



## 7. Financement

Les prestations, objet du présent appel d'offres sont financées par le budget du Fonds Spécial d'Equipeement et d'Intervention Intercommunale (FEICOM), des exercices 2025 et suivant, sur la ligne d'imputation budgétaire de référence **61-21-20 « entretien bâtiments »**.

## 8. Mode de soumission

Le mode de soumission retenu pour cette consultation est exclusivement en ligne.

## 9. Cautionnement de soumission

Chaque soumissionnaire doit joindre à ses pièces administratives un cautionnement de soumission timbré, dont le montant s'élève à **trois cent mille (300.000) francs CFA** établi par une banque ou une compagnie d'assurances de 1<sup>er</sup> ordre agréée par le Ministre des Finances et dont la liste figure dans la pièce 12 du DAO, du montant ci-dessus, acquitté à la main par l'émetteur et valable pendant 30 jours au-delà de la date limite de validité des offres fixée.

L'absence de la caution de soumission délivrée par une banque de premier ordre ou un organisme financier de première catégorie autorisé par le Ministère chargé des Finances à émettre des cautions dans le cadre des marchés publics, entraînera le rejet pur et simple de l'offre. Une caution de soumission produite mais n'ayant aucun rapport avec la consultation concernée est considérée comme absente. La caution de soumission présentée par un soumissionnaire au cours de la séance d'ouverture des plis est irrecevable.

Par ailleurs, ces cautionnements doivent être accompagnés chacun d'un récépissé de consignation délivré par la CDEC. En cas de chèque-banque ou certifié délivré en lieu et place des cautionnements, lesdits chèques doivent être transmis à la CDEC par l'établissement financier émetteur au moins sept (07) jours ouvrables avant l'ouverture des plis. L'absence de cette pièce entraîne le rejet immédiat de l'offre.

## 10. Consultation du Dossier d'Appel d'Offres

Le DAO est consultable en ligne dès publication du présent Avis sur la plateforme COLEPS aux adresses <http://www.marchespublics.cm> et <http://www.publiccontracts.cm>, sur le site internet de l'ARMP ([www.armp.cm](http://www.armp.cm)).

Il peut également être consulté gratuitement dans les services du MO aux heures ouvrables au Service des Marchés et Approvisionnements, sis à l'ancien siège du FEICOM à Yaoundé Mimboman BP 718 Yaoundé, FEICOM, 381 Rue 4.561 MIMBOMAN YDE 4ème, Téléphone 222 235 164 ; poste 217 ; Fax 222 23 17 59 dès publication du présent avis.

## 11. Acquisition du Dossier d'Appel d'Offres

La version électronique du DAO peut être obtenue par téléchargement gratuit aux adresses sus indiquées.

Toutefois, la soumission est conditionnée par le versement d'une somme non remboursable de **cinquante mille (50.000) francs CFA** payable dans le Compte Spécial CAS – ARMP ouvert dans les Agences BICEC. La quittance de versement fera l'objet d'un enregistrement préalable à la soumission en ligne auprès du Service des Marchés et Approvisionnements.

## 12. Remise des offres

Chaque offre rédigée en français ou en anglais devra être transmise par le soumissionnaire sur la plateforme COLEPS au plus tard le **11 AOÛT 2026** à **09 heures précises**. Une copie de sauvegarde de l'offre enregistrée sur clé USB ou CD/DVD devra être transmise sous pli fermé et scellé avec l'indication claire et lisible « copie de sauvegarde », en plus des références de la consultation ci-dessous dans les délais impartis :

**APPEL D'OFFRES NATIONAL OUVERT EN PROCEDURE D'URGENCE**

N° 015/AONO/FEICOM/CIPM/2026 DU 06 JUIL 2026 POUR LA REALISATION DES PRESTATIONS DE MAINTENANCE DES INSTALLATIONS DE CLIMATISATION, VENTILATION ET DESENFUMAGE DE L'IMMEUBLE SIEGE DU FEICOM A YAOUNDE, AU TITRE DES EXERCICES 2026 et suivant "A n'ouvrir qu'en séance de dépouillement"

**N.B : Taille et format des fichiers**

Pour la soumission en ligne, les tailles maximales des documents qui vont transiter sur la plateforme et constituant l'offre du soumissionnaire sont les suivantes :

- 5 MO pour l'Offre Administrative ;
- 15 MO pour l'Offre Technique ;
- 5 MO pour l'Offre Financière.

