

REGION OUEST
DEPARTEMENT DE LA MIFI
COMMUNE D'ARRONDISSEMENT DE
BAFOUSSAM 3^{EME}

Structures Internes de Gestion Administrative des
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BAFOUSSAM 3 SUBDIVISION COUNCIL

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NOTICE OF QUOTATION FILE NO. .../DC/CABIII/SIGAMP/2026 OF **25 JUN 2026** FOR EQUIPMENT
AND DEVELOPMENT PROJECTS IN THE BAFOUSSAM 3RD DISTRICT MUNICIPALITY, MIFI
DEPARTMENT, WEST REGION. UNDER EMERGENCY PROCEDURE (IN TWO LOTS)

1. Subject of the invitation to tender

As part of the execution of the Public Investment Budget for the 2026 financial year, the Mayor of the District Municipality of Bafoussam 3rd is launching in emergency procedure, an Open National Call for Tenders on behalf of the said Municipality **EQUIPMENT OF THE COMMUNITY HALL OF THE BAMOUGOUM GROUP, COMPUTER EQUIPMENT FOR THE DIGITALISATION OF THE MAIN CIVIL STATUS CENTRE (Baf 3 TOWN HALL) IN THE BAFOUSSAM 3RD DISTRICT COMMUNE, MIFI DEPARTMENT, WEST REGION.**

2. Scope of Services

The service, which is the subject of this consultation, consists of the execution of the tasks defined below:

3. Lots

This service, as defined in this consultation, is divided into two lot.

4. Estimated cost

The estimated cost of the operation at the end of the preliminary studies is FORECAST COST:

- Lot 1: 120,000,000 (Twenty million)
- Lot 2: 13,000,000 (Thirteen million)

FUNDING:

- BIP MINADER
- BIP MINDDEVEL

5. Estimated execution deadline

The maximum time limit provided by the Mayor of the of Bafoussam 3 council (Project Owner) for the completion of the work covered by this call for tenders is one (01) month for lots 1 and 2. This period runs from the date of notification of the Service Order to begin the services.

6. Participation and Origin

Participation in this consultation is open on equal terms to service providers governed by Cameroonian law and established in Cameroon.

7. Funding

The works subject to this call for tenders are financed by the Public Investment Budget (B I P) for the 2026 financial year on the lines of budget allocation. No.....

8. Bidding method

The submission method chosen for this consultation is online. However, the Call for Tenders is published online on the COLEPS platform.

9. Bid bond

Each bidder must attach to their administrative documents a bid bond, paid by hand, issued by an organization or financial institution approved by the Minister responsible for finance to issue bonds in the areas of public procurement listed in Exhibit 14 of the DC, the amount of which amounts 40,000 (forty thousand) FCFA for lot 1, 26,000 (twenty-six thousand) FCFA for lot 2 and 38,000, and valid up to thirty

(30) days beyond the initial date of validity of the offers. The absence of a bid bond issued by a first-rate bank or a first-class financial organization authorized by the Ministry of Finance to issue bonds in the context of Public Procurement will result in the outright rejection of the offer. A bid bond produced but having no connection with the consultation concerned is considered absent. Furthermore and in accordance with the provisions of the letter Circular No. 000019/LC/MINMAP of June 5, 2024 (Paragraph II Point 4), the Procurement Commission will ensure that the guarantees presented as part of this consultation consist of securities issued by financial institutions and deposit receipts issued by the CDEC. The bid bond presented by a bidder during the bid opening session is inadmissible.

10. Consultation of Tender File

The hard copy of the file may be consulted free of charge during working hours in the services of the of the Mayor of Bafoussam 3 council (located near the Meeting Room of the General Secretariat) upon publication of this notice Tel: 699 55 41 03). It can also be consulted online on the COLEPS platform at the addresses <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website (www.arpmp.cm) or on any other means of electronic communication indicated by the Mayor of Bafoussam 3 council.

