

REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

REGION DE L'OUEST

SECRETARIAT GENERAL

COMMISSION INTERNE DE PASSATION DES MARCHES
PUBLICS

STRUCTURE INTERNE DE GESTION ADMINISTRATIVE
DES MARCHES PUBLICS
B.P: 1112 Bafoussam



REPUBLIC OF CAMEROON

Peace – Work – Fatherland

WEST REGION

GENERAL SECRETARIATE

TENDER'S BOARD

INTERNAL PUBLICS CONTRACT ADMINISTRATIVES
MANAGEMENT ENTITY
B.P: 1112 Bafoussam

OPEN NATIONAL INVITATION TO TENDER UNDER EMERGENCY PROCEDURE N°²³
/TN/RO/PCR/CIPM-BEC/2026 OF 03 SEPT 2026, FOR CONSTRUCTION WORK ON
BUILDINGS AND FACILITIES IN CERTAIN LOCALITIES OF THE WEST REGION IN TWO (02) LOTS:
CONSTRUCTION OF A MASONRY WORKSHOP AT THE GOVERNMENT TECHNICAL HIGH SCHOOL
OF KOUTIE IN KOUTABA SUB-DIVISION, NOUN DIVISION (phase 1) (LOT1); CONSTRUCTION OF A
FENCE AT THE MORTUARY OF SANTCHOU DISTRICT HOSPITAL IN SANTCHOU SUB-DIVISION,
MENOUA DIVISION (LOT2).

FUNDING: REVENUE FROM LOCAL TAXATION FOR THE 2026 FINANCIAL YEAR

1. Subject of Invitation to Tenders

Within the framework of implementing its policy for the development and the improvement of investment credit utilization, the President of the West Regional Council is launching an Open National invitation to tender for the construction work on buildings and facilities in certain localities of the west region in two (02) lots: construction of a masonry workshop at the government technical high school of Koutie in Koutaba sub-division, Noun division (phase 1) (lot1); construction of a fence at the mortuary of Santchou district hospital in Santchou sub-division, Menoua division (lot2).

2. Scope of service

The service, subject of this invitation to tender consists of:

- preliminary work;
- earthworks;
- laying of foundations;
- construction work;
- installation of wood and metal fixtures;
- electrical work;
- plumbing work;
- roof framing and covering;
- painting;
- furnishing (if applicable)

3. Phases/Allotment

The work shall be done in two (02) lots as defined above.

4. Estimated Cost

The estimated cost of the operation following preliminary studies stands at :

Lot concerned	Commitment authorisation in CFA Francs	Payment credit in CFA Francs
1	35 000 000	20 000 000
2	25 000 000	25 000 000

5. Estimated execution time

The maximum time allowed by the Project Owner for the completion of the works covered by this call for tenders is four (04) months for each lot.

6. Participation and origin

Participation in this invitation to tenders is open on equal terms to Cameroonian companies with proven experience in the field of buildings and public works of category A, B, C, or D.

7. Financing

The work covered by this invitation to tenders is financed by the revenue from the local taxation for the 2026 financial year under budget line items No. _____

8. Submission Method

The chosen submission method for this consultation is: Online only through COLEPS at the address <https://www.marchespublics.cm>.

9. Bid Bond:

In the context of this call for tenders, companies are exempt from submitting a bid bond in accordance with circular letter No. 000014 of July 23, 2025, from the Minister Delegate to the Presidency of the Republic in charge of Public Procurement, concerning the procedures for the establishment, deposit, safekeeping, release, and return of the bond and the execution of guarantees in public contracts in its point 7(c), which states that bidders as well as companies holding purchase orders may be exempted from bid bonds, final bonds, or performance bonds at the initiative of the Contracting Authority or the Delegated Contracting Authority; provided that this exemption is specified in the tender documents.

10. Consultation of the Tender File

The hard copy of the file may be consulted free of charge during working hours in the services of the PO/DPO at The Public Contract Administrative Management Entity of the West Regional Council as soon as this notice is published.

It may equally be consulted *online on the COLEPS platform* at the following addresses: <http://www.marchespublics.cm> and <http://www.publiccontracts.cm> on the ARMP website (www.armp.cm) or on any other electronic communication means indicated by the Project Owner. (www.armp.cm).

11. Acquisition of the Tender File

The hard copy of the file may be obtained from Public Contract Administrative Management Entity as soon as this notice is published against payment of a non-refundable sum of *sixty thousand (60 000) CFA Francs*, payable at the Regional Treasurer at SOCADA behind Toket Stadium.

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

Any bid written in French or English must be submitted by the bidder on the COLEPS platform no later than 30 SEPT 2026 at 10:00 a.m. A backup copy of the bid saved on a USB key or CD/DVD must be submitted to the Internal Administrative Management Structure of the West Regional

Council in a sealed envelope with a clear and legible indication "backup copy," in addition to the following statement within the specified deadlines, with the mention:

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MENOUA DIVISION (LOT2).