Les formats acceptés sont les suivants :

- Format PDF pour les documents textuels ;
- JPEG pour les images.

Le candidat veillera à utiliser des logiciels de compression afin de réduire éventuellement la taille des fichiers à transmettre.

**13. Recevabilité des plis**

Toute offre incomplète conformément aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par un organisme ou une institution financière agréée par le Ministre en charge des finances pour émettre les cautions dans le domaine des marchés publics ou le non-respect des modèles des pièces du Dossier d'Appel d'Offres, entraînera le rejet pur et simple de l'offre sans aucun recours. Un cautionnement de soumission produit mais n'ayant aucun rapport avec la consultation concernée est considéré comme absent. Le cautionnement de soumission présenté par un soumissionnaire au cours de la séance d'ouverture des plis est irrecevable.

**14. Ouverture des plis**

L'ouverture des Offres qui se fera en un temps, aura lieu le 07 JUIL 2026 à 10 heures précises par la Commission Interne de Passation des Marchés auprès du FEICOM dans la salle de réunions de ladite Commission sise à l'ancien siège du FEICOM, Rue 4.561, BP 718.

Sous peine de rejet, les pièces administratives requises dont le cautionnement de soumission, devront être impérativement produites en originaux ou en copies certifiées par l'autorité compétente des administrations concernées. Elles devront obligatoirement dater de moins de trois (03) mois.

En cas d'absence ou non-conformité d'une pièce du dossier administratif lors de l'ouverture des plis après un délai de 48 heures accordée par la Commission, l'offre sera rejetée.

Seuls les soumissionnaires peuvent assister à cette séance d'ouverture ou s'y faire représenter par une personne de leur choix dûment mandatée et ayant une parfaite connaissance du dossier.

**15. Critères d'évaluation des Offres**

**A. Critères éliminatoires :**

1. La non-production dans un délai de 48h après l'ouverture des plis, d'une pièce du dossier administratif jugée non conforme ou absente ;
2. L'absence du cautionnement de soumission acquitté à la main à l'ouverture des plis conformément à la lettre circulaire du 25 avril 2022 relative à l'application du Code des Marchés Publics accompagné du récépissé délivré par la CDEC à l'ouverture des plis ;

3. Les fausses déclarations, les manœuvres frauduleuses ou la falsification de pièces ;
4. L'absence de la Capacité de financière ;
5. Le non-respect de 6/7 critères essentiels dont les références ;
6. L'absence de la déclaration sur l'honneur de non abandon des marchés au cours des trois dernières années ;
7. L'absence d'un prix unitaire quantifié dans l'offre financière ;
8. L'absence d'un élément de l'offre financière (la soumission, les BPU, le DQE) ;
9. L'absence de la charte d'intégrité datée et signée ;
10. L'absence de la déclaration d'engagement au respect des clauses environnementales et sociales datée et signée ;
11. L'absence de la copie de sauvegarde en cas de dysfonctionnement de la plateforme COLEPS ;
12. Le non-respect du profil du coordonnateur des travaux.

### **B. Critères essentiels :**

Les critères relatifs à la qualification des candidats sont les suivants :

1. Présentation générale de l'offre ;
2. Référence du soumissionnaire ;
3. Qualification et expérience du personnel ;
4. Moyens logistiques ;
5. Méthodologie et organisation du travail ;
6. Preuves d'acceptation des conditions du marché ;
7. Rapport des constats et recommandations accompagné d'une déclaration signée sur l'honneur de visite des sites.

### **16. Attribution**

Le marché sera attribué au soumissionnaire ayant présenté une offre remplissant les critères de qualifications technique et financière requis et dont l'offre évaluée financièrement est la moins-disante.

### **17. Nombre maximum de lots**

Sans objet.

