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## NOTICE FOR A NATIONAL OPEN INVITATION TO TENDER

No. **31/ONIT/CNPS/DG/CIPM/18 OF 22 NOVEMBER 2018**

**FOR THE GENERAL REFURBISHMENT OF THE SOCIAL INSURANCE CENTER OF BERTOUA**

### FUNDING : CNPS Budget

#### 1. Purpose of the Invitation to Tender

The purpose of this invitation to tender is to carry out the necessary work for the general refurbishment of National Social Insurance Center of Bertoua.

#### 2. Consistency of work

The work that is the subject of this call for tenders essentially concerns the following operations:

##### Construction site installation:

- Supply and withdrawal of equipment and tools, mobilization of staff, layout of store premises, site security, execution plan;

##### Preliminary operations and various:

- Scaffolding for work at height;
- False Sapelli plywood treated ceiling (file room), including slatted lath of 0.04x0.08 section of hardwood of the country previously treated;
- Refurbishment of the false ceiling of the storey in Sapelli plywood, including reinforcement of the 0.04x0.08 section lath in hardwood of the country;
- S/I wooden baseboards on partitions to the Medical Service, including all subjections;
- Lubrication of sliding gates of the entrances and Naco chassis (replacement of damaged ones) including all subjections;
- Replacement of broken or missing naco blades including any subjections;
- Revision of 03 doors of wooden partitions of the Medical Service, change of hinges and other subjections included;
- S/I high security lock type cowhide on sliding grilles of entrances, including all subjections;
- S/I Complete metal door for sentry box (0,90x2,10);
- Reinforced concrete dosed at 350 kg/ m3 for paving the main entrance gate, including all subjections.

##### Sealing (roofing main building, sentry box and veranda back ground floor):

- Pastillage of all heads of the main silicone building, including any leak detection requirements;
- Revision of the slope forms (sentry box and veranda rear ground floor) including preliminary cleaning of the surfaces;
- Treatment of flintkote surfaces, including ski lifts;
- Application of bitumen bilayer on the surfaces to be treated, including lifts;
- Supply and installation of a layer of Hyrene-type bituminous felt on all treated surfaces, including all subsections.

**Sanitary plumbing :**

- Resumption of the belt of supply with a polypropylene pipe of diameter 32, including all subsections;
- Diameter 20 Compression Tubing for connection of equipment, including any elbow, tee, reduction, tip, shut-off valve and all other subsections;
- General revision of mains drainage, wastewater and all aspects, including subsections;
- S/I WC full faucet presto ;
- S/I Complete lavatory faucet presto;
- S/I Mirror 5mm thick;
- S/I Toilet paper holder;
- S/I Soap dish.

**Floor tile RDC :**

- Preparation of the surfaces by stripping existing tiles, picketing and revision of the flatness of the considered surfaces (offices, halls and corridors), including all subsections;
- S/I 30x30 porcelain stoneware floor tiles (offices, halls and corridors) including all 10x30 cm skirting boards.

**Paints and varnishes (fence, file room, sentry box, outer toilet and main building):**

- Preparation of surfaces to be painted by scraping, patching, dusting, ginning, sanding and washing with large amounts of water, including any cracks blockage, treatment of possible molds and replacement of deteriorated ceilings;
- S/A MAESTRIA acrylic paint bilayer (Latexor) on exterior walls, trellises and low wall flower box, color to the user's choice, including all subsections;
- S/A Oil painting type MAESTRIA solvent (Ikartac) on underbody interior walls, color to the choice of user, including all subsections;
- S/A MAESTRIA acrylic type water paint bilayer (Vinylex) on interior walls, color to the user's choice, including any subsections;
- S/A MAESTRIA acrylic type water paint bilayer (Vinylex) under slab, color choice of user, including all subsections;
- S/A MAESTRIA acrylic type water paint bilayer (Vinylex) on ceilings, color choice of user, including all subsections;
- S/A Oil painting type MAESTRIA solvent (Ikartac) on grids, doors, window frames, wardrobes and stair railing, color to the user's choice, including all subsections;
- S/A Marine type varnish on wood partitions, doors, handrail stairs and cupboards, thinner and other subjugations included;

**Others:**

Production of reinforcement plans, cleaning of the site and transportation of waste to the public landfill, technical pre-reception and acceptance of works.

In all cases, the works include all the details of the quantitative invoice attached to this file and all the constraints necessary for their perfect execution.

**3. Execution Deadline**

The deadline provided by the Client for the completion of the works that are the subject of this invitation to tender is **Four (04) months**.

#### 4. Allotment

Works are united in a single lot:

#### 5. Estimated cost

The estimated cost of the project after the preliminary studies is **CFA Francs 39 997 955 (thirty nine million nine hundred and ninety seven thousand nine hundred and fifty five), excluding taxes.**

#### 6. Participation and origin

Participation in this invitation to tender is open to companies under Cameroonian law with proven experience in the field of civil engineering work, and with competent and experienced technical teams.

#### 7. Funding

The work that is the subject of this invitation to tender is financed by the Budget of the National Social Insurance Fund for the financial year 2018 on budget line 7-2D2206, in accordance with the P112 program.

