

Pièce n°1 : Avis d'Appel d'Offres (AAO)

AVIS D'APPEL D'OFFRES NATIONAL OUVERT

N°02/AONO/SONATREL/DG/DAFRH/SDAG/DSIGAM/CIPM/2026 DU **17 AOÛT 2026**
POUR LA SOUSCRIPTION D'UNE POLICE D'ASSURANCE MALADIE POUR LE
PERSONNEL DE LA SOCIÉTÉ NATIONALE DE TRANSPORT DE L'ÉLECTRICITÉ
(SONATREL)

Financement : Budget SONATREL, exercice 2026.

1. Objet de l'Appel d'Offres

Le Directeur Général de la Société Nationale de Transport de l'Électricité (SONATREL), Maître d'Ouvrage, lance un appel d'offres national ouvert pour la souscription d'une police d'assurance maladie pour le personnel de la Société Nationale de Transport de l'Électricité.

2. Consistance des Prestations

La consistance de ces prestations est détaillée dans les Termes de Référence (TDR) du présent DAO.

3. Coût prévisionnel

Le coût prévisionnel de l'opération à l'issue des études préalables est de 500 000 000 (cinq cent millions de francs) FCFA TTC.

4. Délai prévisionnel d'exécution

La période de couverture prévue par le Maître d'ouvrage est de douze (12) mois.

5. Participation et origine

La participation au présent Appel d'Offres National Ouvert est réservée aux compagnies d'assurances de droit camerounais installées au Cameroun, remplissant les conditions prévues par la réglementation en vigueur dans les Etats membres de la Conférence Interafricaine des Marchés d'Assurances (CIMA) et ne tombant point sous le coup d'un des critères éliminatoires cités à la page 7.

6. Financement

Les prestations objet du présent Appel d'Offres sont financées par le Budget de la SONATREL, Exercice 2026, dont l'imputation est : 625810.

7. Mode de soumission

Le mode de soumission retenu pour cette consultation est hors ligne.

8. Cautionnement de soumission

Chaque soumissionnaire doit joindre à ses pièces administratives, un cautionnement de soumission établi 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 et dont la liste figure dans la pièce 13 du DAO, dont le montant s'élève à **dix millions (10 000 000) francs CFA** et valable jusqu'à trente (30) jours au-delà de la date limite initiale de validité des offres. 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.

NB : En plus de la caution de soumission, établie par une banque de premier ordre agréée par le Ministère chargé des finances Joindre le récépissé de consignation délivrée par la CDEC conformément à la lettre circulaire N°000019/LC/MINMAP du 05 juin 2024.

9. Consultation du Dossier d'Appel d'Offres

Le dossier peut être consulté aux heures ouvrables à la Division de la Structure Interne de Gestion Administrative des Marchés, 3^{ème} étage de l'Immeuble CAA porte 15, sis au boulevard du 20 Mai, siège de la Société Nationale de Transport de l'Electricité à Yaoundé, Tél. : (237) 222 22 53 55, BP : 16102 Yaoundé, dès publication du présent avis.

10. Acquisition du Dossier d'Appel d'Offres

Le dossier peut être obtenu aux heures ouvrables à la Division de la Structure Interne de Gestion Administrative des Marchés, 3^{ème} étage de l'Immeuble CAA porte 15, sis au boulevard du 20 Mai, siège de la Société Nationale de Transport de l'Electricité à Yaoundé, Tél. : (237) 222 22 53 55, BP : 16102 Yaoundé, dès publication du présent avis, contre présentation d'une quittance de versement d'une somme non remboursable de 150 000 (cent cinquante mille) FCFA **payable dans le Compte spécial CAS- ARMP n°33598860001 94 à la BICEC.**

La copie dudit reçu sera déposée au lieu du retrait du Dossier d'Appel d'Offres.

