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Bureau Central des Recensements et des Etudes de Population
Central Bureau of Census and Population Studies

CONTRACTING AUTHORITY:
THE DIRECTOR-GENERAL, CENTRAL BUREAU OF THE
CENSUS AND POPULATION STUDIES
INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER No.....~~002/AONO~~^{002/AONO}/BUCREP/CIPM/2026
OF.....^{18 MAI 2026}..... TO ACQUIRE HOUSING FURNITURE AS WELL AS
RESIDENTIAL AND OFFICE FURNISHINGS ON BEHALF OF THE CENTRAL
BUREAU OF THE CENSUS AND POPULATION STUDIES IN ONE (01) LOT.

FUNDING: BUCREP's Public Investment Budget.

Budgetary head: 241 140

Financial year: 2026

Document No 2: Tender Notice

OPEN NATIONAL INVITATION TO TENDER

Funding: BUCREP's Public Investment Budget, 2026 Financial year

1. PURPOSE OF THE TENDER

In order to provide the staff of BUCREP with computer materials required to carry out their missions and by improving the efficiency of the staff through modernizing the work environment, BUCREP's Director-General, the 4th GPHC National Coordinator and Contracting Authority, hereby launches and invitation to tender **to acquire housing furniture as well as residential and office furnishings** on behalf of the Central Bureau of the Census and Population Studies (BUCREP) in one (1) lot.

2. NATURE OF SERVICES

The services related to this invitation to tender shall include the provision, transportation, handling and installation of the equipment mentioned in the table below:

No	DESCRIPTION	Quantity	Unit
1	PLASMA SCREEN INCHES	2	Piece
2	PAPER SHREDDER	6	Piece
3	CHAIRS	52	Piece
4	ARM CHAIRS	11	Piece
5	REFRIGERATOR	5	Piece
6	AIR CONDITIONNER	11	Piece

3. ALLOTMENT

This invitation to tender shall be provided in a single lot.

4. ESTIMATED COST

The estimated cost shall be **nineteen million five hundred and sixty-seven thousand (19 567 000) Francs CFA (all taxes inclusive)**.

5. EXECUTION PERIOD

The maximum period provided for by the Contracting Authority for the supply of these services shall be **sixty (60) working days** and shall count from the date of notification for the start of the services.

6. PARTICIPATION AND ORIGIN

Participation in this invitation to tender shall be open to Cameroonian companies or any other consortium involving Cameroonian economic operators with the legal, technical as well as financial capacity and ability required to supply this type of service.

7. FUNDING

The services of this invitation to tender shall be funded by the 4th GPHC budget on the following budgetary line:
No 241 140, 2026 Financial year.

8. SUBMISSION MODE

The submission mode considered for this **invitation to tender shall be online**.

9. PROVISIONAL GUARANTEE

On pain of being rejected, each bidder shall attach to his administrative documents, a bid bond stamped at **1500 CFAF** issued by a first-class bank or financial institution approved by the Ministry of Finance and which figures on the list in document 14 of the tender file. The original of provisional guarantee shall comply with the invitation to tender sample which amounts to **two hundred and ninety-three thousand five hundred and five (293 505) CFA francs** as mentioned below and shall be valid for thirty (30) days from the deadline for submission of tenders.

For the file to be admissible, the provisional guarantee should include the consignment receipt issued by the Deposit and Consignment office, and shall bear the handwritten name of the issuing body. A provisional guarantee presented by a bidder during the bid-opening session but without any link with the concerned invitation to tender shall be considered absent. The provisional guarantee presented by a bidder during the bids-opening session shall be rejected.

10. CONSULTATION OF THE TENDER FILE

The file may be consulted during working hours upon publication of this notice, at the Central Bureau for Censuses and Population Studies (BUCREP)'s Contracts Service found at the 1st floor of the BUCREP building situated behind the Taxation Regional Office at Centre 1 (Omnisports), and opposite the Public Contracts Regional Delegation for the Centre.

This file may also be consulted online on the COLEPS platform through the address <http://www.publiccontracts.cm> and <http://www.marches publics.cm> on the ARMP internet site (www.armp.cm).

