



BP 441 Yaoundé – Tél.: 222-22-57-55
222-22-46-01

NOTICE FOR A NATIONAL OPEN CALL FOR TENDER

No.18/ONIT/CNPS/DG/CIPM/17 OF 30 AUGUST 2017

FOR THE CONSTRUCTION OF AN ARCHIVE BUILDING FOR SOCIAL INSURANCE CENTRES OF YAOUNDE AT THE ARCHIVES AND DOCUMENTATION SERVICE AT OKOLO, IN THREE (03) INDEPENDENT LOTS

1. Purpose :

As part of the modernization of its archiving system, the National Social Insurance Fund (CNPS) is launching an Open National Call for Tenders for the construction of an archive building for the Social Insurance Centre's (CPS) of Yaoundé at the Archives and Documentation Service of Okolo, in three (03) independent lots.

2. Consistency of works

Works under this invitation to tender consist of the construction and equipping of a building for the archives of Social Insurance Centre's of Yaoundé in three (03) independent lots divided as follows:

➤ **Lot 1 : Construction of a four-block building**

- **Preliminary works** : General excavation, site installation (bringing in, folding of equipment and tools, mobilization of personnel, construction of a barrack, bringing and replacing construction site equipment, installation of a hut, construction site sign ..)
- **Infrastructure**: Execution of all the masonry (soles, posts, elevation, chaining, pavement).
- **Superstructure**: Execution of all the masonry (elevation, posts, lintels, beams, chaining, stairs, slabs and plasters.
- **Roofing**: Performing a roof-type frame timber (battens and rafters) with a cover plate 6/10 bins,
- **Ceiling**: hollow plywood ceiling;
- **Carpentry**: Supply and installation of aluminum transom; Metal doors and handrails;
- **Sealed Coatings**: Supply and installation of non-slip porcelain tiles, including all subjacent;
- **Paint**: Supply and application of water-based paint on walls and ceiling according to impregnation and two-coat finishing, and oil painting on joineries;
- **Plumbing**: Supply, installation and installation of sanitary equipment and appliances, including all supply and exhaust requirements.

➤ **Lot 2: building equipment**

- **Equipments**: F & p of movibloc cabinets for document archive boxes perfectly arranged in all four rooms and visible, enabling to accelerate the search of documents including all subjection of fixing of flatness on the rail, appropriate lighting, and of dimensioned capacity from 1200kg to 1500kg/m².

➤ **Lot 3: Electrical installation in the four-block building**

Construction of an electrical installation consisting of air renewal devices (extractors and split), lighting equipment (ceiling lights, portholes, switches and sockets) and protective devices (circuit breakers, surge arresters).

For each of the lots, it will be necessary to produce the plan of re-settlement, to clean the site and transport the waste to the garbage dump, to receive work.

In all cases the work includes all the details of the quantitative estimate attached to this file as well as all the subjects necessary for their perfect execution.

3. Execution time limit

The period stipulated by the Employer for the execution of the works subject of this Invitation to Tender is:

- **Lot 1:** Construction of a building with four (04) blocks: **four (04) months;**
- **Lot 2:** Building Equipment: **Six (06) months;**
- **Lot 3:** Electrical installation of building with four (04) blocks: **four (04) months.**

4. Allotment

The works are subdivided into three (03) batches hereinafter defined.

- Lot 1: Construction of a four-block building;
- Lot 2: Building Equipment;
- Lot 3: construction of four-block building electrical installations.

5. Estimated cost

The estimated cost of the operation at the end of the preliminary studies is:

- **Lot 1 :** FCFA HT 59 356 360, ie, FCFA TTC 70 782 459.
- **Lot 2 :** FCFA HT 76 400 000, ie, FCFA TTC 91 107 000.
- **Lot 3 :** FCFA HT 44 202 689, ie, FCFA TTC 52 711 707.
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6. Participation and origin

Participation in this invitation to tender is open to any company, legal person of Cameroonian law, or Group of companies having proven experience in the type of work of the lot in question.

7. Funding

The work which is the subject of this call for tenders is financed by the budget of the National Social Security Fund of the financial year 2017 on budget line No. 7-2D2206 in accordance with program 112.

8. Bid security

Each tenderer must attach to his administrative documents a bid bond drawn up by a bank of first order approved by the Ministry of Finance and listed in Exhibit 12 of the DAO, valid for thirty (30) days beyond beyond the original date of validity of the tenders. The amount of the tender security is:

- Lot 1 : 1 400 000 FCFA
- Lot 2 : 1 800 000 FCFA
- Lot 3 : 1 000 000 FCFA HT

9. Consultation of the Bidding Documents

The file can be consulted during working hours at the Contracts Service located on the 9th floor room 903 of the CNPS building, Independence Square, from the publication of this notice in the Contracts Journal (JDM).

10. Acquisition of the Bidding Documents

The file can be obtained at the place indicated above when publication of this notice, against the payment of a non-refundable sum of **CFA francs 75,000** (seventy five thousand) in the special account CAS-ARMP n ° 335988 opened in BICEC agencies.

11. Submission of Tenders

Each tender written in French or in English in seven (07) copies of which one (01) original and six (06) copies marked as such must reach the Contract Service by **03 October 2017** at 11 am local time and shall be marked as follows:

« OPEN NATIONAL INVITATION TO TENDER

No.18/ONIT/CNPS/DG/CIPM/17 OF **30 AUGUST 2017**

FOR THE CONSTRUCTION OF AN ARCHIVE BUILDING FOR SOCIAL INSURANCE CENTRES OF YAOUNDE AT THE ARCHIVE AND DOCUMENTATION SERVICE OF OKOLO, IN THREE (03) LOTS INDEPENDENT LOTS.

