

PRÉFECTURE DE MENCHUM: TENDER NOTICE OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE N° 001/ONIT/E28/SEFA/DTBMCII/202 1 OF 30 APR 2021 for THE CONSTRUCTION OF A DIVISIONAL DELEGATION FOR BASIC EDUCATION FOR MENCHUM DIVISION, NORTH WEST REGION

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1. Objet

Within the frame-work of the 2021 Public Investment Budget, the Contracting Authority (The Senior Divisional Officer) for Menchum, hereby representing the State of Cameroon, launches an Open National Invitation to tender by EMERGENCYPROCEDURE for The Construction of a Divisional Delegation for Basic Education for Menchum Division, North West Region,

2. Consistance des prestations

The works subject of this invitation to tender shall require The Construction of a Divisional Delegation for Basic Education for Menchum Division, North West Region, The works and service required are found in the detail description mentioned in the respective hills of quantities and cost estimates.

3. Coût prévisionnel

The estimated cost 42,000,000 FCFA

4. Délai de livraison

The maximum execution deadline provided for by the Project Owner for the execution of the works subject of this tender shall be ninety (90) calendar days (three months) with effect from date of notification of the Service Order to start execution.

5. Allotissement

SINGLE LOT

6. Participation et origine

Participation in this invitation to tender is open to all registered and qualified companies or groups of companies based in the Republic of Cameroon with the required technical and professional expertise in the domain of construction accompanied by the necessary financial capability.

7. Financement

Works which form the subject of this invitation to tender shall be financed as per the program budget head of the 2021 Public Investment Budget (PIB 2021) of the Republic of Cameroon as specified in the table below:-

Lot	Ministry	Project Owner	Works	Provisional Amount	Vote of charge N°	Expenditure authorization N°
1	MINEDUB	DD MINEDUB Menchum	The Construction of a Divisional Delegation for Basic Education for Menchum Division	42,000,000 FCFA	551519819451620 2220	IW01575

8. Consultation du dossier

The Tender documents may be consulted immediately after publication of this invitation to tender from the Services of the Contracting Authority (Service for economic and financial affairs) during working hours at the Divisional Office Wum.

9. Acquisition du dossier

The Tender documents shall be obtained immediately after publication of this invitation to tender from the Service of the Contracting Authority during working hours at the Divisional Office Wum (Service for economic and financial affairs). The document shall be obtained upon presentation of a Public Treasury receipt showing the payment of a non-refundable sum of sixty four thousand (60,000) francs CFA.

10. Remise des offres

Each bid written in English or French shall be signed by the bidder or by a duly authorized Representative and presented in Seven (7) copies that is one (01) original and Six (06) copies labelled as

such. These shall be submitted in one sealed external envelope containing three (3) envelopes, that is. Envelope A: Administrative Documents, Envelope B: Technical documents and Envelope C: Financial documents. It shall reach the office of the Senior Divisional Officer for Menchum, not later than 25 MAY 2021 at 10.00 sealed external envelope shall be free of all identification marks, failing which it shall be rejected. The sealed external envelope addressed to the Contracting Authority shall bear the following inscriptions:

**OPEN NATIONAL INVITATION TO TENDER BY EMERGENCY PROCEDURE
N° 001/ONIT/E28/SEFA/DTBMCH/2021 OF 3 0 APR W\ FOR THE
CONSTRUCTION OF A DIVISIONAL DELEGATION FOR BASIC EDUCATION FOR
MENCHUM DIVISION
NORTH WEST REGION
(TO BE OPENED ONLY DURING THE BIDS OPENING SESSION OF THE
TENDERS BOARD)**

11. Cautionnement provisoire

Each bidder shall enclose in his administrative documents a bid bond issued directly in the bidder's name by a first rate bank approved by the Ministry in charge of Finance and that shall respect the model in this tender file featuring on the list in document 12 of the tender file and valid for ninety (90) days beyond the original date of the validity of the offers.

