



BP 441 Yaoundé – Tél.: 22-22-22-46-01  
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## **NATIONAL OPEN INVITATION TO TENDER**

**No. 32/NOIT/CNPS/DG/CIPM/18 OF 23 NOVEMBRE 2018**

**FOR WORKS RELATED TO THE CONSTRUCTION OF SOCIAL INSURANCE CENTRES OF CATEGORY TWO OF NKAMBE, BANYO AND YOKADOUMA IN THREE (03) INDEPENDENT LOTS, IN EMERGENCY PROCEDURE**

**FUNDING : CNPS Budget**

### **1. Object of the Invitation to Tender**

As part of the implementation of its 2018-2022 strategic plan, the Director General of the National Social Insurance Fund launches a National Open Invitation to Tender for works related to the construction of Social Insurance Centers of Category Two of NKAMBE, BANYO and YOKADOUMA, in three (03) independent lots, in emergency procedure.

### **2. Consistency of works**

Works, object of this Invitation to Tender concern:

- Services of common interest ;
- Earthworks ;
- Fondations ;
- Masonry ;
- Elevation of superstructure ;
- Electricity : strong and weak current ;
- Fire safety – monitoring ;
- Air conditioning – ventilation ;
- Plumbing ;
- Septic tanks and sumps ;
- VRD works ;
- Withdrawal.

The list of such works is not exhaustive, but includes all the necessary requirements for the proper execution.

### **3. Execution deadline**

The deadline provided by the Project Manager for the execution of the works, object of this Invitation to Tender is eight **(08) months** for each lot.

#### 4. Allotment

Works are divided in four lots defined as follows:

- Lot 1 : Construction of the Social Insurance Centre of Category 2 of Nkambe ;
- Lot 2 : Construction of the Social Insurance Centre of Category 2 of Banyo ;
- Lot 3: Construction of the Social Insurance Centre of Category 2 of Yokadouma.

#### 5. Estimated cost

The estimated cost of the operation at the end of the preliminary studies is **CFA francs, excluding taxes, 1,260,025,996 (one billion two hundred and sixty million twenty five thousand nine hundred and ninety six) divided as follows:**

- **Lot 1** : CPS Nkambe : **CFA francs 539,216,488** (five hundred and thirty nine million two hundred sixteen thousand four hundred and eighty-eight), excluding taxes ;
- **Lot 2** : CPS Banyo : **CFA francs 339,198,006** (three hundred and thirty-nine million one hundred and ninety-eight thousand six), excluding taxes ;
- **Lot 3** : CPS Yokadouma : **CFA francs 381,611,502** (three hundred and eighty-one million six hundred eleven thousand five hundred and two) excluding taxes.

#### 6. Participation and origin

Participation in this invitation to tender is open to Cameroonian public buildings and construction companies with proven experience in this type of work.

#### 7. Funding

Works subject of this invitation to tender are financed by the program budget 2018-2022 of the National Social Insurance Fund on the budget account line 2D2205, according to program P 112.

#### 8. Provisional deposit

Each tenderer must attach to his administrative documents a provisional deposit issued by a first-rate bank approved by the Ministry of Finance, specifying the amount of:

- **10,784,000 (ten million seven hundred and eighty four thousand)** CFA francs for lot 1 ;
- **6,783,000 (six million seven hundred and eighty three thousand)** CFA francs for lot 2 ;
- **7,632,000 (seven million six hundred and thirty two thousand)** CFA francs for lot 3.

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

#### 9. Consultation of the bidding file

The file can be consulted during working hours at the Contracts Service located on the 9<sup>th</sup> floor room 903 of CNPS Head Office building at the Independence Square, upon publication of this tender notice at the web site of NSIF [www.cnps.cm](http://www.cnps.cm) or through posting.

#### 10. Acquisition of the bidding file

The file can be obtained at the Service des Marches located on the 9th floor, door 903 of the building-headquarters of the CNPS in the place of independence from the publication of this notice, against presentation of a receipt of payment of a sum non-refundable of **410,000** (four hundred and ten thousand) **CFA francs** in CNPS Special Account No. 1003 3052 0707 0070 00003 93 open in UBA Bank.

