



DOCUMENT No. 1 - TENDER NOTICE

REPUBLIQUE DU CAMEROUN

Paix - Travail - Patrie

REGION DU SUD-OUEST

ASSEMBLÉE REGIONALE DU
SUD-OUEST

SECRETARIAT GENERAL



REPUBLIC OF CAMEROON

Peace - Work - Fatherland

SOUTH WEST REGION

SOUTH WEST REGIONAL
ASSEMBLY

SECRETARIAT GENERAL

TENDER NOTICE

Open national invitation to tender

NO⁰⁷⁶-----/ONIT/ SWR/SWRA/ITBI/BUEA/2026... OF⁰³⁰⁷---/---/2026 FOR REHABILITATION OF LEWOH COMMUNITY BUILDING IN ALOU SUBDIVISION, LEBIALEM DIVISION, BY EMERGENCY PROCEDURE

1. Subject of the invitation to tender:

The President of the South West Regional Executive Council, the Contracting Authority, hereby launches an open national invitation to tender **REHABILITATION OF LEWOH COMMUNITY BUILDING IN ALOU SUBDIVISION, LEBIALEM DIVISION, BY EMERGENCY PROCEDURE**

2. Nature of services

The works comprise notably:

- preparatory works;
- masonry/elevation;
- roofing and ceiling works
- capentry/metallic and glazing works;

3. Lots

The works of this tender are constituted in a single lot;

4. Estimated cost

The estimated cost after preliminary studies **FIFTY-FIVE million (55 000 000) FCFA**

5. Execution duration

The maximum duration provided by the Project Owner for the execution of the works forming the subject of this invitation to tender is **Three (03) Months**.

This period runs from the date of notification of the service order to start the work.

6. Participation and origin

Participation is opened to all duly registered Cameroonian enterprises with the necessary technical and financial capacities who are not under suspension by the authority in charge of public contracts

7. Financing

Works which formed the subject of this invitation to tender shall be financed by the **SOUTH WEST REGIONAL ASSEMBLY INVESTMENT BUDGET, 2026 financial year through budget head (imputation) N°.**

8. Submission method

The mode of submission selected for this consultation is **online**.

9. Bid bond

Each bidder must include in his administrative documents, a bid bond issued by a first-rate banking establishment approved by the Ministry in charge of finance and whose list is found in document No. 14 of the Tender File, of an amount of **FIVE HUNDRED AND FIFTY THOUSAND (550 000) representing 1% of the global amount, valid for thirty (30) days beyond the initial date limit of validity of bids.**

The bid bond provide in accordance with the Circular Letter No. 000019/LC/MINMAP of 5th of June 2024 relating to the modalities of constitution, deposit, conservation, restitution and

withdrawal of bond on public contracts. The bid bond should be stamped and carry the hand written inscription from the financial institution for authentication.

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 tender file

The file may be consulted during working hours at cabinet of the President of Regional Executive Council, first floor of Regional Assembly Building, Buea, Service Tel: **233 32 61 86** as soon as this notice is published. It can equally be consulted online on the COLEPS platform at <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, on the ARMP website (www.ARMP.cm) or on any other electronic means of communication indicated by the Project Owner (to be specified).

11. Acquisition of tender file

The file may be obtained from the same address above as soon as this notice is published against payment of the sum of **fifty-five thousand (55 000) francs CFA**, payable at the South West Regional Assembly Treasury. **It is equally possible to obtain the soft copy of the file through free download at the above-mentioned addresses. However, the submission of the hard copy or soft copy shall be subject to the payment of the Tender File purchase fees.**

12. Submission of bids

The submission is done electronically, the bid should be forwarded by the tenderer on the COLEPS platform not later than the **21/07/2026 at 10.00 a.m.**, local time. A backup copy of the bid registered on USB key or CD/DVD should be forwarded in a sealed envelope with the clear and legible indication "backup copy", in addition to the above label, within the allocated deadline.

N.B : File size and format

For online bidding, 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;
 - 5MB for the Financial offer
 - 15MB for technical file.
- The following formats are accepted:
- PDF format for text documents;
 - JPEG for images.

The applicant shall use compression software to possibly reduce the size of the files to be transmitted according to the sizes indicated above.

N.B. The original of the administrative document should be presented during online 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 will not accept:

- Envelopes bearing indications of the tenderer's identity;
- Envelopes received after the deadline for submission;
- Applications that do not comply with the submission method.
- Envelopes without an indication of the identity of the tender file;

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 in 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 bids shall be opened in a single phase. The administrative, technical and financial bids shall be opened on, the **21/7/2026 at 11.00 a.m.**, local time by the South West Regional Assembly Internal Tender's Board I in the conference hall of the Regional Assembly, in the presence of the bidders or a duly authorized representatives having full knowledge of the file (power of attorney).

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. Evaluation criteria

i. Eliminary criteria

The eliminary criteria are the following:

- Absence of bid bond at the opening of bids **and its consignment receipt** delivered by the 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;
- Absence of an attestation/receipt of categorisation issued by the authority in charge of public contracts
- Absence of a quantified unit price in the financial offer

ii. Essential criteria

The criteria relating to the qualification of candidates are the following:

- Financial situation
- Company categorisation

16. Award

The contract shall be awarded to lowest bidder fulfilling the best technical and financial conditions.

17. Maximum number of lots

Non applicable.

18. Validity of bids

Bidders will remain committed to their bids for **ninety (90) days** from the initial deadline set for the submission of bids.

19. Complementary information

Complementary technical information may be obtained during working hours from the cabinet of the President of the South West Regional Assembly,

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.

DONE AT BUEA, THE ^{21/7} --/--/2026

PRESIDENT OF THE SWREC

Contracting Authority