11. ACQUISITION OF THE TENDER FILE

This file may be obtained during working hours at BUCREP's Contracts Service found at the 1st floor of the BUCREP building situated behind the Taxation Regional Office at Centre 1 (Omnisports), and opposite the Public Contracts Regional Delegation for the Centre, upon publication of this invitation to tender after presentation of a receipt of payment of a non-refundable sum of **twenty-five thousand (25 000) CFA francs** into the special account of the Public Contracts Regulatory Agency (ARMP) "**10001 06860 33598860001 94**" in BICEC.

It is also possible to obtain the digital version of the Tender by freely downloading from the above-mentioned sites. However, submission of files either online or digitally shall depend on the purchase of the Tender file.

12. SUBMISSION OF BIDS

Each bid drafted in English or French shall be submitted by the bidder on the COLEPS platform on or before **23 JUN 2026** at **19** o'clock. A digital copy of the bid saved in a USB key or CD/DVD, the original physical copy and receipt of the online payment should be submitted in a sealed envelope boldly marked with "Saved Copy" in addition to the inscription below to the Tenders Board within the given deadlines:

OPEN NATIONAL INVITATION TO TENDER
No. **002/AONC/BUCREP/CIPM/2026** OF **J.R.NAI.2026** TO
ACQUIRE HOUSING FURNITURE AS WELL AS RESIDENTIAL AND OFFICE FURNISHINGS.

Funding: BUCREP's Public Investment Budget, 2026 Financial year

"TO BE UNSEALED ONLY DURING THE BID-OPENING SESSION"

Size and format of files

Given that the submission is exclusively online, the maximum size of the documents to be sent on the platform, including the bid shall be as follows:

- 5 MB for the administrative bid;
- 15 MB for the technical bid;
- 5 MB for the financial bid.

The accepted formats are as follows:

- PDF for textual documents;
- JPEG for images.

The bidder shall make sure to use compression software to reduce the size of files to be

transmitted where possible.

13. ADMISSIBILITY OF BIDS

Bids of the following kind shall not accepted by the Contracting Authority:

- Bids bearing indications on the bidder's identity;
- Bids presented after the deadline for submission;
- Bids without an indication of the invitation to tender;
- Bids which do not comply with the mode of submission;
- *Bids which are not in compliance with the invitation to tender;*
- *Bids without the original of the bidder's administrative bid.*

Any incomplete bid as regards the requirements of this Tender File, especially in the case of the absence of a provisional guarantee issued by a first-grade bank or a financial institution approved by the Ministry of Finance to issue guarantees in public contracts, or failure to comply with samples of documents in the Invitation to Tender file shall lead to a simple rejection of the bid. Any provisional guarantee should include a CDEC receipt. A provisional guarantee presented but having no link with the concerned consultation shall be considered absent and shall warrant the elimination of the bidder. The provisional guarantee presented by a bidder in a bids-opening session shall be rejected.

14. PLACE, DATE AND OPENING OF BIDS

Bids shall be opened once.

*The opening of administrative documents as well as technical and financial bids shall take place on **23 JUN 2026** from **13** o'clock. It shall be done by the BUCREP tenders board found at the 1st floor of the BUCREP building situated behind the Taxation Regional Office at Centre 1 (Omnisports), and opposite the Public Contracts Regional Delegation for the Centre. Only bidders may attend the opening session or be duly represented by a person with a sound knowledge of the file.*

Under risk of being rejected, the administrative documents required must be produced in originals or true copies certified by the issuing service or an administrative authority (governor, senior divisional officer, divisional officer) should be produced in compliance with the Special Conditions of the Invitation to Tender. They should be submitted at most three (3) months counting from the original date for the submission of bids or should have been issued after the date of signature of the invitation to tender. In case of absence or non-compliance of a document in the administrative file apart from the provisional guarantee at the opening of bids after the fort-eight (48) hour deadline given by the commission, the bid shall be rejected.

15. ASSESSMENT CRITERIA

The evaluation system for tenders shall be binary (Yes/No). It shall be based on the criteria listed below and detailed in the Special Conditions of the Invitation to Tender.

