



**OPEN NATIONAL INVITATION TO TENDER**  
**No. 011/AONO/CNPS/DG/CIPM/19 OF 25 FEBRUARY 2019**

FOR THE ACQUISITION AND INSTALLATION OF A MONITORED UPS IN THE SERVER ROOM OF  
THE DIRECTORATE GENERAL OF THE NSIF

**1. Purpose**

This National Open Call for Tender is launched for the acquisition and installation of a monitored UPS in the server room of the Directorate General of the NSIF.

**2. Consistency of Services**

The main operations expected of the service provider shall be:

- The supply includes the installation and commissioning of a MGE Galaxy 5000 60KVA inverter or equivalent from the same manufacturer with the following features
- A card for communication (monitoring) with two computers of the users' choice;
- One head protection, Compact 4P circuit breaker C120N, 120A ;
- Connection and commissioning of the entire system

The nature of the equipment to be delivered, their number and size having been given in the Particular Technical Clauses, it should be noted however that this description is not limiting and that the contractor will have to perform, as planned, in its price, without exception or reserve, all the necessary and indispensable works for the commissioning of this equipment.

**3. Delivery deadline and place of execution**

The delivery deadline for the devices is **four (04) months** from notification of the service order to be delivered. Each bidder shall propose in his bid the deadline required to carry out its services.

**4. Allotment**

The services shall be combined in one **(01)** lot.

**5. Estimated Cost**

The estimated cost of the transaction after preliminary studies shall be **CFA Francs HTT (excluding taxes) 24.128.350** (twenty-four million one hundred and twenty-eight thousand three hundred and fifty).

**6. Participation and Origin**

Participation to this Invitation to Tender is open to any company, established under Cameroon law, having proven experience in this type of services.

**7. Financing**

The Services of this Invitation to Tender shall be financed by the **2019** programme budget of National Social Insurance Fund on budgetary line **7-2D222** in conformity to programme **P110**.

**8. Provisional Guarantee**

Each bidder shall attach to his administrative documents, a bid bond established by a first-rate bank approved by the Ministry of Finance, and whose list is included in item No.10 of DAO indicating the amount of **CFA Francs 482.000** (four hundred and eighty-two thousand).

This deposit shall be valid for thirty (30) days beyond the original date of validity of Offers.

#### **9. Consultation of Tender File**

The file may be consulted during working hours at the Contracts Unit situated at the 9th floor, room 903 of NSIF Head Office Building, Independence Square, upon publication of this notice, on NSIF web site ([www .cnps.cm](http://www.cnps.cm)) and in the notice board.

#### **10. Acquisition of Tender File**

The file may be obtained at the Contracts Unit located on the 9th floor, room 903 of the Head Office Building of the NSIF Independence Square from publication of this notice, against presentation of a receipt of payment of a non-refundable sum of **CFA Francs 45.000** (forty-five thousand) CFA francs in the Special Account opened in the books of UNITED BANK FOR AFRICA (UBA) n° **1003 3052 0707 0070 00003 – 93**.

Upon withdrawal the file, bidders must in all cases register by leaving their full address (post office box, telephone).

#### **11. Submission of Offers**

Each offer drafted in French or English in six (06) copies, one (01) original and five (05) copies labelled as such should reach the Contracts Unit, not later than **20 march 2019 at 2 pm** local time and must be labelled:

**“OPEN NATIONAL INVITATION TO TENDER  
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FOR THE ACQUISITION AND INSTALLATION OF A MONITORED UPS IN THE SERVER ROOM OF  
THE DIRECTORATE GENERAL OF THE NSIF.  
**TO BE OPENED ONLY DURING THE BID-OPENING SESSION”**

#### **12. Admissibility of Bids**

Subject to being rejected, administrative document required must be produced in originals or certified true copies by the issuing service or administrative authority, in accordance with the Supplementary Regulations of Invitation to Tender.

This document should not be older than three (03) months preceding the original date of submission of tenders or have been established after the date of signature of the invitation to Tender.

Any incomplete offer in accordance with the prescriptions of the Tender file shall be declared inadmissible, including the absence of the bid bond issued by a first-rate bank approved by the Ministry of Finance.

#### **13. Opening of Bids**

The opening of bids shall be done in two phases.

The opening of administrative documents and technical offers shall take place on **20 march 2019 at 2:30 pm**, local time, by the Internal Commission of the Tenders Board of the National Social Insurance Fund, in the meeting room of said Commission on the 4<sup>th</sup> floor, room 416 of NSIF Building located at Avenue Kennedy.