TO BE OPENED ONLY DURING COUNTING SESSION »

12. Admissibility of Bids

Failing to reject, the required administrative documents must be produced in original or certified copies by the issuing department or an administrative authority, in accordance with the provisions of the Supplementary Regulations of the Invitation to Tender.

They must be dated less than three (03) months before the original date for submission of tenders or have been established after the date of signature of the Invitation to Tender.

Any incomplete offer in accordance with the requirements of the Bidding Document shall be declared inadmissible. In particular, the absence of the tender security issued by a first-rate bank approved by the Ministry of Finance or the non-respect of the models of the tender documents will lead to the outright rejection of the bid, Offers without any recourse.

13. Opening of folds

The opening of the folds will be done in one time.

The opening of administrative documents and technical as well as financial offers will take place by **03 October 2017** at 12 noon, local time, by the Internal Procurement Commission of the National Social Insurance Fund, in the meeting room of the said Commission on the 4th floor, room 416 of the CNPS Building located at Kennedy Avenue.

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

14. Evaluation criteria

14.1 Eliminary criteria

The Elimination Criteria are:

- Absence of an administrative document at the opening of the folds;
- False declaration or falsified document;
- Lack of a quantified unit price in the financial offer;
- No validation of at least 70% of the evaluation criteria;
- Non-compliance with CSR standards:
 - Number of staff members affiliated with CNPS: 3 or more (online declaration of the last 3 months), detailed list of personnel with their individual registrations with CNPS, attach the clearance Certificate attesting that the payment of contributions has been updated ;
 - Fair remuneration (respect of the SMIG: join DIPE or salary statements);
 - Respect for the principle of the promotion of gender: to justify at least 20% of feminine gender in the workforce (to join the DIPE, the staff list and the gender report);
 - Liability insurance covering the current financial year (please enclose insurance policy).

14.2 Essential qualification criteria

No.	CRITERIA	EVALUATION	
		YES	NO
1	General presentation of the tender <ul style="list-style-type: none"> Spiral binding, document formatting, scheduling of different parts of the document, color dividers; 		
2	Company references <ul style="list-style-type: none"> Justify similar services in the last three (03) years of a cumulative amount at least equal to CFA 100 000 000 (one hundred million) for the lot 1, CFA 150 000 000 (one hundred and fifty million) for the lot 2, and CFA 75 000 000 (seventy five million) for the lot 3. 		
3	Funding capacity <ul style="list-style-type: none"> A Funding capacity certificate issued by a first-rate bank of an amount greater or equal to CFA 50 000 000 (fifty millions) for the lot 1, CFA 75 000 000 (seventy five million) for the lot 2, and CFA 25 000 000 (twenty five million) for the lot 3. 		
4	Compliance with HQSE standards <ul style="list-style-type: none"> Justify workers' protection equipment 		
5	Qualification and Experience of key personnel : LOT 1 <ul style="list-style-type: none"> Project manager : <ul style="list-style-type: none"> Civil Design Engineer Bac +5; Experience: at least five (05) years; Have carried out at least one similar project; Registration to the order of the Civil Engineer Works Supervisor : <ul style="list-style-type: none"> Civil Engineer (Bac +3) Experience: five (05) years at least. LOT 2 <ul style="list-style-type: none"> Project Manager : <ul style="list-style-type: none"> Civil Design Engineer Bac +5 Experience : five (05) years at least Have carried out at least one similar project Registration to the order of Civil Engineer Works Supervisor : <ul style="list-style-type: none"> Civil Engineer (Bac +3) Experience : five (05) years at least Registration to the order of the Civil Engineer Monitoring Engineer : <ul style="list-style-type: none"> Civil Engineer (Bac +3) Experience : three (03) years at least LOT 3 <ul style="list-style-type: none"> Project Manager : <ul style="list-style-type: none"> Electrical Design Engineer Bac +5 Experience : five (05) years at least Works Supervisor : <ul style="list-style-type: none"> Electrical Engineer (Bac +3) Experience : five (05) years at least 		
6	Knowledge of CCTP and CCAP work sites <ul style="list-style-type: none"> Certificate of site visit signed on the honor by the tenderer and in conformity with the attached model, CCTP and CCAP initialed and signed 		
7	Planning and deadline <ul style="list-style-type: none"> Planning ; Deadline ≤ to four (04) months lot 1 ; ≤ to six (06) months lot 2 ; ≤ to four (04) 		

	months lot 3		
8	Methodology and organization <ul style="list-style-type: none"> Methodological note, organizational approach of work teams 		

15. Attribution

The contract will be awarded to the tenderer who:

- presented the compliant administrative offer;
- validated at least 70% of sub-criteria of evaluation of the technical offer ;
- presented the lowest evaluated financial offer.

A tenderer may be awarded the three (03) lots on condition to present three (03) separate teams.

16. Period of validity of Tenders

Tenderers shall remain bound by their tenders for a period of ninety (90) days, from the closing date for the submission of tenders.

17. Site visit

A guided tour of the site is planned by the Project Manager after the publication of this Invitation for Bids.

18. Additional information

Additional information can be obtained during working hours at the Contract Service, at the CNPS building located in Yaoundé, Independence Square, 9th floor, room 903, tel/fax: 6 75 13 21 06.

For any corruption act, please call or send an SMS to MINMAP at the following numbers: 673 20 57 25 / 699 37 07 48.

Noël Alain Olivier MEKULU MVONDO AKAME

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