15.1. Eliminary Criteria

The eliminary criteria relate to compliance with the requirements of the tender file, especially concerning the documents included in the administrative file, and technical as well as financial capacity of the bidder. Thus, offers falling under any of the following eliminary criteria shall be rejected:

No	<i>Eliminary Criteria</i>
1	Absence or non-compliance of the dated, signed, stamped and manually acquitted provisional guarantee, including a consignment receipt issued by the Deposit and Consignment Office during the bid-opening session.
2	Failure to produce, within 48 hours, a document of the administrative file which was considered to be absent or not in compliance (except for the provisional guarantee).
3	False declaration, substitution or falsification of documents.
4	Absence of quantified unit price.
5	Absence of some elements in the financial bid (submission, "BPU, DQE, SDPU")

6

Absence of colour prospectus or a technical sheets produced by the manufacturer or authorized distributor for the supplies in the invitation to tender.

Non-compliance of one of the major technical specifications listed below:

CHARACTERISTICS

PLASMA SCREEN 55 INCHES

<i>Screen size</i>	<i>55 inches</i>
<i>TV Type</i>	<i>Smart TV VIDAA U (OS) Quad Core</i>
<i>Screen type</i>	<i>LED backlight</i>
<i>Resolution</i>	<i>4K Ultra HD 3840 x 2160 pixels</i>
<i>Audio</i>	<i>2 channels 20W</i>
<i>Connectivity</i>	<i>HDMI: 3 entries</i>
	<i>USB: 2 entries</i>
	<i>Audio entries</i>
	<i>Antenna socket</i>
<i>Ethernet, wifi...</i>	
<i>Power</i>	<i>110 240V 50-60Hz</i>

7

PLASMA SCREEN 43 INCHES

<i>Screen size</i>	<i>43 Inches</i>
<i>TV Type</i>	<i>Led or Digital</i>
<i>Screen type</i>	<i>LED backlight</i>
<i>Resolution</i>	<i>Full HD (1920 × 1080 pixels)</i>
<i>Audio</i>	<i>Sound strength: 2 × 8 W</i> <i>Automatic volume control</i> <i>Bass and treble settings</i> <i>Sound modes: Standard,</i> <i>Music, Film, Sport, User.</i>
<i>Connectivity</i>	HDMI: 2 entries USB: 2 entries
<i>Power</i>	<i>110 240V 50-60Hz</i>

PAPER SHREDDER

<i>Cutting capacite</i>	<i>06 sheets of A4 paper</i>
<i>Cutting type</i>	<i>Fragments of 5X38mm</i>
<i>Engine:</i>	<i>Alternative current</i>
<i>Feed slot width</i>	<i>220mm</i>
<i>Work cycle</i>	<i>2 minutes ON/40minutes OFF</i>
<i>Automatic start/ stop</i>	<i>Yes</i>
<i>Power</i>	<i>230V-50Hz, 1,5A</i>

VISITOR'S SEATS

<i>Product type:</i>	<i>Visitor seats</i>
<i>Colour</i>	<i>Black, brown, grey</i>
<i>Seat stands</i>	<i>4 painted steel legs</i>
<i>Floor protectors</i>	<i>Anti-sliding</i>
<i>Sitting floor</i>	<i>Upholstered</i>
<i>Back support</i>	<i>Upholstered</i>
<i>Dimensions</i>	<i>Height of back support 34Cm Size of sitting floor 47Cm Depth of sitting floor 41Cm Height of sitting floor 44Cm</i>

OFFICE CHAIRS

<i>Product type</i>	<i>Visitor seats</i>
<i>Colour</i>	<i>Black, brown, grey</i>
<i>Seat stands</i>	<i>5 rollers</i>
<i>Floor protectors</i>	<i>Anti-sliding</i>
<i>Sitting floor</i>	<i>Fabric</i>
<i>Back support</i>	<i>Mesh backrest</i>
<i>Dimensions</i>	<i>Adjustable</i>