### **18. Durée de validité des Offres**

Les soumissionnaires restent engagés par leur offre pendant quatre-vingt-dix (90) jours à partir de la date limite fixée pour la remise des offres.

### **19. Assistance technique**

Pour obtenir une assistance technique, en cas de survenance d'un problème technique ou lié à l'utilisation de la plateforme, bien vouloir appeler aux numéros (+237) 222 238 155 / 222 235 669 ou écrire à l'adresse email [dsi@minmap.cm](mailto:dsi@minmap.cm).

### **20. Renseignements complémentaires**

Les renseignements complémentaires d'ordre technique peuvent être obtenus aux heures ouvrables auprès du Service des Marchés et Approvisionnements sis à l'ancien siège du FEICOM :

Tél : (237) 222 23 51 64, Poste 217, Porte 11.

BP : 718 YAOUNDE, FEICOM, Rue 4.561

Fax : (237) 222 23 17 59

Ou en ligne sur la plateforme COLEPS aux adresses <http://www.publiccontracts.cm> et <http://www.publiccontracts.cm>

## 21. Lutte contre la corruption et les mauvaises pratiques

Pour toute dénonciation pour des pratiques, faits ou actes de corruption, bien vouloir appeler la CONAC au numéro 1517, l'Autorité chargée des Marchés Publics (MINMAP) (SMS ou appel) aux numéros : (+237) 673 20 57 25 et 699 37 07 48, l'ARMP au numéro ..... Ou le MO/MOD au numéro 237) 222 23 51 64.

LE DIRECTEUR GENERAL,  
MAITRE D'OUVRAGE,



08 11 2026

*Philippe Camille Akoa*  
MAGISTRAT HORS-HIERARCHIE

### Copies :

- MINMAP/ATCR ;
- ARMP pour insertion au JDM ;
- Président/CIPM ;
- Affichage ;
- Chrono/Archives.



Certifié ISO 9001/14001/45001

**SPECIAL COUNCIL SUPPORT FUND FOR MUTUAL ASSISTANCE**

**INTERNAL TENDERS BOARD**



**OPEN NATIONAL INVITATION TO TENDER No. AONO/FEICOM/CIPM/2026 of**

**02 JUL 2026**

**RELATING TO THE PROCUREMENT OF INKS CARTRIDGES BY FEICOM.**

**“IN EMERGENCY PROCEDURE”**

**1. Purpose of the Invitation to tender**

In order to optimize and improve the productivity and quality of work of its institution, the General Manager of Special Council Support Fund for Mutual Assistance (FEICOM), Project Owner, is launching a National Open Call for Tenders for the procurement of inks cartridges by FEICOM.

**2. Nature of services**

This contract consists of the supply, transportation, handling, and delivery of ink cartridges for FEICOM.

**3. Allotment**

This contract is not allotment-based.

**4. Estimated cost**

The estimated cost for these supplies shall be **CFA Francs eighty million (80 000 000) All Taxes Included.**

**5. Delivery deadlines of services**

The maximum deadline set by the Contracting Authority for the delivery of the supplies subject to this Call for Tenders is established at thirty (30) days, commencing from the date of notification of the order to begin the execution of the Contract.

**6. Participation**

Participation in the Invitation to Tender shall be opened to national companies specialized in the field and able to justify a minimum and uninterrupted experience of three (03) years in similar supplies.

**7. Funding**

The services purpose of this Invitation to tender shall be funded by the budget of the Special Council Support Fund for Mutual Assistance (FEICOM), on the budget head **“61-00-11 « Computer Consumables ».”** 2026 Financial Year.

**8. Submission Method**

The Submission Method selected for this consultation is on line.

**9. Bid bond**

Each bidder must include with their administrative documents a submission guarantee that is stamped, dated, and hand-signed by the issuer. This guarantee must be issued by an organization or financial institution approved by the Minister of Finance to issue bonds in the realm of public contracts, with the relevant list provided in Document 14 of the Invitation to Tender, in the amount of **eight hundred thousand (800 000) CFA francs, All Taxes Included (ATI)**, valid up to thirty (30) days beyond the date of validity of bids. 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, in accordance with **circular no. 00001/PR/MINMAP/CAB of April 25, 2022** relating to the application of the Public Contract Code. A submission guarantee produced but unrelated to the specific consultation is deemed absent. The submission guarantee presented by a bidder during the bid opening session is not admissible.