11. Remise des offres

Chaque offre, rédigée en français ou en anglais, en quatre (04) exemplaires dont un (01) original, trois (03) copies ainsi que la version numérique de l'offre en trois exemplaires dont un conservé par le Président de la Commission, un à remettre à la sous-commission d'analyse et le troisième réservé à l'ARMP, dûment marqués comme tel, devra être déposée à la Division de la Structure Interne de Gestion Administrative des Marchés 3^{ème} étage, porte 15 de l'Immeuble CAA, au plus tard le **03 SEPT 2026** à 13 heures et revêtue de la mention :

« APPEL D'OFFRES NATIONAL OUVERT N°02/AONO/SONATREL/DG/DAFRH/SDAG/DSIGAM/CIPM/2026 DU 17 AOÛT 2026 POUR LA SOUSCRIPTION D'UNE POLICE D'ASSURANCE MALADIE POUR LE PERSONNEL DE LA SOCIETE NATIONALE DE TRANSPORT DE L'ELECTRICITE (SONATREL).

« A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT ».

III. Références spécifiques du soumissionnaire dans les risques similaires dans les trois (03) dernières années.	15 pts
IV. Description détaillée et modalités de mise en jeu de la garantie	15 pts
V. Capacité technique du soumissionnaire à exécuter la mission	26 pts
VI. Capacité financière du soumissionnaire	23 pts
VII. Convention et partenariats signés dans l'accomplissement de la mission	10 pts
Total	100 pts

Le score minimum technique requis est de 80/100. Et seules les offres financières des soumissionnaires ayant atteint ce seuil seront ouvertes.

Les critères et sous critères essentiels sont détaillées, pour chaque rubrique, dans le Règlement Particulier de l'Appel d'Offres (RPAO).

15. Attribution

Le Maître d'Ouvrage attribuera le marché au soumissionnaire présentant l'offre évaluée la mieux disante par combinaison des critères techniques et financiers.

16. 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.

17. Renseignements complémentaires

Les renseignements complémentaires peuvent être obtenus aux heures ouvrables à l'adresse suivante : **Siège de la SONATREL à Yaoundé, Direction Générale, à la Structure Interne de Gestion Administrative des Marchés, 3ème étage de l'immeuble CAA porte 15, sis au Boulevard du 20 Mai Tél. : (237) 222 22 53 55 BP : 16102 Yaoundé.**

Fait à Yaoundé, le **17 AOÛT 2026**

Le Directeur Général

Ampliations :

- ARMP
- PCA/SONATREL
- PCIPM/SONATREL
- ARCHIVES
- AFFICHAGE.



MBEMI NYAKNGA
Administrateur Civil Principal
Hors Echelle

OPEN NATIONAL INVITATION TO TENDER

N°02/AONO/SONATREL/DG/DAFRH/SDAG/DSIGAM/CIPM/2026 OF **17 AOUT 2026**
FOR THE SUBSCRIPTION OF A HEALTH INSURANCE POLICY FOR THE STAFF
OF THE NATIONAL ELECTRICITY TRANSMISSION COMPANY (SONATREL)

Funding: SONATREL budget, fiscal year 2026.

1. Subject of the Invitation to Tender

The Director General of the National Electricity Transmission Company (SONATREL), acting as the Contracting Authority, is launching a consultation for the subscription of a health insurance policy for the staff of the National Electricity Transmission Company.

2. Consistency of Services

The consistency of these services is detailed in the Terms of Reference (TOR) of this Tender File.

3. Estimated Cost

The estimated cost of the operation for the twelve (12) month coverage period, following preliminary studies, is **500,000,000 (five hundred million) CFA Francs including tax.**

4. Execution Period

The maximum delivery time set by the Contracting Authority for this service is twelve (12) months.

5. Participation and Origin

Participation in this national Invitation to Tender is only open to insurance companies operating under Cameroonian law and established in Cameroon. They must comply with laws implemented in the member states of the Inter-African Conference on Insurance Markets (CIMA) and not fall under one of the elimination criteria cited on page twelve (12).

6. Funding

The services subject of this Invitation to Tender are funded by the Budget of SONATREL, Fiscal year 2026, whose imputation is: 625810.

7. Mode of submission

The mode of submission selected for this consultation is offline.