Lot	Works	Locality	Estimated Cost	Bid Bond	Tender Fee
1	The Construction of a Divisional Delegation for Basic Education for Menchum Division	Menchum Division, North West Region	42,000,000 FCFA	840,000 FCFA	60,000 FCFA

12. Recevabilité des offres

Under risk of being rejected, administrative documents must be produced in originals or true copies certified by the issuing services of the required administrative documents (Examples: Taxation Officials, Bank Officials, etc.) or by Administrative Authorities as the case may be (Example: SD0, D0 etc) and must imperatively be produced in accordance with the Special Tender Regulations. They must obligatorily not be older than three (03) months or must not be produced after the submission of the tender file. Double

certification shall not be accepted. Any bid that shall not be in conformity with the prescriptions of this notice and tender file shall be declared null and void, especially bids containing a bid bond not issued directly in the bidder's name by a first rate bank approved by the Ministry in charge of Finance.

The bid bond which shall only be released by the Contracting Authority shall be released for unsuccessful bidders not later than thirty (30) days after the period of bid validity. For the successful bidder to whom the contract will be awarded, the bid bond shall be returned to the contractor by the Contracting Authority once the final bond has been provided.

Bidders shall remain committed to their offers for a period of ninety (90) calendar days from the last date for the submission of tenders, that is, the tenders shall be valid for ninety (90) calendar days with effect from their submission deadline.

NB: The contractor shall, present the originals of the respective certified documents for strict verification of their authenticity during site installation.

13. Ouverture des plis

Bids shall be opened by the Divisional Tenders Board for Menchum in a single phase on the **25 MAY 2021 at 11:00** am local time in the hall of the Divisional Office Wum. Only bidders or their authorized representatives having a perfect knowledge of the file may attend the bid opening session.

Note should be taken that in case of any ambiguities or differences during opening, only the original shall be considered authentic, that is, any bid which shall not comply with the requirements of the tender file shall be rejected.

14. Critères d'évaluation

EVALUATION CRITERIA:

Tender conformity shall be evaluated as per the following:

A) Eliminary Criteria.

- Offers (bids) submitted after the deadline or time limit;
- Bids submitted in unsealed external envelopes.
- External envelopes with identification marks or inscriptions which may lead to the identification of the said company
- Absence of a document in the administrative file -

Administrative documents more than 3months old;
 – Absence of original or properly certified administrative document or documents certified more than one time,
 – False declaration or forged documents ;
 – Absence of bid bond or bid bond not issued directly in bidder's name by a first rate bank approved by the Ministry in charge of Finance

NB: Bid bond for a group of enterprises must bear the name of mandated enterprise with the names of the other enterprises mentioned as well.

Execution period longer than prescribed in the Tender file
 Technical evaluation mark less than 70 % (non-respect of 70 % of the essential criteria);

Absence of quantified unit price (omission of a unit price in the financial bid).

B) Essential Criteria

They are primordial or key modalities in the judgment of the technical and financial capacity of candidates to execute the tasks forming the subject of the invitation to tender.

They were determined in relation to the nature and content of the tasks to be executed. Hence in the evaluation of:-

(i) Technical documents, it shall be the binary method (YES or NO) based on the following distribution of points:

CRITERA	POINTS
GENERAL PRESENTATION OF THE BIDS	6
EXPERIENCE OF THE COMPANY	9
QUALITY OF PERSONNEL AND MANAGEMENT OF THE COMPANY	9
TECHNICAL EQUIPMENT	5
METHODOLOGY FOR THE EXECUTION OF WORKS	11
TOTAL	40

NB:

-Any Bid that shall not obtain 70 % evaluation in the technical

documents shall simply be rejected.

-Details of these main qualification criteria are specified in the evaluation grid found in the Special Tender Regulations (RPAQ).

(ii) Financial Offer, it shall consist of going through the bill of quantities in reference to the unit price schedule and the sub detail of unit prices.

15. Attribution

The contract shall be awarded to the lowest bidder who must have fulfilled the administrative, technical and financial requirements.

16. Durée de validité des offres

Bidders shall remain committed to their offers for ninety (90) calendar days from the deadline set for the submission of tenders (offers).

17. Renseignements complémentaires

Additional information may be obtained during working hours from the Service for economic and financial affairs at the Divisional Office Wum.

AMENDMENT TO THE INVITATION TO TENDER:

The Contracting Authority may at any time, amend this invitation to tender. Delays caused by such amendments shall also be considered in the period given to bidders to submit their bids.

He shall publish the amendments and communicate same to companies that bought the tenders file.

BAMENDA le 30 Avril 2021

Le PRÉFET
ABDOULLAHI