

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

SECRETERIAT GENERAL

TENDER NOTICE

REQUEST FOR QUOTATION

NO ⁸⁷---/RQ/ SWR/SWRA/ITBII/BUEA/2026... OF ^{29.07}---/---/2026 THE SUPPLY OF BENCHES TO SOME SECONDARY SCHOOLS IN FAKO DIVISION IN FOUR (04) LOTS

1. Subject of the request for quotation:

The President of the South West Regional Executive Council, the Contracting Authority, hereby launches an open national request for quotation for **THE SUPPLY OF BENCHES TO SOME SECONDARY SCHOOLS IN FAKO DIVISION IN FOUR (04) LOTS**

2. Nature of Supply

THE SUPPLY OF BENCHES TO SOME SECONDARY SCHOOLS IN FAKO DIVISION IN FOUR (04) LOTS

3. Lots

The works of this tender are constituted in Four (04) lots as thus;

LOTS	PROJECTS
LOT 01	SUPPLY OF 200 BENCHES TO GHS MBONJO-LIMBE 3
LOT 02	SUPPLY OF 200 BENCHES TO GBSS MONDONI-TIKO SUB-DIVISION
LOT 03	SUPPLY OF 200 BENCHES TO GTC MISSELELE TIKO SUB-DIVISION
LOT 04	SUPPLY OF 150 BENCHES TO GBS MOTOMBOLOMBO TIKO SUB-DIVISION

4. Estimated cost

The estimated cost after preliminary studies is detailed as follows;

LOTS	PROJECTS	ESTIMATE
LOT 01	SUPPLY OF 200 BENCHES TO GHS MBONJO-LIMBE 3	8,000,000
LOT 02	SUPPLY OF 200 BENCHES TO GBSS MONDONI-TIKO SUB-DIVISION	8,000,000
LOT 03	SUPPLY OF 200 BENCHES TO GTC MISSELELE TIKO SUB-DIVISION	8,000,000
LOT 04	SUPPLY OF 150 BENCHES TO GBS MOTOMBOLOMBO TIKO SUB-DIVISION	6,000,000

5. Execution duration

The maximum duration provided by the Project Owner for the execution of the supply forming the subject of this request for quotation is **three (03) months per lot**.

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 that are not under suspension by the authority in charge of public contracts

7. Financing

Works which formed the subject of this request for quotation 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 the following amounts:

LOTS	PROJECTS	BID BOND(FCFA)
LOT 01	SUPPLY OF 200 BENCHES TO GHS MBONJO-LIMBE 3	80,000
LOT 02	SUPPLY OF 200 BENCHES TO GBSS MONDONI-TIKO SUB-DIVISION	80,000
LOT 03	SUPPLY OF 200 BENCHES TO GTC MISSELELE TIKO SUB-DIVISION	80,000
LOT 04	SUPPLY OF 150 BENCHES TO GBS MOTOMBOLOMBO TIKO SUB-DIVISION	60,000

Valid for thirty (30) days beyond the initial date limit of validity of bids.

The bid bond should be provided 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 authorized 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 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.

11. Acquisition of tender file

The hard copy of the file may be obtained 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 against payment of a non-refundable sum of **8,000 (Eight thousand) for lot 1, 2 & 3 and 6,000 (six thousand) for lot 4** CFA Francs, payable at the South West Regional Assembly Treasury.

It is equally possible to obtain the electronic version of the Tender File by downloading it free of charge through the addresses indicated above. However, online submission is subject to the payment of 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 or any other means of electronic communication indicated by Project Owner not later than **18/06/2026** at 10am prompt. **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;
- 15 MB for the Technical offer;
- 5MB for the Financial offer.

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 submitted online following the COLEPS procedure.

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 --/--/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 duly authorized representatives having full knowledge of the file (power of attorney).

Only tenderers may attend this opening session or be represented by a single person of their choice, duly authorized, 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 request for quotation. 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 with 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;