The bid bond must be accompanied by a deposit receipt issued by the Caisse des Dépôts et des Consignations (CDEC), in accordance with **Circular-Letter No. 000014/LC/MINMAP of July 23, 2025** relating to the terms of constitution, deposit, conservation, restitution and withdrawal of deposits on public contracts. In the case of a bank check or certified check produced in lieu of the bid bond, said check must be sent by the issuing financial institution within at least seven (07) days before the bid opening date.

The absence of the deposit receipt at the opening of bids results in the rejection of the offer.

#### 10. Consultation of the Tender Document

The Tender Document may be consulted during working hours in the service in charge of contacts and supplies, located in the former Head Office of FEICOM at MIMBOMAN. Tel: (237) 222 235 164, Extension 217, Room 11. P.O.Box :718 YAOUNDE, FEICOM, Street 4.561, Fax : (237) 222 23 17 59 and the electronic version on the platform COLEPS at the addresses <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> after the publication of this notice.

#### 11. Acquisition of the Tender Document

It is possible to obtain the electronic version of the Tender File by downloading it free of charge from the addresses indicated above or by any other legal means communicated by the Contracting Authority. However, submission is conditional upon the payment of a non-refundable sum of eighty thousand (80,000) CFA francs into the Special CAS Account – ARMP opened at BICEC branches, for the purpose of acquiring the Tender File. The payment receipt must be registered prior to online submission with the Markets and Procurement Department."

#### 12. Submission of Bids

Submission will be done exclusively online:

The bid must be transmitted by the bidder on the COLEPS platform no later than **06 AOUT 2026** at **9:00 a.m.** sharp. A backup copy of the bid recorded on a USB key or CD/DVD must be submitted in a sealed envelope, clearly and legibly marked "backup copy", in addition to the above mention, within the stipulated deadlines.;

**OPEN NATIONAL INVITATION TO TENDER No 014/AONO/FEICOM/CIPM/2026 of 02 JUL 2026**  
**RELATING TO THE PROCUREMENT OF INKS CARTRIDGES BY FEICOM.**  
**"IN EMERGENCY PROCEDURE"**

File size and format:

- The maximum sizes of the documents making up the bidder's offer and that shall be forwarded to the platform are as follows:
- 5 MB for the Administrative File;
- 15 MB for the Technical bid;

- 5 MB for the Financial bid.
- The following formats are accepted:
  - PDF format for text documents ;
  - JPEG for images.
- Candidates shall use compression software to eventually reduce the size of the files to be transmitted.

### **13. Admissibility of bids**

Under the pain of rejection, the administrative documents required including the bid bond should absolutely be produced in originals or in certified true copies by the competent authority of the administrations concerned. They should be dated not more than three (03) months.

Bids reaching the Mobilization of Financial Resources, Accounting and Assets Management Department (Contracts and Supply Service, Room) after the date and deadlines shall be inadmissible.

Any bid non-compliant with the prescriptions of the Invitation to tender shall be declared inadmissible and shall lead to the outright rejection of the same without any appeal whatsoever.

### **14. Opening of bids**

Opening of bids, which shall be carried out in one phase, shall take place on the **06 AOUT 2026** at **10:00 p.m.** prompt by the Internal Tenders Board of FEICOM in the Conference Room of the Mobilization of Financial Resources, Accounting and Assets Management Department.

Only bidders may attend this opening session or be represented therein by a person of their choice duly mandated and having a perfect knowledge of the document.