When withdrawing the file, tenderers must in all cases register by leaving their full address (post office box, telephone).

#### 11. Submission of offers

Each offer written in French or English in six (06) copies, one (01) original and five (05) copies marked as such, must reach the Contracts Service, latest on **17 December 2018** at **2 pm**, local time and must bear the following indications:

**« NATIONAL OPEN INVITATION TO TENDER  
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**FOR WORKS RELATED TO THE CONSTRUCTION OF SOCIAL INSURANCE CENTERS OF CATEGORY  
TWO OF NKAMBE, BANYO AND YOKADOUMA, IN THREE (03) INDEPENDENT LOTS, IN EMERGENCY  
PROCEDURE**

**TO BE OPEN IN COUNTING SESSION ONLY »**

## **12. Recevability of bids**

Subject to rejection, the required administrative documents must be produced in original or certified true copies by the issuing service or an administrative authority, in accordance with the stipulations of the Supplementary Regulations of the Invitation to Tender.

They must be less 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 or poorly presented tender in accordance with the requirements of the Bidding Documents will be declared inadmissible, notably the absence of the bid bond issued by a first-rate bank approved by the Ministry of Finance.

## **13. Opening of folds**

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

The opening of administrative documents and technical and financial offers will take place on **17 December 2018** at **2'30 pm**, local time, by the Internal Procurement Commission of the National Social Insurance Fund, in the meeting room of the said Commission on the 4<sup>th</sup> floor, room 416 of the CNPS building at Kennedy Avenue. Only bidders may attend this opening session or be represented by a duly authorized person of their choice.

## **14. Evaluation criteria**

### **➤ Eliminary criteria**

Les Critères éliminatoires sont les suivants :

- False statements substitution or falsified documents;
- Absence of an administrative document at the opening of bids or non-compliance of a document in the administrative file (nevertheless, the tenderer has a 48-hour period to make the non-compliant document compliant, otherwise he will be eliminated);
- Absence of the attestation of site visit countersigned by the head of the structure of the locality beneficiary of the work and the tenderer ;
- Absence of a quantified unit price in the financial offer;
- No validation of at least 70% of the qualification criteria;
- Lack of realization in Cameroon of a building worth at least 300 million during the last five years;
- Failure to meet CSR standards:
  - Number of staff members affiliated to CNPS: greater than or equal to 3 (online declaration of the last 03 months), detailed list of personnel with their individual registrations at CNPS, join the Clearing Certificate attesting to the update of the payment of the contributions ;
  - Fair remuneration (attach online declaration of the last month) ;
  - Respect for the principle of gender promotion : at least 20% of the feminine gender in the workforce (attach staff list highlighting the gender report) ;
  - Liability insurance covering the current fiscal year (attach insurance policy).

➤ **Essential qualification criteria**

No.	CRITERIA	EVALUATION	
		YES	NON
1	<b>General presentation of the offer</b> <ul style="list-style-type: none"> <li>• Spiral bidding ;</li> <li>• Formal arrangement of the document;</li> <li>• Scheduling of the different parts of the document;</li> <li>• Colored interlayer</li> </ul>		
2	<b>General references of the company</b> <ul style="list-style-type: none"> <li>• Justify at least two (02) services with a cumulative amount of at least <b>CFA francs 110,000,000</b> (one hundred and ten million) for lots 2 and 3 and <b>160,000,000</b> (one hundred and sixty million) for lot 1 during the last three (03) years.</li> </ul>		
3	<b>Financing capacity</b> <ul style="list-style-type: none"> <li>• Justify a financing capacity of at least <b>CFAF 110 000 000</b> (one hundred and ten million) for lots 2 and 3 and <b>160 000 000</b> (one hundred and sixty million) for lot 1, issued by a first rate bank order, approved by the Ministry of Finance.</li> </ul>		
4	<b>Conformity to HQSE standards</b> <ul style="list-style-type: none"> <li>• Justify personal protective equipment for workers.</li> </ul>		
5	<b>Qualification and experience of key personnel for each lot:</b> <ul style="list-style-type: none"> <li>• <b>Civil engineering works monitor :</b> <ul style="list-style-type: none"> <li>- Civil Engineering Design Engineer (Bac +5 at least or equivalent) ;</li> <li>- Experience : at least ten (10) years;</li> <li>- Must be registered with the National Order of Civil Engineers;</li> <li>- Certificate of availability.</li> </ul> </li> <li>• <b>Site Manager No.1 :</b> <ul style="list-style-type: none"> <li>- Engineer of Civil works (Bac + 3 at least or equivalent)</li> <li>- Experience : at least six (06) years</li> <li>- Must be registered with the National Order of Civil Engineers;</li> <li>- Certificate of availability</li> </ul> </li> <li>• <b>Site Manager No. 2 :</b> <ul style="list-style-type: none"> <li>- Electrical Engineering Engineer (Bac + 3 at least or equivalent)</li> <li>- Experience: at least five (05) years;</li> <li>- Certificate of availability</li> </ul> </li> <li>• <b>Team leaders(04)</b> <ul style="list-style-type: none"> <li>- 02 Civil Engineering High Technicians (Bac + 2 at least or equivalent)</li> <li>- 02 Civil Engineering High Technicians (Bac + 2 at least or equivalent)</li> <li>- Experience : at least five (05) years</li> <li>- Certificate of availability.</li> </ul> </li> </ul>		

