

REPUBLIQUE DU CAMEROUN  
Paix - Travail - Patrie

REGION DE L'OUEST

DEPARTEMENT DES BAMBOUTOS

PREFECTURE DE MBOUDA

SERVICE DES AFFAIRES ECONOMIQUES  
ET FINANCIERES



REPUBLIC OF CAMEROON  
Peace - Work - Fatherland

## Open National Invitation to Tender

N° 05 /ONIT/F.31/EFAD/CDPM/2026 OF 06 MAI 2020 (IN EMERGENCY PROCEDURE), FOR THE CONSTRUCTION OF THE DEPARTEMENTAL DELEGATION FOR EMPLOYMENT AND VOCATIONAL TRAINING IN BAMBOUTOS, WEST REGION .

### 1. Subject of the invitation to tender

Within the framework of the execution of the Public Investment budget 2026 exercise, the Senior Divisional officer of Bamboutos Contracts hereby launches in emergency procedure, on behalf of the Divisional Delegate of Employment and vocational training in Bamboutos, an Open National Invitation to tender **construction of the Departemental Delegation for Employment and Vocational Training in Bamboutos, West Region** .

### 2. Nature of services

The works, which are the subject of this open national invitation to tender shall include:

- Preliminary work;
- Earthworks-Foundation;
- Masonry - Elevation ;
- Plasters, screeds and coatings;
- Framing - roofing - ceiling;
- Wood and metal joinery and glazing;
- Electricity;
- Paint;
- Plumbing -Sanitary ;
- VRD.

**NB** : Informations on the work to be carried out is detailed in the unit price schedule, the quantitative and estimated quote and the Special Technical Clauses Booklet.

### 3 - Allotment Delivery deadline

The works shall constitute **in one lot**.

### 4 - Estimated cost

The estimated cost of the works is **87 100 000 (Eighty seven million one hundred thousand) CF, francs**.

### 5 - Delivery deadline.

The maximum delivery deadline provided for by the Contracting Authority shall be **six (06) months**.

### 6. Participation and origin

Participation in this invitation to tender is open on equal terms to all Cameroonian companies established on the national territory, competent in the field of construction of category D.

### 7. Funding

The works that are the subject of this invitation to tender shall be financed by the Public Investment Budget MINEFOP 2026. Imputation: .....

### 8. Bidding method

The mode of submission selected for this consultation is online.

### 9. Provisional bid bond

Each bidder must attach to their administrative documents a stamped and hand-paid bid bond

accompanied by the receipt for the deposit made to CDEC, valid for thirty (30) days beyond the validity date of the offers and will be established by a bank approved by the Minister in charge of Finance, the list is annexed. The amount of the bond is CFA francs **Eighty seven thousand one hundred (87 100)** The absence of the bid bond issued by a first-rate bank or financial body of first category authorised by the Minister in charge of Finance to issue bonds for public contracts shall lead to the immediate rejection of the offer. A bid bond submitted but that does not have any relation with the consultation concerned shall be considered as absent. The bid bond presented by a tenderer at the bid opening session shall not be accepted.

#### **10. Consultation of the tender documents.**

The tender file may be consulted during working hours at the Bamboutos divisional Delegation of Publics Works upon publication of this Invitation to tender.

It may equally be consulted online on the COLEPS platform at the following addresses: <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website ([www.armp.cm](http://www.armp.cm)) or on any other electronic communication means indicated by the Project Owner (to be specified).

#### **11. Acquisition of the Tender file**

The file Tender Document can be obtained during working hours from the Bamboutos divisional office of Mbouda (service of economic and financial affairs) against presentation of a receipt of payment **at the Treasury** a non-refundable sum of **Ninety-three million six hundred and thirty-three (93 633) CFA francs**, representing the cost of acquisition of the Tender file.

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

#### **12. Submission of bids:**

Each bid drafted in English or in French in Seven (7) copies including one (1) original and six (6) copies shall be submitted on line not later than 01 JUN 2026 at **11 a.m.** local time deposited against a receipt and shall be labelled: "To be opened only during the bid-opening session"

#### **«OPEN NATIONAL INVITATION TO TENDER**

**N° 05.../ONIT/F.31/EFAD/CDPM/2026 OF 05 MAY 2026 (IN EMERGENCY PROCEDURE), FOR THE CONSTRUCTION OF THE DEPARTEMENTAL DELEGATION FOR EMPLOYMENT AND VOCATIONAL TRAINING IN BAMBOUTOS, WEST REGION .**

**Funding:** MINTP BUDGET, FISCAL YEAR 2026.

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

**« Backup copy and original of the Security deposit »,**

For submission online, the bid must be submitted by the bidder on the COLEPS platform or any other official electronic means of communication to be specified by the Project Owner latest on [deadline for receipt of bids] at [time limit].

A back-up copy of the tender recorded on a USB key or CD/DVD must be sent in a sealed envelope with the clear and legible indication "back-up copy", in addition to the above mentioned indication, within the deadline set. File size and format For online submission, the maximum sizes of the documents that will transit on the platform and constitute the tenderer's offer are the following:

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

The following formats are accepted:

- PDF format for text documents;
- JPEG for images.

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

#### **13. Admissibility of tenders**

The administrative documents, the technical offer and the financial offer must be placed in separate envelopes and submitted in a sealed envelope.