8. Guarantee of Submission

Each tenderer must attach to their administrative documents, a bid bond established by an organization or a financial institution approved by the Minister in charge of Finance to issue bonds in the field of public procurement and the list of which appears in Exhibit 13 of the Tender File, in the amount of **ten million (10,000,000) CFA Francs** and valid for up to thirty (30) days beyond the initial deadline for the validity of the tenders. 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 tender. A bid bond that is submitted but not related to the relevant consultation shall be considered as not provided. The bid bond presented by a tenderer during the tender opening session shall be deemed inadmissible.

NB: In addition to the bid bond, established by a first-rate bank approved by the Ministry of Finance, attach the deposit receipt issued by the CDEC in accordance with circular letter No. 000019/LC/MINMAP of June 5, 2024.

9. Consultation of the Tender File

The file may be consulted during office hours at the Internal Structure of the Administrative Procurement Management Division ("Division de la Structure Interne de Gestion Administrative des Marchés"), located on the 3rd floor of the CAA building, door 15, at the headquarters of the National Electricity Transmission Company in Yaoundé, Tel: (237) 222 22 53 55, BP: 16102 Yaoundé, upon publication of this notice.

10. Acquisition of the Tender File

The file may be consulted during office hours at the Internal Structure of the Administrative Procurement Management Division ("Division de la Structure Interne de Gestion Administrative des Marchés"), located on the 3rd floor of the CAA building, door 15, at the headquarters of the National Electricity Transmission Company in Yaoundé, Tel: (237) 222 22 53 55, BP: 16102 Yaoundé, upon publication of this notice, against presentation of a payment receipt of a non-refundable sum of **150 000 (one hundred and fifty thousand) CFA Francs payable in the CAS-ARMP Special Account n° 33598860001 94 at the BICEC Bank.**

A copy of the payment receipt shall be deposited at the site where the Tender File is withdrawn.

11. Submission of Tenders

Each offer, drafted in either in French or English in four (04) copies including one (01) original, three (03) copies as well as the digital version of the offer in three copies, one to be kept by the President of the Committee, one to be submitted to the sub-committee for analysis, and the third reserved for the ARMP, duly marked as such, , must be deposited at the Division of the Internal Structure of Administrative Procurement Management ("Division de la Structure Interne de Gestion Administrative des Marchés) office located on the 3rd floor of the CAA building, door 15, no later than **03 SEPT 2026** at 1p.m, and must carry the inscription:

**"OPEN NATIONAL INVITATION TO TENDER
N°02/AONO/SONATREL/DG/DAFRH/SDAG/DSIGAM/CIPM/2026 OF
17 AOÛT 2026 FOR THE SUBSCRIPTION OF A HEALTH INSURANCE POLICY
FOR THE STAFF OF THE NATIONAL ELECTRICITY TRANSMISSION
COMPANY (SONATREL)."**

"TO BE OPENED ONLY DURING THE TENDER OPENING SESSION"

12. Admissibility of Tenders

The administrative documents, the technical and financial offers must be placed in different separate envelopes and delivered in one sealed envelope.

The following will be declared inadmissible by the Contracting Authority:

- envelopes bearing information on the identity of the tenderers;
- envelopes received after the submission deadlines and times;
- envelopes without indication of the identity of the Invitation to Tender;
- envelopes that do not comply with the submission method;
- failure to respect the number of copies indicated in the RPAO (Specific Tender Regulations) or tender submitted only in copies;

Any incomplete offer in accordance with the requirements of the Tender File will be declared inadmissible, in particular the absence of the provisional guarantee issued by an organization, or a first category financial institution approved by the Minister in charge of finance to issue the bonds in the field of public procurement or non-compliance with the models of the documents in the Tender File, will result in the pure and simple rejection of the tender without any recourse.

A provisional guarantee that is submitted but not related to the relevant consultation shall be considered as not provided. The provisional guarantee presented by a tenderer during the tender opening session shall be deemed inadmissible.

13. Opening of the Envelopes

Tenders shall be opened in two phases. The opening of the administrative and technical offers shall take place in the first phase, followed by the opening of the financial offers of the tenderers having obtained the minimum technical score required in the second phase.