#### 8. Tender Deposit

Each tenderer must attach to his administrative documents a Tender Deposit issued by a first-rate bank approved by the Ministry of Finance, specifying the amount of **799,950 (seven hundred ninety nine thousand nine hundred and fifty) Francs CFA;**

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

#### 9. Consultation of the Tender 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, as soon as this Notice is published in the Contracts magazine, the web site of cnps [www.cnps.cm](http://www.cnps.cm) or through posting.

#### 10. Acquisition of the Tender File

The file may be obtained at the place indicated above, upon publication of this notice, against payment of a non-refundable sum of **60,000 (sixty thousand) CFA francs** in CNPS Special Assignment Account No. **1003 3052 0707 0070 00003 -93** opened in the books of **UNITED BANK FOR AFRICA (UBA).**

#### 11. Submission of Tenders

Each offer written in English or French in six (06) copies, one (01) original and five (05) copies marked as such, must reach the above-mentioned address of the Contracts Service no later than **17 December 2018 at 2.00 pm**, local time and must be marked:

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TO BE OPEN IN COUNTING SESSION ONLY »**

#### 12. Admissibility of Tenders

On pain of 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 tender in accordance with the requirements of the Tender Documents will be declared inadmissible. In particular, the absence of the Tender Deposit issued by a first-rate bank approved by the Ministry of Finance.

### 13. Opening of Folds

The opening of 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 o'clock**, 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 CNPS building located at Kennedy Avenue.

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

### 14. Evaluation criteria

#### ➤ *Eliminatory criteria*

Eliminatory criteria are as follow:

- a- False statements, substitution or falsification of administrative documents;
- b- Absence of an administrative document at the opening of the folds or non-conformity of a piece of the administrative file (nevertheless, the tenderer has a 48h deadline to make the non-conforming part compliant, otherwise it will be eliminated);
- c- Absence of the attestation of site visit countersigned by the head of structure of the locality beneficiary of the work and the tenderer;
- d- Absence of a quantified Unit Price in the financial offer ;
- e- Non validation of at least 70% of the qualification criteria ;
- f- Non-respect CSR standards :
  - Workforce affiliated at CNPS : higher or equal to 3 (online déclaration of the 03 last months), detailed list of personnel highlighting their individual registration numbers at CNPS, attach « APS » attesting to the update of payment of contributions ;
  - Fair remuneration (attach online declaration of the last month) ;
  - Respect of the principle of gender promotion : at least 20% of female workers in the workforce (attach list of personnel highlighting the gender equation) ;
  - Current social liability insurance (attach insurance policy).

#### ➤ *Essential qualification criteria*

No.	CRITERIA	EVALUATION	
		YES	NO
1	<b>General presentation of the Tender File</b> <ul style="list-style-type: none"> <li>• Spiral binding;</li> <li>• formatting the document</li> <li>• Scheduling of the different parts of the document,</li> <li>• colored dividers.</li> </ul>		
2	<b>References of the company</b> <ul style="list-style-type: none"> <li>• Justify benefits over the past three (03) years, with a cumulative amount of at least FCFA F 12,000,000 (twelve million).</li> </ul>		
3	<b>Financing capacity</b> <ul style="list-style-type: none"> <li>• A certificate of financing capacity issued by a first-rate bank of an amount greater than or equal to CFAF 12,000,000 (twelve million).</li> </ul>		
4	<b>Conformity to HQSE standards</b> <ul style="list-style-type: none"> <li>• Justify worker protection equipment.</li> </ul>		

5	<b>Qualification and Experience of key personnel (for each lot) :</b> <ul style="list-style-type: none"> <li>• <b>Project Supervisor :</b> <ul style="list-style-type: none"> <li>- High Technician for Civil Engineering (Bac + 2 years at least or equivalent);</li> <li>- Experience: at least three (03) years.</li> </ul> </li> <li>• <b>Works Monitor:</b> <ul style="list-style-type: none"> <li>- Civil Engineering Technician (Bac at least or equivalent) ;</li> <li>- Experience: at least three (03) years.</li> </ul> </li> </ul>		
6	<b>Proof of acceptance of contract conditions</b> <ul style="list-style-type: none"> <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>		
7	<b>Planning and deadline</b> <ul style="list-style-type: none"> <li>• Planning corresponding to the deadline,</li> <li>• Deadline ≤ 04 months.</li> </ul>		
8	<b>Methodology and organization</b> <ul style="list-style-type: none"> <li>• Methodological note,</li> <li>• organizational approach of work teams.</li> </ul>		

## 15. Attribution

The contract will be attributed to the tenderer having:

- Presented the compliant administrative Tender;
- Validated at least 70 per cent of the technical offer sub-criteria;
- Presented the lowest financial offer.

## 16. Maximum number of lots

Single lot.

## 17. Period of validity of Tenders

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

## 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.

**Yaoundé, 22th November 2018**

Copies :

- P/CA/CNPS
- ARMP ;
- President CIPM ;
- Notice Board ;
- Archives.

**(é) Noël Alain Olivier MEKULU MVONDO AKAME**