The Project Owner shall not accept:

- Bids bearing information on the identity of the tenderers;
- Bids submitted after the closing date and time for submission of bids;
- Envelopes without indication on the identity of the Invitation to Tender;
- Bids non-compliant with the bidding mode;
- Failure to comply with the number of copies specified in the RPAO or offer in copies only;

Any incomplete offer in accordance with the prescriptions of the Tender File shall be declared inadmissible. Especially the absence of a bid bond issued by a financial body or institution approved by the Minister in charge of Finance to issue bonds for public contracts or the failure to comply with the model documents of the Tender File shall lead automatically to the rejection of the bid without any other procedure. A bid bond submitted but not relating to consultation concerned shall be considered as absent. A bid bond presented by a bidder during the bid opening session shall not be accepted.

#### **14. Opening of Bids**

Bids shall be opened in one phase on line.

The administrative, technical and financial bids shall be opened on line **the 01 JUN 2026** from 12 a.m. local time by the Commission for Public Procurement, in the presence of the bidders or their duly authorized representatives having full knowledge of the file.

Under pain of rejection, the administrative documents required, must be produced in originals or true copies certified by the issuing service an administrative authority (Divisional Officer...) in accordance with the Special Condition of the invitation to tender.

They must not be older than three preceding the original date of submission of bids (3) months or must not have been established after the signing of the tender notice.

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

**The opening of bids must take place no later than one hour after the deadline for receipt of tenders set out in the Tender File.**

#### **15. Evaluation criteria**

*The evaluation criteria consist of two types: the eliminatory criteria and essential criteria.*

##### **15.1 Eliminatory Criteria**

**Evaluation criteria [Evaluation criteria are of two types:** the eliminatory criteria and essential criteria. No criterion can be eliminatory and essential at the same time. The aim of these criteria is to identify and reject incomplete offers and substantially not compliant with the conditions laid down in the Tender File, especially with regard to the admissibility of administrative documents, the compliance of the technical offer with the Tender File technical specifications and with the qualification of tenderers. 15.1 Eliminatory criteria The eliminatory criteria set the minimum conditions to be fulfilled in order to be admitted to evaluation following the essential criteria. They should not be the subject of notation. The failure to comply with these criteria shall lead to the rejection of the bidder's offer.

##### **The eliminatory criteria include:**

- Absence of bid bond at the opening, stamped and hand-paid bid bond accompanied by the receipt for the deposit made to CDEC ;
- Failure to submit, beyond the 48 (forty-eight) hours deadline after the opening of bids, a document of the administrative file deemed non-compliant or absent (except the bid bond);
  - False declarations, fraudulent schemes or forged documents;
- Failure to comply with X essential criteria (X referring to the qualification threshold of technical bids)
- Absence of the sworn statement for not having abandoned contracts during the last three years;
- Failure to comply with bids file format;
- Absence of a quantified unit price in the financial offer;
- Absence of prospectus accompanied by manufacturer's technical sheet produced (where applicable)
- Absence of approval or authorisation of manufacturer, if applicable;
- Absence of own or hired minimum equipment (to be specified by the Project Owner);
- Absence of grading (categorisation) certificate if applicable or the Decision publishing the certified results;
- Absence of an element in the financial offer (submission, BPU, DQE);
- Absence of integrity charter dated and signed
- Absence of the dated and signed commitment statement to comply with environmental and social clauses.
  - Absence of certified copy of the Categorization certificate or the Decision publishing the certified results.

NB: Depending on the specificity of the service, other relevant criteria may be added when drafting the Tender File

##### **15.2 Essential criteria**

Essential criteria are the fundamental or key ones that will help to measure the financial and the technical capacity of candidates to execute the services subject of the tender. They should be determined depending on the nature and the content of the services to be executed. It is necessary to clearly specify the modalities for validating a criterion from the number of sub-criteria to be respected \_\_\_\_\_ The essential criteria for the qualification of bidders shall focus especially on:

- Financial capacity; (Access to a line of credit or other financial resources, turnover, attestation of financial solvency);
- Methodology.

**NB:** [Indicate the main qualification criteria which show that the bidder has the required technical capacities and resources to successfully execute the contract]. [These criteria will be detailed in Article 6.1 of the RPAO] .

#### 16. Attribution

The contracting authority will award the contract to the bidder whose bid is evaluated to be in accordance with the tender documents (having the technical and financial capacity required to perform the contract satisfactorily) and whose tender has been evaluated as the lowest.

Bidders who present anormally low bids would be disqualified following regulation in place which prescribes obtention the expertise of Public Contract Regulatory Agency (PCRA) after seeking explanation from the bidder concerned.

The successful bidder is invited to present as soon as possible after signing of the award decision, than within seven days and under penalty of annulment of that decision awarding the Bamboutos divisional office of Mbouda (service of economic and financial affairs) for the establishment and the subscription of its market.

**Failure to appear, the contract is awarded to the next.**

#### 17. Maximum number of lots

One lot .

#### 18. Validity of offers

Bidders shall be bound by their bids for a period of ninety (90) days with effect from the date of opening of bids.

#### 19. Further information

Further information may be obtained during working hours at the Bamboutos divisional office of Mbouda (service of economic and financial affairs) or online on the COLEPS platform via <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, or any other electronic communication means indicated by the Project Owner.

#### 20. Fight against corruption and malpractices

For any denunciation of corruption attempt practices, facts or acts, please call the National Anti-Corruption Commission (NACC) on 1517, the Authority in charge of Public Contracts (MINMAP) (SMS or call) on (+237) 673 20 57 25 and 699 37 07 48, the ARMP on ..... or the PO/DPO on 233 30 52 62 BP 247 Mbouda.

Mbouda the..... **06 MAI 2026**.....  
The Senior Divisional Officer of Bamboutos Division  
(Contracting Authority)

#### Copies

- MINMAP/Btos;
- ARMP;
- DIRECTOR MAIN PRISON/Mbda;
- President CDPM;
- Affichage/Archives.



**David Dador DIBANGO**  
Administrateur Civil Principal  
Hors-Echelle