" A Back-up copy"

To be opened only during the bid opening session

File sizes and formats

For online submission, the maximum sizes of the documents that will be transmitted via the platform and constitute the bidder's submission are as follows:

- 5 MB for the Administrative Offer;
- 15 MB for the Technical Offer;
- 5 MB for the Financial Offer.

The accepted formats are:

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

Bidders should use compression software to possibly reduce the size of files to be transmitted.

Submissions received after the deadline will be deemed inadmissible.

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 shall not accept:

- ❖ Bids bearing information on the identity of the tenderers;
- ❖ Bids submitted after the closing date and time for submission of bids;
- ❖ Envelopes without indication on the identity of the Invitation to Tender;
- ❖ Bids non-compliant with the bidding mode;
- ❖ Failure to comply with the number of copies specified in the RPAO or offer in copies only;

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 of 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. All candidates must present a copy of the purchase receipt from the Tender Document, the original of which is in the Offer.

NB: The original copy of the document may be requested at any time and at each stage of the procurement process, and failure to provide them may result in the disqualification of the candidate.

14. Opening of the bids

14.1 The ~~The~~ bids shall be opened in one session and shall take place on the **30 SEPT 2026** at 11:00 AM by the Internal Tender's Board attached to the President of the Regional Council, in the conference room.

Only tenderers may attend this opening session or be represented by a person of their choice, duly authorised, even in 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 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.

[The opening of bids must take place no later than one hour after the deadline for receipt of tenders set out in the Tender File].

14.2 Submission of discounts by bidders (all Tenders and Quotations).

- To be accepted, discounts must be stated in both words and figures at the time of bid opening.
- Handwritten discounts (or those submitted in a format different from the rest of the bidder's offer) will not be accepted.
- Proof of the discount granted by a bidder must be attached to the minutes of the bid opening and to the CA report.

15. Evaluation Criteria

15.1 Elimination Criteria

Failure to meet these criteria will result in the rejection of the bidder's offer. These include:

- ❖ Failure to produce, beyond 48 hours after the opening of the bids, a document from the administrative file (except the bid bond) ;
- ❖ Failure to meet the requirements of the tender file ;
- ❖ false declarations, fraudulent schemes or forged documents;
- ❖ Absence of the sworn statement for not having abandoned any contracts over the past three years ;
- ❖ Absence of a certified true copy of categorisation certificate issued by relevant services of the Ministry of Public Contracts or a copy of the decision classifying at the **A, B, C or D** category ;
- ❖ absence of a financial capacity of **eleven million six hundred and sixty-seven thousand (11 667 000) CFA Francs** for lot 1 and **eight million three hundred and thirty-three thousand three hundred and thirty-five (8 333 335) CFA Francs**;
- ❖ Failure to respect the File sizes and format during online submission ;
- ❖ Absence of a quantified unit price in the Financial Offer;
- ❖ A technical score below 70%, referring to the qualification threshold for technical offers;
- ❖ The absence of an element of the financial offer (the submission, the unit price schedule, the detailed estimate of quantities);

- ❖ Failure to be registered in the ARMP's tamper-proof register used for recording offers with the receipt numbers for the purchase of the tender file at the opening session;
- ❖ The absence of the dated and signed integrity charter;
- ❖ Having a project from a previous year that is still ongoing due to the company;
- ❖ Failure to submit the backup copy within the allotted deadlines;
- ❖ The absence of a dated and signed declaration of commitment to comply with environmental and social clauses;
- ❖ Failure to comply with the contract conditions.

15.2 Essential Criteria

The essential criteria for the qualification of bidders will include, as an indication:

- The presentation of the offer (3 criteria);
- The methodology (6 criteria);
- Turn-over (01 criteria)

16. Award

The Project Owner or the Delegated Project Owner shall award the contract to the bidder whose bid meets the required technical and financial qualification criteria and whose offer was evaluated as the lowest by including as the case may be, the rebates proposed.

17. Maximum number of lots

Not applicable.

18. Validity period of bids

Bidders remain bound by their offer for ninety (90) days from the deadline set for the submission of bids.

19. Additional Information

Additional information can be obtained during business hours at the Internal Public Procurement Structure of the Western Regional Council, by phone: (+237) 690 90 36 43 - 672 77 72 77, or online on the COLEPS platform at <http://www.marchespublics.cm> and <http://www.publiccontracts.cm>, or through any other electronic communication means indicated by the Contracting Authority.

20. Fight against corruption and malpractice

For any report of corrupt practices, acts of corruption, or malpractice, please call CONAC at 1517, the Public Procurement Authority (MINMAP) (SMS or call) at the numbers: (+237) 673 20 57 25 and 699 37 07 48, ARMP, or the MO at the number (237) 690 90 36 43 - 672 77 72 77.

Copy:

- GOVERNMENT/WEST;
- ARMP/WEST;
- MINMAP/WEST
- President CIPM/WEST
- Chrono

Bafoussam, 03 SEPT 2026

PRESIDENT OF THE WEST REGIONAL
COUNCIL
(CONTRACTING AUTHORITY)

