m ²	275		
321	Supply and fixed facia board with cut tole tole-back 4/10 including all accessories	m ²	24		
322	Supply and fixed facia board Lining 4/10 including all accessories	ml	65		
323	Supply and fixed angle ridge including all accessories (5/10) to gable ends and roof top ridge	ml	25		
324	Supply and fixed Top ridge including all accessories (5/10)	ml	20		
325	Supply and fixed Tole lise (040mm) including noggng round external eaves	ml	41		
326	Complete Ceiling with treated plywood including accessories and Noggng	m ²	175		
327	PAINTING				
328	Supply and apply Pantex 1300 to external walls and Pillars including all accessories.	m2	155		
329	supply and apply Pantex 800 to internal walls including quicklime undercoat	m2	195		
330	supply and apply Pantex 800 to Ceiling	m2	175		
SUB-TOTAL LOT 3					
LOT 4- BLOCK THREE (A BLOCK OF FOUR CLASSROOMS, PRINCIPAL'S OFFICE, SECRETERIAT, BURSAR, DECIPLINE OFFICE, & STAFF ROOM)					
BLOCK-WORK, CONCRETING, ELECTRICITY, CEILING, PAINTING, DOORS/WINDOWS, AND OTHERS.					

419	Tole Lise round external eaves of roof including accessories and Nogging	m ²	105		
420	PAINTING				
421	Supply and apply Pantex 1300 to external walls and Pillars including all accessories.	m2	535		
422	Supply and apply Pantex 800 to internal walls including quicklime undercoat	m2	675		
423	Supply and apply Pantex 800 to Ceiling	m2	598		
424	PLUMBING AND TILING				
425	Non glaze ceramic floor tiles for (Principal's office, Bursar, and Secretariat)	m2	55.5		
426	Non glaze ceramic floor tiles for (Principal's Toilet)	m2	3		
427	Glaze ceramic wall tiles for (Principal's Toilet)	m2	25		
428	General water supply and evacuation pipes with accessories	LS	1		
429	Wash-hand basin	u	1		
430	Complete WC	u	1		
431	Complete shower	u	1		
432	Toilet Mirror	u	1		
433	Toilet Roll Holder	u	1		
434	Towel Hanger	u	1		
435	Soap Holder	u	1		
436	STAFF TOILET				
437	Demolish roof and reconstruct new roof and ceiling, increase height of walls, create windows, change appliances (Toilet, wash hand basin, tissue holder, soap dish, towel hanger, mirrors and render system to function)	LS	1		
SUB-TOTAL LOT 4					
LOT 5- MORDERN VIP PIT TOILET FOR STUDENTS					
501	Construct a modern VIP pit toilet of six squatting holes with respect to MINSEC standard (Refer working drawings for datils)	LS	1		
SUB-TOTAL LOT 5					
LOT 6- PLANTING OF ENVIRONMETAL FRIENDLY TREES					
601	Plant environmentally friendly trees around the campus	LS	1		
SUB-TOTAL LOT 6					

Document N° 8
SUB-DETAIL OF PRICES

Document N° 9
MODEL CONTRACT

The Government of the Republic of Cameroon, represented by The President of the North West Regional Assembly hereinafter referred to the "Contracting Authority"

On the one hand,

And

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

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

On the other hand,

Agree on the following:

Summary

___/ONIT/NWRA/ITB/2026 of ___/___/2026 FOR THE REHABILITATION OF GOVERNMENT SECONDARY HIGH SCHOOL, MEWUNGNE IN MEZAM DIVISION OF THE NORTH WEST REGION (01) LOT (RELAUNCHED)

With _____,

For the execution of _____ works

EXECUTION DEADLINE _____ (_____) months

Amount of Contract in CFA F:

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

Read and accepted by the Contractor

(place of signature) _____ (date)

Signature of Contracting Authority

(place of signature) _____ (date)

Registration

TABLE OF MODELS

- Annex N° 1: Model of declaration to Tender
- Annex N° 2: Model Bid
- Annex N° 3: Model Bid Bond
- Annex N° 4: Model Final Bond
- Annex N° 5: Model Retention fund (Guarantee Retention)
- Annex N° 6: Schedule framework
- Annex N° 7: Model attestation of site visit
- Annex N° 8: Model site visit report
- Annex N° 9: Model table of reference
- Annex N° 10: Model table of equipment

Annex N° 1: MODEL OF DECLARATION TO TENDER

I the undersigned,(indicate the name and capacity of signatory)
Representing the company or enterprise or group with head office at
..... registered in the trade register of Under the number