### **15. Evaluation criteria of technical bids**

#### **15.1. Eliminary criteria**

1. Failure to produce, after the deadline of 48 hours following the opening of bids, a document in the administrative file that is deemed to be non-compliant or missing (excepted the bid bond accompanied by the consignment receipt of CDEC);
2. Absence of the bid bond, manually cashed by the issuer, at the time of bid opening, in accordance with Circular No. 00001/PR/MINMAP/CAB of April 25, 2022, relating to the application of the Public Contracts Code, accompanied by the receipt issued by the CDEC at the time of bid opening;
3. False statements, falsified documents or fraudulent manoeuvres ;
4. Non-compliance with the technical specifications for the supply of ink;
5. Absence of a brochure or technical data sheets from the manufacturer;
6. Lack of Financial capacity ;
7. Non-compliance with at least 3/4 of the essential criteria with references;
8. Absence of a quantified unit price in the financial offer;
9. absence of elements from the financial offer;
10. Absence of a declaration on honor of non-abandonment of contracts during the last three (03) years;
11. Absence of the integrity charter signed and dated;
12. Absence of the signed and dated declaration of social and environmental commitment;
13. Absence of the backup copy of the required offers, due to the use of the online submission method.

**15.2. Essential criteria:**

1. General presentation of the bid ;
2. evidence of acceptance of the terms of the contract
3. Bidder's references ;
4. Delivery calendar ;

**16. Award**

Awarding of supplies contract is made to the tenderer, having submitted an offer fulfilling the required technical and financial qualification criteria and whose offer is evaluated the lowest financially; with at least 3/4 of the essential criteria "YES".

**17. Duration of validity of bids**

Bidders shall remain committed by the bids for ninety (90) days with effect from the date set out for the submission of bids.

**18. Technical support**

To obtain technical assistance, in the event of a technical problem or related to the use of the platform, please call the numbers (+237) 222 238 155 / 222 235 669 or write to the email address dsi@minmap.cm

**19. Further information**

Further information of technical nature may be obtained during working hours from the Contracts and Supplies Service of FEICOM:

Tel: (237) 222 23 51 64, Extension 217, Room 11; P. O. Box:718 YAOUNDE, FEICOM, Street 4.561 MIMBOMAN YDE IV; Fax :(237) 222 23 17 59.

**20. Fight against corruption and malpractices**

To report corrupt practices, facts or acts, please call CONAC on 1517, the Authority in Charge of Public Contracts (MINMAP) (SMS or call) on (+237) 673 20 57 25 and 699 37 07 48, ARMP on ..... or the PO (237) 222 23 51 64.

Done at Yaounde, the **02 JUL 2028**

**THE GENERAL MANAGER,  
Project Owner**



*Philippe Camille Akoa*  
**AGISTRAT HORS-HIERARCHIE**

**Cc:**

- ✓ MINMAP for report ;
- ✓ ARMP for insertion in the CJ;
- ✓ Chairperson ITB ;
- ✓ Billboard ;
- ✓ Records/Archives.



Certifié ISO 9001/14001/45001

**SPECIAL COUNCIL SUPPORT FUND FOR MUTUAL ASSISTANCE**

**INTERNAL TENDERS BOARD**

OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY PROCEDURE N° *015*  
AONO/FEICOM/CIPM 2026 OF *06 JUL 2026* FOR THE PERFORMANCE OF MAINTENANCE SERVICES FOR  
THE AIR CONDITIONING, VENTILATION AND SMOKE EXTRACTION SYSTEMS OF THE FEICOM  
HEADQUARTERS BUILDING IN YAOUNDE

**1. Subject of the Call for Tender**

The General Manager of the Special Council Support Fund for Mutual Assistance (FEICOM), hereby launches an Open National Invitation to tender for the realization of the maintenance works of the air conditioner, ventilation and smoke extraction equipment of the Head Office building, located in Mimboman, Yaoundé.

The technical characteristics of the said works shall be specified in the Tender Document.

**2. Nature of the Services**

The works to be carried out within the framework of this Invitation to tender shall consist in the maintenance of the air conditioner, ventilation and smoke extraction equipment of the head office building located at Mimboman in Yaoundé, the services considered here relate to:

- preventive maintenance;
- troubleshooting and repair;
- operation of the facilities;
- minor modification and/or improvement work;
- new construction (subject to prior approval by the organization's technical teams);
- regulatory inspections.