11. Acquisition of tender file

The physical version of the Invitation to Tender File can be obtained from the Public Procurement Department of the Mayor of the Bafoussam 3 council (located near the Meeting Room of the General Secretariat) upon publication of this document. notice Tel: 699 55 41 03). upon publication of this notice, against payment of a non-refundable sum of **fifty thousand (50,000) CFA francs** payable to the municipal revenue of the Bafoussam 3 council. It is also possible to obtain the electronic version of the DC by downloading free of charge from the addresses indicated above. However, the submission is conditional on the payment of the DC purchase fees.

12. Submission of bids

Each offer written in French or English in one (01) copie original electronic copy, must reach the Public Procurement Department of the District Municipality of Bafoussam 3rd TEL: 699554103), no later than ~~20 JUL 2026~~ at 10:00 a.m. and must be marked:

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

13. Admissibility of bids

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

The opening of all bids (administrative documents, technical offers and financial offers) will be done at once on _____ at 11:00 a.m. by the Internal Procurement Commission of the Bafoussam 3 council in the meeting room. _____. Only bidders can attend this opening session or be represented by a single duly authorized person of their choice, even in the case of a group of companies.

Under pain of being rejected, the required administrative documents must be submitted in originals or copies certified by the issuing service or the relevant administrative authority, in accordance with the provisions of the Special Regulations of the invitation to tender. They shall be no later than 3 (three) months old from the original deadline for the submission of tenders or must have been issued after the date of signature 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.

15.1 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.

These include, in particular:

- The absence of the bid security in the bid at the opening of the envelopes, accompanied by the CDEC receipt;
- Failure to submit, within 48 hours of the bid opening, a document from the administrative file deemed non-compliant or missing at the time of bid opening (except for the bid security);
- False statements, fraudulent maneuvers, or falsified documents;
- Absence of a sworn statement attesting to the absence of abandoned construction sites during the last three years;
- Absence of a quantified unit price in the financial offer;
- Absence of an element of the financial offer (the bid, the unit price schedule, the bill of quantities);
- Absence of a dated and signed integrity charter;
- Absence of a dated and signed declaration of commitment to respect environmental and social clauses;
- Due to a lack of financial capacity amounting to 30% of the total amount including tax.

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:

- ✦ Presentation of the offer;
- ✦ The bidder's references;
- ✦ After-sales service (availability of equipment, repair workshop, technical staff), if applicable;
- ✦ Qualification and experience of staff
- ✦ Logistical means
- ✦ The methodology
- ✦ Due to a lack of financial capacity amounting to 30% of the total amount including tax.

NB: The notation system of bids by giving points (marks) shall be prohibited to give way to the binary mode (Yes or No)]

16. Award of contract

The Project Owner shall award the contract to the bidder whose bid meets the required technical (at least 70% "YES") or 20 YES out of 28 and financial qualification criteria and whose offer was evaluated as the lowest by including as the case may be, the rebates proposed.

17. Maximum number of lots:

The work identified in the said Call for Tenders is launched in two Lots/ However, no candidate can be awarded more than one.

18. Duration of validity of bids

Bidders shall remain committed to their bids for [Indicate the duration between 90 days from the initial deadline set for the submission of bids.

19. Further information

Additional information can be obtained during business hours from the Public Procurement Department of the District Commune of Bafoussam 3rd (located near the Meeting Room of the General Secretariat) upon publication of this notice Tel: 699 55 41 03 or online on the COLEPS platform at the addresses <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, or any other means of electronic communication indicated by the Project Owner

20. Fight against corruption and malpractices

For any denunciation of practices, facts or acts of corruption or bad practices, please call CONAC at number 1517, the Authority in charge of Public Procurement (MINMAP) (SMS or call) at the numbers: (+237) 671 12 81 08, 694 70 63 36 and 699 37 07 48, ARMP at number 6 99 60 70 87 or the MO/MOD at number 699 55 41 03).

Copies :

- MINMAP/MIFI
- ARMP/OUEST ;
- Maître d'Ouvrage ;
- Présidente CIPM ;
- Affichage.



Done in Bafoussam 3, on the

25 JUN 2026

The Mayor

Maire