ARM CHAIRS

<i>Product type</i>	<i>Office arm chairs</i>
<i>Colour</i>	<i>Black, brown, grey</i>
<i>Seat covering</i>	<i>Leather</i>
<i>Style</i>	<i>Executive chairs, lift chairs, swivel chairs</i>
<i>Armrests</i>	<i>Included</i>
<i>Rollers</i>	<i>Yes</i>
<i>Rotating</i>	<i>Yes</i>
<i>Foldable</i>	<i>Yes</i>
<i>Customizable</i>	<i>Yes</i>
<i>Dimensions</i>	<i>70x60x40Cm</i>

REFRIGERATOR	
<i>Capacity</i>	<i>150L</i>
<i>Dimensions</i>	<i>83x53x52,6cm</i>
<i>Power consumption</i>	<i>A+</i>
<i>Voltage</i>	<i>220 – 240V</i>
<i>Frequency</i>	<i>50Hz</i>
<i>Cooling agent</i>	<i>R600A</i>
<i>Accessories</i>	<i>Wire shelf, bottle rack, egg tray; ice tray</i>
AIR CONDITIONNING	
<i>Product type</i>	<i>Split air conditioning</i>
<i>Capacity in BTU</i>	<i>24 000</i>
<i>Capacity in Horse power</i>	<i>3</i>
<i>Cooling agent</i>	<i>R410A</i>
<i>Technology</i>	<i>Inverter</i>
<i>Electrical specifications</i>	<i>220V / 50Hz</i>
<i>Approximate coverage area m²</i>	<i>30-50</i>
8	Failure to meet at least 5 to 7 ‘YES’ of the essential criteria at the end of the assessment.
9	Absence of a sworn attestation for non-abandonment of any contract within the last five (5) years.
10	Absence of a submission letter
11	A dated and signed Integrity charter.
12	A commitment declaration to respect the environmental and social clauses.
13	Failure to respect the format of bid files.
14	Absence of a saved copy in case of failure of the COLEPS platform

15.2 Essential Criteria

Technical bids shall be assessed through a binary system (Yes/No). It shall be based on the following criteria (see assessment guide).

Essential Criteria		Assessment criteria
A	Presentation of the bid (spiral binding and colour inserts, legibility, summaries, documents in the Special Rules for the Invitation to Tender, and page numbers.	YES/NO

B	Presentation of at least two (2) references of the supplier in carrying out supply contracts in the last five years.	YES/NO
C	The technical proposal with at least 75% of the technical characteristics in compliance.	YES/NO
D	Provision of a guarantee of at least one (1) year.	YES/NO
E	Provision of an after-sales service	YES/NO
F	Respect of the Contracting Authority's delivery calendar (planning and calendar for carrying out related services)	YES/NO
G	Proof of acceptance of the contract conditions (Special Conditions of the Contract – (SCC) and description of the supply initialed on each page, dated, signed and stamped on the last one.	YES/NO

Criteria related to the assessments of candidates shall amount to a **total of 7 YES**

16. AWARD OF THE CONTRACT

The Contracting Authority shall award the contract to the bidder whose offer is determined to be in compliance with the Invitation to Tender file, and which should have been considered the most cost-effective and having met all eliminatory criteria while considering.

17. DURATION OF VALIDITY OF BIDS

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

18. COMPLEMENTARY INFORMATION AND DENUNCIATIONS

18.1. Complementary information

Complementary information may be obtained during working hours from BUCREP's Contracts Service found at the first floor of the BUCREP building situated behind the Regional Taxation Centre at Omnisports and opposite the Regional Delegation of Public Contracts for the Centre.

18.2. Denunciations

All corruption practices and related offences should be reported to the National Anti-Corruption Commission (CONAC) through their free toll line (1517) or by calling or sending an SMS to MINMAP at the following numbers: (+237) 673 20 57 25 et 699 37 07 48.

Yaoundé, 18 MAI 2026

Copies:

- MINMAP;
- ARMP (for publication in the Public Contracts Magazine);
- Contracting Authority;
- Chairperson, BUCREP Contracts Commission;
- Bill posting (for information purposes).



Mrs Bernadette MBARGA

THE DIRECTOR-GENERAL
4th GPIC NATIONAL COORDINATOR
(Contracting Authority)