**3. Allotment**

This tender is not going to in lots

**4. Estimated Cost**

The estimated cost for these supplies shall be **CFA F Thirty million (30,000,000) AT1.**

**5. Estimated execution timeframe**

The maximum deadline provided for by the Project Owner for the execution of the services covered by this invitation to tender is twelve (12) calendar months.

This deadline shall start from the date of notification of the administrative order to commence services.

**6. Participation and origin**

This Invitation to tender shall be open to companies under Cameroon law having established experience for the realization of the works targeted above. The company shall show proof of the realization of similar works in the past.

### 7. Financing

The works concerned in this Invitation to tender shall be funded by the budget of the Special Council Support Fund for Mutual Assistance (FEICOM), on budget head 61-21-20 « Maintenance of buildings »2026 and subsequent fiscal years..

### 8. Submission method

The submission method chosen for this consultation is online or offline. However, when both possibilities are open, the bidder cannot use both the online and offline methods at the same time.

### 9. Bid bond

Each bidder shall include in his administrative documents, a hand-endorsed bid bond issued by a first-rate banking institution authorised to issue bonds for public contracts, approved by the Ministry in charge of Finance and whose list is found in document 11 of the Tender File, of an amount of three hundred thousand (300 000) CFA francs and valid up to thirty (30) days beyond the date of validity of bids. 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 File

The Tender Document may be consulted during working hours in the service in charge of contacts and supplies, located in the former Head Office of FEICOM at MIMBOMAN. Tel: (237) 222 235 164, Extension 217, Room 11. P.O.Box :718 YAOUNDE, FEICOM, Street 4.561, Fax : (237) 222 23 17 59. and the electronic version on the platform COLEPS aux addresses <http://www.marchespublics.cm> et <http://www.publiccontracts.cm> after the publication of this notice.

### 11 Acquisition of the Tender File

The Tender Document maybe obtained during working hours from the Contracts and Supplies Service, located in the former Head Office of FEICOM in Yaounde (Mimboman), P. O. Box 718 Yaounde, FEICOM, Street 4.561, MIMBOMAN YDE IV, Telephone 222 23 51 64; Extension 217 ; Room 11 ; Fax 222 23 17 59, upon the publication of this Notice on the presentation of a receipt attesting to the payment of the sum of CFA fifty thousand (50, 000) non-refundable into the Special Account CAS – ARMP opened in BICEC Branches

### 12. Submission of bids

Bids must be submitted in French or English and must be submitted by the bidder on the COLEPS platform 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", must be received by FEICOM (Contract Services) no later than **11 JULY 2026** at **09 AM** and must be marked as follows in addition to the above-mentioned indication, within the deadline set marked.

## OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY PROCEDURE

No. **015/AONO/FEICOM/CIPM/2026** of **06 JULY 2026**

FOR  
THE PERFORMANCE OF MAINTENANCE SERVICES FOR THE AIR CONDITIONING, VENTILATION AND  
SMOKE EXTRACTION SYSTEMS OF THE FEICOM HEADQUARTERS BUILDING IN YAOUNDE "To be  
opened only during the bid-opening session"

- If the submission is done electronically, the offer shall be transmitted, by the bidder on COLEPS platform or any other electronic communication means indicated by the project owner no later than **11 JULY 2026** at **09**

am. A backup copy of the tender recorded on a USB key or CD/DVD must be sent in a sealed envelope clearly and legibly marked "backup copy", in addition to the above mention, within deadlines.

For online submission,  
**N.B: File size and format**

For online submission, the maximum sizes of the documents making up the bidder's offer and that shall be forwarded to the platform are as follows:

- 5 MB for the Administrative File;
- 15 MB for the Technical bid;
- 5 MB for the Financial bid.

