

CNPS

Caisse Nationale de Prévoyance Sociale
Vous ne serez jamais seul



NSIF

National Social Insurance Fund
You will never live alone



issa



issa



P.O.Box 441 Yaounde – Tel.: 22-22-22-46-01
Fax: 22-22-22-57-55

OPEN NATIONAL INVITATION TO TENDER

No. 11 /AONO/CNPS/DG/CIPM/20 OF 05 MAI 2020

**RELATING TO THE SERVICE DELIVERY FOR SUPPLY, INSTALLATION AND COMMISSIONING
OF A GENERATOR OF 150 KVA FOR THE DIRECTORATE OF INFORMATION SYSTEMS**

FINANCING: NSIF Budget

1. Purpose of the Invitation to Tender

The purpose of this Open National Invitation to Tender is the service delivery for supply, installation and commissioning of a generator of 150 Kva for the Directorate of Information Systems.

2. Consistency of services

The services that are subject of this Invitation to Tenders relate specifically to:

- Layout of the existing room for the generator to be acquired;
- Removal of the existing generator including its inverter;
- Civil engineering works for the electrical conductors on the ground (bled on the ground for the electrical conductors) including water-based paint on walls and slabs and oil-based paint on metal joinery;
- Supply, transport and handling of the said generator of 150 Kva set of the soundproofed hooded type, with automatic getting started and integrated Ethernet card;
- Supply and installation of a suitable normal/emergency inverter equipped with an electrical and lightning protection device. **NB: the inverter to be installed must be with the original inverter;**
- Supply and laying of suitable power cables type U1000 RO2V 4x70mm²;
- Supply and installation of the appropriate remote control cables type U1000 RO2V;
- Supply of a set of wiring and connection accessories;
- Connection of the group's installations to the existing earthing system;
- Extension of the exhaust pipe outside the shelter of the generator set;
- Electrical connections, commissioning and configuration of the changeover switch;
- Supply and installation of two air extractors in the room for the air renewal system;
- Training in common use;
- Supply of a set of spare parts (dry air filter, oil filter, battery charger, etc...);
- Supply of a case containing the technical documentation of the installed generator set and the manual for its routine operation;

- 9
- Preventive maintenance of the generator set during the warranty period;
 - Supply to the Client of the material test reports, if any, the technical operating and maintenance manuals as well as the installation drawings in 2 paper copies and on CD-ROM in digital format JPG (JPEG).

As the above list is not exhaustive, the successful bidder must include any other accessory enabling the installations as described in this document to be carried out, where appropriate.

3. Duration of service

The maximum duration provided by the client for the execution of the work covered by this Invitation to tender is **four (04) months**.

4. Allotment

The services shall be in one lot.

5. Estimated Cost

The estimated cost of the services at the end of the preliminary studies is **CFA francs HTT (excluding taxes) 33 298 500 (thirty-three million two hundred and ninety-eight thousand five hundred)**.

6. Participation and origin

Participation to this Invitation to tender is opened to companies under Cameroonian law, with proven experience for having performed services of this nature.

7. Financing

The Services of this Invitation to Tender shall be financed by the 2018-2022 programme budget of the National Social Insurance Fund on budgetary line **No.7-2D229**, in conformity to programme **P112**.

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 COBAC, specifying the amount of **CFA francs 650.000 (six hundred and fifty thousand)**. In the case of a grouping, each member of the grouping must produce his security deposit. The said security deposit shall be valid for thirty (30) days beyond the original date of validity of bids.

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) and in the notice board.

10. Acquisition of Tender File

The file may be obtained from the abovementioned address on publication of this notice, on payment of a non-refundable amount of **CFA francs 55 000 (fifty-five thousand)** in NSIF special account No.1003 3052 0707 0070 00003-93 opened in the books of UBA bank.

When withdrawing their file, tenderers must in all cases register, leaving their full address (Post Office Box, telephone number).

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 NSIF Contracts Service, not later than on **28 MAI 2020** at 2:00 p.m., local

time and must be labelled :

“OPENED NATIONAL INVITATION TO TENDER

No. 11 /AONO/CNPS/DG/CIPM/20 OF 10,5 MAT 2020

RELATING TO SERVICE DELIVERY FOR SUPPLY, INSTALLATION AND COMMISSIONING OF A GENERATOR OF 150 KVA FOR THE DIRECTORATE OF INFORMATION SYSTEMS TO BE OPENED ONLY DURING THE BID-OPENING SESSION”

12. Admissibility of Bids

Subject to being rejected, the required documents from the administrative file must be produced in originals or in copies certified as true copies by the issuing service or an administrative authority, in accordance with the provisions of the Special Bidding Rules.

