

REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

REGION DE L'OUEST

DEPARTEMENT DE LA MENOUA

PREFECTURE DE DSCHANG

SERVICE DES AFFAIRES
ECONOMIQUES ET FINANCIERES



REPUBLIC OF CAMEROON
Peace-Work-Fatherland

WEST REGION

MENOUA DIVISION

DIVISIONAL OFFICE DSCHANG

ECONOMIC AND FINANCIAL
AFFAIRES
SERVICE

INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER

N° 03/DCF.34/CDPM//2026 DU **2.9. JUN 2026**

FOR THE EQUIPMENT FOR THE DSCHANG COURT OF JUSTICE WESTERN REGION

FUNDING : BUDGET MINJUSTICE – 2026 financial year

1. Purpose

The SDO for Menoua, Contracting Authority, hereby launches and Open National Invitation to tender for the equipment for the dschang court of justice western region, with a view to ensuring the optimum functioning of the Services and the achievement of statutory missions

2. Nature of services

The provision of this contract consists of equipment for the Dschang court of Justice.

3. Delivery deadline

The maximum deadline provided by the Contracting Authority for the delivery of the services relating to this invitation to tender shall be (sixty) 60 days, with effect from the date of notification of the service order to start the execution of the contract.

4. Estimated cost

The estimated cost of this service is **CFA F Sixty million (60 000 000)**.

5. Participation

Participation in this Call for Tenders is open to dealers established or having a proven representation in the Republic of Cameroon. Interested dealers are invited to provide in their offers, the authentic information which will allow to retain the one who can carry out the services after a thorough and objective evaluation of his file.

6. Funding

The service relating to this Invitation to tender shall be funded by the budget of MINJUSTICE – 2026 financial year

Consultation of tender file

The tender file may be consulted during working hours at SDO office.

7. Acquisition of Tender Document

The Tender Document may be obtained during working hours SDO office, upon the publication of this Notice on the presentation of a receipt attesting to the payment of a non-refundable sum of **CFA F, fifty thousand (50 000)** payable to Dschang Finance Recipe.

8. Submission of Bids

Each bid drafted in English or French should be submitted online, latest on **22 /july /2026 at 09 am** local time and should be labelled as follows:

9. Provisional Bid Bond

Each bidder must include in their administrative documents, a bid bond established and issued by a first rank bank approved by the Ministry in charge of Finance and of which the list features in document 11 of the Invitation to tender (DAO), amounting CFA F, Six Hundred thousand (600 000) and valid for 30 days beyond the deadline of the validity of bids.

10. Admissibility of Bids

Under pain of rejection, the administrative documents required, including a bid bond, should be produced in originals or in certified true copies by competent authorities, in accordance with the stipulations of the General Regulations of the Invitation to tender. They should be dated not more than three (03) months or should have been established later to the date of signing the Invitation Notice.

Any bid not compliant with the prescriptions of this Notice and Invitation to tender shall be declared inadmissible. Bids reaching after the dates and time-limits for the submission shall not be admissible.

11. Opening of bids

The administrative documents, the technical and financial proposals shall be opened on 24th July 2026 at 10 pm O'clock local time, At the Internal Commission in charge of Public Contracts situated at the Senior Divisional Office. Tenders shall be opened in one go and in three steps:

Step 1: Opening of envelope A containing the administrative document (volume 1);

Step 2: Opening of envelope B containing the technical proposal (volume 2);

Step 3: Opening of envelope C containing the financial offer (volume 3).

All tenderers may attend the opening session or each has themselves represented by one mandated person of their choice (even in the event of a joint-venture) with sound knowledge of their file

13. Evaluation criteria for technical bids

A. Eliminary criteria:

1. Incomplete administrative file not regularized within forty-eight (48) hours;
2. Absence of bid bond at the opening of bids;
3. False declaration or forged documents;
4. Technical offer less than 75%;
5. Omission in the price list, of a quantified unit price and sous detail des prix;
6. The respect of technical specification
7. No conformity of model of submission

B. Essential criteria:

1. General presentation of the offer;
2. Maximum delivery time of sixty (60) days;

Any submission not having obtained a cumulative percentage of 75% of « YES » shall not have its financial bid examined.

17. Period of validity of bids

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

Copies :

- MINEPAT (Pour information)
- MINMAP (Pour information)
- ARMP / OU (pour publication et archivage) ;
- DDEPAT/Menoua (Pour information) ;
- DD MINMAP/Menoua (Pour information) ;
- PICDPM/Menoua (Pour information) ;
- Classement/ Archives ;
- Affichage.

DSCHANG, le 29 JUN 2026
LE PREFET DU DEPARTEMENT DE LA MEKOUA
(Préfecture de la Région de l'Ouest)
LE PREFET
(MEKOUA)
REGION DE L'OUEST
Administrateur Civil