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REPUBLIC OF CAMEROON

Peace - Work - Fatherland

MINISTRY OF DECENTRALIZATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION

MOMO DIVISION

NJIKWA COUNCIL



REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

MINISTERE DE LA DECENTRALISATION
ET DEVELOPPEMENT LOCALE

REGION DU NORD OUEST

DEPARTEMENT DE LA MOMO

COMMUNE DE NJIKWA

E-Mail: njikwacouncil1995@gmail.com

NJIKWA COUNCIL INTERNAL TENDERS BOARD



OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY PROCEDURE

No. 05/ONIT/NCITB/NC/2026 OF 14/04/2026

FOR THE CONSTRUCTION OF MEAT/FISH SALES SLABS EACH IN
EDOM, BAKO AND NKUN MARKETS, NJIKWA MUNICIPALITY, MOMO
DIVISION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINEDUB PUBLIC INVESTMENT BUDGET - 2026

AUTHORIZATION NO.: _____

IMPUTATION: _____



PART 01
TENDER NOTICE



NJIKWA COUNCIL INTERNAL TENDERS BOARD

“OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY PROCEDURE”
No. 05/ONIT/NCITB/NC/2026 OF 14/04/2026
**FOR THE CONSTRUCTION OF MEAT/FISH SALES SLABS EACH IN EDM, BAKO
AND NKUN MARKETS, NJIKWA MUNICIPALITY, MOMO DIVISION.**

FUNDING : MINEPIA PUBLIC INVESTMENT BUDGET (PIB) - 2026

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file
SINGLE	CONSTRUCTION OF MEAT/FISH SALES SLABS EACH IN EDM, BAKO AND NKUN MARKETS	26,029,000 CFA F	520,580 CFA F	25,000 CFA F

1. Subject of the invitation to tender

The Mayor of Njikwa Council, the Contracting Authority, on behalf of the Republic of Cameroon, hereby launches an open invitation to tender, **FOR THE CONSTRUCTION OF MEAT/FISH SALES SLABS EACH IN EDM, BAKO AND NKUN MARKETS, NJIKWA MUNICIPALITY, MOMO DIVISION. It is a SINGLE LOT.**

- CONSTRUCTION OF MEAT/FISH SALES SLABS EACH IN EDM, BAKO AND NKUN MARKETS, Njikwa Municipality

2. Work consistency

The works include the following:

- Preliminary/earth work ;
- Foundation work;
- Masonry at elevation;
- Roof frame work covering;
- Plastering;
- Wooden doors;
- Painting;
- Environmental mitigation measures

3. Participation

Participation is **open to local selected companies and business concerned** that have proven experience in the field of building construction and/or civil engineering in general.

4. Financing

The works, subject of this invitation to tender, shall be financed by the MINEPIA PUBLIC INVESTMENT BUDGET (PIB) - 2026.

5. Consultation of the tender file

The tender file may be consulted at the Njikwa Council office during working hours, as soon as this tender notice is published.

6. Acquisition of the tender file

The tender file may be acquired from the Njikwa Council office upon presentation of a non-refundable treasury receipt of **25,000 (TWENTY FIVE THOUSAND) CFAF**. Such a receipt shall identify the payer as representing the company that wants to participate in the tender.

7. Presentation of the tender file

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

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

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

8. Submission of the tender file

Each offer or bid drafted in English or French in seven (07) copies including the original and six (06) copies marked as such in accordance with the prescriptions of the tender file should be submitted against a receipt at the Njikwa Council Office not later than 21/05/2026 at 10 a.m local time and should carry the inscription:

"OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY PROCEDURE "
No. 05/ONIT/NCITB/NC/2026 OF 14/04/2026
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NKUN MARKETS, NJIKWA MUNICIPALITY, MOMO DIVISION.

«To be opened only during the bid opening session »

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

9. Admissibility of bids

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

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

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

10- Opening of bids

The opening of the bids in one phase shall be done on 21/05/2026 at 11a.m in the Conference Hall of Njikwa Council by the competent tender board.

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

11- Submission of bids timeframe

Bidders have TWENTY SEVEN (27) days for the submission of their bids with effect of the date of publication of the tender notice.

12. Execution deadline

The maximum execution deadline shall be FOUR (04) 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 520,580 (FIVE HUNDRED AND TWENTY THOUSAND FIVE HUNDRED AND EIGHTY FRANCS) 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:

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

The criteria of evaluation are the following:

14.1-Eliminatory criteria

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;
- Any company having a past project, notified to commence in in the corresponding year and which has not yet been received;
- False declaration or falsified documents;
- Suspended by MINMAP in 2026.
- Lack of tender purchase receipt.
- Absence of a CDEC receipt,
- Absence of certified true copy of certificate of categorisation (NB: certified by MINMAP)

14.1.2- Technical file OR CERTIFICATE OF CATEGORISATION

- 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 prefinancing capacity of at least FIFTEEN MILLION (15,000,000) CFA F.
- Any company having a 2025 project, notified to commence in 2025 and which has not yet been received;
- Technical assessment mark lower than 80% of “Yes”.

14.1.3- Financial offer

- Incomplete financial offer;
- Non compliant documents;

- Omission of quantified unit price in the financial offer;

Essential criteria:

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

S/N	Designation	MARKS
01	General Presentation of the offer: Document spirally bound, colour sheets separation, table of content, presentation of documents in the order given in this tender file, quality of document.	01
02	Quality of Requested staff: Qualifications, experience of personnel affected to the project, CV, NIC and attestation of availability signed and dated.	05
03	Technical equipment/material affected to the project: The company should justify the property of the necessary material to the execution of works.	01
04	Reference of the enterprise: <ul style="list-style-type: none"> ▪ Turnover for any past two years; ▪ Experience in road/public works 	02
05	Presence of the methodology of work execution	04
06	Presence of the prefinancing capacity	01

The note of the technical offer will be gotten by addition of marks for every criterion. Only the technical offer having gotten an equal or superior note to 80% of YES will be kept for the financial evaluation.

15. Award of the contract

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

16. Period of validity of bids

The bidders shall remain committed to their bids during a period of (ONE HUNDRED AND TWENTY) 120 DAYS from the deadline set for the submission of bids.

17. Complementary information

Complementary technical information may be obtained every day during working hours from the Divisional Delegation for Public Works in Momo

NJIKWA, the 14/04/2026

The Mayor Njikwa Council

**THE MAYOR
NJIKWA COUNCIL**

Copies:

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



Abel Angwa Emmanuel

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Alkale Angwa Emmanuel