The opening of the administrative documents and technical offers will take place on **03 SEPT 2026** at **2 pm** by the Internal Procurement Commission of the National Electricity Transmission Company in the meeting room located on the 2nd floor of the CAA building.

Only tenderers may attend this opening session or be represented by a duly mandated person of their choice.

The opening of the financial offers shall take place at the end of the technical analysis and will only concern tenderers who have obtained the minimum score of 80 points out of 100.

Under penalty of rejection, the required administrative file documents must be produced in originals or certified copies by the issuing service or the competent administrative authority, in accordance with the stipulations of the Special Regulations of the Invitation to Tender. They must be dated less than three (03) months from the original tender submission date or have been issued after the date of signature of the invitation to tender notice.

In the event of absence or non-compliance of a document from the administrative file when opening the envelopes after a period of 48 hours granted by the Commission, the tender will be rejected.

14. Evaluation Criteria

14.1 Elimination criteria

The elimination criteria of this Invitation to Tender are as follows:

N°	Section	Yes/No
Elimination criteria relating to the administrative file		
1	Absence or non-compliance of the bid bond upon opening of tenders issued by a first-class financial organization authorized by the Ministry of Finance to issue bonds in the context of public procurement.	Yes/No
2	Non-production beyond the 48-hour deadline of a piece of the administrative file deemed non-compliant or absent when the envelopes were opened, (except the bid bond)	Yes/No
3	False statements, fraudulent schemes or falsification of documents	Yes/No
4	Lack of approval	Yes/No
5	Absence of certificate of adherence to the provisions of the CIMA code	Yes/No
Elimination criteria relating to the technical offer		
6	Technical score less than eighty (80) points out of one hundred (100)	Yes/No
7	Absence of the dated and signed integrity charter	Yes/No
8	Presence of financial information in the technical offer	Yes/No
9	Non-commitment to taking into account the full third-party payment formula (<i>produce commitment</i>)	Yes/No
10	Non-commitment to the provision of biometric/digital cards giving direct access to care (<i>produce commitment with specimen of the card in support</i>)	Yes/No
Elimination criteria relating to the financial offer		
11	Absence of a quantified unit price in the financial offer	Yes/No
12	Absence of an element of the financial offer (the submission, the BOQ, the EBQ).	Yes/No
13	Absence of the financial witness offer	Yes/No
14	Financial offer below 95% of the projected budget	Yes/No
General eliminatory criteria		
14	Special Administrative Conditions (CCAP) initialed on each page, dated on the last page and signed with the words "read and approved"	Yes/No
15	Absence of ISO 9001 certification accompanied by the accreditation of the certifying	Yes/No

14.2. Essential Criteria

The technical offers will be evaluated on one hundred (100) points according to the following criteria:

Criteria	Notation (Points)
General presentation of the tender	05 pts
Tenderer's general references, Seniority	06 pts
Tenderer's specific references in similar risks in the last three (03) years	15 pts

Detailed description and terms of use of the guarantee	
Technical capacity of the tenderer to carry out the mission	15 pts
Financial capacity of the tenderer	26 pts
Convention and partnerships signed in the accomplishment of the mission	23 pts
	10 pts
Total	100 pts

The minimum technical score required is 80/100. Only the financial offers of tenderers having reached this threshold will be opened.

The essential criteria and sub-criteria are detailed, for each section, in the Special Regulations of the Invitation to Tender (RPAO).

15. Contract Award

The Contracting Authority will award the contract to the tenderer presenting the best evaluated tender by combining technical and financial criteria.

16. Validity Period of Tenders

Tenderers must remain committed to their tenders for a period of NINETY (90) days starting from the date of submission of the tenders.

17. Complementary Information

Additional information may be obtained during office hours at the following address: SONATREL headquarters in Yaoundé, Directorate-General, located on the 3rd floor of the CAA building, door 15, at the May 20th Boulevard, Tel.: (237) 222 22 53 55 BP: 16102 Yaoundé.

Done in Yaoundé, on the **27th April 2026**

The Director General

Copies sent to:

- ARMP
- PCA/SONATREL
- PCIPM/SONATREL
- ARCHIVES
- NOTICE BOARD.



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