



OPEN NATIONAL INVITATION TO TENDER

**No 67/AONO/MINTP/CMPM-TI/2017 of 20 June 2017 in procedure of emergency for the execution of repair works on a building that will host the Geotechnical Laboratory of MINTP's Directorate General for Technical Studies. FINANCING: MINTP PIB, 2017 Financial Year.
BUDGETARY LINE: 36 467 10 330008 2220**

The Minister for Public Works, Project Owner, hereby issues on behalf of the Republic of Cameroon, an Open National Invitation to Tender for the execution of the above works.

1. Object:

Within the framework of the 2017 financial year, the Minister for Public Works launches an Open National Invitation to Tender, in procedure of emergency, for the execution of repair works on a building that will host the Geotechnical Laboratory of MINTP's Directorate General for Technical Studies.

2. Allotment

Works under this tender shall be grouped in one (1) lot.

3. Scope of works:

These works shall consist in the repair works on a building. They shall be made use of local labour in order to ensure that most of the project economic benefits return to these populations.

The works shall involve the following tasks, inter alia:

- Preliminary works;
- Masonry;
- Roof structure and covering;
- Metal construction;
- Wood carpentry;
- Aluminium carpentry;
- Electricity;
- Sanitary plumbing;
- Painting;
- External works;

4. Eligibility:

Participation in this tender shall be open on equal conditions to all Cameroon-based companies or joint-ventures of the public works and civil engineering sector.

5. Financing:

Works under this Tender shall be financed by the PIB, 2017 budget year (Budgetary line: 36,467 10 330008 2220). The estimated cost of works shall be **19,966,805 CFAF incl. of**

taxes.

6. Timeframe:

The overall execution timeframe shall be 03 calendar months, including the rainy seasons with effect from the date of notification of the Notice to Proceed.

7. Contracting Authority:

After the evaluation of offers, the contract shall be signed between the Minister for Public Works, Project Owner, and the successful tenderer.

8. Provisional guarantee (bid bond):

The tender shall include a provisional guarantee (bid bond) issued in keeping with the model indicated in the tender file, by a first class banking institution approved by the Minister in charge of Finance. The amount of the bond shall be **three hundred thousand (300,000) CFAF**.

The provisional guarantee of unsuccessful tenderers shall be released automatically at most 30 days with effect from the expiration of the tender-validity. That of the successful tenderer shall be released as soon as the definitive guarantee shall have been constituted.

9. Consultation of tender documents:

The tender documents may be consulted at the MINTP Sub-Department of Public Contracts, Tenders Service, situated on the ground floor of KEANO Building, located behind the building hosting the Special Taxation Registration Unit (see Paved entrance in Mvog Ada).

10. Acquisition of tender documents:

Tender documents may be obtained at the MINTP Sub-Department of Public Contracts, Tenders Service situated on the ground floor of KEANO Building, located behind the building hosting the Special Taxation Registration Unit (paved entrance in Mvog Ada), upon presentation of the receipt of payment into the Public Treasury of a non-refundable fee of **fifty thousand (50,000) CFAF** for the purchase of the file.

The said receipt must identify the payer as representing the contractor willing to participate in the tender.

11. Presentation of tenders:

The tender constituent documents shall be presented in the following three volumes enclosed in a simple envelope:

- Envelope A containing the Administrative documents (Volume 1);
- Envelope B containing the Technical proposal (Volume 2);
- Envelope C containing the Financial offer (Volume 3);

All the constituent documents (envelopes A, B and C) shall be enclosed in a sealed outer envelope bearing only the subject of the tender.

The different documents of each offer shall be numbered in the order indicated in the tender and separated by colour dividers.

12. Submission of tenders:

Drafted in English or French in septuplicate (7) including one original and six (6) copies, labelled as such, tenders shall be submitted at the MINTP Department of General Affairs, Sub-Department of Public Contracts, Tenders Service, situated on the ground floor of KEANO Building, located behind the building hosting the Special Taxation Registration Unit (see paved entrance in Mvog Ada), no later than 25/07/2017 at 10 a.m. They shall bear the following:

"OPEN NATIONAL INVITATION TO TENDER No. 67 /AONO/MINTP/CMPM-TI/2017 of 25/07/2017 in procedure of emergency for the execution of repair works on a building that will host the Geotechnical Laboratory of MINTP's Directorate General for Technical Studies.

Financing: MINTP PIB, 2017 Financial Year.

To be opened only at the tender-evaluation session."

13. Tender compliance

Tenders received after the submission deadline and those not respecting the separation mode of financial offers from administrative documents and technical proposals shall be rejected.

Lest they be rejected, shall be submitted only the originals or true copies of the relevant administrative documents, certified by the issuing service, in keeping with the requirements of the Special Tender Regulation.

They must date no more than three (3) months old on the initial tender submission deadline.

14. Opening of tenders:

Administrative, technical and financial offers shall be opened on 25/07/2017 at 11 a.m. in the meeting room of the Centre Regional Delegation of Public Works in Yaounde.

Tenders shall be opened once and in four stages:

- 1st stage: Opening of the big envelope containing envelopes A, B and C,
- 2nd stage: Opening of envelope A containing the Administrative documents (Volume 1);
- 3rd stage: Opening of envelope B containing the Technical proposal (Volume 2);
- 4th Stage : Opening of envelope C containing the financial offer (Volume 3).

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

15. Tender evaluation criteria

15.1 Eliminatory criteria:

- a) **Incomplete administrative file in the absence of one the elements required;**
- b) **Incomplete technical file in the absence of one the following elements required:**
 - Attestation of site visit;
 - Formal declaration attesting that the bidder did not abandon a project for the last three years and that he is not in the list of failing companies drawn by the Ministry of Public contracts.
 - A Foreman not having the skills required in the tender file;
 - An organization and method note.
- c) **Incomplete financial file in the absence of one the following elements required:**
 - A bid;
 - Price schedule (document 6) in compliance with the model indicating the prices exclusive of VAT in figures and in words, filled in a legible way;
 - Quantitative details and cost estimates of works (document 7);
 - Sub-details of prices (document 9.9) and the distribution of lump sum and site expenditures.
- d) **False declaration or forged documents;**
- e) **Failure to have obtained a least a total of 09 criteria out of the 12 essential criteria;**
- f) **Absence of a quantified unit price in the quantitative details and cost estimates and the unit prices schedule.**

15.2 Essential criteria:

The technical proposals shall be evaluated out of 12 criteria according to the following essential criteria:

- a) Proposed supervisory staff (document 9.5) out of **06 criteria;**
- b) Equipment to be mobilised out of **5 criteria;**
- c) Contractor's references (document 9.7) out of **1 criterion;**

NB: Presence of a State employee's CV without presentation of all documents justifying his availability notified by the Public Service;

Tender validity:

Tenderers shall be bound by their tenders for a period of ninety (90) days with effect from the tender-submission deadline.

17 Contract award:

The contract shall be awarded to the tenderer with the lowest bid and meeting the required technical and administrative capacities.

18 Further information:

Additional technical information may be obtained at the Technical Studies Support Department of the Directorate General for Technical Studies or at the Department of General Affairs (Sub-Department of Public Contracts / Tenders Service, situated on the ground floor of KEANO Building, located behind the building hosting the Special Taxation Registration Unit (see paved entrance) in Mvog Ada.

Fait à Yaoundé, le 20 JUIN 2017

Emmanuel NGANOUD