These documents 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 bid that is incomplete in accordance with the requirements of the Bidding Documents will be declared non-responsive. In particular, the absence of a bid security issued by a first-class bank approved by the Ministry of Finance or failure to comply with the model documents in the bidding documents will result in the outright rejection of the bid without any recourse.

13. Opening of Bids

The opening of bids shall be done in one phase.

The opening of the administrative documents and the technical and financial tenders shall take place on 28 MAT 2020 at 2:30 p.m., local time, by the Internal Commission for the Attendance Board of the National Social Insurance Fund.

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

14. Evaluation criteria

➤ Eliminary criteria

The Eliminary criteria shall be as follow:

- False statements, substitution or falsification of administrative documents;
- Absence of administrative document to the bid opening or noncompliance of a document of the administrative file (though the bidder has a 48 hours deadline to conform, the non-conforming document, otherwise he will be eliminated);
- Absence of a quantified unit price in the financial offer;
- Non-validation of at least 70% of the qualification criteria;
- Absence of the declaration of non-abandonment or failure to perform in contracts prior to NSIF countersigned by the Contracting Authority or its representative;
- Non-respect of the RSE standards:
 - Number of employees affiliated to NSIF: higher than or equal to 3 (online declaration of the last 03 months), detailed list of employees with their individual registrations to NSIF, attach the APS certifying that the payment of contributions has been updated;
 - Fair remuneration (attach online declaration of the last month);
 - Respect for the principle of gender promotion : at least 20% female in the workforce (attach the list of workers highlighting the gender ratio);
 - Civil liability insurance covering the current financial year (attach insurance policy).

➤ Essential Criteria of qualification

No.	CRITERIA	EVALUATION	
		YES	NO
1	General presentation of Offer <ul style="list-style-type: none"> • Spiral binding ; • Formatting of document ; • Orderly presentation of different parts of document ; • Colour interlayers. 		
2	General references of the company <ul style="list-style-type: none"> • Provide evidence of similar services of a cumulative amount at least equal to CFA francs 60 000 000 (sixty million) during the last five (05) years. 		
3	Financial capacity <ul style="list-style-type: none"> • A certificate of financial capacity specifying an amount equal to or higher than CFA francs 23 000 000 (twenty-three million) issued by a first-rate bank approved by the Ministry of Finance and COBAC. 		
4	Conformity with HQSE standards <ul style="list-style-type: none"> • Justify protection equipment for workers. 		
5	Qualification and Experience of key personnel : <ul style="list-style-type: none"> • Project Manager : <ul style="list-style-type: none"> – Technician in Electric Engineering or Industrial maintenance (at least Bacc +2); – Experience: at least three (03) years in a similar position. • Services Manager : <ul style="list-style-type: none"> – Technician in Electric Engineering or Industrial maintenance (at least Bacc); – Experience: at least three (03) years in a similar position. 		
6	Knowledge of the services site <ul style="list-style-type: none"> • Certificate of site visit countersigned by the bidder and the Head of the beneficiary structure; In any case, the bidder is supposed to have perfect knowledge of the site of the services. • Site visit report detailing the characteristics of the site, difficulties encountered and recommendations if any. 		
7	Proof of acceptance of the terms and conditions of the Contract <ul style="list-style-type: none"> • CCAP initialled on each page, dated, signed and sealed on the last page followed by " read and approved"; • CCTP initialled on each page, dated, signed and sealed on the last page followed by "read and approved". 		
8	Planning and deadline <ul style="list-style-type: none"> • Detailed planning for the execution of the work corresponding to the deadline; • Deadline ≤ 04 months. 		
9	Methodology and organisation <ul style="list-style-type: none"> • Detailed technical note on the organisation of work; • Organisational approach to work teams. 		
10	Technical Compliance of equipment <ul style="list-style-type: none"> • Attach the data sheet of the Generator. 		

15. Attribution

The Contract will be awarded to the candidate having:

- Presented the administrative offer in conformity ;
- Validated at least 70% of the Essential Evaluation Criteria ;
- Presented the lowest bid.

16. Maximum number of lots

Non applicable.

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. Visit of site

A guided tour of the site is planned by the Project Manager, after the publication of this Notice of Invitation to Tender.

19. Further information

Further information may be obtained during working hours at the Contracts Unit, 9th floor and room 903 situated at NSIF Head Office Building.

Copy :

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

Yaounde, 05 MAI 2020



André Alain Olivier Mekulu
Mvondo Akame