Having taken cognizance of all the documents featured or mentioned in the Tender file: Open National Invitation to Tender No ___/ONIT/NWRA/ITB/2026 of ___/___/2026 **FOR THE REHABILITATION OF GOVERNMENT SECONDARY HIGH SCHOOL, MEWUNGNE IN MEZAM DIVISION OF THE NORTH WEST REGION (01) LOT (RELAUNCHED)** after having personally taking account of the situation of the site and evaluated from my point of view and under my responsibility, the nature and difficulty of the works to be carried out;

- Hereby submit, bearing my signature, the schedule of unit prices as well as the quotations in accordance with the structure featuring in the Tender File;
- Submit and commit myself to execute the works in accordance with the Tender File, in return for the prices which I myself establish for each type of structure which prices reveal the amount of the tender at (in figures and words) CFAF exclusive of VAT and at (in figures and in words) CFAF inclusive of all taxes.
- I pledge to execute the works within a deadline ofmonths.
- I pledge to maintain my offer for a duration of **Ninety (90)** days from the deadline of submission of tenders;

The Contracting Authority shall pay the sums due for this Contract by crediting Account N°:..... opened in Bank Branch.

Prior to the signing of the Contract, this tender accepted by you shall constitute an agreement between us.

Done at

Signature of

In the capacity of

Duly authorized to sign the tenders on behalf of
.....

Annex N° 4: MODEL FINAL BOND

Bank:
Reference of the Bond N°:

Addressed to The President of the North West Regional Assembly "Contracting Authority"
Whereas (Name and address of Contractor) hereinafter referred to "the Contractor",
pledge, in execution of the Contract, to carry out the works: Open National Invitation to Tender N°
_____/ONIT/NWRA/ITB/2026 of ____/____/2026 **FOR THE REHABILITATION OF GOVERNMENT
SECONDARY HIGH SCHOOL, MEWUNGNE IN MEZAM DIVISION OF THE NORTH WEST
REGION (01) LOT (RELAUNCHED)**

Whereas it is stipulated in the Contract that the Contractor shall furnish the Contracting Authority a final bond of two percent (2%) of the amount of the Contract as security for compliance with the Contractor's performance obligations in accordance with the Contract.

Whereas we have agreed to provide the Contractor with this guarantee;
We, (name and address of bank),
Represented by (name of signatories)
hereinafter referred to as "the Bank", and we pledge to pay to the Contracting Authority within a maximum deadline of eight (8) weeks upon his simple written request declaring that the Contractor has not fulfilled his contractual obligations, without being able to defer the payment nor raise any contest for whatever reason, the sum of (in letters and in words).

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

This bond shall enter into force upon signature. It shall be released within thirty (30) days from the date of the Provisional Reception of the works.

After this date the caution shall no longer be valid and shall be returned to us without any request on our part.

Any request for payment formulated by the Contracting Authority by virtue of this bond should be done by registered mail with acknowledgement of receipt to reach the bank during the period of validity of this commitment.

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

Signed and authenticated by the bank at on
[signature of the bank]

Annex N° 5: MODEL OF PERFORMANCE BOND (GUARANTEE RETENTION)

ANNEX N° 6: SCHEDULE FRAMEWORK

Note on the presentation of schedules

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

The financial schedules resulting from the schedules of works must 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.

I) INTRODUCTION
TENDER N°.....

NAME OF THE ENTERPRISE:

DATE:

II) COMMENTARY

1- Nature of the project site:

2- Accessibility to the project site:

3- Vegetation:

4- Topography of the site:

III) AVAILABILITY OF SERVICES

IV) AVAILABILITY OF MATERIALS

V) DIFFICULTIES

VI) CONCLUSION

Annex N° 9: MODEL TABLE OF REFERENCE

**LIST OF EQUIPMENT AND MATERIALS AVAILABLE FOR THE
(project name)**

N°	DESIGNATION OF THE EQUIPMENT	DESCRIPTION, MARK	AGE AND STATE	NUMBER AVAILABLE	OWNER OR NOT

DONE ON AT

By.....

SIGNATURE

ANNEX No. 6: Framework of schedules

DESIGNATION :

Document N°. 11
PRELIMINARY STUDIES

Document N°.12

**LIST OF BANKING ESTABLISHMENTS
AND FINANCIAL BODIES AUTHORISED
TO ISSUE BONDS FOR PUBLIC
CONTRACTS**

PLANS

GOVERNMENT HIGH SCHOOL (G H S) MEWUNGNE, AWING VILLAGE, SANTA SUB-DIVISION, MEZAM DIVISION



1999

1999