6	<p><b>Material resources</b> The tenderer will have to prove possession or rental of the following equipment:</p> <ul style="list-style-type: none"> <li>• <b>Machinery and construction vehicles</b> <ul style="list-style-type: none"> <li>- Dump trucks</li> <li>- Pick-up trucks</li> <li>- other gear or equipment facilitating the execution</li> </ul> </li> <li>• <b>Laboratory equipment</b> <ul style="list-style-type: none"> <li>- Topographic material (level, theodolite, total station)</li> <li>- Concrete sampling cylinder</li> <li>- Other test apparatus</li> </ul> </li> <li>• <b>Site equipment</b> <ul style="list-style-type: none"> <li>- Toolbox</li> <li>- Bétonnier 600 liters at least</li> <li>- Compressors</li> <li>- Vibrator and vibrating needles</li> <li>- Manual compactors</li> <li>- Generators</li> </ul> </li> </ul>		
7	<p><b>Evidence of acceptance of the terms of the Contract</b></p> <ul style="list-style-type: none"> <li>• Attestation of site visit countersigned by the head of the structure of the locality beneficiary of the work and the tenderer</li> <li>• CCAP initialed on each page, dated, signed and sealed on the last page followed by "read and approved"</li> <li>• CCTP initialed on each page, dated, signed and sealed on the last page followed by "read and approved"</li> </ul>		
8	<p><b>Planning and Deadline</b></p> <ul style="list-style-type: none"> <li>• Detailed schedule for the execution of the works corresponding to the deadline;</li> <li>• Deadline ≤ 08 months.</li> </ul>		
9	<p><b>Methodology and organization</b></p> <ul style="list-style-type: none"> <li>• Detailed technical note concerning the organization of works;</li> <li>• Organizational approach of the work teams;</li> <li>• The employment of local labor;</li> <li>• The origin of local materials;</li> <li>• The origin of imported materials;</li> <li>• Environmental protection / workers safety ;</li> <li>• The organizational plan of the quality assurance plan;</li> <li>• Potential suppliers.</li> </ul>		

## 15. Awarding

The Contract will be awarded to the candidate having:

- submitted the correct administrative offer;
- validated at least 70% of the essential qualification criteria;
- submitted the lowest evaluated financial offer.

## 16. Maximum number of lots

Bidders may be awarded the three lots on the condition that they have three separate teams.

## 17. Validity of offers

Bidders remain committed to their offer for a period of ninety (90) days from the deadline for submission of bids.

## 18. Visit of sites

For memory

### 19. Additional information

Additional information can be obtained during working hours at the Contracts Service, 9<sup>th</sup> floor, room 903 at CNPS Head Office building. /-

**Copies :**

- PCA ;
- CIPM;
- DAG (SM)
- Displaying.

Yaounde, 23 November 2018

signed: Noël Alain Olivier MEKULU MVONDO AKAME