The following formats are accepted:

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

Candidates shall use compression software to eventually reduce the size of the files to be transmitted]

### 13. Admissibility of bids

**Any incomplete offer in accordance with the requirements of the tender documents shall be declared inadmissible. In particular, the absence of a bid bond issued by a first-rate body or financial institution approved by the Minister in charge of finance to issue bonds in the field of public contracts or failure to comply with the model documents in the tender documents shall result in the outright rejection of the tender without any appeal.**

### 14. Opening of Bids

Opening of bids, which shall be carried out in one phase, shall take place on **17.7 AOUT 2025** at **10 :00 p.m.** prompt by the Internal Tenders Board of FEICOM in the Conference Room of the Mobilization of Financial Resources, Accounting and Assets Management Department.

Only bidders may attend this opening session or be represented therein by a person of their choice duly mandated and having a perfect knowledge of the document. **Under pain of rejection, the documents required in the administrative file must be produced in originals or in copies certified as true by the issuing department or the competent administrative authority, in accordance with the stipulations of the Special Regulations. They must be less than three (3) months old from the original date of submission of tenders or have been drawn up after the date of signature of the tender notice.**

**In the event of the absence or non-conformity of any document in the administrative file at the bids opening session after a period of 48 hours granted by the Board, the bid shall be rejected.**

### 15. Evaluation criteria

#### 15.1 Eliminary criteria

1. Absence of the bid security accompanied by the receipt of deposit issued by the CDEC, in accordance with Circular No. 00001/PR/MINMAP/CAB of 25 April 2022 relating to the application of the Public Procurement Code, and Circular No. 000014/LC/MINMAP of 23 July 2025 relating to the procedures for the constitution, deposit, safekeeping, restitution, and release of bid securities in public procurement;
2. Failure to produce, beyond 48 hours after the opening of bids, a document in the administrative file deemed to be non-compliant or missing (except the bid bond);
3. false declarations, fraudulent schemes or forged documents;
4. Absence of financial capacity
5. technical score less than 6/7 "yes" (essential criteria) referring to the qualification threshold of technical bids);
6. absence of a sworn statement that it has not abandoned any contracts in the last three years
7. failure to comply with the bids file format for online submissions;
8. absence of a quantified unit price in the Financial Bid

9. Absence of an element of the financial offer (tender, BPU, DQE)
10. Absence of the Integrity charter dated and signed;
11. Absence of the Commitment statement to comply with social and environmental clauses, duly filled and signed;
12. Failure to comply with the team leader profile

### 15.2 Essential criteria

Technical bids shall be graded on 100 (one hundred) depending on the essential criteria for qualifying candidates which shall include, for example, the following:

1. Presentation of the bid.
2. General references of the company and similar references;
3. . Number of the staff authorized;
4. Logistical means;
5. Methodology and organization of work.
6. Evidence of acceptance of market conditions;
7. Report of findings and recommendations accompanied by a signed declaration of honour confirming site visits.

### 16. Award

The Project Owner shall award the contract to the bidder with the best evaluated bid based on a combination of technical, financial and/or aesthetic criteria.

### 17. Maximum number of lots (Not applicable).

### 18. Validity period of the offers

Bidders shall remain bound by their tender for 90 days for NITs from the initial deadline for submission of tenders.

### 19. Further information

Further information may be obtained during working hours from [(SIGAM) service, door number, post box, phone number, fax, e-mail] or online on the COLEPS platform at <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, or any other electronic means of communication specified by the Project Owner.

### 20. Technical support

In need of a technical support, or when there's a technical link to the use of the platform, please call the numbers follow (+237) 222 238 155 / 222 235 669 or write to this mail address [dsi@minmap.cm](mailto:dsi@minmap.cm).

### 21. Fighting corruption and malpractices

To report corrupt practices, facts or acts, please call NACC on or send an SMS to 1517, or the Authority in charge of Public Contracts (MINMAP) (SMS or call) on (+237673 20 57 25 et 699 37 07 48, or the ARMP on (+237) ..... or the PO/DPO on .....

Yaounde, the 06 .11.11 2026  
The General Manager,

#### Copies:

- MINMAP for report ;
- ARMP (for publication and archiving);
- Project Owner or DPO concerned, as appropriate;
- Chairperson of the Tenders Board concerned;
- Chairpersons of the CCCB, where necessary;
- Notice Board/File.