Only bidders shall attend the bid opening session or be represented by a duly mandated person.

## 14. Evaluation Criteria

### 1) *Eliminatory Criteria*

The eliminatory criteria shall be as follows:

- False statements, substitution or falsification of administrative documents;
- Absence of administrative document at the opening of bid or noncompliance of a document of the administrative File (though the bidder has a 48 hours deadline to produce the compelling document, otherwise he will be eliminated );
- Absence of a declaration of non-withdrawal and non-default in the performance of contracts prior to NSIF countersigned by the Client or his representative and the bidder;
- Absence of a quantified unit price in the financial offer;
- **Absence of an approval issued by the CNPS in the domain concerned or of a request where appropriate;**
- Absence of the Manufacturer's certificate of origin;
- Non-validation of at least 70% of evaluation the criteria;
- Non-compliance with CSR standards:
  - Workforce affiliated at the NSIF higher than or equal to 3 (online declarations of the last 03 months), the detailed list of personnel with their individual insured NSIF numbers, attach clearing certificate (APS) showing update of payment of contributions;
  - Fair remuneration (respect of SMIG: join DIPE or salary statements);
  - Respect of the principle of gender promotion: at least 20% female workers in the workforce (attach DIPE, list of personnel and gender report);
  - Liability insurance covering the current financial year (attach insurance policy).

### 2) *Essential qualification criteria*

No	CRITERIA
1	<b>General presentation of offer</b> <ul style="list-style-type: none"> <li>• Spirale binding;</li> <li>• Arrangement of document;</li> <li>• Orderly presentation of the different part of the document;</li> <li>• Colour interlayers.</li> </ul>
2	<b>General reference of the company</b> <ul style="list-style-type: none"> <li>• Justify similar service of an accumulated amount of at least equal to <b>CFAF 15.000.000</b> (fifteen million) during the last two (03) years;</li> </ul>
3	<b>Financial capacity</b> <ul style="list-style-type: none"> <li>• Justify with a financial capacity at least equal to <b>CFAF 7.000.000</b> (seven million).</li> </ul>
4	<b>Qualification and experience of key personnel</b> <ul style="list-style-type: none"> <li>• <b>Senior Technicians :</b> <ul style="list-style-type: none"> <li>- Bac +2;</li> <li>- Experience: without precision.</li> </ul> </li> <li>• <b>Technician:</b></li> </ul>

	<ul style="list-style-type: none"> <li>- Bac;</li> <li>- Experience: without precision.</li> </ul>
5	<p><b>Acceptance proof of contracts</b></p> <ul style="list-style-type: none"> <li>• Original of the DF initialised on each page, dated, signed and sealed at the end of the document, followed by the words "read and approved";</li> <li>• CCAP Original initialised on each page with date, signature and seal at the end of document, followed by the mention "read and approved ".</li> </ul>
6	<p><b>Planning and deadline</b></p> <ul style="list-style-type: none"> <li>• Planning for the execution;</li> <li>• Deadline <math>\leq</math> to <b>04</b> (four) months.</li> </ul>
7	<p><b>Conformity with HQSE standards :</b> Justify protection equipment of workers; Attach bills and pictures of the said equipment.</p>
8	<p><b>Technical suggestions</b></p> <ul style="list-style-type: none"> <li>• Have significant financial strength;</li> <li>• Provide and specify the list of equipment to be used;</li> <li>• Provide the technical data sheet of the products offered;</li> <li>• Justify the authenticity of the delivered material.</li> </ul>

#### 15. Attribution

The contract shall be attributed to the candidate having:

- Presented the administrative offer in conformity;
- Validated at least 70 % (seventy per cent) of the Sub criteria of the Technical offer;
- Presented the lowest bid.

#### 16. Maximum number of lot

This contract shall be awarded in one lot.

#### 17. Validity of Bids

Bidders shall remain committed to their offers for a period of ninety (90) days from the deadline fixed for the submission of offers.

#### 18. Further Information

Further Information may be obtained during working hours at the Contracts Unit, 9th floor, room 903 of NSIF Head Office Building, Independence Square at Yaounde Hippodrome.

#### Copies :

- PCA/NSIF ;
- CIPM ;
- DAG (SM) ;
- DECT ;
- Notice Board.

Yaounde, \_\_\_\_\_